



## APHL COMMITTEE WORK PLAN and Priorities for 2023-2024

Biosafety and Biosecurity

Diversity, Equity, Inclusion, and Accessibility

Environmental Health

Environmental Laboratory Science

Foodborne Diseases

Global Health

Human and Animal Food

Infectious Disease

Informatics

Knowledge Management

Laboratory Systems and Sciences

Newborn Screening

Public Health Preparedness and Response

Workforce Development



## APHL Committee Work Plan and Priorities for 2023-2024

### Biosafety and Biosecurity Committee

#### 1. Committee Charge

The Biosafety and Biosecurity Committee (BBC) provides leadership and guidance on policies and practices which impact Biosafety and Biosecurity in state, local and territorial governmental laboratories. Key activities for the committee include serving as technical experts and assisting state, local and territorial governmental laboratories and federal partners such as the US Centers for Disease Control and Prevention (CDC) with strengthening biosafety and biosecurity programs; collaborating with partners to provide guidance and resources to clinical laboratories to assist with implementing biosafety programs; and developing and delivering biosafety and biosecurity training programs.

#### 2. Ongoing Priorities and Work Plans –

- **Serve as a Subject Matter Expert for Biosafety and Biosecurity**
  - i. Provide tools and promote their use: Develop and maintain tools such as a risk assessment toolkit consisting of a standard operating procedure for performing risk assessments, and checklists to assist public health laboratory (PHL) biosafety professionals while connecting with clinical laboratories. [July 2023 – June 2024]
  - ii. Strengthen training programs: Survey/Ascertain PHLs and other key stakeholders to determine training needs and provide training programs using multiple modalities (e.g. webinars, regional and national meetings). [July 2023 – June 2024]
  - iii. Serve as an expert resource and consultants when requested: Promote the latest biosafety and biosecurity guidance (e.g., Biosafety in Microbiological and Biomedical Laboratories (BMBL) 6th Edition and ISO 35001: Biorisk management for laboratories and other related organisations) to address biosafety and biosecurity questions and provide support for discussions on the APHL Biosafety COLLABorate Communities. [July 2023 – June 2024]
- **Serve as an Advocate of Biosafety and Biosecurity Practices**
  - i. Promote continuity of biosafety and biosecurity practices and knowledge in public health, clinical laboratories and with external partners through national conferences, forums and in person meetings. [July 2023 – June 2024]
  - ii. Collaborate with Public Policy to promote the updated Biosafety in Our Nation's Laboratories Position Statement and advocate for continued funding to improve biosafety and biosecurity in public health and clinical laboratories. [July 2023 – June 2024]
- **Promote Biosafety and Biosecurity at an International Level**
  - i. Collaborate with the Global Health Program, Committee and other partners to provide expertise to other countries on developing and implementing Biorisk Management plans and safety related training programs. [July 2023 – June 2024]

3. **New Priorities and Work Plan** – Please list in order of importance no more than five goals your committee can realistically accomplish over the next 12 months. Include how you plan to accomplish this priority, who will lead this effort, and a brief timetable.

- **Continue to support members with safely responding to all emerging biological threats**
  - i. Support the development and implementation of biosafety guidelines. [Ongoing]
  - ii. Develop and promote trainings to build the technical concepts of laboratory biosafety and biosecurity. [Ongoing]
- **Support biosafety and biosecurity practices across multiple levels**
  - i. Continue to develop and deliver virtual trainings intended for microbiology bench level laboratory staff. The trainings are intended to build risk assessment, mitigation and performance skills of bench level staff in the laboratory. [July 2023 – June 2024]
  - ii. Collaborate with external organizations to support academic biosafety and biosecurity curricula for perspective laboratorians entering biosafety and biosecurity field or another laboratory field. [July 2023 – June 2024]
  - iii. Promote and improve interest in the biosafety fellowship programs in the public health laboratory workforce. [July 2023 – June 2024]
- **Develop resources to support laboratory biosecurity programs**
  - i. APHL will develop and review existing biosecurity tools for public health and clinical laboratories. [July 2023 – June 2024]
  - ii. APHL will utilize the Biosecurity Toolkit that was developed to promote and engage at a national level (e.g. Association for Biosafety and Biosecurity (ABSA) Biosecurity Symposium) [July 2023 – July 2024]
  - iii. APHL will develop a Biosecurity Checklist for public health and clinical laboratories [July 2023 – June 2024]
- **Revise and update resources to support mitigation of laboratory exposure events**
  - i. APHL will review and update published resources [July 2023 – June 2024]
  - ii. APHL will promote the Cost of Avoidance Tool that articulates the value of a biosafety program in regard to avoiding a laboratory exposure incident. APHL will work with external partners to develop a peer-reviewed journal article to better promote this tool among laboratory leadership and other staff. [July 2023 – December 2023]
- **Integration of laboratory biosafety and biosecurity into quality management programs**
  - i. Collaborate with the Quality Systems and Analytics Program, Laboratory Systems and Standards Committee and other partners to provide expertise on integrating laboratory safety and security into broader quality management programs. [July 2023 – June 2024]

4. **Joint Activities (with other committees)** – Make sure this is communicated to the other committee(s) so that there is continuity across the organization.

- Collaborate with the APHL Laboratory Systems and Standards Committee to provide expertise on integrating laboratory safety and security into broader quality management programs
- Collaborate with the APHL Global Health Committee to determine areas of engagement and to provide biosafety and biosecurity expertise to other countries.

- Collaborate with the APHL Environmental Laboratory Sciences Committee to determine areas of engagement on chemical safety policies in the laboratory. (i.e. integrating chemical safety discussions through the BBC if needed)
- Collaborate with the APHL Public Health Preparedness and Response Committee to determine areas of engagement on biosafety and biosecurity practices within the Laboratory Response Network.
- Collaborate with the APHL Public Health Preparedness and Response Committee to provide biosafety and biosecurity expertise on the Federal Select Agent Program (FSAP).
- Collaborate with APHL Workforce Development Committee to support and implement a curriculum in educational institutes for the biosafety and biosecurity field.

5. Aspirational or Parking Lot goals – Goals you hope to achieve in the future, or would like additional support, recommendations and feedback

- **Laboratory leadership towards effective biosafety buy-in**
  - i. The BBC would like to engage laboratory leadership across the APHL community to discuss strategies to better promote biosafety and biosecurity practices with the goal of building a stronger culture of biosafety.

6. Additional information you would like to share with board members

N/A



## APHL COMMITTEE WORK PLAN and Priorities for 2023-2024

### Committee Name here: Diversity, Equity, Inclusion, and Accessibility Task Force.

- 1. Committee Charge** – Your committee charge is an important statement to assist you in determining your priorities. In the event you believe modifications are necessary to the charge, you must get prior approval from the board. Please insert your committee charge below:

The Association of Public Health Laboratories (APHL) is committed to a culture of diversity, equity, inclusion, and accessibility (DEIA), not just as a concept, but as a practice. As an association, we recognize diversity comes in many forms, including, but not limited to disability, gender, sexual orientation, age, race, culture, or religion. APHL and its members understand that cultivating and encouraging inclusive environments is essential to our work and aligns with APHL’s strategic directives, vision, and member values. With this in mind, the DEIA Committee is committed to promoting, embracing, and modeling DEIA, through recommending or executing action items within the following areas:

- Performing evidence-based research, data collection and analysis to support DEIA goals, activities, and priorities.
- Fostering diversity, equity, inclusion, and accessibility in our workforce development efforts.
- Developing and providing resources and training to strengthen the understanding and implementation of core principles of DEIA.
- Improving communication, community outreach, and engagement.
- Undertaking a yearly review of existing APHL DEIA policies and practices.

- 2. Ongoing Priorities and Work Plans** – These ongoing priorities should have a timetable for achievement. If it is a regular function of the committee, it may not be necessary to list.

- DEIA Book Club: This initiative will be held at least 8 of 12 months. The topics of discussion will reflect current events or needs of the member laboratories.

- Diversity Calendar: The committee will continue to build the Diversity Calendar over the course of this upcoming year. It will be reviewed yearly for appropriateness.
- Discuss how information shared in the APHL Gathering Place COLLABorate site can be made publicly available.
- Submit a proposed annual conference topic in November each year.

**3. New Priorities and Work Plan** — Please list in order of importance no more than five goals your committee can realistically accomplish over the next 12 months. Include how you plan to accomplish this priority, who will lead this effort, and a brief timetable.

- The committee will complete an informal survey of APHL members by March 2024 to determine topics of interest. All committee members will contribute to the questions on the survey. The committee chair will prepare a survey monkey, or other appropriate survey tool, with the questions for distribution in COLLABorate as well as email. \*\*\*Quality Systems and Analytics, FORMS in MS
- The committee will pursue at least two instructor-led trainings each year during March and September. The topics will be based on APHL member needs described in the survey. The DEIA chair will work collaboratively with the APHL staff liaisons to determine the availability of funding for this initiative. Committee members will provide contacts for professionals that may be able to assist for free or at a cost.
- The committee will pursue a goal of increased diversity for the APHL Awards. The Committee will invite Drew Gaskins, or other relevant APHL staff, to a meeting in the 1<sup>st</sup> quarter of the year to discuss the award process. The committee will then work to identify opportunities to improve diversity and inclusion of the awards and present the suggestions to the Board. If accepted, the committee will work with Drew Gaskins on ways to better communicate the current award process or amend as recommended. \*\*\*\*APHL Values awards
- The committee will establish a schedule amongst the committee members for posting in Gathering Place to ensure persistent and gainful engagement throughout the year. The schedule will be completed by January 2024.
- The committee will create fact sheets or find additional resources on bias and microaggressions by June 2024 and develop an innovative strategy to share this information with the APHL community.

**4. Joint Activities (with other committees)** — Make sure this is communicated to the other committee(s) so that there is continuity across the organization.

- The committee will partner with the Workforce Development Committee to create a virtual session on creating a safe space within the workplace with the goal of sustaining a diverse and inclusive workplace. The Committee hopes to partner with Michelle Forman for a podcast on the topic.
- Meet with all APHL committees to discuss their individual DEIA initiatives.

**5. Aspirational or Parking Lot goals** – Goals you hope to achieve in the future, or would like additional support, recommendations, and feedback.

- Evaluate public health laboratory policy and practice and quantify with metrics.
- Hold “office hours” for DEIA related challenges
- Create a toolkit for member labs that provides best practices for the implementation of DEIA initiatives.
- Either create a list or provide resources that explain inclusive language that can be used for performance reviews.
- Create a resource that allows laboratories to evaluate work areas for accessibility.

**6. Additional information you would like to share with board members.**

- We were hesitant to believe we would be successful when we first started. However, we have created an open, safe atmosphere for sharing uncomfortable information. We intend to keep moving forward confidently.
- What is seen publicly by APHL membership is a lack of diversity (i.e., Awards recipients, ELP participants, speakers, etc).
- APHL should consider a DEIA Director as a member of staff.
- This committee is ready to serve and give advice in any capacity needed. Wherever we are needed, that is where we will be. If other committees would like a presentation from DEIA, let us know and we will provide it or find someone who can.
- DEIA is important and should be a constant drumbeat, not extracurricular. DEIA is not charity. It benefits all of us to find and retain talent, be innovative and engaged, and provide the service needed in an increasingly diverse public. This message needs to come from all corners and leadership.



## APHL COMMITTEE WORK PLAN and Priorities for 2023-2024

### Environmental Health Committee

1. **Committee Charge** — Your committee charge is an important statement to assist you in determining your priorities. In the event you believe modifications are necessary to the charge, you must get prior approval from the board. Please insert your committee charge below:

The Environmental Health Committee (EHC) advises and influences public health and environmental laboratories about ongoing and emerging chemical, environmental and public health threats that impact human health. Key activities include:

1. responding to new and ongoing laboratory issues,
2. developing policy,
3. increasing awareness of environmental and public health conditions,
4. providing education within and external to the laboratory community, and
5. coordinating response to existing and proposed legislations.

2. **Ongoing Priorities and Work Plans** — These ongoing priorities should have a timetable for achievement. If it's a regular function of the committee it may not be necessary to list.

1. **Data modernization and harmonization of laboratory measurements.** Support work that will better define and improve the quality of environmentally relevant health data for use by end users and partner agencies (e.g., EPA, CDC, etc.), including the determination of exposure information for a broad range of chemicals and toxins.
  - a. Promote and support development of PHLs capabilities and capacities best practices for public health surveillance activities related to the overdose crisis.
  - b. Provide a forum for discussion of challenges and best practices for PHL activities related to state medical cannabis programs. Collaborate with Food Safety regarding hemp and edibles.
  - c. Provide support for activities conducted by the Partnership for the Accurate Testing of Hormones (PATH) and identify areas where PHLs can benefit and utilize PATH methodologies.
  - d. Increase understanding of biomonitoring and exposure data and how to best communicate it to various audiences (e.g., patient, medical community, public). Explore risk communication collaborations and investigate ways to collaborate with newborn screening on this topic.
  - e. Encourage evolving bioinformatics infrastructure into an overall laboratory informatics



- solution that includes environmental health. Explore solutions to data storage issues associated with use of High Resolution Mass Spectrometry (HRMS), including cloud-based platforms.
2. Maximize and illustrate the value of the LRN-C.
    - a. Identify mechanisms to link the LRN-C with the National Biomonitoring Network, i.e., collect examples of utilizing LRN-C resource for biomonitoring work.
    - b. Identify mechanisms to link LRN-C with LRN-B, including providing input to the annual All-Hazards Survey and national LRN meeting agenda.
    - c. Representation on and from the Public Health Preparedness and Response (PHPR) committee, the APHL Chemical Threat Collaborative Work Group, and CDC's LRN-C monthly calls.
    - d. Promote LRN-C to cultivate consequential utilization during an environmental contamination events. This work should be linked with epidemiologists and the medical community (coordinate with Environmental Laboratory Science Committee).
    - e. Communicate the effectiveness of the LRN-C as a model for formation of an LRN-R for radiological emergencies.
    - f. Provide input to the LRN-C Biannual Technical Meetings by offering feedback on speakers and training needs.
    - g. Based on resource needs assessment, draft one original document to address LRN-C laboratory needs.
  3. Champion and advance the National Biomonitoring Network.
    - a. Promote the National Biomonitoring Network and oversee the work of the National Biomonitoring Network Steering Committee (NBNSC).
    - b. c. NBNSC to provide input to the National Biomonitoring Meeting (January 2024) by offering feedback on speakers and session topics during the agenda planning process.
    - d. NBNSC to work with epidemiologists, exposure scientists and biostatisticians to promote harmonization of methodology from study/questionnaire design through sample/data analysis.
    - e. Implement APHL Biomonitoring Position Statement.
    - f. Investigate possibility of private sector support of NBN and explore other potential membership categories - e.g., academia
  4. Provide subject matter expertise and a laboratory voice in the national environmental health arena.
    - a. Nominate members for federal advisory committees.
    - b. Explore EHC/APHL role around climate change issues, such as wildfires, air quality, flooding, increase in tropical and tickborne diseases. (Potential collaboration with ELSC and ID.)
    - c. Elevate profile of PH laboratory scientists through involvement in national organizations promoting EH interest e.g., International Society for Exposure Science (ISES).
    - d. Elevate APHL members as key SMEs for testing of chemical hazards by developing outreach opportunities, such as sponsored webinar series, newsletter/journal articles, roster of experts for science reporters, etc.
  5. Maintain APHL's home for food chemistry via the Food Chemistry Workgroup (cross-committee workgroup with EHC/ELSC/FSC/HAFC).

3. **New Priorities and Work Plan** — Please list in order of importance no more than five goals your committee can realistically accomplish over the next 12 months. Include how you plan to accomplish this priority, who will lead this effort, and a brief timetable.

1. Work to increase awareness of the intersection of forensic laboratory science with biomonitoring and LRN-C activities. Lead: Amy Miles (former EHC member). Plan: Schedule related webinar. Timetable: Execute webinar by November 2024.
2. Support public health laboratories as they implement and increase childhood lead assessments and related lead activities. Expand Elemental Analysis workgroup to encompass other heavy metals. Lead: Eric Bind and Caroline West. Plan: Utilize workgroup on Elemental Analysis to discuss topics like analyzing the 2023 survey data on lead testing and related technical guidance documents. Timetable: Complete survey and documents by June 2024.
3. Collaborate with the Workforce Development Committee (and perhaps ELSC) around environmental health workforce issues, such as declining applications, increased student loan debt, non-competitive government salaries, and recruitment and retention challenges.

4. **Joint Activities (with other committees)** — Make sure this is communicated to the other committee(s) so that there is continuity across the organization.

1. Work with ELSC committees on radiochemistry workforce shortage issues.
2. Work with ELSC on climate change issues.
3. Work with FS program and committees on mutual topics of interest, including cannabis, PFAS, radiochemistry, and food chemistry.
4. Work with PHPR around LRN-C and LRN-R efforts. Review questions for the annual APHL All-Hazards Laboratory Preparedness Survey, promote the LRN, maintain partnerships and promote collaborative trainings among state and local PHLs, the Federal Bureau of Investigation (FBI), National Guard Bureau (NGB) Civil Support Teams (CST) and local first responder groups.
5. Work with ELSC, HAFC and FSC around Food Chemistry Workgroup issues.
6. Work with Informatics committee around data modernization efforts.
7. Work with WDC around environmental health workforce challenges. Examine environmental and environmental health laboratory workforce development challenges and solutions, especially recruitment, retention, compensation and the career pathways program.
8. Work with KMC and ELSC to continue to update and promote the environmental health testing and equipment module of the PHLSD under the guidance of the PHLSD Taskforce.

5. **Aspirational or Parking Lot goals** — Goals you hope to achieve in the future, or would like additional support, recommendations, and feedback

1. Issues around biomonitoring assays as laboratory developed tests.
2. Issues around environmental justice.

3. Work with toxicologists and other PH partners (e.g. CDC, ATSDR) to determine the process for identifying "actionable levels" of analytes in biomonitoring studies.

6. Additional information you would like to share with board members: N/A



## COMMITTEE WORK PLAN for 2023-2024

### Environmental Laboratory Science Committee:

1. **Committee Charge** – Your committee charge is an important statement to assist you in determining your priorities. In the event you believe modifications are necessary to the charge, you must get prior approval from the board. Please insert your committee charge below:

The Environmental Laboratory Science Committee (ELSC) works on issues related to testing the natural and built environment, including water, soil, air, biota, consumer products and other matrices by:

- advising APHL about ways to drive government policy,
- providing technical assistance to environmental laboratories and programs,
- addressing emerging environmental issues, and
- enhancing public awareness of the value of environmental laboratories.

2. **Ongoing Priorities and Work Plans** – These ongoing priorities should have a timetable for achievement; otherwise, it may be a regular function of the committee and therefore not necessary to list.

- a. By June 2024, develop at least one webinar for environmental laboratory scientists on an emerging hot topic.
- b. By June 2024, complete the following activities of the [principal state laboratories \(PSL\) position statement](#): 1. field survey to all PSL audiences, 2. analyze results, and 3. determine strategy to renew and/or achieve position statement goals based upon those results.

3. **New Priorities and Work Plan** – Please list in order of importance no more than five goals your committee can realistically accomplish over the next 12 months. Include how you plan to accomplish this priority, who will lead this effort, and a brief timetable.

- a. Advise APHL on establishing new environmental microbiology outbreak response program in collaboration with CDC to enhance environmental microbiology capability and capacity at state and local laboratories.

- i. *Example Activities:* Community of practice and workgroup, multi-lab method validation, and resources such as an outbreak response toolkit.
  - ii. *How:* Designate at least one liaison to this group to update the committee on this work and support committee review and advisement when needed.
  - iii. *Leader(s):* Enoma Omoregie (NY, NY), Cody Danielson (OK)
  - iv. *Timetable:* June 2024
  
- b. Advise APHL on establishing new radiochemistry workforce development program to strengthen radiochemistry testing at state and local laboratories.
  - i. *Example Activities:* Development of radiochemistry advisory group for graduate certificate program and community of practice and resources to support laboratory workforce effectiveness.
  - ii. *How:* Monthly advisory group meetings and liaisons to update committee and enable oversight.
  - iii. *Leader(s):* Jack Bennett (LLNL), Susan Jackson (SC)
  - iv. *Timetable:* June 2024
  
- c. Explore challenges and solutions for a variety of other environmental laboratory topics to determine opportunities for change.
  - i. *Example Topics:*
    - i Workforce, particularly recruitment, retention, APHL career pathways program
    - ii Funding, particularly increasing laboratory access to and flexibility of funds
    - iii General environmental laboratory management, particularly LIMS, quality systems, training, environmental laboratory competencies, laboratory procurement and contracting
    - iv Additional matrices this committee has not traditionally focused on, potentially expanding to the new matrices specified in our charge.
    - v Using artificial intelligence in the environmental laboratory
  - i. *How:* These topics will direct the committee’s call, in-person meeting, and workgroup agendas and activities.
  - ii. *Leader(s):* Shane Olund (MN), Enoma Omoregie (NY, NY)
  - iv. *Timetable:* By June 2024

**4. Joint Activities (with other committees) –** Make sure this is communicated to the other committee(s) so that there is continuity across the organization.

- a. Examine environmental and environmental health laboratory workforce development challenges and solutions, especially recruitment, retention, compensation, and the career pathways program.
  - i. Environmental Health Committee, Workforce Development Committee
- b. Evaluate the utility of and best practices for incorporating wastewater surveillance data into existing infectious and foodborne disease surveillance systems.
  - i. Infectious Disease Committee, Foodborne Disease Committee, Human and Animal Food Committee
- c. Coordinate radiochemistry workforce development program with laboratories testing non-environmental matrices for radiological targets.
  - i. Environmental Health Committee, Human and Animal Food Committee
- d. Continue developing the Public Health Laboratory Systems Database (PHLSD) for environmental laboratories, explore how to increase knowledge retention toolkit accessibility and utility using the radiochemistry tab as a pilot, and coordinate on connecting APHL's quality systems work to environmental laboratories.
  - i. Knowledge Management Committee
- e. Determine next steps for connecting laboratory work and data to climate change.
  - i. Environmental Health Committee
- f. Continue advancing food chemistry work at APHL.
  - i. Environmental Health Committee, Human and Animal Food Committee

**5. Aspirational or Parking Lot goals – Goals you hope to achieve in the future, or would like additional support, recommendations and feedback**

- a. Develop a relationship with EPA that results in sustained partnerships with state and local environmental laboratories, leading to funding, infrastructure and training investments.

**6. Additional information you would like to share with board members**

- a. Although not included in these priorities, the committee continues a large amount of work through its wastewater surveillance, contaminants of emerging concern, collaborating with EPA, and policy workgroups.
- b. The committee appreciates the board's continued support of the Task Force to Engage Agricultural and Environmental Laboratories and looks forward to hearing about the board's prioritized activities for this area.

## APHL COMMITTEE WORK PLAN and Priorities for 2023-2024

### Committee Name here: Foodborne Diseases

**Committee Charge** – The Foodborne Diseases Committee advises and influences the practices of non-federal, governmental laboratories that perform clinical, food and environmental testing in support of public health surveillance and investigation of foodborne illness. The committee develops and disseminates standard practices; conceives, integrates, and helps drive collaborative activities with relevant stakeholders; ensures member advocacy through representation on national working groups and committees and monitors the capabilities and capacity of member laboratories.

#### ➤ Ongoing Priorities and Work Plans –

#### 1. Support isolate-based sequencing and the advancement of non-isolate based sequencing for food safety testing.

- Liaise with CDC’s PulseNet Steering Committee to provide state and local input on several aspects of AMD including: PulseNet 2.0, bioinformatics analysis needs, a single bioinformatics platform, scalability for smaller vs. larger PHLs, potential integration of long-read sequencing technologies in PulseNet workflows, and data interoperability.
  - Provide input on CDC’s second IT white paper when it becomes available.
- Provide input on metagenomics talks, discussions, and technologies as appropriate.
  - Submit at least one NGS session proposal for the APHL Annual Conference
  - Consider submitting an article on NGS related food safety testing to APHL’s quarter publication, Lab Matters.
  - Liaise with CDC and sites on HMAS pilot for *Salmonella* and STEC.
  - Liaise with FDA and LFFM grantees regarding Oxford Nanopore projects planned for Y04.

#### 2. Champion and advance foodborne disease surveillance programs.

- Contribute to the development of a FS survey instrument which will be fielded in fall 2023.
- Review and provide input on the 2022 CIDT Survey data. Assist the CIDT Subcommittee in promoting the CIDT survey data and Power Bi dashboard on APHL's website.
- In collaboration with CDC and APHL's CIDT Subcommittee, explore opportunities for contributing to activities outlined in the CIDT National Plan.
- Arrange for at least one presentation from CryptoNet, CycloNet CycloTrakr, and CaliciNet on monthly calls or during the annual committee meeting to continue to explore opportunities for collaboration.

**3. Contribute to the development of best practices and guidelines related to food safety and foodborne illness testing.**

- Assist APHL in promoting the *Campylobacter* isolation and characterization guidelines.
- Contribute thoughts to APHL's *Salmonella* Early Warning System paper.
- Work closely with FS staff and CDC to finalize updated recommendations for the Diagnosis of Shiga Toxin-Producing *Escherichia coli* Infections for public health laboratories.

**4. Support CIFOR activities to improve foodborne disease outbreak detection, investigation and response.**

- Reach out to jurisdiction specific partners to explore the feasibility of hosting a CIFOR Toolkit meeting.
- Complete the CIFOR Guidelines modules on APHL's Learning Center and encourage other staff within the laboratory to do so as well.
- Contribute to CIFOR awareness and product usage among colleagues by promoting several new products including the Third CIFOR Guidelines and Toolkit, web-based modules and FS Programs Reference Guide.
  - Contribute to session proposals and/or posters highlighting CIFOR and CIFOR-related products at InFORM, APHL Annual Meeting, IAFP and other FS meetings.
  - Contribute to a Lab Matters article.
  - Consider providing content for success stories that can be used by the Promote Development Team.
  - Review data from 2022 FS Survey regarding CIFOR awareness and tool usage and identify solutions to address gaps in awareness and usage.
- Pilot test and provide feedback on an OUE module in CDC's SEDRIC System.
- Provide member representation and a laboratory voice on the CIFOR Council and on work groups as appropriate.



➤ New Priorities and Work Plan –

- Conduct a training needs assessment (TNA) especially focused on front end training needs, e.g., isolate recovery/culture methods, pathogen identification, etc.
  - FS staff will work closely with QSA and TWD staff to pilot a new TNA SoP. The TNA is planned for December.
- Contribute to pathogen-specific workflows (*Salmonella*, STEC, *Campy*, *Shigella* and *Vibrio*) being facilitated by CDC liaison, Dave Boxrud.
  - A *Salmonella* Workflow work group has already been convened by CDC and subsequent pathogen workflow work groups will be convened throughout the committee year.

➤ Joint Activities (with other committees) –

- Continue conversations with APHL Informatics staff on data interoperability.
- Liaise with APHL’s ID Committee to ensure cross-collaboration on NGS-related activities via the NGS Subcommittee.
  - In collaboration with Christin Hannigan and the NGS Subcommittee, continue to provide input on AMD topic-specific guidance through communities of practice (applied genomic epidemiology, AMD data modernization, agile architecture, pipeline development, and automation, quality and standards, and IT security and privacy).
- In collaboration with APHL’s Environmental Health Program, CDC NWS, FDA GenomeTrakr, and the HAF Committee, continue to explore how wastewater surveillance (WWS) can be used to enhance foodborne disease surveillance.
  - Continue to liaise with EH’s WWS community of practice. Help identify speakers to talk about how WWS is explore for foodborne disease surveillance.
- In collaboration with the HAF Committee, contribute feedback on key FDA initiatives that rely on or impact laboratory data and practices.
- In collaboration with the HAF Committee, consider ways to get CIFOR tools in the hands of multiple stakeholders including MFRP alliance program staff and RRT members.

➤ Aspirational or Parking Lot goals –

Nothing to list currently.

➤ Additional information you would like to share with board members.

Nothing to list currently.



## APHL COMMITTEE WORK PLAN and Priorities for 2023-2024

### Committee Name here: Global Health Committee

1. **Committee Charge** – Your committee charge is an important statement to assist you in determining your priorities. In the event you believe modifications are necessary to the charge, you must get prior approval from the board. Please insert your committee charge below:
  - **The Global Health Committee advocates for and enhances the visibility of APHL’s Global Health program. The committee advises and supports GHP strategies and activities, and at the request of other programs, serve as a resource for their global health activities. The committee informs members and partners on the Global Health Program Strategic Map and showcases APHL’s global health program-related initiatives.**
2. **Ongoing Priorities and Work Plans** – These ongoing priorities should have a timetable for achievement. If it’s a regular function of the committee it may not be necessary to list.
  - a. **Promote and educate our members and our partners on the Global Health Strategic Map and its relevance and alignment with the association’s strategic plan. (*Strategic Objective A-2*)**
    - i. Share information on global health activities quarterly, targeting APHL’s membership. (*Objective A-2*)
    - ii. Committee Chair and/or member representatives to present on APHL Global Health initiatives at the Centers for Disease Control and Prevention (CDC) partner meetings and other appropriate conferences and meetings. (*Objective A-2*)
  - b. **Advocate for the continued support from policymakers, legislators, and ambassadors to enhance the visibility of the work we do. (*Strategic Objective A-2, A-3*)**
    - i. Advocate for support for global health initiatives with congressional legislators, ambassadors, and other stakeholders as appropriate including at a Global Health Hill (*Objective A-3*)

- c. Facilitate and contribute to the development of a business plan that includes the diversification of global health funding streams in collaboration with the global health program and APHL leadership. (Strategic Objective A-3)
    - I. Development of a proposal for a Twinning Institute program
    - II. Development of strategies for continued funding from the Centers for Disease Control and Prevention, and (*Objective A-3*)
    - III. Development of a diversification of funding plan that explores establishing new partnerships (*Objective A-3*)
  - d. During the committee year, the membership will continue to explore partnerships with academia and expand partnerships to other organizations. (*Strategic Objective B-3*)
3. New Priorities and Work Plan – Please list in order of importance no more than five goals your committee can realistically accomplish over the next 12 months. Include how you plan to accomplish this priority, who will lead this effort, and a brief timetable.
- a. During the committee year, committee members will share subject matter expertise on various communities of practice sharing their US domestic experience to enhance partnerships and collaborations globally. (*Strategic Objective C-2, C-4*)
4. Joint Activities (with other committees) – Make sure this is communicated to the other committee(s) so that there is continuity across the organization.
- a. Develop a consultant recruitment plan (who to target, how to recruit, training/orientation requirements) (*Strategic Objective B-4*)
    - I. Assist in recruiting efforts as activities expand, additional consultants will be needed to support training activities.
    - II. Develop a GH consultant description with potential duties and qualifications required
5. Aspirational or Parking Lot goals – Goals you hope to achieve in the future, or would like additional support, recommendations, and feedback
- a. The pandemic has made our traditional method of on-site consultation and training impossible. The committee is interested in investigating options for virtual learning platforms for global health along with the workforce department and committee (*Strategic Objective B-2*).
6. Additional information you would like to share with board members

## APHL COMMITTEE WORK PLAN and Priorities for 2023-2024

### Committee Name here: Human & Animal Food Committee

#### 1. Committee Charge –

The Human and Animal Food Committee identifies and responds to the needs of the human and animal food testing laboratory community and supports FDA’s goal to build a fully integrated food safety system. The HAF Committee carries out the goals of APHL’s cooperative agreement with FDA by collecting and disseminating resources, serving as a subject matter expert and providing content for training activities, identifying, disseminating and/or championing model practices to attain and maintain accreditation, identifying and addressing issues pertinent to human and animal food testing laboratories, and supporting mutual reliance. The Human and Animal Food Committee closely coordinates with the Foodborne Diseases (FD) Committee in support of a One Health approach to food safety.

#### 2. Ongoing Priorities and Work Plans –

1. Working jointly with Association of American Feed Control Officials (AAFCO), Association of Food and Drug Officials (AFDO), and National Association of State Departments of Agriculture (NASDA), ensure that there is a home for non-federal, governmental human and animal food testing laboratories.
  - AFDO (Maria Ishida, NY Dept. of Agriculture & Markets) and AAFCO (Kristina McCallum, Colorado Dept. of Agriculture) liaisons will report to the Committee at least quarterly, identifying opportunities for collaboration.
  - Develop and market resources for the HAF community, including upcoming webinars, BAM update notifications, quality-related resources, etc.  
[FS staff will provide updates at AAFCO \(August 2024, January 2024\) and AFDO \(June 2024\) meetings on APHL resources useful to human and animal food laboratorians. FS staff will also distribute resources via email when appropriate.](#)
  - Survey organizations to identify needs and how the HAF Committee or APHL at large can assist.  
[The Committee will work with AAFCO and AFDO liaisons, as well as APHL’s QSA program, to develop questions and solicit participation. Survey will be fielded in spring 2024.](#)

- Invite NASDA representative to a committee call to discuss the relationship among NASDA, APHL, and the human and animal food laboratories.  
The NASDA representative will attend a call by Winter 2024.
2. Assist laboratories in strengthening quality management systems, increasing data defensibility and data utilization by state and federal partners.
- Update Quality Management Training Series (QMTS) modules.  
The Committee chairs will ensure updates to all modules are finalized by December 2023.
  - Host at least one webinar on quality-related topic(s); work with accrediting bodies to host webinar(s) on topics specific to laboratory testing  
FS staff fielded a TNA to LFFM laboratories in May 2022. Committee members will use the TNA feedback to help identify at least one topic on which to hold a webinar by June 2024.
  - Create/market a flyer or list of resources available to provide to different groups and laboratories by June 2024.  
In collaboration with APHL's Marketing team, the committee will revise an already existing promotional flyer to better market APHL tools and resources. The committee will coordinate with other APHL programs to collate appropriate resources to include in the flyer.
  - Provide support for the ongoing development of the Laboratory Curriculum Framework.  
As needed, Committee members will serve as SMEs at development workshops and reviewing course content.
3. Engage with federal partners (CDC, FDA and USDA) to ensure the needs of the human and animal food testing community are met.
- Contribute to and ensure coordination with the Partnership for Food Protection (PFP) Lab Sciences WG.  
Cindi Mangione, co-chair of the PFP Lab Sciences WG, will provide updates quarterly on PFP activities.
  - As needed, engage with FDA and USDA FERN to provide input and recommendations on types of proficiency testing samples and training opportunities needed for the network.  
USDA and FDA liaisons will keep Committee members informed when input is requested. The committee will also identify a USDA liaison for the Committee.
  - Provide feedback to FDA liaisons regarding the training needs and general experiences of LFFM laboratories  
As needed, Committee members will provide feedback to the Christopher Waggener, FDA's LFFM liaison, on the needs of the LFFM laboratories.
  - Provide feedback to FDA liaisons regarding the training needs and general experiences of GenomeTrakr laboratories  
As needed, Committee members will provide feedback to the Tina Pfefer, FDA's GenomeTrakr liaison, on the needs of the GenomeTrakr laboratories.

### 3. New Priorities and Work Plan –

- Under Priority #1, the HAF Committee will convene a webinar for laboratorians and inspectors, “Understanding the FDA’s LFFM Sample Guide.”
- Under Priority #1, the HAF Committee will convene a panel to discuss creative ways laboratories are addressing issues such as increasing costs (e.g., service contracts, equipment costs). The Committee will collaborate with the Foodborne Diseases Committee to solicit speakers and questions for the panel discussion.
- Under Priority #1, the HAF Committee will assess laboratory proficiency testing needs. The committee will advertise available resources (e.g., AAFCO Proficiency Testing Program, APHL’s list of proficiency testing providers) and help determine needs, as appropriate.
- Under Priority #1, the HAF Committee members will assist APHL’s Board of Directors in implementing recommendations from the BOD Task Force to Engage Agriculture and Environmental Laboratories, as appropriate.
- Under Priority #2, the HAF Committee members will help maintain and contribute to APHL’s Quality Assurance Community of Practice, a vibrant online forum. Committee members will contribute to the forum at least bimonthly.
- Under Priority #3, the HAF Committee will identify a USDA Liaison to the committee.

#### 4. Joint Activities (with other committees) –

Investigate and develop cross-utilization of the Human and Animal Food Committee with other committees and programs within APHL.

- Collaborate with Foodborne Diseases Committee on pertinent, cross-cutting topics across food safety  
[During the committees’ in-person meetings, there will be one day of overlap where topics relevant to both committees can be discussed.](#)
- Invite representative(s) from APHL’s Environmental Health program or its committees to discuss mutual topics of interest, including cannabis, PFAS, radiochemistry, wastewater surveillance and food chemistry.  
[Discuss how Environmental Health’s radiochemistry work can leverage the competencies drafted in the Laboratory Curriculum Framework to develop training.](#)
- Collaborate with other APHL Committee(s) (e.g., FD, PHPR, EH) on an APHL 2024 session proposal on Unusual Events related to food safety.
- In collaboration with APHL’s Environmental Health Program, CDC NWSS, FDA GenomeTrakr, and the FD Committee, continue to explore how wastewater surveillance can be used to enhance foodborne disease surveillance.  
[Invite relevant participants to present during the committees’ joint meeting day.](#)

- Support the work of the FD Committee by strategizing ways to promote the CIFOR Outbreaks of Undetermined Etiology (OUE) modules to appropriate partners, including MFRP Alliance and RRT members.
- In collaboration with the Foodborne Diseases Committee and as requested, contribute feedback on the implementation of FDA's *Strategic Plan for State Human and Animal Food Laboratory Partnerships* and *New Era of Smarter Food Safety* via FDA liaisons.
- In collaboration with APHL's Knowledge Management Committee, continue to update and promote the Public Health Laboratory Systems Database (PHLSD) human and animal food testing and equipment modules.  
[Participate in a workgroup looking to update and enhance the HAF module test list.](#)

## 5. Aspirational or Parking Lot goals –

- Liaise with APHL's ID Committee in order to ensure cross-collaboration on NGS-related activities via the NGS Subcommittee
- Work with APHL's Laboratory Systems and Standards Committee on quality-related topics and initiatives
- Work to support RRTs.
- Collaborate with FDA liaisons on takeaways from FDA's Total Diet Study

## 6. Additional information you would like to share with board members.

None



## ID COMMITTEE WORK PLAN for 2023-2024

### Committee Name: Infectious Diseases Committee

**Committee Charge** – The Infectious Disease committee serves to advise the board, the Association, and its partners on laboratory capacity and capability and the role of the laboratory in the detection, control, and prevention of infectious diseases of public health significance. In addition, the committee advises on the evaluation and implementation of new technologies for the detection of infectious agents, addresses challenges facing public health and provides input to shape public health policy as it relates to infectious diseases.

#### ➤ Ongoing Priorities and Work Plans

1. **Address issues pertaining to the maintenance of laboratory capability and capacity for infectious diseases of public health importance, including the exploration of shared service models.**
  - a. Determine needs and develop models for advanced testing centers for sexually transmitted infections. (HIV, Viral Hepatitis and STI Subcommittee)
  - b. Evaluate the barriers and identify a series of solutions to offering reflex HCV NAT on a single blood draw. (HIV, Viral Hepatitis and STI Subcommittee)
  - c. Launch and encourage member laboratories to populate ArboShare: Empowering Public Health Laboratories through Arbovirus Specimen Sharing (Vector-Borne Subcommittee)
  
2. **Explore the use, performance and utility of new and existing diagnostic technologies and consider the impact of these technologies on public health practice.**
  - a. Develop concise guidance for new PCR Platforms
  - b. Evaluate the utility of and best practices for incorporating wastewater surveillance data into existing infectious disease surveillance systems (ID Committee, collaborate with Environmental Sciences Committee)
  - c. Identify data needs and evaluate potential changes to the HIV Diagnostic algorithm. (HIV, Viral Hepatitis, STI Subcommittee)
  - d. Monitor for publication of revised catalog of mutations associated with TB drug resistance and develop guidance for their implementation. (TB Subcommittee)
  
3. **Assist public health laboratories with guidance and tools for monitoring and responding appropriately to existing or impending infectious disease threats, outbreaks and/or emergencies.**
  - a. Develop white paper on the PHL role in detection and surveillance of non-tuberculous mycobacteria. (ID Committee; draft in progress)



- b. Develop a document that makes recommendations for essential public health laboratory capabilities for arbovirus testing in the United States. (VBD Subcommittee; Draft in progress)
  - c. Develop a verification and validation toolkit. (ID Committee, with LLS Committee; Draft in progress)
  - d. Develop a hiring guide for genomic epidemiologists in collaboration with CSTE. (NGS Subcommittee)
4. **Monitor and respond to new and revised federal regulations that may impact infectious disease testing in public health laboratories.**
- a. Monitor reimbursement issues for multi-pathogen panels. (ID Committee and IRP Subcommittee).
  - b. Monitor and respond to ongoing changes to legislation or regulation related to laboratory developed tests. (ID Committee)
  - c. Work with FDA, members and corporate partners to explore the appropriate pathway(s) for regulatory approval of specimen collection and testing in non-clinical settings for STI, HIV and other infectious disease testing. (HIV, Viral Hepatitis, and STI Subcommittee)
5. **Support APHL initiatives to develop and maintain relationships with organizations and other entities that influence practices related to infectious diseases.**
- a. Continue to engage with CSTE on Position Statement development and review as well as providing representation on workgroups such as CORHA. (ID Committee)
  - b. Create opportunities to collaborate with sustaining members including completing a series of information calls with Illumina to communicate public health needs. (ID Committee and NGS Subcommittee)
6. **Identify and promote the role of public health laboratories in applied and collaborative research including publications and national conference presentations.**
- a. Continue to identify opportunities for engagement at APHL sponsored conferences as well as other associations' national conferences to promote the work of PHLs in ID practice and applied research activities. (ID Committee)

## ➤ New Priorities and Work Plan

- Work with CDC and other partners to review and develop guidance and resources to support SARS-CoV-2 and expanded respiratory viral surveillance. (ID Committee and IRP Subcommittee)
- Document existing challenges with obtaining timely results for rabies rapid fluorescent foci inhibition test results and identify and share solutions. (ID Committee)
- Develop a list of commonly used laboratory developed tests (derived from CDC protocols) that need to transition from the ABI7500fastDx and develop a strategy to work together on assay optimization. (ID Committee with relevant subcommittees)

➤ Joint Activities (with other committees)

- Develop a verification and validation toolkit. (ID Committee, with LSS Committee; Draft in progress)
- Evaluate the utility of and best practices for incorporating wastewater surveillance data into existing infectious disease surveillance systems (ID Committee, collaborate with Environmental Sciences Committee)
- Liaise with the Food Safety committee to ensure cross-collaboration on NGS-related activities.

➤ Aspirational or Parking Lot goals

- Develop toolkit or best practices for assessing surveillance systems to ensure underserved populations are included.
- Work with the College of American Pathologists and Infectious Disease Society of America to develop guidance around taxonomy changes.

➤ Additional information you would like to share with board members

## APHL COMMITTEE WORK PLAN and Priorities for 2023-2024

### Committee Name here: Informatics

1. **Committee Charge** – Your committee charge is an important statement to assist you in determining your priorities. In the event you believe modifications are necessary to the charge, you must get prior approval from the board. Please insert your committee charge below:

*The Informatics Committee serves to advise the board and association on information systems, electronic lab messaging and health information exchange. This committee is the Association’s resource for subject matter expertise on information systems, systems standards and the informatics workforce. This informatics Committee will provide technical assistance to public health in the area of LIMS implementation and electronic dataexchange.*

2. **Ongoing Priorities and Work Plans** – These ongoing priorities should have a timetable for achievement. If it’s a regular function of the committee it may not be necessary to list.

*The Informatics Committee workplan falls under 4 prioritized categories: Electronic Test Order and Result (ETOR), Workforce, Data Modernization and Standardization*

#### **ETOR**

- Continue to define scope of capabilities and technical assistance needs for labs with the committee led *ETOR Taskforce* (i.e. expanding ETOR in NBS as the first use case)
- Continue to support ETOR Implementations from all areas of the laboratory (i.e. lab SMEs, IT support, LIMS manager)

#### **Workforce**

- Continue to support the Workforce Development Team
  - Expand the Informatics Fellowship Program
  - Promote the use of the informatics curriculum framework
- Expand the workforce resource center on CoLABorate
  - Create general informatics trainings

- Continue to build out high level job descriptions and pay scale comparison library

#### **Data Modernization**

- Continue to build awareness and effectively communicate public health lab informatics DMI topics

#### **Standardization**

- Continue to convene the Interoperability Forum, a venue to discuss, engage and learn about critical informatics topics, challenges, and solutions (1 Forum per quarter)
- Build and convene 1 additional LIMS user groups on CoLABorate

### **3. New Priorities and Work Plan** – Please list in order of importance no more than five goals your committee can realistically accomplish over the next 12 months. Include how you plan to accomplish this priority, who will lead this effort, and a brief timetable.

#### **ETOR**

- Review and collect ETOR Implementation best practices and lessons learned from high throughput labs
  - Who will lead: ETOR Taskforce
  - Timetable: By end of the coag year

#### **Workforce**

- Explore more engagements with the ID Program on recruiting and providing trainings for bioinformaticians
  - Who will lead: Staff Liaison, Sean Hannigan
  - Timetable: By end of the coag year

#### **Data Modernization**

- Create a PHL DMI Implementation Subcommittee
  - Who will lead: Michelle Meigs, APHL
  - Timetable: By the end of the coag year
- Nominate 2 public health laboratory informatics experts to national health care and informatics related national committees and taskforces
  - Who will lead: Vanessa Holley, APHL
  - Timetable: Nominate 2 by the end of the coag year

#### **Standardization**

- Develop a tool evaluation guide for use by members
  - Who will lead: Committee Chair, Ivan and Staff Liaison, Sean Hannigan
  - Timetable: Release evaluation guide by Jan 2023
- Work with other programs (i.e. QA, ID) to address informatics needs on the new PHL Informatics CoLABorate community
  - Who will lead: Staff Liaison, Sean Hannigan

- Timetable: By the end of the coag year

**4. Joint Activities (with other committees)** – Make sure this is communicated to the other committee(s) so that there is continuity across the organization.

- Continue to work with the Newborn Screening HIT Committee to advance the NBS use case for ETOR. There is currently a member that serves as a liaison between the NBS HIT and Informatics Committee.
- Continue to meet monthly with the Global Health Informatics Committee and Staff to discuss informatics challenges and best practices on a domestic and global level.
- Explore new opportunities with the Environmental Health Committees.
- Explore new opportunities to work and collaborate with the Food Safety Committee.

**5. Aspirational or Parking Lot goals** – Goals you hope to achieve in the future, or would like additional support, recommendations, and feedback

- Build the Informatics fellowship program by inviting hosts from this past round to share their experiences and how they engaged their fellows/what projects did they worked on.
- Full participation and engagement of the public health laboratory community in DMI and ETOR implementation activities
- Additional support needed to advance ETOR goals as this is a high priority CDC project with very tight deadlines and ambitious goals

**6. Additional information you would like to share with board members**

## COMMITTEE WORK PLAN for 2023-2024

### Knowledge Management Committee

**Committee Charge** – The Knowledge Management Committee (KMC) provides guidance on effective management and use of APHL resources for members to improve laboratory processes, procedures and systems. The committee adapts, develops, collects, organizes, and disseminates tools to promote public health practice.

*(Approved by the APHL Board of Directors 10/29/18)*

#### 1. Ongoing Priorities and Work Plans – to be completed by the end of committee year (June 2024)

- A. Collect, develop, and introduce Knowledge Management (KM) practices and tools to improve laboratory management.
  - A. Develop a manuscript of recommendations and models that integrate local PHLs within the state PHL system for program implementation and resource allocation.
  - B. Continue to update the Public Health Laboratory Systems Database (PHLSD) with Laboratory Profiles, new tests, equipment, and inventory which includes clinical, forensics/toxicology, environmental, human and animal food, and animal/insect testing capabilities. Continue to enroll new labs and improve user tools.
  - C. Review current documents and upload new documents from member developed resources in the Member Resource Center (MRC) to enrich the resource repository. This includes review of any potential documents shared through the COLLABorate communities of practice.
  - D. Enhance the Knowledge Retention Toolkit by developing a module for public health laboratory Radiochemistry positions (with ELSC).
  - E. Develop knowledge resources and novel approaches to support the engagement, recruitment, onboarding, and retention of laboratory staff across generations (with WDC).
- B. Guide and support the Quality Systems & Analytics (QSA) program by interpreting data, providing feedback and drawing conclusions from different APHL surveys and evaluation projects.
  - Review and assist with new data collection needs for the Laboratory Profiles, located within the PHLSD (with LSS).
  - Review and assist with reports, infographics and dashboards based on the 2024 Workforce Profiles survey (with WDC).
  - Provide input on reports on trends for the new training needs assessments (with WDC).

- C. Promote the use of APHL resources including tools and data-driven dashboards.
- Conduct a promotional campaign on the utilization of multiple tools and resources (ex. PHLSD, MRC, *Salmonella* Impact tool, Recruitment and Retention Guidance, Knowledge Retention Toolkit, etc.) (with LSS).
  - Promote data findings, publications, and visualizations/infographics developed by the QSA program in support of the 2024 Workforce Profiles survey (with WDC).

## 2. New Priorities and Work Plan –

- A. Enhance the Knowledge Retention Toolkit by developing a module for public health laboratory Informatics (with IC) and enhancing existing General Information tab content.
- B. Explore the impact and benefit of using the KR Toolkit within the laboratory.
- C. Investigate the ability to develop new resource allocation tools, such as a fee-for-service template, defining workload labor units, schedule of equipment lifecycles, expected productivity outcomes, etc.

## 3. Joint Activities (with other committees) –

- A. KMC will work with the **Environmental Lab Sciences Committee (ELSC)** to:
- Enhance the Knowledge Retention Toolkit to include a specific section for PHL Radiochemistry professionals.
- B. KMC will work with the **Informatics Committee (IC)** to:
- Enhance the Knowledge Retention Toolkit to include a specific section for PHL Informatics professionals.
- C. KMC will work with the **Laboratory Systems and Standards (LSS) Committee** to:
- Continue to update and improve the functionality of the PHLSD and Laboratory Profiles under the guidance of the PHLSD Taskforce.
  - Continue to promote resources available in the MRC.
- D. KMC will work with the **Workforce Development Committee (WDC)** to:
- Develop knowledge resources and novel approaches to support the engagement, recruitment, onboarding, and retention of laboratory staff across generations.
  - Review and assist with reports, infographics and dashboards based on the 2024 Workforce Profiles survey.
  - Provide input on reports on trends for the new training needs assessments.
  - Support the new PHL Bench Scientist Community of practice through CoLABorate.
- E. KMC will work with the **Environmental Lab Sciences Committee (ELSC)** and **Environmental Health Committee (EHC)** to:

- Continue to update and promote the Environmental Health testing and equipment module of the PHLSD under the guidance of the PHLSD Taskforce.
- F. KMC will work with the **Human and Animal Feed (HAF) Subcommittee**, under the Food Safety Committee (FSC), to:
- Continue to update and promote the Human and Animal Food and Animal/Insect testing and equipment modules of the PHLSD under the guidance of the PHLSD Taskforce.

#### 4. Aspirational or Parking Lot goals –

- A. Investigate the potential and need for creating a Public Health Impact Tool for public health threats.
  
- B. Additional information you would like to share with board members
  - a. Nothing at this time.



## COMMITTEE WORK PLAN for 2023-2024

### Laboratory Systems and Standards Committee:

1. **Committee Charge** – Your committee charge is an important statement to assist you in determining your priorities. In the event you believe modifications are necessary to the charge, you must get prior approval from the board. Please insert your committee charge below:

The LSS committee strengthens quality management systems by promoting the sustainability of public health laboratory systems and supporting the improvement of accuracy and reliability of laboratory results and services in member laboratories. The committee identifies and develops tools and resources to optimize the performance quality of member laboratories and their systems.

2. **Ongoing Priorities and Work Plans** – These ongoing priorities should have a timetable for achievement; otherwise it may be a regular function of the committee and therefore not necessary to list.
  - A. Review the mechanism for measuring the two Healthy People 2030 developmental objectives on laboratory services and distribute the survey for Y04.
    - Increase the proportion of member laboratories that provide comprehensive laboratory services to support emerging public health issues.
    - Increase the proportion of member laboratories that have implemented emerging technology to provide enhanced laboratory services.
  - B. Support national, state, local and regional public health laboratory system models.
    - Maintain, promote, and advance the Laboratory System Improvement Program (L-SIP).
    - Promote and share the tools from the seven APHL [Regional Consortia](#) and offer assistance as requested.
  - C. Support continuous quality improvement in member laboratories by providing tools, training, evaluation and consultation to meet regulatory requirements (i.e. CLIA, CAP, ISO, TNI, EPA, FDA, etc.) and public health agency accreditation.

- Support outreach and communicate the tools and resources available to the membership through committees and subcommittees.
  - Continue to promote using the APHL Member Resource Center by highlighting quality improvement relevant information in various formats.
  - Promote CLIA-related tools.
  - Continue to support the Quality Improvement Forum by identifying quality-related topics and speakers.
- D. Function as a liaison between public health laboratories, regulatory agencies, professional organizations and other stakeholders, i.e. CMS and PHAB.
- Address current CLIA issues and address questions that the PHL community has through the CLIA workgroup.
  - Monitor activities related to the “Rescind CMS’ Nursing Degree Equivalency Determination” position statement and work with APHL Public Policy to stay up-to-date.
- E. Continued to collaborate with multiple committees and strategic implementation groups (SIG) to finalize the update of the 11 Core Functions of Public Health Laboratories document.

**3. New Priorities and Work Plan** – Please list in order of importance no more than five goals your committee can realistically accomplish over the next 12 months. Include how you plan to accomplish this priority, who will lead this effort, and a brief timetable.

- A. Support continuous quality improvement in member laboratories by providing tools, training, evaluation and consultation to meet regulatory requirements (i.e. CLIA, CAP, ISO, TNI, EPA, FDA, etc.) and public health agency accreditation.
- Collect model practices for one new Quality Systems Essential.
  - Finalize and promote the new validation and verification toolkit.
  - Use training needs assessment findings and other member feedback to identify quality-related topics to develop educational resources.
- B. Function as a liaison between public health laboratories, regulatory agencies, professional organizations and other stakeholders, i.e. CMS and PHAB.
- Collaborate with the Environmental Laboratory Science Committee to address the need to update the Manual for the Certification of Laboratories Analyzing Drinking Water.

**4. Joint Activities (with other committees)** – Make sure this is communicated to the other committee(s) so that there is continuity across the organization.

- Collaborate with the Knowledge Management Committee by promoting the use of the Public Health Laboratory System Database (PHLSD) and the Member Resource Center (MRC).
- Collaborate with the Infectious Diseases Committee on the verification and validation toolkit (completion and training webinars) and provide guidance as needed on NGS Quality Systems Essentials.

5. **Aspirational or Parking Lot goals** – Goals you hope to achieve in the future, or would like additional support, recommendations and feedback

- Nothing we can think of at this time.

6. **Additional information you would like to share with board members**

- Nothing we can think of at this time.



## APHL COMMITTEE WORK PLAN and Priorities for 2023-2024

### Committee Name here: Newborn Screening

1. **Committee Charge** – Your committee charge is an important statement to assist you in determining your priorities. In the event you believe modifications are necessary to the charge, you must get prior approval from the board. Please insert your committee charge below:

The Newborn Screening (NBS) Committee serves to advise the Board and the Association on matters regarding newborn screening and genetic testing as they relate to issues affecting the membership. Membership is open to all members having an interest in newborn screening.

2. **Ongoing Priorities and Work Plans** – These ongoing priorities should have a timetable for achievement. If it's a regular function of the committee it may not be necessary to list.
  1. Collaborate with the Newborn Screening Quality Assurance/Quality Control (QA/QC) Subcommittee to review data collection fields on NewSTEPS website and provide feedback on how to harmonize responses better. The subcommittee will also develop a webinar on an emerging topic of interest regarding NBS quality assurance and quality control. (Timeline, May 2024)
  2. Monitor and provide input to the NewSTEPS Steering Committee on revisions to harmonized national quality metrics and on annual reports highlighting the current status of newborn screening practices and data driven trends. (Timeline, annually)
  3. Collaborate with the NewSTEPS Steering Committee to develop guidance on provider and follow-up staff education for newly added disorders to the Recommended Uniform Screening Panel (RUSP) and NBS panels in the United States annually as appropriate.(Timeline, annually or as disorders are added to the RUSP)
  4. Collaborate with the NBS Molecular Subcommittee to develop a guide of questions to ask for biochemical and molecular contracted services. (Timeline,

June 2024)

5. Oversee and provide guidance to the Newborn Screening Health Information Technology (HIT) Subcommittee’s review and updating of the Common Data Model on an annual basis. (Timeline, annually)
6. Collaborate with the Legal and Legislative Issues in Newborn Screening (LLINBS) workgroup in supporting states with adopting regulation, statute, or policy on access to residual dried blood spots (rDBS). (Timeline, June 2024, as needed).

3. **New Priorities and Work Plan** – Please list in order of importance no more than five goals your committee can realistically accomplish over the next 12 months. Include how you plan to accomplish this priority, who will lead this effort, and a brief timetable.

Priority/Activity	Details and sub-activities	Lead	Timeline for completion
Continuity of Operations Plan (COOP) Strengthening	<ul style="list-style-type: none"> <li>- Ensure states have a COOP in place (start with NBS committee, then broaden scope to states outside of NBS committee).</li> <li>- Aid the newborn screening community, in collaboration with the CDC and HRSA, in the development of validated, tested and sustainable contingency plans, including:               <ul style="list-style-type: none"> <li>o considerations for states that outsource to private/commercial laboratories,</li> <li>o considerations for outages or service interruptions at state and commercial labs.</li> <li>o considerations for manual back-up practices in the case of an electronic outage that would affect reporting, electronic storage, and data transfer capture.</li> </ul> </li> </ul>	TBN	June 20
	<ul style="list-style-type: none"> <li>- Provide guidance and assistance in responding to emerging threats that may impact newborn screening operations.</li> </ul>		
Validation guidance	In collaboration with the Newborn Screening Molecular subcommittee, contribute to development of a guidance document on conducting validation studies and daily quality control.	Michele Caggana	June 2024
NBS	Develop a manuscript in response to	Amy	December 2023

"modernization"	the paper on "Expert Evaluation of Strategies to Modernize Newborn Screening in the United States"	Gaviglio, George Dizikes, Michele Caggana	
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4. **Joint Activities (with other committees)** – Make sure this is communicated to the other committee(s) so that there is continuity across the organization.

Collaboration with Informatics on Electronic Test Ordering and Reporting (ETOR) activities

5. **Aspirational or Parking Lot goals** – Goals you hope to achieve in the future, or would like additional support, recommendations, and feedback

Collaborate with the NewSTEPS Steering Committee on assessing long-term follow-up (LTFU) needs and activities

6. **Additional information you would like to share with board members**

The Committee is an overarching one that has diverse representation in the newborn screening community. The field has many challenges and our work highlights these and the professional resources available in this group serve to resolve current challenges while predicting future challenges.



## APHL Committee Work Plan and Priorities for 2023-2024

### **Committee Name: Public Health Preparedness and Response**

1. **Committee Charge** – *Your committee charge is an important statement to assist you in determining your priorities. In the event you believe modifications are necessary to the charge, you must get prior approval from the board. Please insert your committee charge below:*

The Public Health Preparedness and Response Committee serves as technical experts to advise the Board and the association on all-hazards laboratory preparedness for, and response to, public health emergencies, natural disasters and emerging threats as they relate to issues affecting the membership. Key activities for the committee include: 1) promoting maintenance of laboratory capability and capacity to respond to all-hazard threats, 2) coordinating across the organization during response to public health emergencies, 3) identifying future risks and developing proactive strategies to strengthen the public health laboratory system, 4) guiding evaluations of new and emerging technologies, and 5) establishing and maintaining relationships and outreach efforts with key partners.

2. **Ongoing Priorities and Work Plans** – *These ongoing priorities should have a timetable for achievement. If it's a regular function of the committee it may not be necessary to list.*

- 1) Provide Leadership and Technical Expertise to Enhance Laboratory Practice, Preparedness and Response through Rapid Detection and Identification of Emerging Threats [Ongoing]**

- a. Utilize member expertise to support the public health laboratory system to respond to public health events, including emerging threats.
- b. Collaborate with members to provide guidance to federal agencies (e.g., Centers for Disease Control and Prevention (CDC)) and other partners on laboratory studies designed to collect performance data on assays/technologies to detect threat agents, including the acquisition of specimens necessary for verification.
- c. Provide input to the Department of Homeland Security (DHS) strategic initiatives such as the BioWatch Program.

- 2) Refine and Develop Public Health Preparedness Policy Documents, Funding Guidance and Performance Measures [Ongoing]**

- a. Collaborate with the APHL Public Policy Program to monitor and contribute to regulations and legislations, which impact public health preparedness and response.

- b. Review and provide input to CDC and other partners on the CDC Public Health Emergency Preparedness (PHEP) and Department of Health and Human Services (HHS) Assistant Secretary for Preparedness and Response (ASPR) Hospital Preparedness Program (HPP) Cooperative Agreements and other relevant funding opportunities.
- c. Provide input to CDC and other federal partners on performance measures for public health preparedness and response.
- d. Provide guidance to DHS, Department of Defense (DoD), Food and Drug Administration (FDA), the U.S. Department of Agriculture (USDA), CDC, and other partners on the development and implementation of the public health and related target capabilities.
- e. Provide guidance to APHL's Public Health Preparedness and Response Program on the annual All-Hazards Laboratory Preparedness Survey, Trust for America's Health (TFAH) preparedness measures, and laboratory measures used in the National Health Security Preparedness Index (NHSPI) and other performance measurement indices.
- f. Engage the Federal Select Agent Program (FSAP) to share information on the role of public health laboratories in preparedness and response and to provide opportunities for FSAP to interact with public health laboratories.
- g. Address policy changes and guidance on the transportation and handling of specimens and infectious agents, including select agents and toxins.

### **3) Develop and Maintain Resources to Strengthen Public-Private Partnerships for Threat Detection and Rapid Response [Ongoing]**

- a. Maintain the Sentinel Laboratory Partnerships and Outreach Subcommittee (SLPOS), comprised of representatives from APHL, CDC, sentinel clinical laboratories, and the American Society for Microbiology (ASM), to provide guidance and educational materials to laboratories on clinical laboratory training and technologies for biological threat agents and provide technical guidance to the College of American Pathologists (CAP) on the national Laboratory Preparedness Exercise (LPX).
  - i. APHL will utilize SLPOS to collaborate with the American Society for Microbiology (ASM) in an extensive review of all 12 LRN Sentinel Level Clinical Laboratory Protocols over the next year. APHL PPHR and ASM team have established a timeline for completion of the review and are also monitoring the revision process.
- b. Establish and maintain partnerships by collaborating with federal agencies, non-governmental organizations and other stakeholders to implement partnership agreements and provide tools and training courses for first responders, public health and clinical laboratories.
- c. Collect success stories and model practices to share with member laboratories.



#### 4) Promote a Consistent, Coordinated Lab Systems Approach in Federal Responses [Ongoing]

- a. Collaborate with CDC Emergency Operations Center and other partners such as Federal Emergency Management Agency (FEMA) to improvise incident management training system for public health laboratories at all levels (local to global).
- b. Serve as public health lab systems experts to CDC and other federal agencies to support effective responses including providing guidance on surge capacity.
- c. Enhance laboratory informatics capabilities including electronic test ordering and reporting (ETOR) and electronic laboratory reporting (ELR).
- d. Collaborate across APHL and with federal partners, CDC, Tri-Agency Taskforce, to provide guidance on emerging technologies to include the Food and Drug Administration (FDA) Emergency Use Authorization (EUA) approval process.
- e. Collaborate with APHL Training and Workforce Development Program and other partners to strengthen the laboratory workforce. For example, the PPHR Committee will provide guidance to shape the development and implementation of an emergency preparedness and response fellowship.

#### 3. New Priorities and Work Plan — *Please list in order of importance no more than five goals your committee can realistically accomplish over the next 12 months. Include how you plan to accomplish this priority, who will lead this effort, and a brief timetable.*

- 1) **Position Statements:** The PPHR Committee will revise and finalize the position statement, *The Need for Increased Funding of Public Health Laboratories to Ensure All-Hazard Preparedness*, by September 2023. Additionally, the PPHR Committee will review and revise the position statement, [Field Screening Kits and Devices Must Work](#), by Spring 2024.
- 2) **Coronavirus Disease (COVID-19) After-Action Survey Template:** The PPHR Committee will develop an after-action survey template to help PHLs evaluate their performance responding to COVID-19 and inform operational improvements needed to plan for future events. This template will be developed and promoted to APHL's membership by spring 2024.
- 3) The PPHR Committee will develop a public health laboratory surge capacity planning tool for member laboratories. Members will also review currently available surge capacity planning resources and make updates as needed. This tool will be published to APHL's website and presented to APHL's membership by June 2024.
- 4) **BioWatch Program Cost Assessment Template:** Members of the PPHR Committee will review and update APHL's current BioWatch Cost Assessment Template as needed to help PHLs estimate costs associated with supporting the BioWatch Program. This template will be updated by February 2024.

- 5) **Emergency Preparedness and Response (EPR) Fellowship:** The PPHR Committee will support the development and implementation of an EPR Fellowship and assist with reviewing fellow applications and identifying projects. This will be a new ongoing activity for the PPHR Committee once the EPR Fellowship track is open for applications.

4. Joint Activities (with other committees) – *Make sure this is communicated to the other committee(s) so that there is continuity across the organization.*

- 1) Collaborate with APHL's Board of Directors to support CDC's Moving Forward initiative, focusing on the reorganization of the Laboratory Response Network for Biological Preparedness (LRN-B) and ensuring public health laboratory input on strategic and operational changes.
- 2) Collaborate with the APHL Environmental Health Committee (EHC) to review questions for the annual APHL All-Hazards Laboratory Preparedness Survey, promote the LRN, maintain partnerships and promote collaborative trainings among state and local PHLs, the Federal Bureau of Investigation (FBI), National Guard Bureau (NGB) Civil Support Teams (CST) and local first responder groups.
- 3) Collaborate with the APHL Global Health Program to provide leadership for the implementation of Global Health Security initiatives, such as national laboratory systems development, biosafety and biosecurity, emergency operations, and laboratory preparedness and response.
- 4) Collaborate with the APHL Biosafety and Biosecurity Committee on Federal Select Agent Program (FSAP) to monitor regulations and impacts on APHL member laboratories, including potential challenges with testing select agents during outbreaks.
- 5) Collaborate with APHL's Training and Workforce Development Program and the APHL Workforce Development Committee on the development and implementation of an emergency preparedness and response fellowship track.

5. Aspirational or Parking Lot Goals – *Goals you hope to achieve in the future, or would like additional support, recommendations, and feedback*

- 1) **First Responder Partnerships and Outreach:** Increase engagement with first responder groups and federal partners to work on needs and address gaps between first responders and public health laboratories.

6. Additional information you would like to share with board members

- 1) Nothing additional at this time.



## APHL COMMITTEE WORK PLAN and PRIORITIES for 2023-2024

### Workforce Development Committee

#### **COMMITTEE CHARGE**

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The APHL Workforce Development Committee helps to identify and recommend strategies to solve current and future workforce needs, steer training and continuing education, and promote and encourage diversity in the workforce. WDC supports the fielding of workforce characterization and salary surveys and translates relevant data into key messages for the APHL membership.

#### **ONGOING PRIORITIES AND WORK PLAN**

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*These ongoing priorities should have a timetable for achievement. If it's a regular function of the committee it may not be necessary to list.*

1. Support online DrPH program with University of South Florida – College of Public Health (USF-COPH) as needed.
  - a. Meet with director of program and identify areas of collaboration, including review of program evaluations, consider recommendations for enhancements to curriculum or developing resources to address gaps in curriculum.
  - b. In collaboration with the APHL Marketing and Communication team, the WDC will continue to develop communication plans to promote the DrPH program and the ARP funded scholarship program, including articles, podcasts, infographics and content for social media and Lab Matters.
  - c. Distribute promotional materials to encourage DrPH candidates to participate in the APHL Boot Camp to prepare for board certification examination.
2. WDC members will submit up to 3 proposals for sessions at the 2024 APHL Annual Meeting. These sessions will highlight critical workforce issues and propose possible solutions to attendees.

3. WDC members support the portfolio of leadership development activities. (Ongoing)
  - a. Serve as reviewers of candidates applying to the Emerging Leader Program. Solicit for volunteers from the committee.
  - b. Serve as prospective reviewers of candidates applying to APHL fellowship programs.
  - c. Support the Academic Partnerships team with ideas or capacity when requested.
  - d. Promote career awareness and STEM activities; review existing career awareness resources and recommend updates or additions as needed. (Ongoing)
4. Continue to promote certification for Public Health Laboratory Leaders. (Ongoing)
  - a. Promote certification in public health microbiology and other specialties as appropriate. (Ongoing)
  - b. Support the continued development of board certification study resources and the APHL sponsored Boot Camp; update and improve study materials and continue to encourage engagement on the Laboratory Leadership COLLABorate group.
  - c. Contribute to the discussion on CLIA personnel requirements and provide comment as requested by CMS in efforts to review and recommend changes to relevant regulations.
  - d. Support Emerging Leader Alumni Network (ELAN) subcommittee through development of topics and agenda items for quarterly model practices calls.

## **NEW PRIORITIES AND WORK PLAN**

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*Please list in order of importance no more than five goals your committee can realistically accomplish over the next 12 months. Include how you plan to accomplish this priority, who will lead this effort, and a brief timetable.*

1. Continue to collaborate with KMC to build a sense of belonging and engage bench scientists through COLLABorate site, including more pathways to APHL memberships and to Annual Meeting attendance.
2. Support webinars and learning activities on Professional Identity, Recruitment and Retention, and Diversity, Equity, Inclusion and Accessibility (DEIA) in 2023 – 2024.
3. Participate in a facilitated focus group to provide feedback on the Laboratory Leaders of Today (LLOT) program, including contributing topics for the agenda, providing recommendations for improving the experience and extending the experience through virtual think tank offerings, and a mentoring component.
4. Establish a collaborative workgroup between WDC and the Global Laboratory Leadership Program (GLLP).

## JOINT ACTIVITIES

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### 1. Knowledge Management Committee

#### a. COLLABorate site for Bench Scientists

#### b. KM in the Workforce

- i. Lorelei Kurimski (Lead)
- ii. Adam Perkins
- iii. Denise Toney

#### c. Knowledge Retention Toolkit

- i. Lorelei Kurimski (Lead)
- ii. Kim Smith

### 2. Global Health

- d. Chris Bean (Lead)
- e. Dana Baker, APHL Manager Academic Partnerships

### 3. Environmental Health Committee

- a. Collaborate with the Environmental Health Committee to examine environmental and environmental health laboratory workforce development challenges and solutions, especially recruitment, retention, compensation, and the career pathways program.

## WORK ASPIRATIONAL OR PARKING LOT GOALS

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*Goals you hope to achieve in the future, or would like additional support, recommendations, and feedback.*

- Continue to participate in the development of 1-2 workforce webinars per year as subject matter experts.
- Continue to collaborate with other committees on workforce related issues.

## ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE WITH BOARD MEMBERS

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The Workforce Development Committee recommends renaming the Thomas E. Maxson Award which is now presented at the APHL Annual Conference during the Awards Ceremony.