

Laboratory Technical Advisory Group

Mission of the Wisconsin Clinical Laboratory Network (WCLN) Laboratory Technical Advisory Group (LabTAG):

- WCLN LabTAG will collaborate with the Wisconsin State Laboratory of Hygiene (WSLH), with an emphasis on infectious disease diagnosis and surveillance, biosafety, training, and public health emergency preparedness, to improve the state of Wisconsin's clinical laboratory system, both public and private, and support the purpose of the WCLN.

LabTAG Objectives:

- The objectives of LabTAG are to:
 - Advise and support the WSLH and WCLN in matters of infectious disease diagnosis and public health emergency preparedness, including bioterrorism.
 - Appoint and provide oversight committees as needed.
 - Encourage communication and strengthen ties among laboratories and public health staff/officials.
 - Identify and address the technical and biosafety training and educational needs of Wisconsin's clinical laboratories by identifying resources and training (e.g., teleconferences, workshops, written materials, etc.).
 - Provide a communication resource (conduit) for Wisconsin laboratories within a region – acting as a point of contact to provide communication to and from Wisconsin laboratories, including feedback from laboratories.

LabTAG Membership:

- LabTAG is comprised of a member from each of the seven designated WCLN regions. Additional at-large LabTAG members may be added to the membership at the discretion of the WSLH. Currently there are five at-large LabTAG members.
- Membership in LabTAG will consist of an initial 3-year term, renewable at the discretion of the WSLH and agreement of the member.
- Replacement members will be sought by open self-nomination of WCLN members for expired membership terms and unexpected openings, with final selection at the discretion of the WSLH.
- Membership terms will be "staggered" to ensure continuity.

Expectations of LabTAG Members:

- LabTAG members will:
 - Actively participate in meetings, teleconferences, workshops, and projects.
 - May act as a contact point for laboratories to relay input and feedback to LabTAG as a whole, and provide information to laboratories and the WSLH regarding technical, biosafety, training and education, or other issues.
 - Members serve as advisors to the WSLH regarding the WCLN.

- “Regional” LabTAG members represent all hospital laboratories in their region; however, as there are also “At-large” LabTAG members, there are no strict boundaries and there may be overlap due to natural affiliations.
- Members allow their contact information to be shared on the WSLH website.
- Commit to serving as a member of LabTAG for an initial 3-year term. LabTAG membership is renewable at the discretion of the WSLH and agreement of the member.

Note: Members are not expected to serve as alternate contacts for the WSLH for emergency response situations.

Expectations of the Wisconsin State Laboratory of Hygiene in Support of LabTAG:

- In support of LabTAG, the WSLH will:
 - Post member contact information.
 - Provide members with contact information for Wisconsin Sentinel laboratories as needed.
 - Provide resources for group meetings and teleconferences.
 - Provide reference or background information members may want.
 - Provide other support and information as needed through contact with Laboratory Network Coordinator.
 - Maintain membership of LabTAG by recruiting new members and re-enlisting current members.

LabTAG Meeting Rules:

- Standard rules are adopted for conducting meetings (e.g., one person speaking at a time, start and end meetings punctually).
- Attendance:
 - At least one WSLH member and six clinical laboratory representatives are required for a valid meeting, but subgroups may have a smaller number of participants.
- Frequency:
 - The WSLH will host a day-long in-person LabTAG meeting annually.
 - On-line LabTAG meetings will be held on each of the remaining 11 months as needed.
- Decisions/Discussion Outcomes:
 - Decisions are made by consensus.
 - May consist of multiple options.