

Meeting Information	
Topic	Reference Materials Second Edition Subgroup
Co-Chairs	Patricia Atkins and Jo Marie Cook
Date	05-05-2021
Time	Noon – 1:00 PM EDT
Location	Microsoft Teams Video Conference Call
Attendees	Jo Marie, Patti, Joe K, Marcus Obkircher, Melissa Phillips, Janet Blount, Jessica Krank, Rodney Bennett, Laura Wood, Katherine Stenerson, Matt Noestheden, Pearse Mc Carron, Alex Krynsky, Matt Lasater, Madhu Chatterjee, Kate Mastovska, Terry Grim, Kevin Kubachka

Discussion	
Topic	Comments
Host	➤ Patti Atkins
Logistics	➤ Microsoft Teams Conference Call arranged and hosted by Patti A
Agenda	<p>Welcome (or welcome back) everyone to the next edition of the NACRW RMWG. Attached is the call for contributors for the second edition as well as our minutes from a small organizational meeting from a few weeks ago. We hope to continue to expand our first edition with topics such as inorganic standards and cannabis. Other topics are also in discussion and we look forward to hearing your opinions on the chapters we include in the second edition.</p> <p><u>Agenda for today's meeting</u></p> <ul style="list-style-type: none"> • Welcome & Introductions • Plans for July WG meeting • Plans for 2nd edition: <ul style="list-style-type: none"> · Inorganic Section · Discussion of Cannabis Section · Botanicals/Identity/Authenticity · Role of suppliers and sponsors • Next steps plan • Next meeting announcement
Communications	<p>Meetings will be held approximately monthly using MS Teams Working documents will be stored on the NACRW Share Drives</p> <p>https://nacrw-my.sharepoint.com/:f/g/personal/jomarie_nacrw_org/Epayjka38L5Bk-nX8mxJUQ8B-K6rY-UZpS9nuNmnO0kNiA?e=EezMir</p>
Introductions	<p>Many contributors to the 1st Edition were in attendance as well as some newcomers (Madhu Chatterjee, Matt Noestheden, Matt Lassater, Laura Wood) who introduced themselves. Newcomers bring expertise in inorganics and cannabis</p>
Plans for 2 nd edition	<ul style="list-style-type: none"> • Pat explained that a need for a chapter on inorganics has been suggested since the writing of the 1st Edition. A subgroup met on 5/4 and agreed to begin work on that topic • Other topics for addition include cannabis, botanicals and authenticity (including counterfeiting and fraud) • Jo asked if we should include cannabis at this time because the

industry is changing at lot.

- Matt N (?) indicated that the industry really needs materials – sooner is better
- Pat explained that we are not in a position to provide regulatory guidance. This group can only make general recommendations and much of the 1st Edition already applies to cannabis
- Melissa P added that the 1st edition will also apply to cannabis and also for botanicals. The missing piece is authenticity. Melissa, Joe K, Joe Boison and John Spylka will be meeting to discuss AOAC plans for work on this topic and will bring information back to the Working Group.
- Pearse McC agreed that the 1st edition is generic and good for all materials and suggested to be cautious about providing recommendations for specific matrices. He also agreed that inorganics and authenticity were gaps that might be added in a 2nd Edition.
- Pat A mentioned the use of substitute matrices in cannabis and other methods and asked if topic might be included under authenticity.
- Matt N added that the general scope of the current guide is great. He added that the cannabis industry is not at a point where much of the information in the RefMaTrA is being addressed. For example, he explained that hemp is being substituted for cannabis and is a much different matrix
- Melissa described how different validations for authenticity include inclusivity and exclusivity statements. Maybe generic statements might be made about substitution.
- Jo suggested that perhaps this NACRW Working Group could compose a cannabis white paper which discusses the reference material issues specific to cannabis instead of adding a separate chapter to RefMaTrA.
- Melissa asked is there anything else that should be considered for botanicals and other matrices
- Laura added that we don't have materials for cannabis and we don't have methods to prepare these types of RMs
- Pat called for those interested in writing a Cannabis RMs white paper. Pearse will recommend contacts in Health Canada. Laura and Matt Lasater will help.
- Pat asked if we should pursue "Authenticity" as a chapter
- Melissa indicated that she did think it was needed and described how the methods used are very different from contaminants analyses. Matrices are very different from honey to olive oil to turmeric to cannabis. We need to describe how we can have more confidence in our methods by using RMs
- Pat indicated that we will pursue a chapter on authenticity and asked for volunteers to work on this topic
- Jo described the call for sponsors to support the Working groups. Sponsors will be recognized at the beginning of the document as well as at the end with a list of RM producers. They will also receive a list of those who are downloading the RefMaTrA from the website. Jo asked that producers and providers help get the word out by posting a link to the RefMaTrA on their websites and mentioning it in their presentations.
- Pat and Joe K are putting together a list of producers of RMs
- Markus O will provide a list of international providers
- Pat will compile a list for review by the other providers on the Working Group

Next steps	<ul style="list-style-type: none"> • Hold three separate monthly meetings; inorganics chapter, authenticity chapter and cannabis white paper
Deadlines	NA
Assignments & Next Steps	<p>Other Action/Next Steps:</p> <ul style="list-style-type: none"> • Jo will draft notes of meeting • Marcus will provide a list of RM producers • Pat will provide Marcus with a spreadsheet template • Pat will compile a list of RM producers for review by the WG • Cannabis authors will begin outlining the content of a white paper on cannabis RMs. (Laura Wood, Matt Lasseter, Jessica Krank, Health Canada) • Melissa Phillips will bring information back from the AOAC meeting on authenticity.
Next Meeting Date	Wednesday, June 2, 12:00 – 1:00 pm
Adjournment	1:00 PM EST