

**Accreditation Body Expert Committee  
Teleconference Minutes  
April 21, 2009**

**1. Attendance**

Joseph Aiello	Present
Dan Dickinson	Present
Jane Wilson	Excused
Jeff Flowers	Present
Linda Geddes	Present
Lynn Bradley	Present
Sharon Mertens	Present
Steve Arms	Present
Steve Stubbs	Excused

**2. Minutes from Meeting March 17, 2009**

Approved without changes.

*Action: Jeff Flowers will post on TNI Website.*

**3. Consensus Standards Development Board**

Steve Arms attended the April 9, 2009 teleconference for the ABC.

No issues requiring the ABC's attention were discussed.

*Action: None needed.*

**4. Accreditation Body Checklists**

Lynn Bradley attended the recent Evaluator Teleconference at which the collection and sharing of Accreditation Body checklists were discussed.

Discussions focused on the value of making current checklists available to all interested parties. The checklists addressed mostly included those not considered required technical checklists. The ABC concluded that it would be beneficial to collect and make available these checklists.

*Action: Ms. Bradley was asked to contact Jerry Parr to explore the possibility of identifying a location on the TNI Website to post checklists.*

**5. SW846 Methods/ELAB**

Jeff Flowers (ELAB Chair) discussed ELAB's meeting with the ORCR, USEPA.

A draft ELAB document, dated March 26, 2009, Potential Solution Strategies, SW-846 Regulatory Status Uncertainty was circulated to ABC members. The meeting focused on Potential Solution Strategies for a more straight forward approach to updating SW846 Methods in regulatory structures. Also discussed was NELAP's response to TNI's request for a review and possible changes for granting and documenting accreditation status by ABs. Currently, it is NELAP's loosely held opinion that this is a regulatory program issue and not an AB issue.

*Action: None at this time, but will continue to monitor.*

**6. “Issues for TNI” Document**

**Cross Walk Document (NELAC Std-TNI Std)**

As a result of a meeting between several TNI BoD members and USEPA region staff a document discussing five items was generated by Jerry Parr. The document was distributed to ABC members as a FYI. ABC members discussed the document and agreed that no action was needed by the committee. As part of the discussion, Sharon Mertens noted that Jerry Parr had emailed the ABC to ask if there was a more simple analysis comparing the NELAC Std and TNI Std than the one currently posted on the TNI Website. Jeff Flowers responded to Jerry Parr informing him that this was the only one known to the ABC, and asked if there was any further help we could provide. The ABC has not received a response.

*Action: None at this time.*

**7. Associate/Affiliate NELAP Board Memberships**

Future options for membership types were discussed. ABC members chose to proceed with exploring the use of Associate/Affiliate memberships. ABC members also agreed that it would be good idea to add to the NELAP Board a USEPA representative as an ex-officio member. As part of this it was noted that the USEPA person selected should have the authority to represent all of the USEPA in areas of decision and policy making.

*Action: Committee members were asked to review the current table of rights and responsibilities for Recognized ABs, Associates and Affiliates, and to provide recommendations for revising and completing the table.*

**8. Meeting Adjourned (Motion: Jeff Flowers, Second: Sharon Mertens)**