

# Laboratory Accreditation Body Expert Committee Meeting September 20, 2011

## 1. Attendance

Joe Aiello (Chair) - Present	Virginia Hunsberger - Present
Steve Arms - Present	Ken Jackson - Present
Lynn Bradley - Present	Mark Mensik - Absent
Art Clark - Present	Sharon Mertens - Present
Nilda Cox - Present	Faust Parker - Present
Jeff Flowers - Present	Rebecca Pierrot - Present
Myron Getman - Present	Aurora Shields - Present
John Gumper - Absent	

## 2. Minutes

Minutes from Bellevue 8/16/2011 were revised and approved.

**Action: Lynn Bradley will revise and forward for posting.**

## 3. Combining Lab Accreditation Body and On-Site Assessment Committees (Sharon Mertens)

Motion to combine committees was voted for approval by email. Motion was approved by all 14 of voting members representing both the Lab Accreditation Body and On-Site Assessment committees. Petition to combine committees has been forwarded to the Concensus Standard Development Board which will meet to discuss/approve on September 22, 2011.

Ms. Mertens prepared a draft charter for the combined committee.

**Action: Ms. Mertens and Nilda Cox will update the new charter for discussion at the October 2011 teleconference.**

## 4. Generic Application for Laboratory Accreditation (Rebecca Pierrot)

Ms. Pierrot has collected application information from a variety of NELAP Accreditation Bodies. Dan Hickman is also working with Ms. Pierrot to include national database needs in a generic application.

**Action: Ms. Pierrot plans to have a draft generic application available for review at the October 2011 teleconference.**

## 5. Third-Party Assessors (Art Clark)

Approaches to address the process and qualification of Third-party assessors were discussed. The committee decided to approach the issue by starting to address a process that could be implemented by TNI for qualifying/registering Third-party assessors. After that, other issues -- a model solicitation template for states to use in contracting, a process for performance review of Third-party assessors that TNI qualifies and development of a service for a state to contract with TNI to obtain the use of Third-party assessors -- will be explored. A new subcommittee was established to lead this activity (Art Clark, Jeff Flowers, Myron Getman)

**Action: The subcommittee will contact Jerry Parr to get more information relating to TNI's current ideas for addressing this issue.**

## 6. Surveillance Assessments (Steve Arms)

Based on input at the Bellevue meeting in August 2011, Mr. Arms felt that the need for surveillance assessments may not be widely supported by the NELAP Accreditation community.

Further consideration to address the following issues will be ongoing; Forming a task force to investigate how surveillance assessments could implemented in a formal and objective process with consistent criteria, developing a model on how surveillance assessments could be used to extend the frequency of a full reassessment for more than two years and using the results from this effort to develop a recommendation on changing Volume 2.

**Action: Continued discussions at future teleconferences.**

**7. Meeting Duration 11:00 – 12:40**