

## **Summary of Accreditation Body Committee Meeting October 28, 2008**

### 1. Roll Call and Introductions

Committee chair Jeff Flowers called the meeting to order at 12:00 PM on October 28, 2008. Members present included: Dan Dickinson, and Steve Arms and Jane Wilson

### 2. Minutes

Minutes were deferred.

### 3. Reports

The committee had been informed that the LASC has reviewed V1:M2, the AB standard for its purposes in reporting to the NELAP board. To aid in implementing, the LASC has asked the ABC to prepare an implementation guidance document. The LASC has prepared a Draft summation of its comments with recommendations to the ABC to assist the committee in formulating its final recommendations to the NELAP Board.

### 4. Discussion

The AB committee then discussed the following:

#### **LASC Guidance Needs**

The LASC comments document refers to the need for guidance on a 'one-person' AB program. The discussion centered on how to provide for a meaningful AB program that addresses the needs of the community. Program requirement justification by use of the standards needs was discussed as well as the fluctuating staffing of AB programs that are functioning. The committee left the issue for future reflection and consideration during the next call.

The 'Appointment of the appeals process entity' issue centered on the fact that the AB generally (in the USA) does not specially appoint that entity. If the view that the State is in fact the statutorily empowered entity that is the AB, and not merely the program office of the State that implements the program, then that greater entity (the State ) does in fact appoint the appeals process provider.

The ABC needs to make clear what 'surveillance audits' are in order to clarify the flexibility offered by the standard in the 5 year cycle vs. 2 year cycle in 7.7.1

## **Review TNI Associate/Affiliate**

The list provided by Joe Aiello was reviewed/discuss. Some topics presented by the discussion were:

- Roles & Motivations for an associate/affiliate
- Concern about an AB transferring to become an associate /affiliate.
- How to distinguish an AB over an associate /affiliate

The point that the associate /affiliate program is really a means of embracing the wider TNI community for the purpose of demonstrating the wider acceptance that the TNI program has achieved rather than the historical role of expanding reciprocity agreement of particular labs was made. From that viewpoint, once the associate /affiliate program is defined it could simply recognize the states which meet the associate /affiliate program definitions.

Tasks to move this forward are:

- Dan to refine points above for the ABC next discussions
- Jeff to reach out to affected TNI interest groups (the Associate/Affiliate States)
- ABC to Refine and define the Associate/Affiliate TNI Program.

## **17 Point List of Items**

Steve Arms (briefly) reported that the first 1-5 items do need memorialization. The ABC will take up these issues at its future meetings.