

**Summary of the Laboratory Accreditation Body Expert Committee Meeting
Tuesday, February 19, 2013**

1. Welcome, Roll Call and Approval of Minutes

In Jeff Flower's absence, Joe Aiello chaired the meeting. Attendance is recorded in Appendix A. Due to absence of a quorum, minutes were not voted upon, but Joe asked that anyone with comments please speak up. If no comments are offered within 2 weeks, the minutes from conference will be posted to the website. Joe noted that Lynn is resigning from the committee because she has been assigned to staff LAB as Program Administrator, and thanked her for her previous and continuing participation. Jeff Lowry asked to join as an Associate Member, for now.

2. Approval of New Member Chris Gunning (A2LA)

Chris Gunning submitted an application to join this committee, and that application information was circulated to members in advance of the meeting. With the approval of the Chair and Joe, and no objections from participants, we welcome Chris into the LAB Expert Committee. [NOTE: The Chair of the TNI Board has been so notified, and for Doug Leonard as well.]

3. Third Party Assessor Project

Our proposal to the TNI Board (included in 1/15/13 minutes) was considered at the Board's February 13 meeting. The Board approved going forward with Phases I and II as proposed, but had reservations about Phases III and IV and asked to see additional information about how those activities might be conducted, when available. Approval of Phases III and IV is withheld for now.

An article in the next issue of TNI's newsletter, "The Institute Review," will discuss this project and solicit individuals and organizations wishing to be included in the initial listing of Third Party Assessors. A notice will also be posted to the website once the project team begins working with the TNI Webmaster to accomplish the proposed listing.

Committee members interested in working on this project should notify Jeff Flowers, please.

4. Generic Application

This project was left in limbo after the committee meeting at conference, when TNI's Database Administrator explained that none of the NELAP ABs are interested in having a generic application although all of the NELAP-accredited labs desire it, and also that building an application that would encompass all possible choices from NELAP ABs' different Fields of Accreditation (FoAs,) as well as variable fees, is a tremendously complicated project.

Consensus of the meeting participants was that not including FoAs greatly diminishes the utility of a generic application. One participant noted that the Environmental Laboratory Advisory Board's (ELAB's) report on "State of National Accreditation" mentions the desirability of a common application for all NELAP ABs. Another participant suggested a step-wise development, beginning with demographic information and adding FoAs at a later date. Non-Governmental ABs may be able to use such a generic application for their TNI accreditations, if it were available.

Lynn offered to discuss this further with Rebecca (who leads the project but was unable to join the meeting) and the Database Administrator, and return with an "informed" recommendation, hopefully for the March meeting.

5. NELAP Accreditation Body Evaluation SOP and Tools

By this time, there were only 3 committee members remaining on the teleconference line, so this item was deferred until the next meeting.

6. Next Meeting

The next meeting of the LAB Expert Committee will be Tuesday, March 19, at 11 am Eastern. Agenda items at that time will be the Third Party Assessor project, the generic application recommendations, the NELAP Evaluation SOP and any Standards Interpretation Requests that might arrive.

Appendix A

LAB Expert Committee Roster

Name/Email	Term ends	Affiliation	Present?
Joseph Aiello joseph.aiello@dep.state.nj.us	12/31/2013	AB - NJ State Department of Environmental Protection	yes
Nilda Cox nilda.cox@mwhglobal.com	12/31/2014	Lab –Eurofins=Eaton Analytical Inc.	no
Jeff Flowers, Chair jeff@flowerslabs.com	12/31/2014	Lab – Flowers Chemical Laboratories, Inc.	no
Myron Getman mrg05@health.state.ny.us	12/31/2014	AB – NY Department of Health	no
Chris Gunning cgunning@A2LA.org	12/31/2014	AB – A2LA	Yes
Virginia Hunsberger vhunsberge@pa.gov	12/31/2014	AB – PA Department of Environmental Protection	Yes
Carl Kircher carl_kircher@doh.state.fl.us	12/31/2015	AB – Florida Department of Health	Yes
Doug Leonard dleonard@L-A-B.com	12/31/2015	AB – Laboratory Accreditation Bureau	no
Sharon Mertens smertens@mmsd.com	12/31/2014	Lab - Milwaukee Metropolitan Sewerage District	(didn't receive Meeting notice.)
Faust Parker faust.parker@atkinsglobal.com	12/31/2015	Lab – Atkins Environmental Toxicology	no
Rebecca Pierrot Rebecca.Pierrot@ALSGlobal.com	12/31/2015	Lab – ALS	no
Donna Ringel ringel.donna@epa.gov	12/31/2015	Other -- US Environmental Protection Agency, Region 2	no
Aurora Shields ashields@lawrenceks.org	12/31/2015	Lab – City of Lawrence, KS	no
Program Administrator: Lynn Bradley Lynn.Bradley@nelac-institute.org	N/A		yes
Associate Member			

Jeff Lowry JeffL@phenova.com		Other -- Phenova (PTP)	yes
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