

Summary of the Laboratory Accreditation Body Expert Committee Meeting
Tuesday, March 17, and Thursday, March 19, 2020 1:00 pm Eastern

1. Welcome and Roll Call

The Chair, Carl Kircher, opened the meeting. Attendance is recorded in Attachment 1, with the different days distinguished. Due to technical difficulties, the Tuesday call was only a half-hour and the call with the same agenda was continued two days later. The revised minutes of February 5 were approved unanimously with a request to add the action item to reflect that the issue of training for assessors, in addition to testing, should be held as a “parking lot” issue for the next revision. The minutes of February 18 were approved with a request to remove red-highlighted comment text from the previous meeting in item #157, since it conflicts with the final decision made during the February 18 meeting; for these minutes, Aaren abstained from the vote, but all others approved.

2. Discussion of Clarification Revision Requested by NELAP AC

After spending considerable time discussing SIR #362 at its March meeting, several members of the NELAP Accreditation Council formulated proposed language changes about timing of the AB’s delivery of its site report to the lab. Those changes were circulated and not objected to by any other Council members. That language was submitted to LAB with a request to consider them, and then Yumi proposed minor edits for clarification purposes. Those edits were made to sections 7.6.6.b.2, 7.6.8.1, 7.6.8.2 and 7.6.10 – 7.6.14, with the most substantive change being in §7.6.13. Also, language was included to accommodate the TX Statute allowance and any other problematic needs for extensions to the 30-day timeframe for issuing OSA reports.

A related comment about §7.6.6.b.1, that the report should be released “by the AB or its authorized representative”, generated considerable discussion about whether contract assessors are or should be “authorized representatives” if the report is subject to review by AB employees after a contract assessor delivers it to the lab. Aaren will provide draft language for consideration by LAB for revision of this section, and suggested that the AB’s quality system should at least define who is considered “authorized”.

At this point, the sound quality of the call was becoming intolerable, and participants agreed to reconvene two days later to finish the meeting. When the meeting resumed, Carl asked if anyone wished further discussion of issues from the Tuesday portion, but there were no requests to do so.

3. Discussion of Changes Previously Considered but not Fully Resolved

Carl made revisions to the draft standard based on his understanding of discussion, and requested that committee members talk through each of the clauses where changes were made. Carl’s email of February 19 listed them when he distributed the latest draft module.

Clause 1 – added a phrase (similar to the one in V1M2 Clause 1) to note that this standard is in reference to accrediting environmental testing (since this is the TNI ELS Sector), although I did not restrict this to NELAP or any other accreditation system specifically.

Clause 6.1.2.9.2 – the note defining technical disciplines was removed but the note about refresher training is retained. Aaren noted that TNI is poised to establish a Training Committee as well as a Task Force to consider whether to develop curricula that would qualify assessors (and likely other job categories as well) and possibly to credential them, also. Aaren would like a note in the standard stating that if such training and testing becomes available, that it shall be used, and she agreed to draft language for

consideration, noting that a grandfather clause will also be needed. Marlene asked that LAB consider putting competency requirements into this standard, and Carl offered to provide the contract language about competency of assessors used by Florida, as a strawman for such requirements. The language should be circulated to NELAP and non-governmental ABs for review and expansion prior to inclusion. Addition of this language would ensure consistency among assessors.

Clause 6.1.2.9.3 – in response to several verbal comments about grandfathering assessors, Carl started with language about grandfathering Technical Managers from V1M2 and inserted it here, renumbering subsequent clauses. This clause now addresses only initial recognitions, and a question arose about what assessors would do to meet the new requirements of a revised standard when an AB's renewal is under consideration. Several points were made:

- Remove the term “credential”.
- Waiving education requirements would be acceptable for renewal of recognition for an existing assessor but the training requirements should be met currently.
- For contract assessors, grandfathering should apply only to ABs for which they are working at the time of implementation of the revision.
- Assessors for a new AB would need to meet the requirements of §6.1.2.9.2 for training.

A new clause should be added to address renewals for existing ABs. Also, Marlene noted that we could consider including qualification requirements for additional accreditation management personnel such as decision makers and reviewers, and that she has relevant documents to draw from to do this, but would like to await Aaren's language about assessor training before beginning.

Clause 7.4.7.1 – revisions to accommodate the comments and emails from Dan Hautman and Nilda Cox about making sure that all SDWA analytes and test methods are addressed during the on-site assessments (assessing every method). Participants requested changing the revision to specify “regulated drinking water contaminants” rather than all drinking water methods.

Clause 7.9.4.2 – revisions as with initial assessments for drinking water methods but for reassessments. These were acceptable to participants with a change from “to ensure compliance” to “to comply...”.

Clause 7.13.3 NOTE – NOTE added to accommodate state due process requirements as a result of the PA-DEP comment about courts and other players that may make decisions on appeals over which the AB has no control. Participants noted that it should state “regulatory or statutory”, instead of simply “regulatory”.

4. Next Meeting

The next teleconference meeting will be Tuesday, April 21, 2020, at 1:00 pm Eastern. An agenda and documents will be distributed prior to the meeting.

Attachment 1

LAB Expert Committee Roster

Name/Email	Term ends	Affiliation	Present?
Aaren Alger Aaren.s.alger@gmail.com	12/31/2022	Other – Alger Consulting & Training	Yes, both days
Socorro Baldonado sbaldonado@mdwh2o.com	12/31/2022 (1 st term)	Lab – Metropolitan Water District, La Verne, CA	Thursday
William Batschelet Batschelet.william@epa.gov	12/31/2021 (2 nd term)	Other – Retired from US EPA R8	Yes, both days
Nilda Cox nildacox@eurofinsus.com	12/31/2021 (1 st term)	Lab – Eurofins Eaton Analytical LLC	Yes, both days
Catherine Katsikis catherinekatsikis@gmail.com	12/31/2021 (2 nd term)	Other – Laboratory Data Consultants	Yes, both days
Carl Kircher, Chair carl_kircher@flhealth.gov	12/31/2021 (3 rd term, extended)	AB – Florida Department of Health	Yes, both days
Marlene Moore mmoore@advancedsys.com	12/31/2021 (2 nd term)	Other – Advanced Systems, Inc., Newark, DE	Yes, both days
Michael Perry michael.perry@lvvwd.com	12/31/2022 (1 st term)	Lab – Southern Nevada Water Authority	No
Zaneta Popovska zpopovska@anab.org	12/31/2021 (1st term)	AB – ANAB	Yes, both days
Alia Rauf arauf@utah.gov	12/31/2020 (1st term)	AB – Utah Department of Health	Tuesday
Mei Beth Shepherd, Vice Chair mbshep@sheptechserv.com	12/31/2021 (2 nd term)	Other – Shepherd Technical Services	Yes, both days
Nicholas Slawson nslawson@a2la.org	12/31/2021 (1st term)	AB – A2LA	no
Program Administrator: Lynn Bradley Lynn.Bradley@nelac-institute.org	N/A		Yes, both days
Associate Members:			
Yumi Creason ycreason@pa.gov		AB – Pennsylvania	Yes, both days
Scott Haas shaas@etilab.com		Lab – Environmental Testing, Inc., and Chair, FAC	No
Bill Ray bill_ray@williamrayllc.com		Other – William Ray Consulting, LLC	No
Aurora Shields Aurora.Shields@kcmo.org		Lab – KC Water	No
Ilona Taunton Ilona.taunton@nelac-institute.org		Other – TNI Program Administrator	No