

**Summary of the
Laboratory Accreditation System Executive Committee
Monday, December 20, 2010, 12:00 EDT**

1. Roll call and Minutes: The meeting of the TNI Laboratory Accreditation Systems Executive Committee (LASEC) was called to order by June Flowers, Chair, on December 20, 2010 at 12 noon EST. Attendance is recorded in Attachment A.

Minutes from the November 29, 2010, meeting were reviewed and approved for posting. June will forward to the TNI Webmaster.

2. Program updates

TNI Board – The annual budget is in review. The Institute Review newsletter is in progress (the 3rd Quarter 2010 was issued earlier this month and is on the website). There are 748 current TNI members. 8 vendors have confirmed for the Savannah conference. The TNI QA Plan was distributed for comment.

PT Board – there is a new subcommittee to address cryptosporidium PT's

PT Expert – finalizing the TIA's and working draft standard.

3. Provisional Recognition SOP

The September 27th draft SOP that was discussed last meeting was red-lined by June and sent to the AB Committee where it was voted on and returned by Lynn Bradley with the date December 14, 2010. ABC has requested LAS EC to approve and pass on to the NELAP AC. The was discussed and the following edits were made and put up for vote:

- Section 5.4 - our previous change from “should” to “can” has been changed to “may”: “Provisional recognition may be granted on a case-by-case basis....”
- 5.10 – delete additional word “made”: “that AB shall make a public notification ~~made~~ 1) on the”
- 5.14 – Same text used, but moved around: The ET shall tender its final recommendation about whether to remove provisional recognition status or to decline to renew the AB's recognition to the NELAP Accreditation Council. This communication shall be in the same fashion and using the same example letters as contained in SOP 3-102 Rv.3, Evaluation of Accreditation Bodies.

Since this is an SOP dealing with Accreditation, a tabulated vote is required. George made a motion to accept the changes made and approve the SOP for submission to NELAP AC. Mitzi seconded. There were 7 members present on the call and each voted affirmatively. The revised SOP will be emailed to the 7 absent members for a vote.

4. Standard Interpretation SOP

The updated SOP was reviewed during the call. It was suggested that Program Administrator be defined in the SOP – is it the LAS EC Program Administrator? A Program Administrator assigned to the interpretation process?

The PT Executive Committee asked if FoPT questions could be addressed through the SIR process. The committee decided that FoPTs are not standards requiring interpretation and that it would not be appropriate to use this process. Ilona will communicate this back to the PT Executive Committee.

Ilona noted that a copy the SIR SOP was also sent to the NELAP AC. They are working on their voting procedures SOP and this may require that some of the wording in Section 5.2.5 will need to be updated before the SIR SOP can be finalized. The SOP will be distributed to the committee for final review and possible e-mail voting before the Savannah meeting.

5. Next Meeting

The next meeting of the LASEC would normally be January 24, 2010. However, because of the conference in Savannah, June proposed that the meeting be held at the conference lunch meeting on the Wednesday, February 2, 2011. All agreed.

The meeting adjourned at 1:25 pm EST.

Attachment A**PARTICIPANTS****TNI LABORATORY ACCREDITATION COMMITTEE**

Member	Affiliation	Contact Information
Ann Marie Allen - present	Massachusetts, Non-nelap AB	T: 978-682-5237 x333 E: ann.marie.allen@state.ma.us
Aaren Alger – absent	Pennsylvania DEP	T: 717-346-8212 E: aaalger@state.pa.us
Jo Ann Boyd – absent	Southwest Research Institute, Lab	T: 210-522-2169 E: jboyd@swri.org
Carol Barrick - present	Mosaic, LLC, Lab	T: 813-361-6911 E: cabarrick@msn.com
Brooke Connor – Inactive	USGS	T: 303-236-1877 E: bfconnor@usgs.gov
Kristin Brown- present	Utah Bureau of Lab Improvement, AB	T: 801-965-2540 E: kristinbrown@utah.gov
George Detsis - present	Department of Energy, Government	T: 301-903-1488 E: george.detsis@eh.doe.gov
Dan Dickinson - absent	New York DOH, AB	T: 518 485-5570 E: dmd15@health.state.ny.us
June Flowers – Chairperson present	Flowers Chemical Laboratories, Inc., Lab	T: 407 339-5984 x212 E: june@flowerslabs.com
Terri Grimes - absent	Pinellas County Utilities, Municipal Lab	T: 727-5822302 E: tgrimes@co.pinellas.fl.us
Marvelyn Humphrey – absent	USEPA Region 6, EPA	T: 281-983-2140 E: humphrey.marvelyn@epa.gov
Roger Kenton - excused	Eastman Chemical Company, Lab	T: 903-237-6882 E: rogerk@eastman.com
Judy Morgan - absent	Environmental Science Corporation, Lab	T: 615-773-9657 E: jmorgan@envsci.com
Mitzi Miller - present	Moeller Inc.	T: 865.927.3102 E: mitzi.miller@moellerinc.com
Julia Sudds – present	E.S. Babcock & Sons, Inc. Lab	T: 951.653.3351 E: jsudds@babcocklabs.com
Ilona Taunton – present	TNI Assistant Executive Director	T: 828-894-3019/828-712-9242 E: tauntoni@msn.com
Carol Batterton – present	TNI Program Administrator	T: 830-990-1029 E: carbat@beecreek.net

