

**Summary of the
Laboratory Accreditation Systems Committee Meeting
November 14, 2008**

1. Roll call: Attendance is recorded in Attachment A. Paul Junio (Chair – QS Expert Committee) was also present.

The meeting of the TNI Laboratory Accreditation Systems Committee (LASC) was called to order by June Flowers, Chair, on November 14, 2008 at 11 AM EDT. The meeting was adjourned at 1:05 PM.

2. Minutes

The Draft minutes from the October 24, 2008 meeting were distributed for review.

Motion: Accept Minutes from 10/24/08.

Motion: Dan Second: Lew

Approved by Committee

Ilona will submit to Webmaster for posting.

3. Review of new TNI Standard

- Committee members continued to review V2:M3 and were to send comments/questions to Ilona for inclusion in a master table to be used for discussion during today's meeting. Web conferencing was used to facilitate the review and to make any changes to the contents of the table. No additions to the table were made from the original 10/24/08 meeting. The table will be forwarded by Ilona to the On-Site Expert Committees (Attachment B.) They will review the table and respond back to the LASC with how they plan to address the one issue listed.
- The Quality Systems Expert Committee completed their review of the LASC comments/questions and prepared a response that Paul Junio forwarded to the committee. Paul joined the meeting today to review the response and to be available for any additional questions the committee might have. Paul mentioned that they hope to take care of most of the comments through editorial changes, but he will look into the Tentative Interim Amendment (TIA) process if needed. He will be participating in the Consensus Standards Development Board (CSDB) meeting later in the week where this will be a topic of discussion.
- The next step for the LASC is to review Quality System's response and prepare a final recommendation to the NELAP Board. Conditional recommendations must include a complete listing of any documents, training programs, etc ..., that are being recommended for development. Dan Hickman asked if the committee would include the tables they have worked from as an attachment to the recommendation.
- The PT Expert Committee provided responses to a few of the LASC comments/questions. These were reviewed by the committee. The LASC was in agreement with most of the responses and 3 of the 4 were deleted. June raised a concern that the issue of Experimental

PTs was not really included in the table that went to the PT Expert Committee. With the agreement of other committee members, she asked that Ilona forward the following question to the PT Expert Committee for their consideration in addition to the other comments/questions already submitted.

24.	V1M1: 4.2.2 V2M2: 5.2.3 V3: 6.1(c) 10.1.3	Experimental PT participation is an issue. Some ABs have said they will not implement this. The labs must do them, but there are no consequences. Experimental PTs are inconsistent with normal PT operations. There is a different set of rules that are not well defined. Response:
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- The committee is not sure when they will receive a final response from the PT Expert Committee, so the group will focus on working on recommendations for the parts of the standard related to QS, AB and On-site. All final responses from the Expert Committees will be needed by 12/9/08. These responses will be considered during the 12/12/08 LASC meeting. If the PT Expert Committee is able to finish their responses, LASC will need to consider how to handle this additional review. (*Addition 11-14-08: Jerry Parr mentioned that this could be completed in Miami and handed off to the NELAP Board the next day at their meeting.*)
- June discussed developing two subcommittees:
 1. Draft language for the NELAP Board recommendation based on the LASC review of the final responses from the Expert Committees.
 2. Prepare presentation for Miami meeting.

The subcommittee drafting language for the recommendation will send a DRAFT to committee members before late December. Committee members should review and comment so that a Final DRAFT can be send to Committee members for vote at a special meeting tentatively scheduled for 1/7/09. This will be discussed further at the 12/12/08 meeting.

4. Next Meeting

The LASC will meet via conference call on December 12, 2008 (Friday) at 11am EST.

Action Items are included in Attachment C and Attachment D includes a listing of reminders.

Attachment A
PARTICIPANTS

TNI LABORATORY ACCREDITATION COMMITTEE

Member	Affiliation	Contact Information
Ann Marie Allen - presentt	Massachusetts, Non-nelap AB	T: 978-682-5237 x333 E: ann.marie.allen@state.ma.us
Jo Ann Boyd – present	Southwest Research Institute, Lab	T: 210-522-2169 E: jboyd@swri.org
Lance Boynton - present	Absolute Standards, Inc., PT	T: 203-281-2917 E: lanceboynton@mac.com
Carol Barrick - present	FCC Environmental	T: 813-361-6911 E: cabarrick@msn.com
Brooke Connor – absent	USGS	T: 303-236-1877 E: bfconnor@usgs.gov
Lewis Denny - present	Florida DOH, AB	T: 904-791-1587 E: lew_denny@doh.state.fl.us
George Detsis - present	Department of Energy, Government	T: 301-903-1488 E: george.detsis@eh.doe.gov
Dan Dickinson - present	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 - present	Pinellas County Utilities, Municipal Lab	T: 727-5822302 E: tgrimes@co.pinellas.fl.us
Dan Hickman - present	Oregon DEQ, AB	T: 503-693-5777 E: hickman.dan@deq.state.or.us
Marvelyn Humphrey – present	USEPA Region 6, EPA	T: 281-983-2140 E: humphrey.marvelyn@epa.gov
Roger Kenton - present	Eastman Chemical Company,	T: 903-237-6882 E: rogerk@eastman.com
Judy Morgan - present	Environmental Science Corporation, Lab	T: 615-773-9657 E: jmorgan@envsci.com
Jack McKenzie - absent	Kansas DHE, AB	T: 785-296-1639 E: imckenzi@kdhe.state.ks.us
Dale Piechocki- present	Underwriters Laboratories, Inc., Lab	T: (574-472-5523 E: dale.r.piechocki@us.ul.com
Ilona Taunton – present	TNI Program Administrator	T: 828-894-3019/828-712-9242 E: tauntoni@msn.com
Jerry Parr – absent	TNI Executive Director	T: 817-598-1624 E: jerry.parr@nelac-institute.org

ATTACHMENT C

**ACTION ITEMS
TNI**

LABORATORY ACCREDITATION SYSTEMS COMMITTEE

	ACTION	WHO	ANTICIPATED COMPLETION DATE	COMPLETION DATE	COMMENTS
32	Forward completed V2-M3 table to On-site Expert Committee for comment.	ILONA	11-25-08	XXXX	DONE
33	Let Expert Committee Chairs know that all final responses to LASC questions/comments are needed by about 12/9/08 so that they can be discussed at the 12/12/08 LASC meeting.	JUNE, ILONA	11/20/08		

