

**Summary of the
Laboratory Accreditation Systems Committee Meeting
December 11, 2009**

1. Roll Call

Attendance is recorded in Attachment A

The meeting of the TNI Laboratory Accreditation Systems Committee (LASC) was called to order by June Flowers, Chair, on December 11, 2009 at 12 noon EST. The meeting was adjourned at 1:07 pm EST (motion made by Judy, seconded by Dan and unanimously approved.)

A motion to accept the November 20, 2009 meeting minutes was made by Brooke and it was seconded by Aaron. The minutes were unanimously approved.

2. Standard Interpretation Requests (SIRs)

The updates made by the subcommittee to SOP: 5-101 – Standard Interpretations SOP were reviewed by the committee.

- Lance suggested adding something more specific for the 2003 NELAC Standard references. The examples given were mainly related to the new TNI Standard. (Section 5.1.4.)
- “Valid inquiry” was removed from 5.2.1.

The group also suggested placing this SOP on the Standards Interpretation page on the website. The SOP is mentioned and it would help if an inquirer could click on the title and have the SOP open. Ilona will check into this as soon the SOP is finalized by the Policy Committee and ready for posting.

A motion was made by Lance to finalize DRAFT SOP 5-101 Rev 1 (Attachment B). It was seconded by Judy. There was no further discussion. The motion passed unanimously. Ilona will forward the SOP to the Policy Committee for finalization.

3. Reorganization Discussion

June asked Aaren to share where the NELAP Board is on their discussion of a possible reorganization. She commented they have questions about what the Accreditation Board will be doing. They are hoping that their call on the 21st will include Jerry Parr. This will give them a chance to ask more questions.

Concerns are more about change – not concerns about the substance of the change. There really isn't much change from what the NELAP Board currently does. People need an opportunity to review the information.

4. LASC Membership

June has received two nomination forms for the vacant AB position:

- Kirstin Brown. She is from Utah and has been working with the program for some time. She was part of Pennsylvania's evaluation team. She is new to being on a TNI committee.
- RaeAnn Haynes. She is from Oregon DEQ and has been very active in NELAC and TNI. She has chaired the PT Expert Committee and now chairs a PT Board Fields of Proficiency Testing subcommittee.

A motion was made by Lance and seconded by JoAnn to prepare an e-mail voting ballot to include each of these individuals. This was unanimously approved.

There is still a laboratory position open on the committee to replace Dale who will be stepping down. June has received information about a couple of individuals interested in this position. She will contact them to confirm their interest and will then prepare an e-mail vote to include information about the candidates.

5. New Business

- The meeting time needs to be updated on the TNI website.

6. Next Meeting

The next teleconference is Friday, January 8, 2009 at noon EDT. (*Late Addition: Meeting canceled.*)

The LASC will meet in Chicago on Wednesday, January 27th, 1:30 - 5 p.m.

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 – present	Pennsylvania DEP	T: 717-346-8212 E: aaalger@state.pa.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 – present	USGS	T: 303-236-1877 E: bfconnor@usgs.gov
Lewis Denny - absent	Florida DOH, AB	T: 904-791-1587 E: lew_denny@doh.state.fl.us
George Detsis - absent	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 – present	USEPA Region 6, EPA	T: 281-983-2140 E: humphrey.marvelyn@epa.gov
Roger Kenton - absent	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
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

Attachment B

Action Items – LASC

	Action Item	Who	Expected Completion	Actual Completion / Comments
	Update SIR SOP based on current practices.	Ilona	12/1/09	Complete
	Forward SIR#76 response concern to the NELAP Board.	Ilona	12/20/09	Complete
	Forward Final SOP: 5-101 Rev 1 to Policy Committee.	Ilona	12/16/09	Complete
	Prepare e-mail voting ballot for new members.	June Ilona	12/23/09	
	Tabulate votes to determine new LASC members. Notify June with results.	Ilona	1/4/10	
	Forward names of new members to the TNI Board for approval.	June	1/6/10	

Attachment C

Backburner / Reminders – LASC

	Item	Meeting Reference	Comments
1			
2			
3			
4			
5			