

**Summary of the
Laboratory Accreditation System Executive Committee
October 25, 2010**

1. Roll call and Minutes: Attendance is recorded in Attachment A.
The meeting of the TNI Laboratory Accreditation Systems Executive Committee (LASEC) was called to order by June Flowers, Chair, on October 25, 2010 at 12 noon EST.

Minutes from the September 27, 2010, meeting were reviewed. June asked Carol to review the minutes against her notes for the meeting and add any additional items. Also, the action items table needs to be updated. Completed items will be removed and new items added. The minutes will then be considered for approval at the next meeting.

2. Program updates

NEFAP: JoAnn Boyd reported that she and other NEFAP members were doing presentations to get the word out that NEFAP was accepting AB applications and would soon be doing accreditations. NEFAP has received two applications from potential ABs.
NELAP AC: Carol Batterton reported that some issues have been discovered with implementation of the new PT standard. The NELAP AC will be working with the PT expert committee to resolve these issues so that the July 2011 implementation can happen on schedule.

3. Evaluation SOP

June reported that the changes to the Evaluation SOP proposed by LASEC had been presented to the Accreditation Body Committee. The AB Committee did not feel that it was appropriated for them to make the changes. Therefore, June asked JoAnn to present the proposed changes to the LASEC. Carol reported that Jerry Parr had stated that the LASEC or NELAP AC could make changes to the SOP prepared by the AB Committee, but both LASEC and the NELAP AC had to concur with the changes. Dan Dickinson moved that the SOP as revised by the LASEC be approved. JoAnn Boyd seconded. A quorum was present and all present voted in favor. June asked Carol be make sure that the incorrect references identified by Marvelyn Humphrey be corrected before being sent on to the NELAP AC.

4. Provisional Recognition SOP

June presented the Provisional Recognition SOP for ABs that had been developed by the AB committee. Several members expressed concern about why this SOP was needed and why it couldn't be part of the AB Evaluation SOP. Members also questioned whether there were any alternatives to the approach described in the SOP.

Because of the concerns expressed, June wanted to allow members some additional time to review this SOP. June asked members to send comments and suggestions to her by

Nov. 8. June will get some additional background information and then a subcommittee will review the comments and make a recommendation to the entire LAS EC. Judy Morgan volunteered to be on the subcommittee. Additional volunteers should contact June.

June also advised members that she had verbally approved the Application Completeness checklist on behalf of the LASEC.

5. SIR responses

June reported that there was no new information to report on SIRS. The ABs now have electronic access to vote on SIRS.

6. Next Meeting

Because of the Thanksgiving holiday, the next meeting will be moved to Monday November 29, 2010 at 12:00 pm Eastern.

The meeting adjourned at 1:20 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 – present	Southwest Research Institute, Lab	T: 210-522-2169 E: jboyd@swri.org
Carol Barrick - present	Mosaic, LLC, Lab	T: 863-581-1284 E: cabarrick@msn.com
Brooke Connor – present	USGS	T: 303-236-1877 E: bfconnor@usgs.gov
Kristin Brown- absent	Utah Bureau of Lab Improvement, AB	T: 801-965-2540 E: kristinbrown@utah.gov
George Detsis - absent	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
Marvelyn Humphrey – absent	USEPA Region 6, EPA	T: 281-983-2140 E: humphrey.marvelyn@epa.gov
Roger Kenton - present	Eastman Chemical Company, Lab	T: 903-237-6882 E: rogerk@eastman.com
Judy Morgan - present	Environmental Science Corporation, Lab	T: 615-773-9657 E: jmorgan@envsci.com
Mitzi Miller - absent	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

Attachment B

Action Items – LASC

	Action Item	Who	Expected Completion	Actual Completion / Comments
	Update SIR SOP based on comments received from Policy Committee. Jerry suggested Ilona to work on this.	Ilona	12/31/10	
	Update Charter and post on website	Carol		
	Review AB Evaluator SOP and provide comments to ABC.	Subcommittee to meet	10/1/10	
	Approve Evaluation SOP and send to NEALP AC	LASEC	10/25/10	Complete
	Provide comments on Provisional Recognition SOP to June	LASEC members	11/8/10	
	Make a recommendation on Provisional recognition SOP to AB committee and NELAP Ac	Subcommittee to make recommendation	11/29/10	