

Laboratory Accreditation System Executive Committee Meeting Minutes January 27, 2016

The Executive Committee met during the Forum on Environmental Accreditation, Tulsa OK, at 10:30 am CST

1) Welcome and Roll Call

Judy Morgan welcomed everyone to the meeting. Those in attendance introduced themselves and are recorded in Attachment A.

2) Updates on Recent Activities

Mentor Session

Barbara said the Tulsa session on corrective action/root cause analysis was well attended with 40-50 present and good feedback was obtained.

Assessment Forum

Barbara provided an overview of this Tulsa meeting.

Timeline for 2015

Judy presented a timeline of the committee's activities in 2015, including revision of SOP 3-106. The committee's work on standards review was discussed in detail later (see below), but Judy mentioned the Chemistry Committee's Final Standard on detection and quantitation (V1M4, Section 1.5.2) had been received. She predicted the committee would be very busy reviewing the new Environmental Sector standard in 2016.

3) Update on Standards Interpretation Requests (SIR)

In 2015, 13 SIRs had been submitted, and this was a substantial reduction over previous years; e.g., there were 36 in 2014. Judy explained how to find them on the website. Paul Junio asked how to determine if a submitted SIR was just a request for guidance. Bob Wyeth questioned if a Standards Interpretation Guidance (SIG) request should be the responsibility of the LASEC, and said LASEC should be very careful in its response to such requests. Judy said it can be slow to get agreement from the NELAP Accreditation Bodies (AB) on a SIG, and it might be necessary to go back to the AB of the laboratory requesting the guidance.

4) Status of Standards Review

Judy listed the standards that LASEC had reviewed in 2015. The following had been recommended for adoption by the Accreditation Council: V1M4 Chemistry, Sections 1.7.1 and 1.7.2; V1M3 Asbestos; V1M6 Radiochemistry; and V1M7 Toxicity. In the case of V1M7, she explained the new Whole Effluent Toxicity Expert Committee had recommended retaining the 2009 standard due to concerns over the 2012 standard. Judy said LASEC had recommended formation on an Asbestos Expert Committee, since

the 2009 standard required updating. Bob Wyeth said the Consensus Standards Development Executive Committee already had three volunteers for the asbestos committee, and expected to get enough members to form the committee by the summer.

5) Standards Review and Recommendation

The process followed by LASEC to review Interim and Final Standards was described. Judy also discussed SOP 3-106 (Standards Review and Acceptance). Ideally each volume, module, portion of the standard can be reviewed and recommended as soon as it is prepared by the committees. This allows States to have time to consider regulatory conflicts and request review by legal counsel. Judy said a final comprehensive review will occur when all portions of the standard are complete.

Bob Wyeth explained the function of the Standards Review Council (described in SOP 2-100). It is to look for consistency with other modules and volumes. He said a glossary of terms was being prepared. This would highlight inconsistencies in definitions, but would not say how to resolve the inconsistencies.

6) New Policies

Carl said Chapter 6 of the 2003 NELAC Standard had a lot of requirements, pertinent to ABs, that had been dropped in the TNI Standard. In particular, he highlighted the process to become an AB and which AB a laboratory needs to go to for accreditation. He identified 19 potential policies needed to fill this void. Judy added there should be a policy on how to ensure all of a laboratory's technologies are reviewed, and every Drinking Water method is reviewed.

7) Other Business

George Detsis said a requirement is needed for the thermal preservation of samples for semi-volatile analysis. Typically, they are left at room temperature for several hours while the laboratory logs them in. Paul Junio said the standard addresses the requirement for laboratory receipt, and then it is the laboratory's responsibility to maintain the integrity of the sample. He was not sure how that could be written into a standard. George suggested it could be audited based on the laboratory's SOP for how it would handle the samples. Thekkekalathil Chandrasekhar said a 1-liter water sample may not have cooled to the requisite 6 degrees by the time it reaches that laboratory, because there was insufficient time for it to reach thermal equilibrium. In such a case it should not be flagged provided it was transported under the appropriate cooling conditions.

8) Adjournment

The meeting was adjourned at 12:00 pm CST

Attachment A

PARTICIPANTS --TNI LABORATORY ACCREDITATION SYSTEMS EXECUTIVE COMMITTEE

	NAME	EMAIL	TERM, End Date	INTEREST	AFFILIATION	S/H CATEGORY	PRESENT
1	Judy Morgan, Chair	Judy.Morgan@pacelabs.com	3 years, 12/18	Chair (all)	Environmental Science Corp.	Lab/FSMO	Yes
2	JoAnn Boyd	jboyd@swri.org	3 years, 12/16	StdsRev	Southwest Research Inst.	Lab/FSMO	No
3	Kristin Brown, Vice Chair	kristinbrown@utah.gov	2 years, 2/17	SIRs/Assmt Forum/FAQ	UT Bur. of Lab Improvement	NELAP AB	Yes
4	David Caldwell	david.caldwell@deq.ok.gov	2 years, 12/17	Assmt Forum	OK DEQ	Non-NELAP AB	Yes
5	Karen Costa	Costa.Karen@epa.gov	3 years, 12/17		US EPA	Other	Yes (by phone)
6	George Detsis	george.detsis@eh.doe.gov	3 years, 12/17	Assmt Forum	US DOE	Other	Yes
7	Barbara Escobar	Barbara.Escobar@pima.gov	3 years, 12/18	Mentor, AssmtFrm, FAQ	Pima County, AZ	Lab/FSMO	Yes
8	Jack Farrell	aex@ix.netcom.com	3 years, 12/16	Assmt Forum, StdsRev	Analytical Excellence	Other	No
9	Myron Gunsalus	ngunsalus@kdheks.gov	3 years, 12/18	KS DHE	KS Lab Director	NELAP AB	Yes
10	Bill Hall	George.Hall@des.nh.gov	3 years, 12/16	SIRs,FAQs	NH ELAP	NELAP AB	No
11	Carl Kircher	carl.kircher@doh.state.fl.us	3 years, 12/18	SIRs, FAQs	FL DOH	NELAP AB	Yes
12	Dorothy Love	dorothylove@eurofinsus.com	3 years, 12/18		Eurofins Env'tl	Lab	Yes
13	Mitzi Miller	mitzi.miller@moellerinc.com	2 years, 12/17	FAQs	Dade Moeller, Inc	Other	No
14	William Ray	Bill_Ray@williamrayllc.com	3 years, 12/17		Wm Ray Consultants	Other	Yes (by phone)
Ex Officio							
	Elizabeth Turner	eturner@ntmwd.com		Ex Officio	Small Lab Issues	North TX Mun. Water District	No