

Summary of the TNI NELAP Board Meeting October 1, 2007

1. Roll call.

Steve Stubbs called the TNI NELAP Board meeting to order on October 1, 2007, at 12:30 PM CDT. Attendance is recorded in Attachment 1.

2. Review and approval of minutes

Minutes from the September 17, 2007, meeting were reviewed and approved for posting.

3. Availability of Auditors for 2008 AB Assessments

Oregon and Louisiana (DEQ) stated their willingness to provide assessors during the last meeting. Oregon identified Dan Hickman as the assessor. Louisiana (DEQ) identified Karen Varnado. Texas stated it would provide an assessor but did not identify an individual. Louisiana (DHH) and Illinois were not present.

The remaining eight accrediting bodies expect to be among the programs assessed during 2008.

4. Discussion Items (3)

- a. For PT samples that have two concentration levels, which sample should a laboratory analyze?

Florida stated it currently allows a laboratory to decide which concentration to analyze. Florida staff have received inquiries from laboratories asking whether they are required to analyze both or alternating concentrations. Pennsylvania operates similarly and will share its interim policy with board members. Louisiana (DEQ), Utah, and Texas operate like Florida, with minimal involvement concerning concentrations laboratories choose to analyze. Kansas asked and the board agreed it would be useful to know the rationale and issues that led the PT Board/Committee to establish different concentrations.

Action Items: The chair will contact the PT Committee and request the information. Pennsylvania will share its interim policy with board members.

Voting Item: Without objection, the board agreed to place this item on the agenda for the next meeting for a vote.

- b. Does the idea of a single PT sample per year have utility?

Florida noted this topic was widely discussed at the last national meeting. Kansas stated the laboratory accreditation committee had discussed the issue at length but had not reached a consensus. Kansas also noted other drivers governing PT sample frequency exist, e.g., DOD, DOE contract requirements. California noted that even laboratories seem split on the issue.

Action Item: If any accreditation body has not already communicated its view on this item to the chair and wishes to do so, it should do so before the next meeting.

Voting Item: Without objection, the board agreed it did not object to the concept of a single PT sample each year but noted issues regarding, for example, how a single PT result would be used by an accrediting body, how soon after a PT failure a laboratory must successfully analyze a PT sample, and how many PT samples a laboratory could analyze after failing a study, would be important considerations in any change from the current requirement of two PTs per year with a passing rate of two out of the last three.

- c. The Accreditation Body Committee identified several areas in Chapter 6 of the 2003 standard that are not addressed in the TNI standard. The NELAP Board is working on some of these already, e.g., procedures for AB assessments. The committee is willing to draft policies and procedures or other documents for the board, and, to help move the program forward, for the LASC. Does the board believe it would be useful? Does the board wish to request the committee to do any of the following:

1. a mechanism for mutual recognition of accreditations
2. a process for handling appeals associated with recognition of ABs
3. a process for handling disputes between ABs concerning NELAP policies
4. a mechanism for assuming the role and responsibilities of the NELAP
5. other policies and SOPS that may be needed

The board agreed any assistance would be appreciated. Utah stated that, on cursory review, items 4, 3, and 2 would probably be priorities but a more careful review would be needed. The rest of the board agreed.

Action Item: Without exception, the board agreed to place this item on the agenda for the next meeting

6. Next meeting.

The next meeting will be on October 15, 2007 at 1:30 EDT. Carol Batterton will not be available for the entire call and the chair will arrange for another note taker.

Agenda items will include:

Discussion of the PT concentration issue
Policies and SOP's to be drafted by the Accreditation Body Committee
Initiation of next round of AB evaluations

Attachment 1

State	Representative	Present
CA	George Kulasingam T: (510) 620-3155 F: (510) 620-3165 E: gkulasin@dhs.ca.gov Alternate: Jane Jensen, jjensen@dhs.ca.gov	Yes
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: steve_arms@doh.state.fl.us Alternate: Carl Kircher, carl_kircher@doh.state.fl.us	Yes
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: scott.siders@epa.state.il.us Alternate: Jim Shaw, james.shaw@illinois.gov	No
KS	Jack McKenzie T: (785) 296-1639 F: (785) 296-1638 E: jmckenzi@kdhe.state.ks.us Alternate: Aurora Shields, ashields@kdhe.state.ks.us	Yes
LA DEQ	Paúl Bergeron T: 225-219-9800	Yes

	<p>F: 225-219-9898 E: Paul.Bergeron@la.gov</p> <p>Alternate: David Boucher david.boucher@la.gov</p>	
LA DHH	<p>Louis Wales T: (225) 342-8491 F: (225) 342-7494 E: lwales@dhh.la.gov</p> <p>Alternate: Ginger Hutto, ghutto@dhh.la.gov</p>	No
NH	<p>Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: whall@des.state.nh.us</p> <p>Alternante: Jeanne Chwasciak, jcchwasciak@des.state.nh.us</p>	Yes
NJ	<p>Michael Miller T: (609)292-3950 F: (609) 777-1774 E: michael.w.miller@dep.state.nj.us</p> <p>Alternate: Joe Aiello, joseph.aiello@dep.state.nj.us</p>	No
NY	<p>Kenneth Jackson T: (518) 485-5570 F: (518) 485-5568 E: jackson@wadsworth.org</p> <p>Alternate: Dan Dickinson, dmd15@health.state.ny.us</p>	Yes
OR	<p>Dan Hickman T: (503) 229-5983 F: (503) 229-6924 E: hickman.dan@deq.state.or.us</p> <p>Alternate: RaeAnn Haynes,</p>	No

	haynes.raeann@deq.state.or.us	
PA	<p>Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@state.pa.us</p> <p>Alternate: Ronald Houck, rhouck@state.pa.us</p>	Yes
TX	<p>Stephen Stubbs T: (512) 239-3343 F: (512) 239-4760 E: sstubbs@tceq.state.tx.us</p> <p>Alternate: Steve Gibson, jgibson@tceq.state.tx.us</p>	Yes
UT	<p>David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: davidmendenhall@utah.gov</p> <p>Alternate: Paul Ellingson, pellings@utah.gov</p>	Yes
	<p>Program Administrator: Carol Batterton T: 830-990-1029 or 512-924-2102 E: carbat@becreek.net</p>	No