

Summary of the TNI NELAP Board Meeting March 15, 2010

1. Roll call

The NELAP Board met at 12:30 PM CDT on March 15, 2010. Aaren Alger chaired the meeting. Those members in attendance are listed in Attachment 1. In addition to those indicated, Susan Wyatt and Stephanie Drier from MN joined the call, along with David Caldwell of OK. TNI Program Administrator Ilona Taunton also participated on the call to discuss Standard Interpretation Requests (SIRs) and the re-structuring of TNI.

2. Minutes

Minutes from the 3-01-10 meeting were reviewed with changes as suggested. The minutes were approved for posting.

3. Update on renewals and new applications

Lynn Bradley provided the following update on renewals:

MN –The technical review of the application may have been completed last Friday [March 5]; the onsite evaluation is scheduled for the second week of May.

IL – IL has submitted the corrective action report by the deadline; the evaluation team will submit a recommendation next week.

Paul Ellingson is still waiting for the results of the MN application technical review.

Steve Arms asked if the AB Fields of Accreditation were posted; he said they were not on the AB page. Aaren Alger said the Fields of Testing are located through the “Committees” link to the NELAP page.

4. Standards Interpretation Requests (SIRs) and Implementation of Web Voting

Ilona Taunton said that standard interpretation requests are being posted on the TNI website. She will provide a link to each AB to access the table listing the requests. The AB will be allowed to choose “Y” (yes) or “N” (no); if “N” is selected the AB will be allowed to submit comments. The User Identification for the AB can be shared with the designated alternate representative on the NELAP Board. Aaren Alger said that respondents to the SIR survey observed that editorial comments were being added to the interpretations. Aaren said she would ask committees to provide better wording and grammar in the interpretation. Steve Arms said that some comments appeared to be colloquial and not formal. Cathy Westerman said that extraneous comments (e.g., “You should know”)

should be avoided. Ilona said she would review the interpretations and speak with the committees. Steve Arms said the responses came from one person. Cathy cited “fussing examples” and Steve Stubbs noted that some interpretations were incorrect. Ilona replied that the interpretations should be labeled if they are wrong. Aaren asked that interpretations be straight-forward and professional. Ilona asked the Board if interpretations should be returned to the committees for grammar and editing, and that the standard operating procedure for the Laboratory Accreditation Systems Committee (LASC) should state this. Aaren agreed and observed that some committee members are wary of changes to their work product. Ilona said she appreciated the feedback from the Board.

5. NELAP Board Implementation of the New Standard

Ilona Taunton is checking the progress of implementation of the new standard from each committee with the use of a (progress) table. Ilona explained that the table will be maintained on the TNI website. Ilona added that that two issues for the NELAP Board to consider are

- 1) Update of the Evaluation Standard Operating Procedure (SOP), and
- 2) The use of Volumes 3 & 4 of the new standard or the 2003 NELAC standard for the accreditation of proficiency test (PT) providers.

Lynn Bradley said the AB Committee is working on Issue # 1. Ilona said she would update her notes. Lynn said the process is “fuzzy.” Ilona asked if progress on the SOP should be discussed at the next meeting of the AB Committee or the NELAP Board. Lynn said that the priority question is what standard should be used for the evaluations.

Ilona asked if states will have a conflict if the PT providers are approved by the new standard. Aaren Alger indicated that PA could have a difficulty with terminology in the new PT result reports. Ilona said she would notify the PT Committee. Steve Stubbs added that the “date of analysis” could be an issue. Ilona said that adoption of the PT standard was overlooked in the consideration of adoption of the rest of the standard.

6. Evaluation of AB’s (Next Round)

Jane Jensen asked which version of the standard will be used for the next round of AB evaluations. Aaren Alger also asked which part of the standard will be used. Jane said it would not be the PT part. Aaren asked if the quality system part would be used. Ilona Tauton said it would not be the quality system part. Ilona added that the website has the current standard posted. Steve Stubbs asked if a Tentative Interim Amendment (TIA) was added to the PT part. Aaren reminded the Board that a survey for the use of the TIA versus the “interpretation” of the PT requirements was taken in a previous meeting. Aaren questioned if the new standard could be used for the evaluation if it was not implemented. Ilona asked when the next round of evaluations was due. Aaren said the round was due to start this fall. Lynn Bradley said that notice letters will go out in October. Lynn explained that confusion stemmed from the deadline for implementation by the laboratories being set for July 1, 2011; but Jerry Parr assumed the ABs would already be subject to the new

standard. Steve Arms asked if the certificates for the ABs expired at the same time or at different times. Ilona asked if the deadline for evaluations was based on the issue date of the certificate. Steve Arms conjectured that expiration of the certificates may take place after implementation of the new standard. Ilona added that it is possible that both standards may be used during the evaluation. Steve Arms asked what version of the new standard was adopted. Aaren said that the new standard was chosen but only for the laboratories, not the PT providers or the ABs. Aaren added that many areas of the new standard have not been discussed and that the LASC is studying the differences between the 2003 NELAC standard and the TNI standard. Ilona said that workshop training will cover the differences for the laboratories but perhaps not for the ABs. Steve Arms said that TNI asked that the NELAP Board be ready to implement the new standard. Aaren said that the implementation was to proceed in a “rolling” fashion. Steve Arms said that the entire standard was adopted. Ilona said that the PT Board has a different concept of implementation and did not think it would impact the ABs. Ilona requested the NELAP Board to provide additional items for the (progress) table.

7. Response to TNI Memo

Aaren Alger said the memo from the TNI Board on the QAO report was received and she and Steve Stubbs will draft a response for the Board to review.

8. Reports from NY, NJ and OR about status of database uploads

Discussion on the database uploads was deferred.

9. TNI Re-organization

Aaren Alger asked for Steve Arm’s opinion of the TNI re-organization. Steve Arms reported that the re-organization proposal was accepted by the TNI Board. Steve Arms said that Jerry Parr moved the NELAP “Council” further out on the organization chart. He added that the Policy Committee will work on by-laws to implement the proposal; the NELAP Board name change will be proposed in April and voted on in May.

10. SIR Vote Results

Aaren Alger reported that none of the standard interpretations were approved by the Board. Cathy Westerman asked if the vote could be taken if ABs were missing.

11. Other Business

- SIR Comments

Steve Arms asked for results of the SIR survey. Aaren Alger said that Carol Batterton had a summary. Steve Arms asked for an executive summary of the results. Aaren said that she did not see Carol’s summary but understood that many ABs agreed with Steve Stubbs’ initial response. Steve Stubbs said that the SIR survey is finished and that Carol’s summary should be issued. Steve Stubbs said 7

ABs had no votes and 2 had additional comments. Steve Stubbs said that SIR 51 and 59 had no favorable votes and two abstentions. Steve added that the request concerning radiochemistry had the most unfavorable votes.

- Supplemental State Requirements
Discussion was deferred.
- AB Certificates and Expiration Dates
Steve Arms asked if the certificates should have the same or different expiration dates. Aaren Alger said that the choice of expiration date depends on the approach: based on the last evaluation or based on another rule, for example, when the national program was started and every three years from that time.

11. Next meeting

The next conference call of the NELAP Board will be April 5, 2010.

Attachment 1

STATE	REPRESENTATIVE	PRESENT
CA	George Kulasingam T: (510) 620-3155 F: (510) 620-3165 E: gkulasin@cdph.ca.gov	Yes
	Alternate: Jane Jensen jjensen@cdph.ca.gov	
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: steve_arms@doh.state.fl.us	Yes
	Alternate: Carl Kircher carl_kircher@doh.state.fl.us	
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: scott.siders@illinois.gov	No
	Alternate: TBA	
KS	Dennis L. Dobson 785-291-3162 ddobson@kdhe.state.ks.us F: (785) 296-1638	Yes

	Alternate: Michelle Probasco mprobasco@kdheks.gov	
LA DEQ	Paul Bergeron T: 225-219-1244 F: 225-219-8244 E: Paul.Bergeron@la.gov	Yes
	Altérnate:	
LA DHH	Louis Wales T: (225) 342-8491 F: (225) 342-7494 E: lwales@dhh.la.gov	No
	Alternate: Ginger Hutto ghutto@dhh.la.gov	
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: george.hall@des.nh.gov	No
	Alternate: TBD	
NJ	Joe Aiello T: (609) 633-3840 F: (609) 777-1774 joseph.aiello@dep.state.nj.us	No
	Alternate : TBD	
NY	Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568	No
	Alternate: Dan Dickinson dmd15@health.state.ny.us	
OR	Brian Boling T: (503) 229-5823 F: (503) 229-6924 E: boling.brian@deq.state.or.us	No

	Alternate: Raeann Haynes haynes.raeann@deq.state.or.us	
PA	Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@state.pa.us	Yes
	Alternate: Bethany Piper bpiper@state.pa.us	
TX	Stephen Stubbs T: (512) 239-3343 F: (512) 239-4760 E: sstubbs@tceq.state.tx.us	Yes
	Alternate: Steve Gibson jgibson@tceq.state.tx.us	
UT	David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: davidmendenhall@utah.gov	No
	Alternate: Kristin Brown kristinbrown@utah.gov	
VA	Cathy Westerman T: 804-648-4480 ext.391 cathy.westerman@dgs.va.gov	Yes
	Alternate:	
	Program Administrator: Carol Batterton T: 830-990-1029 or 512-924-2102 E: carbat@beecreek.net	No
EPA Liaison	Kevin Kubik T: 732-321-4377 E: kubik.kevin@epa.gov	No
	Evaluation Coordinator: Lynn Bradley T: 202-565-2575 E: Bradley.lynn@epa.gov	Yes

	Quality Assurance Officer Paul Ellingson T: 801-201-8166 E: altasnow@gmail.com	Yes
	Minnesota Susan Wyatt Stephanie Drier	Yes
	Oklahoma David Caldwell Judy Duncan	Yes