

## **Summary of the NELAP Accreditation Council Meeting July 7, 2010**

### 1. Roll call

The NELAP Accreditation Council (AC) met at 12:30 PM CDT on July 7, 2010. Aaren Alger chaired the meeting. Those members in attendance are listed in Attachment 1.

### 2. Minutes

Minutes from the 6-21-10 meeting were reviewed and approved for posting.

Carol reported that voting on the Memo to the TNI Board had been completed and was approved. Aaren will forward to Steve Arms and Jerry Parr.

### 3. Update on new applications

Lynn Bradley reported that MN's response to their onsite is due this week.

### 4. Report on the TNI Board Strategic Planning Meeting

Carol Batterton reported on the TNI Board's strategic planning meeting with assistance from Lynn Bradley and Steve Arms. Key issues discussed by the TNI Board included:

- How the TNI Board could help NELAP ABs deal with state budget issues
- The need to focus outreach on data users
- The need to document assimilation of NELAP into non-NELAP state programs
- The draft outline of TNI's QMP

There will be an article in the upcoming TNI newsletter summarizing the meeting.

### 5. Revised evaluation schedule

Aaren presented the draft evaluation schedule that Jerry Parr had sent proposing that the next round of evaluations be delayed so that the new TNI standard could be used. Jerry had also proposed a staggered schedule so that the workload could be distributed more evenly. Comments on this proposal included:

- It will be more difficult for ABs and the EC to plan workloads unless the evaluation teams are set up front.
- Dec. 19, 2010, is not a good time to be sending out renewal letters. We should move it back to Dec. 1, 2010.
- How should the NELAP AC go about doing this so we don't get questioned about making a decision that we shouldn't be making?

- Has the LAS Executive Committee seen this proposal and approved it? What about the TNI Board?
- Kevin Kubik reported that the EPA evaluators had seen the proposal and were OK with it. He will check with the drinking water program.
- Will the final version of this be a policy or SOP?
- LAS Executive committee should review this to make sure it is not in conflict with anything in the standards or existing SOPs.
- This proposal is consistent with the current draft of the evaluation SOP for the new standards.

Steve Arms moved that the NELAP AC accept this proposal in principle, but that the LAS EC and the TNI Board also review this proposal for consistency and any other implementation issues. Steve Stubbs seconded. All members present voted in favor. IL, NY and OR will be allowed to vote electronically.

#### 6. SW 846 work group

Steve Arms reported that the workgroup had not met and there was no new activity to report. Steve also commented that everyone thought EPA was going to make changes to the way methods were promulgated, but now they will not make those changes. This is not good news. Kevin Kubik had previously proposed that we try to re-define the issue to help focus in on a solution. Steve Arms will send notes to Carol to help with that. Steve stated that the issues fall into 3 categories:

- How accreditation for SW 846 methods impacts mutual recognition (NELAP ABs agreed to identify the method version in assessment reports to make mutual recognition easier)
- How states allow implementation of updates
- How accreditors view methods vs. how data users view updates

#### 7. NPW FoPTs

Eric Smith had previously forwarded the NPW FoPT tables for NELAP AC consideration. He specifically requested NELAP AC feedback on how (if) to move experimental PTs to the regular tables if the criteria in the SOP were not met. NELAP AC members have been invited to join the next PT Board call. Aaren asked who might be interested in being on the call. Aaren, Steve A., Jane Jensen, and Paul Bergeron indicated interest. Steve Gibson has a chart that simplifies the proposal that he will send to everyone. The PT Board call is at 12 PM CDT on July 15. Carol will let Eric know that there is interest.

#### 8. Schedule and agenda for DC meeting

The NELAP AC will meet all day on Thursday, August 12. The only time for a “business” meeting is 8-9:30 am. Aaren indicated that she would do a review of accomplishments and projects. Lynn suggested that a high level briefing on the draft new evaluation SOP would be good.

NELAP AC members travel plans to DC:

TX: OK  
FL: OK  
LADEQ: unknown  
CA: no  
UT: no  
VA: unknown  
LADHH: unknown  
PA: working on it  
KS: working on it  
NJ: someone will come, not sure who

## 9. Other

Aaren asked for volunteers to begin working on the action items listed in the memo to the TNI Board. She also asked for input on how the recommended task force should be formed. Should it be the same team that wrote the memo? Aaren asked members to email her if they wanted to work on a specific action item or the task force. Aaren would like to set due dates on the various action items at the next meeting.

## 7. Next meeting

The next conference call of the NELAP AC will be July 19, 2010. Carol will be on vacation and Lynn Bradley will take minutes. Tentative agenda will include:

Approval of minutes  
Update on new applications  
Discussion of NPW FoPT tables: report from conference call  
Follow up on revised evaluation schedule  
Action item teams and due dates for the TNI Board memo  
SW 846 work group report

## Attachment 1

STATE	REPRESENTATIVE	PRESENT
CA	George Kulasingam T: (510) 620-3155 F: (510) 620-3165 E: <a href="mailto:gkulasin@cdph.ca.gov">gkulasin@cdph.ca.gov</a>	
	Alternate: Jane Jensen <a href="mailto:jjensen@cdph.ca.gov">jjensen@cdph.ca.gov</a>	Yes

FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: <a href="mailto:steve_arms@doh.state.fl.us">steve_arms@doh.state.fl.us</a>	Yes
	Alternate: Carl Kircher <a href="mailto:carl_kircher@doh.state.fl.us">carl_kircher@doh.state.fl.us</a>	
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: <a href="mailto:scott.siders@illinois.gov">scott.siders@illinois.gov</a>	No
	Alternate: TBA	
KS	Dennis L. Dobson 785-291-3162 <a href="mailto:ddobson@kdhe.state.ks.us">ddobson@kdhe.state.ks.us</a> F: (785) 296-1638	Yes
	Alternate: Michelle Probasco <a href="mailto:mprobasco@kdheks.gov">mprobasco@kdheks.gov</a>	
LA DEQ	Paul Bergeron T: 225-219-1244 F: 225-219-8244 E: <a href="mailto:Paul.Bergeron@la.gov">Paul.Bergeron@la.gov</a>	Yes
	Altérnate:	
LA DHH	Louis Wales T: (225) 342-8491 F: (225) 342-7494 E: <a href="mailto:lwales@dhh.la.gov">lwales@dhh.la.gov</a>	Yes
	Alternate: Ginger Hutto <a href="mailto:ghutto@dhh.la.gov">ghutto@dhh.la.gov</a>	
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: <a href="mailto:george.hall@des.nh.gov">george.hall@des.nh.gov</a>	Yes
	Alternate: TBD	

NJ	Joe Aiello T: (609) 633-3840 F: (609) 777-1774 <a href="mailto:joseph.aiello@dep.state.nj.us">joseph.aiello@dep.state.nj.us</a>	Yes
	Alternate : TBD	
NY	Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568	No
	Alternate: Dan Dickinson <a href="mailto:dmd15@health.state.ny.us">dmd15@health.state.ny.us</a>	
OR	Irene Ronning T: 503-693-4122 F: 503-693-5602 E: <a href="mailto:irene.e.ronning@state.or.us">irene.e.ronning@state.or.us</a>	No
	Alternate: Raeann Haynes <a href="mailto:haynes.raeann@deq.state.or.us">haynes.raeann@deq.state.or.us</a>	
PA	Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: <a href="mailto:aaalger@state.pa.us">aaalger@state.pa.us</a>	Yes
	Alternate: Dana Marshall <a href="mailto:dmarshall@state.pa.us">dmarshall@state.pa.us</a>	
TX	Stephen Stubbs T: (512) 239-3343 F: (512) 239-4760 E: <a href="mailto:sstubbs@tceq.state.tx.us">sstubbs@tceq.state.tx.us</a>	Yes
	Alternate: Steve Gibson <a href="mailto:jgibson@tceq.state.tx.us">jgibson@tceq.state.tx.us</a>	
UT	David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: <a href="mailto:davidmendenhall@utah.gov">davidmendenhall@utah.gov</a>	
	Alternate: Kristin Brown <a href="mailto:kristinbrown@utah.gov">kristinbrown@utah.gov</a>	Yes

VA	Cathy Westerman T: 804-648-4480 ext.391 <a href="mailto:cathy.westerman@dgs.va.gov">cathy.westerman@dgs.va.gov</a>	Yes
	Alternate: Ed Shaw T: 804-648-4480 ext.152 <a href="mailto:ed.shaw@dgs.va.gov">ed.shaw@dgs.va.gov</a>	
	Program Administrator: Carol Batterton T: 830-990-1029 or 512-924-2102 E: <a href="mailto:carbat@beecreek.net">carbat@beecreek.net</a>	Yes
EPA Liaison	Kevin Kubik T: 732-321-4377 E: <a href="mailto:kubik.kevin@epa.gov">kubik.kevin@epa.gov</a>	Yes
	Evaluation Coordinator: Lynn Bradley T: 202-565-2575 E: <a href="mailto:Bradley.lynn@epa.gov">Bradley.lynn@epa.gov</a>	Yes
	Quality Assurance Officer Paul Ellingson T: 801-201-8166 E: <a href="mailto:altasnow@gmail.com">altasnow@gmail.com</a>	No
	Minnesota Susan Wyatt Stephanie Drier	No
	Oklahoma David Caldwell Judy Duncan	No