

## **Summary of the NELAP Accreditation Council Meeting August 2, 2010**

### 1. Roll call

The NELAP Accreditation Council (AC) met at 12:30 PM CDT on August 2, 2010. Chair Aaren Alger was absent due to illness and Steve Stubbs chaired the meeting. Those members in attendance are listed in Attachment 1.

### 2. Minutes

Minutes from the 7-21-10 meeting were reviewed and approved for posting.

### 3. Update on new applications and vote on MN recognition

Lynn Bradley reported that the MN evaluation team had sent a recommendation that the MN program be approved for recognition as a NELAP accreditation body.

It was noted that the recommendation letter actually said “renewal” as opposed to “approval” which Lynn stated was an artifact of the template. It will be corrected.

Lynn noted that KS had contributed Michelle Wade to the evaluation team as a trainee and it went very well. In fact, the entire process went very smoothly this time. Susan Wyatt commented that from the applicant’s perspective, the panel discussion in Miami and the materials provided by the other ABs made the application process easier for her. The entire process took about 6 months.

Steve Arms moved that the evaluation team's recommendation be accepted and that MN be recognized as a NELAP accreditation body. Scott Siders seconded. All present voted in favor. KS, LADEQ, NJ, and PA will be allowed to vote by email. All absent members will be encouraged to vote ASAP so that the MN recognition can be announced at the Washington meeting.

### 4. Action item teams and due dates for the TNI Board memo

At the last meeting, Paul Ellingson offered to assist the AC in summarizing the information from the action items in the TNI Board memo response. He had sent an email asking everyone to send their information to him and copy Lynn Bradley on the communication. Paul reported that he had not heard from 3 states. He will follow up this week so that he can have a summary at the DC meeting.

Steve Arms noted that there will be a meeting with EPA in DC to update them on our response to their letter and actions in response to the TNI Board memo. Steve thanked the AC for their response and work on this.

#### 4. Questions from PT Executive Committee

Eric Smith, Chair of the PT Executive Committee forwarded the following item for the NELAP AC's consideration with regard to the experimental PT tables:

**Option #1** - All analytes currently on the draft Non-potable Water FoPT accreditation table update proposed by the subcommittee that don't meet Chapter 2, Appendix C.4.1 criteria would be removed from the draft update of the NPW Accreditation FoPT table. That short list of analytes would be placed back onto a NPW Experimental FoPT table, and a revised NPW Experimental table would be made effective on January 1, 2011 along with an updated NPW Accreditation FoPT table. Analytes remaining on the revised NPW Experimental table would then be reassessed after July 1, 2011 (implementation date of the TNI standard) for possible transfer to the NPW accreditation table. The process outlined in this option would also be applied to the pending S&CM accreditation FoPT table update.

**Option #2** – Set the effective date for pending NPW and S&CM FoPT table updates for after July 1, 2011. Continue to review analytes (beyond just the experimental analytes already considered) and update the tables to be ready with complete table updates after July 1, 2011. Nothing changes until after July 1, 2011.

Out of the two possible options presented, the PT Executive Committee would like to recommend Option #1 to the NELAP Accreditation Council as the preferred approach. Option #1 would allow for a number of analytes currently on the Experimental FoPT tables to get transferred to the Accreditation table by the end of this year, thereby at least partially accomplishing the goal of eliminating current NWP & SCM Experimental FoPT table analytes as soon as possible.

Discussion on these options included the following comments:

- Option 1 is OK if the reference to Ch.2 could be changed to just say the NELAC 2003 standards.
- Option 1 will continue the experimental PT tables.
- The experimental tables are a source of inconsistency. If they go away, it eliminates a source of inconsistency.
- With either approach, the issue remains as to how to add new PTs.
- Does it matter if we never add any new PTs to the PT tables?
- What is the driving force to add new PTs?
- Is there a regulatory need to add new PTs? Are any of the current experimental analytes required in federal regulation somewhere?
- PT is not a necessity for accreditation. ABs can give accreditation even if a PT is not available.

The NELAP AC requested that Carol communicate to Eric Smith that they do not have clear consensus on this issue and they would like to continue the discussion at the DC meeting.

## 5. Question on accreditation body application

Lynn Bradley asked for input on the application and Application Completeness Checklist for use with the 2009 TNI standard. Lynn's review along with Carl Kircher's indicates that there are no conflicts with the new standard and the NELAP AC can just adopt them for use (again) once the references to the NELAC Standard are changed/eliminated. One item was to be added, the requirement to include "date of most recent renewal" (or was it date of last site visit?) in the AB's list of accredited labs. Lynn requested input on adding this item and whether or not the NELAP AC needed to vote on it. Members requested that this item be placed on the next agenda for discussion.

## 6. SW 846 work group

No new activity to report.

## 7. Other

Scott Siders reported that Ron Turpin had retired and the IL EPA environmental laboratory accreditation program would be unable to fill his position. That will leave the program with 3 positions. IL EPA management is working on a memo that advises labs that IL has instituted a moratorium on accepting applications for primary out of state accreditations, due to staffing limitations.

IL plans to renew a few existing out of state primary accreditations that expire in 2010, but will advise all out of state primary accreditations that they will need to find a new primary AB when their IL certificate expires in 2011. All primary out of state accreditations will remain valid until the 2011 expiration date on their certificate. Scott estimates this will affect about 20 out of state labs. Illinois will still accept secondary out of state applications for accreditation and be able to process those in the required timeframe.

Steve Arms stated that this was similar to what FL is considering. He suggested that this be an item on the next agenda and that the ABs discuss how many labs will be affected if states can no longer do out of state primary accreditations.

Michelle Probasco KS asked for information on how ABs use fees to support their programs. KS will send out an email requesting information.

## 8. Next meeting

The next conference call of the NELAP AC will be August 12, 2010 in Washington, DC. The next regularly scheduled teleconference should be August 16, but may be re-scheduled pending discussion in DC.

## 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>	Yes
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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>	Yes
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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	
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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>	No
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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>	No
	Alternate : TBD	
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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>	Yes
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	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>	No
	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>	Yes
	Minnesota Susan Wyatt Stephanie Drier	Yes; both present
	Oklahoma David Caldwell Judy Duncan	Yes