

Summary of the TNI NELAP Board Meeting November 2, 2009

1. Roll call

The NELAP Board met at 12:30 PM CDT on November 2, 2009. Aaren Alger chaired the meeting. Those members in attendance are listed in Attachment 1. In addition to those indicated, Cathy Westerman, David Caldwell and Lynn Boysen also joined the call. Kevin Kubik joined the call as the recently appointed EPA liaison to the NELAP Board.

2. Minutes

Minutes from the 10-19-09 meeting were approved for posting. Minutes for the 10-5-09 meeting were approved for posting with the added note under #4 Question 2 “The NELAP Board subsequently changed the implementation date for the new standards, and therefore there will be enough time to evaluate all experimental PTs before posting to the regular FoPT tables.”

3. Update on renewals and new applications

Lynn Bradley provided the following update on renewals:

IL – Response to the onsite report is due 11-6-09.

LADEQ –The evaluation team’s review of the modified CAR is expected to be complete by the end of the week.

OR –CAR acceptable to the evaluation team. Recommendation to the NELAP Board for renewal expected by end of the week.

VA – Onsite evaluation and observation of mock lab assessment have been completed.

MN – Awaiting executive approval to submit application.

OK – Application in preparation. Estimated submission date summer 2010.

4. QAO Report

Paul Ellingson reviewed the new Attachment 5 to the QAO Report on AB evaluations. This table summarizes the findings in an easier to read summary format. There were no suggested changes to Table 5. Paul Ellingson indicated that he would make corrections that had been suggested earlier by Paul Bergeron and then add Table 5 to the report. The final report will then be forwarded to Aaren for distribution.

5. Mutual Recognition

Steve Stubbs advised the Board that Alfredo Sotomayor had proposed a different approach for the mutual recognition policy. Steve will forward Alfredo's draft to the NELAP Board for consideration alongside the draft that had been prepared earlier by Steve Stubbs and Steve Arms. This item will remain on the agenda for the next meeting.

6. Approval of plan for experimental PTs

It was determined that no action was needed by the NELAP Board at this time. Eric Smith's previous email indicated that no response for the NELAP Board constitutes approval and the PT board is moving ahead with the plan for eliminating experimental PTs

7. Dispute resolution SOP

Brian Boling indicated that the subcommittee is focusing on dispute resolution between ABs. Several suggested that we need to have a process for resolving a dispute between a lab and an AB. Brian indicated that the SOP will allow the SOP to be used by a lab and an AB, but it is voluntary. It cannot be required because of state's due process requirements.

11. Database uploads

Uploads to the accreditation database should be forwarded to Dan Hickman for uploading. Aaren will check to see if Dan can join a call soon. Dan will be working for TNI and assisting ABs with transitioning to the new database.

11. Next meeting

The NELAP Board will meet Monday, Nov. 16, 2009, at 12:30 CST. Potential agenda items include:

Approval of minutes

Update on renewals

Secondary recognition policy

SIRs

Database uploads and new database (Dan H.)

PT frequency discussion (Jack Farrell on behalf of ELAB)

Progress on dispute resolution SOP

SW 846 (standing item)

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	No
	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: 225-219-3247 F: 225-219-3310 E: Paul.Bergeron@la.gov	Yes
	Altérnate: Cindy Gagnon E: Cindy.Gagnon@la.gov	
LA DHH	Louis Wales T: (225) 342-8491 F: (225) 342-7494 E: lwales@dhh.la.gov	Yes

	Alternate: Ginger Hutto ghutto@dhh.la.gov	
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: george.hall@des.nh.gov	Yes
	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	Yes
	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	Yes
	Alternate: Kristin Brown kristinbrown@utah.gov	
	Program Administrator: Carol Batterton T: 830-990-1029 or 512-924-2102 E: carbat@beecreek.net	Yes
EPA Liaison	Kevin Kubik T: 732-321-4377 E: kubik.kevin@epa.gov	Yes
	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