

Summary of the NELAP Accreditation Council Meeting November 22, 2010

1. Roll call

The NELAP Accreditation Council (AC) met at 12:30 PM CST on November 22, 2010, in special session. Those members in attendance are listed in Attachment 1.

2. Approval of evaluation tools and documents

Aaren Alger announced that the purpose of this special meeting was to approve the remaining documents and tools needed for the next round of evaluations under the new TNI standards. There was not a quorum on the call as required by the voting SOP to initiate voting, although a number of the ABs had indicated by email that they intended to support approval of the documents. In light of this, Paul Bergeron moved that the voting SOP be suspended for this vote. Steve Arms seconded. All present voted in favor.

Steve Arms moved approval of the following documents:

- Application Completeness checklist
- AB FoA table
- Accreditation Body Application
- Technical Review checklist

Paul Bergeron seconded. A roll call vote was taken. All present voted in favor with the exception of NH who requested to vote by email. In addition, the following ABs had earlier indicated that they could not be present on the call, but would vote in favor: NJ, CA, MN, and VA. IL, KS, NH, and NY will be allowed to vote by email.

3. Next meeting

The next regular conference call of the NELAP AC will be on December 6, 2010.

Potential agenda items will include:

- Approval of minutes
- Update on next round of renewals
- Outstanding SIRs

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	No
	Alternate: Michelle Wade MWade@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	Yes

	Alternate: Ginger Hutto ghutto@dhh.la.gov	
MN	Susan Wyatt T: 651.201.5323 F: E: susan.wyatt@state.mn.us	No
	Alternate: Stephanie Drier stephanie.drier@state.mn.us	
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	Irene Ronning T: 503-693-4122 F: 503-693-5602 E: irene.e.ronning@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: Dana Marshall dmarshall@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	
VA	Cathy Westerman T: 804-648-4480 ext.391 cathy.westerman@dgs.va.gov	No
	Alternate: Ed Shaw T: 804-648-4480 ext.152 ed.shaw@dgs.va.gov	
	Program Administrator: Carol Batterton T: 830-990-1029 or 512-924-2102 E: carbat@beecreek.net	Yes
EPA Liaison	Arthur Clark T: 617-918-8374 F: 617-918-8274 E: clark.arthur@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
	Oklahoma David Caldwell Judy Duncan	No