

Summary of the NELAP Accreditation Council Meeting
July 18, 2011

1. Roll call and Approval of Minutes

The NELAP Accreditation Council (AC) met at 1:30 PM EDT on July 18, 2011. Those members and guests in attendance are listed in Attachment 1. The minutes of July 11 were approved by unanimous vote.

2. Status of Ongoing Evaluations

- CA – renewal letter in preparation, to go out by Aug 7
- FL – hard copy of letter received July 8, so application materials will be due 30 days later (personal delivery to EC at conference.)
- KS – onsite report sent June 24; awaiting responses to onsite report and Technical Review (which was sent the week prior to onsite, so delay in response was anticipated.)
- LA DHH – response to technical review is undergoing team review. Onsite and observation are scheduled for the week of July 25.
- NH – onsite completed, delayed observation now completed. Onsite report delayed until MN state shutdown ends and team leader returns to work.
- NJ – transmission of results of completeness review awaits decision from NY about whether team leader will continue in that role. Stephanie Ostrowski will reconsider options with possibility of time delays to accommodate workload requirements.
- NY – technical review report sent June 17. Onsite and observation scheduled for August 22-26.
- PA – replacement lead evaluator getting up to speed. Completeness review response submitted and technical review nearing completion
- UT – onsite scheduled for July 18-21, including observation

Also, Lynn mentioned that votes remain outstanding from the July 11 meeting, and should be cast by July 25. Follow-up on SIR concerns is underway -- the LAS EC chair and program administrator have been asked about including a mandatory requirement to check with the relevant AB prior to submitting a SIR, and the IT Committee is considering whether and how to set up a closed discussion forum for the AC and possibly other groups, as well.

3. WET PT Issue (supplemental information sent by email prior to meeting)

The WET PT subcommittee of the PT Expert Committee sought AC feedback on possibly eliminating the No Observable Effects Concentration (NOEC) from the WET FoPT table. This is a statistical estimate, not a directly observed value, and while its reporting is required by some NPDES permits, the more reliable predictors of a lab's performance are the LC50 and IC25 results, and the IC25 is required as a control for unknowns where NOEC is required. RaeAnn Haynes noted that removal of NOEC from the FoPT is agreeable to EPA's DMRQA program.

RaeAnn asked that the AB representatives pose the issue to their respective PT experts, and communicate any objections to her by early fall (early October, at the latest). Aaren requested that RaeAnn put "in writing" the fact that EPA does not object to removal of the NOEC FoPT, to head off any issues from state environmental departments. Lynn will remind ABs of RaeAnn's request no later than the first October AC meeting.

4. PT Reporting Issue

David Caldwell asked to discuss an issue with PT results reporting, since a PT Provider was asked by one of OK's labs to submit an alternate report (based on 2009 standard) for a PT study completed in June. The purpose was to simply raise awareness that this may happen more often, as labs learn that they must report only 1 way, they cannot report to both LOQ and PTRL, unless they choose to do two separate studies; they must exercise "due diligence" in ascertaining which standard they need to report under. With the AC motion presently in voting, this ought not to be an issue within NELAP, but there are non-NELAP states that have not transitioned to the TNI Standard and may be requiring PTRL reporting.

At least one PTP will report either way, as the lab requests (but only one way), and at least one NELAP AB will accept reports either way, if a lab determines that it must report results to PTRL for some reason (e.g., to the non-NELAP bodies.)

5. Beginning Discussion of AB Assistance Task Force Assignment (Option about using assessment reports from DOE and/or DoD accreditations)

The preliminary results of the Task Force were discussed with the AC several times previously, but now the TNI Board of Directors has approved the recommendations and assignments in that report. Option 5 was assigned to the AC to explore whether it might be useful in lessening workloads on ABs, to utilize the assessment reports of third party ABs accrediting labs to the NELAC standard for the Departments of Energy and Defense.

After discussing some pros and many cons, Scott Hoatson agreed to outline possible ways this could work, and begin identifying information needed to help with the exploration of possibilities, and to report back at the August 1 AC meeting. This item will also be on the agenda for the AC session at conference.

6. Agenda for AC Session at Conference

It was tentatively agreed that the agenda for the half-day (2x90mins) AC session in Bellevue should include status updates for each AB about implementation of the TNI Standard and the PT standard, status of renewal evaluations underway, and the AC's assignment from the AB Assistance Task Force report.

Since Aaren won't be in Bellevue, Steve Stubbs will chair this session. He asked that AC members email him by the following day, with any other agenda items they wish to be considered.

Steve also asked that any ABs not planning to be present for the meeting, please email him a status report on implementation and PT statuses.

NOTE: After the meeting, Lynn noticed in other correspondence that semi-annual updates on both these items are being requested by the TNI Executive Committee, and

suggested that all ABs should submit a written status report (not just the ones planning to miss conference) that will become the baseline for semi-annual reporting.

6. Next meeting

The AC will hold its next regular conference call on Monday, August 1, 2011, at 1:30 pm Eastern. Per usual, an announcement will be sent prior to the meeting. Steve Stubbs will chair that meeting and the meeting in conference. The agenda items will likely include:

- Roll Call and Approval of Minutes
- Update on Renewals
- Other issues that arise

Attachment 1

STATE	REPRESENTATIVE	PRESENT	Planning to attend conf?
CA	George Kulasingam T: (510) 620-3155 F: (510) 620-3165 E: gkulasin@cdph.ca.gov	yes	?
	Alternate: Jane Jensen E: jjensen@cdph.ca.gov	no	
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: steve_arms@doh.state.fl.us	yes	yes
	Alternate: Carl Kircher E: carl_kircher@doh.state.fl.us	no	yes
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: scott.siders@illinois.gov	no	presumed no
	Alternate: TBA		
KS	Dennis L. Dobson 785-291-3162 E: ddobson@kdhe.state.ks.us F: (785) 296-1638	yes	no
	Alternate: Michelle Wade E: MWade@kdheks.gov	yes	yes
LA DEQ	Paul Bergeron T: 225-219-3247 F: 225-325-8244 E: Paul.Bergeron@la.gov	yes	no
	Alternate: TBD		
LA DHH	Louis Wales T: (504) 219-4662 F: (504) 219-4661 E: louis.wales@la.gov	yes	no
	Alternate: Donnell Ward E: donnell.ward@la.gov	no	request pending

MN	Susan Wyatt T: 651.201.5323 F: E: susan.wyatt@state.mn.us	no	probably not
	Alternate: Stephanie Drier E: stephanie.drier@state.mn.us	no	probably not
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: george.hall@des.nh.gov	no	no
	Alternate: TBD		
NJ	Joe Aiello T: (609) 633-3840 F: (609) 777-1774 E: joseph.aiello@dep.state.nj.us	no	no
	Alternate : TBD		
NY	Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568 E: seo01@health.state.ny.us	no	unknown
	Alternate: Dan Dickinson E: dmd15@health.state.ny.us	no	no
OR	Gary Ward T: 503-693-4122 F: 503-693-5602 E: gary.k.ward@state.or.us	yes	yes
	Alternate: Raeann Haynes E: haynes.raeann@deq.state.or.us	yes	probably part of conference
	Scott Hoatson T: (503) 693-5786 hoatson.scott@deq.state.or.us	yes	yes
PA	Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@state.pa.us	yes	no Dwayne Burkholder representing PA ELAP there
	Alternate: Dana Marshall E: dmarshall@state.pa.us		

TX	Stephen Stubbs T: (512) 239-3343 F: (512) 239-4760 E: ssubbs@tceq.state.tx.us	yes	yes
	Alternate: Steve Gibson E: jgibson@tceq.state.tx.us	yes	no
UT	David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: davidmendenhall@utah.gov	yes	maybe
	Alternate: Kristin Brown E: kristinbrown@utah.gov	no	
VA	Cathy Westerman T: 804-648-4480 ext.391 E: cathy.westerman@dgs.virginia.gov	yes	no
	Alternate: Ed Shaw T: 804-648-4480 ext.152 E: ed.shaw@dgs.virginia.gov	no	no
	NELAP AC Program Administrator and Evaluation Coordinator Lynn Bradley T: 703-867-5966 E: lynn.bradley@nelac-institute.org	yes	yes
EPA Liaison	Arthur Clark T: 617-918-8374 F: 617-918-8274 E: clark.arthur@epa.gov	yes	yes
	Quality Assurance Officer Paul Ellingson T: 801-201-8166 E: altasnow@gmail.com	yes	likely
	Oklahoma: David Caldwell Judy Duncan	David Caldwell	maybe
	Guests: Eric Smith, PT Exec Cmte		