

Summary of the NELAP Accreditation Council Meeting April 4, 2011

1. Roll call

The NELAP Accreditation Council (AC) met at 1:30 PM EDT on April 4, 2011. Those members in attendance are listed in Attachment 1.

2. Update on AB Renewals

Completeness Reviews for KS, NH, and LA DHH are all finished and technical reviews underway; the team asked for, and received, a 30 day extension to finish the technical review for NH. The emailed application materials from NY were received; mailed CDs should arrive soon. PA promised to mail its application the day of the call. UT received an extension until April 15 to submit.

Lynn also noted that the Chair of the Quality Systems Expert Committee says that the QS checklist for lab assessments is being developed but that it's slow going. At the request of the AC, Lynn will remind her that the ABs need this in time to incorporate it into their data systems and processes before July 1.

3. Closure of vote on persuasiveness of NY veto of Drinking Water (DW) Field of Proficiency Testing (FoPT) table

Email votes were needed from five ABs. MN and KS abstained, all others voted yes, to uphold NY's veto of the DW FoPT table. Aaren will notify the PT Executive Committee of the AC's decision not to adopt this FoPT table, and explain to them that the acceptance limits previously used for unregulated contaminants would be acceptable to the AC, but not the new ones.

4. Non-Potable Water (NPW) FoPT Table (Eric Smith, guest at meeting)

Eric gave some background on this, as did Carl Kircher. The color coding in the table is key. Red-colored analytes are those moved from the experimental PT tables, with the number in red being the same value as was in the experimental table; where the acceptance criteria number is magenta, that signifies that it was "tweaked" before being added. Naphthalene and 1,2,4-trichlorobenzene are colored blue – these were included in "volatile aromatics" with different acceptance criteria than when analyzed under the "semi-volatile" part of the table. Experimental analytes lacking sufficient data for inclusion were dropped and are not included in this table.

The NPW table will get further refinement from ongoing review, but this iteration is necessary to move the experimental PT analytes into the accreditation PT tables.

Dennis moved and Steve Stubbs seconded a motion to adopt this NPW FoPT table. All present voted "yes" – IL will be asked to vote by email.

Several questions followed the vote. The PT providers will implement these analytes in

about 6 months from the “effective date” of adoption of the table, and labs will be expected to come into compliance within a year after the effective date. The dropping of experimental PTs will be posted to the TNI website and there was some conversation about how various ABs would communicate this to their laboratories – on state websites, through email and listserves, and some at trade shows.

5. Consideration of Provisional Recognition SOP

The draft Provisional Recognition SOP (to be SOP 3-108, once adopted) was discussed. Several edits were agreed upon, to address issues that had not been identified by previous groups reviewing and voting on the draft. Specific wording changes will be made concerning wording of the AB recognition certificate, the definition of Evaluation Team (to accommodate possible staff turnover and change in team composition during the elongated timeframe) and a word change in section 5.1 (application changed to recognition). The revised draft will be circulated to the AC prior to its next meeting.

6. Next meeting

The AC agreed to hold its next regular conference call on Monday, April 18, 2011, at 1:30 pm Eastern. The agenda items will include:

- Roll Call and Approval of Minutes
- Update on Renewals
- Closure of vote on NPW FoPT
- Discussion and likely vote on revised draft Provisional Recognition SOP

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 E: jjensen@cdph.ca.gov	no
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: steve_arms@doh.state.fl.us	no
	Alternate: Carl Kircher E: carl_kircher@doh.state.fl.us	yes
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 E: ddobson@kdhe.state.ks.us F: (785) 296-1638	yes
	Alternate: Michelle Wade E: MWade@kdheks.gov	yes
LA DEQ	Paul Bergeron T: 225-219-3247 F: 225-325-8244 E: Paul.Bergeron@la.gov	yes
	Alternate: TBD	
LA DHH	Louis Wales T: (504) 219-4662 F: (504) 219-4661 E: louis.wales@la.gov	yes
	Alternate: Ginger Hutto E: ghutto@dhh.la.gov	no

MN	Susan Wyatt T: 651.201.5323 F: E: susan.wyatt@state.mn.us	yes
	Alternate: Stephanie Drier E: stephanie.drier@state.mn.us	no
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 E: joseph.aiello@dep.state.nj.us	yes
	Alternate : TBD	
NY	Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568 E: seo01@health.state.ny.us	yes
	Alternate: Dan Dickinson E: dmd15@health.state.ny.us	no
OR	Irene Ronning T: 503-693-4122 F: 503-693-5602 E: irene.e.ronning@state.or.us	yes
	Alternate: Raeann Haynes E: haynes.raeann@deg.state.or.us	no
	Scott Hoatson T: (503) 693-5786 hoatson.scott@deg.state.or.us	no
PA	Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@state.pa.us	yes
	Alternate: Dana Marshall E: dmarshall@state.pa.us	no

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