

Summary of the TNI NELAP Board Meeting June 16, 2008

1. Roll call

Dan Hickman called the TNI NELAP Board meeting to order on June 16, 2008, at 12:30 PM CDT. Attendance is recorded in Attachment 1.

2. Approval of minutes

The summary of the June 2, 2008, meeting was reviewed. Motion passed and the program administrator was directed to post the summary.

3. Update on renewals

Paul Ellingson had previously reported to the Regional and state evaluators that 5 of the 9 onsite evaluations of AB programs had been completed. Lynn Bradley reported the following:

- The evaluation report on NH is complete; lab observation pending
- NY technical review complete, onsite evaluation complete, preliminary report issued, lab observation pending.
- NJ onsite completed last week
- PA response to technical review complete; onsite next week
- FL onsite mid-July, technical review complete
- LADHH onsite complete; lab observation next week
- KS draft report from onsite expected this week
- UT technical review complete; onsite needs to be rescheduled
- CA technical review complete; onsite scheduled

4. Evaluation consistency issues

Dan asked Paul Ellingson, QAO, to discuss any consistency issues that have come up on the onsite evaluations. Paul stated that there has been discussion as to whether the NELAP report should cover DW PT's. Requirements for DW PT's are different from requirements in the NELAC standards. Are the NELAP evaluators required to look at and document compliance with the DW requirements? Consensus of the group was that the NELAP evaluators should document compliance with DW PT requirements.

5. Renewal certificates

Dan will print and send renewal certificates to all current ABs which will be effective for a three year term. If any AB fails to successfully complete this current renewal cycle, the certificate will be revoked.

6. Voting on new standards

Dan indicated that he expects the new TNI standards to be presented to the NELAP Board by LASC as group and that .voting will occur as a group. Carol reported that LASC may not complete their review until August 2009. Dan asked Carol to see about getting copies for the NELAP board to begin their review, but the board will take no official action until they receive a recommendation from LASC. Two years will be needed for implementation. ABs indicated the following requirements for rule and statutory changes prior to implementation:

Accreditation Body	Rules change needed?	Time needed	Statutory changed needed?
CA	No	N/A	No
FL	Yes	6 mo to 1 year	No
IL (absent)			
KS	Yes	1-2 years	No
LADEQ	Yes	6 mo to 1 year	No
LADHH	Yes	6 mo to 1 year	No
NH	Yes	6 mo to 1 year	Yes
NJ	Yes	1 year	No
NY	Maybe		No
OR	Yes	6 mo to 1 year	No
PA	No		No
UT (absent)			
TX	Yes	1 year	No

7. Voting on recognition

Consensus of the NELAP board is that voting on AB recognitions on the current round of evaluations should be done in groups of three at a time. A condensed version of the report documents should be circulated on CD prior to voting. The evaluation team will not be routinely needed on these voting calls. The AB under consideration may be on the call, but may not vote on his/her particular renewal.

8. Other business

Dan reported that Bill Hall voted affirmative on the changes to the Micro PT tables. Dan has not received a vote from Steve Stubbs. (Received affirmative before COB). Paul Bergeron requested volunteer ABs for a panel at the state assessor forum at the summer meeting on August 12 in Washington, DC. Each volunteer will be asked to do a 5 minute presentation on their state's accreditation program. Volunteers should contact Paul.

9. Next meeting

The next meeting of the NELAP Board will be July 7, 2008, at 12:30 CDT.

Attachment 1

STATE	REPRESENTATIVE	PRESENT
CA	George Kulasingam T: (510) 620-3155 F: (510) 620-3165 E: gkulasin@dhs.ca.gov Alternate: Jane Jensen jjensen@dhs.ca.gov	Yes
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: steve_arms@doh.state.fl.us Alternate: Carl Kircher carl_kircher@doh.state.fl.us	Yes
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: scott.siders@illinois.gov Alternate: TBA	No
KS	Jack McKenzie T: (785) 296-1639 F: (785) 296-1638 E: jmckenzi@kdhe.state.ks.us Alternate: Aurora Shields ashiields@kdhe.state.ks.us	Yes
LA DEQ	Melvin C. Mitchell E: Mitch.Mitchell@la.gov T: 225-219-9800 F: 225-219-9898 Alternate: Paul Bergeron E: Paul.Bergeron@la.gov	Yes
LA DHH	Louis Wales T: (225) 342-8491 F: (225) 342-7494 E: lwales@dhh.la.gov	Yes

	<p>Alternate: Ginger Hutto ghutto@dhh.la.gov</p>	
NH	<p>Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: whall@des.state.nh.us</p> <p>Alternate: Jeanne Chwasciak jcchwasciak@des.state.nh.us</p>	No
NJ	<p>Michael Miller T: (609)292-3950 F: (609) 777-1774 E: michael.w.miller@dep.state.nj.us</p> <p>Alternate: Joe Aiello joseph.aiello@dep.state.nj.us</p>	Yes
NY	<p>Kenneth Jackson T: (518) 485-5570 F: (518) 485-5568 E: jackson@wadsworth.org</p> <p>Alternate: Dan Dickinson dmd15@health.state.ny.us</p>	Yes
OR	<p>Dan Hickman T: (503) 229-5983 F: (503) 229-6924 E: hickman.dan@deq.state.or.us</p> <p>Alternate: Raeann Haynes haynes.raeann@deq.state.or.us</p>	Yes
PA	<p>Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@state.pa.us</p> <p>Alternate: Bethany Piper bpiper@state.pa.us</p>	Yes
TX	<p>Stephen Stubbs T: (512) 239-3343</p>	Yes

	<p>F: (512) 239-4760 E: sstubbs@tceq.state.tx.us</p> <p>Alternate: Steve Gibson jgibson@tceq.state.tx.us</p>	
UT	<p>David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: davidmendenhall@utah.gov</p> <p>Alternate: Kristin Brown kristinbrown@utah.gov</p>	No
	<p>Program Administrator: Carol Batterton T: 830-990-1029 or 512-924-2102 E: carbat@beecreek.net</p>	Yes
	<p>Evaluation Coordinator: Lynn Bradley T: 202-565-2575 E: Bradley.lynn@epa.gov</p>	Yes
	<p>Quality Assurance Officer Paul Ellingson T: 801-201-8166 E: altasnow@gmail.com</p>	Yes