

Summary of the TNI NELAP Board Meeting December 10, 2009

1. Roll call

The NELAP Board met at 12:30 PM CDT on December 10, 2009. Aaren Alger chaired the meeting. Those members in attendance are listed in Attachment 1. In addition to those indicated, Susan Wyatt and Lynn Boysen from Minnesota joined the call, along with David Caldwell of OK.

2. Minutes

Minutes from the 11-16-09 meeting were discussed. Carl Kircher had previously suggested edits for the draft minutes. The minutes were approved for posting with Carl's suggested changes.

3. Update on renewals and new applications

Lynn Bradley provided the following update on renewals:

IL – IL has submitted their CAR to the onsite. The evaluation team is preparing their recommendation.

OR – Steve Arms moved and Dennis Dobson seconded the recommendation to approve renewal of the OR program. All present voted in favor. Electronic votes will be solicited from New Hampshire and New York. Electronic votes in favor were subsequently received from NH and NY.

MN reported that their application to be recognized as a NELAP accreditation body would be submitted shortly. Their internal timeline begins December 14. There was discussion about the composition of the evaluation team. EPA Region 5 has indicated they will not participate, but another EPA region or office may be able to do it. The selection of state evaluators may depend on the experience level of any EPA staff selected. The Board would like to have at least one very experienced evaluator in the mix. The timing of the next evaluator training is unknown. Carol will check on the possibility of accessing the EPA website and training that was done previously.

OK reported that they were still making progress on their application and were currently working on enforcement policies.

4. Roles and Responsibilities of the EPA liaison to the NELAP Board

Kevin Kubik asked the Board for input on his roles and responsibilities as EPA liaison to the NELAP Board. He indicated that he had made a similar request to the FEM. Kevin

indicated that he is in constant communication with EPA labs, branch chiefs, regional drinking water certification officers, and RS&T directors. He will be getting constant input from the above on TNI activities.

The Board indicated that they anticipated that Kevin's role would be to foster relationships with these EPA regional offices. The Board would like EPA involvement in their activities and decisions. They encouraged Kevin to make a statement if he feels the NELAP Board is headed in the wrong direction on an issue. They also encouraged Kevin to bring issues from EPA to the NELAP Board for discussion and possible action.

Questions were presented about Kevin's role with respect to the Office of Water and other EPA headquarters programs.

Paul Bergeron asked Kevin to follow up on an issue he is facing regarding differing regional opinions on method modifications in the air program.

4. TNI Reorganization

Aaren asked the Board if there were any additional questions or discussion needed after member had time to see the reorganization documents that she forwarded after the last meeting. Comments and questions included:

- There are not any big differences; it just seems to be a name change.
- The purpose is to create an organization that better serves a broader group of stakeholders.
- Concern was expressed about "LASC manages the lab accreditation program"
- What does "grow the program" mean?
- Who is on the LASC Board and how are they selected?
- NELAP needs more specific information and clarification on the role of the LASC Board.
- NELAP would like to see what the bylaws amendments will look like.

Aaren and Carol will work with Jerry to get answers to these questions.

5. Question from VA

Cathy Westerman posed a question as to criteria used by Abs to determine when it is appropriate to accredit a lab with multiple sites under one accreditation. The consensus of the Board is that the vast overwhelming majority of laboratories are certified on a facility-by-facility basis, as opposed to certifying an organization. Discussion by ABs showed that only in rare cases has this been approved. Under the scenario described by VA, most states would be required to issue separate accreditations. The ABs agreed that this is a state decision and should be addressed separately by each state.

11. Next meeting

The NELAP Board will meet Monday, December 21, 2009, at 12:30 CST.
Potential agenda items include:

Approval of minutes
Update on renewals
TNI reorganization
Secondary recognition policy
SIRs
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 | |
| | Alternate: Jane Jensen jjensen@cdph.ca.gov | Yes |
| 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 | Yes |
| | Alternate: TBA | |

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| 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 | No |
| | Alternate: TBD | |
| NJ | Joe Aiello T: (609) 633-3840 F: (609) 777-1774 joseph.aiello@dep.state.nj.us | Yes |
| | Alternate : TBD | |
| NY | Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568 | No |
| | Alternate: Dan Dickinson dmd15@health.state.ny.us | |

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|----------------|---|-------------|
| OR | Brian Boling T: (503) 229-5823 F: (503) 229-6924 E: boling.brian@deq.state.or.us | Sara Krepps |
| | 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 | |
| VA | Cathy Westerman T: 804-648-4480 ext.391 cathy.westerman@dgs.va.gov | Yes |
| | Alternate: | |
| | 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 |

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| | 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 |
| | Minnesota Susan Wyatt Lynn Boysen | Yes |
| | Oklahoma David Caldwell Judy Duncan | Yes |