

Summary of the NELAP Accreditation Council Meeting

June 6, 2011

1. Roll call

The NELAP Accreditation Council (AC) met at 1:30 PM EDT on June 6, 2011. Those members and guests in attendance are listed in Attachment 1.

2. Approval of Minutes

Minutes from the May 16, 2011, meeting were approved. The May minutes will be forwarded for posting to the TNI website.

3. Request from CSDB and PT Expert Committee Concerning Retention of WET PT Requirement

Whole Effluent Toxicity Proficiency Testing Samples are unique, in that they are only offered once per year, as part of the EPA Discharge Monitoring Report QA (DMRQA) study, and that there are no corrective actions. There are no criteria for the WET PT in the TNI standard. If WET PT were to be required, a new standard would need to be established. The issues presented to the AC are 1) does the AC wish to continue accrediting for WET PT and 2) if so, is there a need to retain the WET PT Field of Proficiency Testing (FoPT) table for the NELAP program.

Clarifications to the issue were that the AC may continue to accredit WET PT without PT availability, and the FoPT table will need to be maintained on the TNI website for the DMRQA program that TNI now handles, but with clearly stated language that the table does not apply to the TNI PT Standard. It appears that at least some ABs do intend to continue accrediting WET PT regardless of the availability of PT samples.

A motion was offered and seconded to concur with the PT Expert Committee's recommendation to remove WET PT from the AC PT requirements and the FoPT table for WET PT from the NELAP PT part of the website. Voting was begun, with 8 "yes" votes noted, but the 5 absent ABs and two of those present will be voting by email.

Eric Smith noted that once voting is complete, the change will be made as soon as possible, but that might not be possible by July 1.

4. Update on AB Renewals

KS – onsite and observations are complete, draft onsite report in development

LA DHH – technical review complete; onsite scheduled for July 23-25

NH – technical review complete, onsite underway week of June 6 with observations continuing into early July

NY – technical review received 2-week extension until June 17

PA – on hold awaiting identification of replacement Lead Evaluator. AC agreed to accept David Caldwell (OK) as Lead Evaluator (from a soon-to-apply-for-AB-recognition state)

with Michelle Wade (KS) volunteering to serve as the required NELAP assessor for the team, pending approval by their respective managers.

UT – technical review approaching completion

NJ – renewal letter sent May 27

Lynn also brought forward a suggestion from Jerry Parr about annual NELAP dues. Invoices that will go out soon. Several states have asked to pay higher dues in exchange for additional travel support for AB representatives to attend meetings. Other ABs interested in this option should contact Jerry or Lynn directly. Participants settled on probably \$1500/trip as a reasonable guesstimate; airfares have gone up. Consideration may be given to raising dues for all, for this purpose, in the future, but not this year.

5. Resolution of Recommendation from Laboratory Accreditation Systems Executive Committee (LAS EC)

Voting was completed by email, since the May 16 meeting, on the motion presented by Stephanie Ostrowski and seconded by Irene Ronning that the AC move forward with implementing the 2009 TNI standard except for the PT modules and Volume 3, where the 2003 NELAC standard would remain in effect. The motion failed to receive the required two-thirds approval, and thus failed. There were 6 “no” votes and two ABs did not cast a vote. A special meeting will be scheduled for Friday, June 10, to address this issue further and to consider a motion submitted by Susan Wyatt via email.

6. AB Assistance Task Force Report

ABs were offered one last opportunity to address issues from the May 16 discussion about the AB Task Force report. No specific comments were offered, but there was general discussion about a white paper from ACIL concerning third party ABs. Joe Aiello noted that ACIL representatives have scheduled a meeting with the NJ Governor’s privatization office, later this month.

7. Provisional Recognition SOP

The Provisional Recognition SOP (TNI SOP 3-108, new) has been discussed and revised twice, most recently in late April, but other pressing business has prevented bringing it back to the AC for adoption. Joe Aiello noted that there remains a bullet in Appendix B, concerning AB notification to labs, that should be removed to be consistent with changes made to the body of the SOP.

A motion to accept the SOP with that one bullet deleted was made and seconded. Seven “yes” votes were counted, 3 ABs requested to vote by email, and the remaining 5 ABs will be polled by email as well.

5. Next meeting

The next meeting of the AC will be a “special” meeting to be convened on Friday, June 10, from 12:30-2:30 EDT. The purpose of this meeting will be to continue addressing this issue of which standard will be implemented by the AC, starting July 1.

The AC will hold its next regular conference call on Monday, June 20, 2011, at 1:30 pm Eastern. The agenda items will likely include:

- Roll Call and Approval of Minutes
- Update on Renewals
- Outcome of the votes discussed above
- Outcome of the Special Meeting, scheduled for June 10

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 | yes |
| | Alternate: Carl Kircher E: carl_kircher@doh.state.fl.us | no |
| 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 | no |
| | 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 | no |
| | Alternate: TBD | |
| LA DHH | Louis Wales T: (504) 219-4662 F: (504) 219-4661 E: louis.wales@la.gov | yes |
| | Alternate: Donnell Ward E: donnell.ward@la.gov | yes |

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| MN | Susan Wyatt T: 651.201.5323 F: E: susan.wyatt@state.mn.us | no |
| | Alternate: Stephanie Drier E: stephanie.drier@state.mn.us | yes |
| 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 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 | no |
| | Alternate: Dan Dickinson E: dmd15@health.state.ny.us | no |
| OR | Gary Ward T: 503-693-4122 F: 503-693-5602 E: gary.k.ward@state.or.us | yes |
| | Alternate: Raeann Haynes E: haynes.raeann@deq.state.or.us | yes |
| | Scott Hoatson T: (503) 693-5786 hoatson.scott@deq.state.or.us | yes |
| PA | Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@state.pa.us | no |
| | Alternate: Dana Marshall E: dmarshall@state.pa.us | no |

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| TX | Stephen Stubbs T: (512) 239-3343 F: (512) 239-4760 E: ssubbs@tceq.state.tx.us | yes |
| | Alternate: Steve Gibson E: sgibson@tceq.state.tx.us | no |
| 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.virginia.gov | yes |
| | Alternate: Ed Shaw T: 804-648-4480 ext.152 E: ed.shaw@dgs.virginia.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 | no |
| | Quality Assurance Officer Paul Ellingson T: 801-201-8166 E: altasnow@gmail.com | no |
| | Oklahoma: David Caldwell Judy Duncan | David Caldwell |
| | Guests: Eric Smith, Chair, PT Exec. Cmte Eric.Smith@testamericainc.com | |