

## Summary of the NELAP Accreditation Council Meeting

January 7, 2013

### 1. Roll call and Approval of Minutes

The NELAP Accreditation Council (AC) met at 1:30 pm EDT on Monday, January 7, 2013. Minutes of the December 17 meeting were approved. Those members in attendance are listed in Attachment 1.

A poll of attendees indicates that 6 ABs will be sending representatives to conference in Denver.

### 2. Action Items Pending

- Address non-potable water Field of PT tables, sent by PT Expert Committee 1/8/13
- Discuss w/ full AC whether and how to address different practices among ABs that came to light during the December 3, 2012, meeting
- SIR workgroup to modify recommendation for SIR #81 and add citations from TNI ELSS to SIRs #101, 129 and 139; upon AC consideration of SIR 81 modifications, Lynn to transmit full package from AC back to LAS EC
- Follow ABTFII addressing NGAB option – involvement of NELAP AC no longer under consideration, following for general interest only
- Final Response to Complaint from ACIL – pending completion of evaluation process for the AB (site report in final preparation)
- Policy Committee Review and request for revisions to Voting SOP (TNI SOP 3-101)

### 3. Agenda for AC Session at Conference

The following items were identified for discussion and presentation:

- Update on evaluations
- Assessor discussion session and future plans for sharing best practices
- AC efforts to clear SIR backlog and process used
- Update on implementation of 2009 TNI Standard
- Selection of Vice Chair

### 4. Distribution of Amended Standard

Susan mentioned that MN needs the redline/strikeout version of the Temporary Interim Amendment to the 2009 TNI Environmental Laboratory Sector Standard. The revised versions were not automatically distributed, either. Both the “track changes” version in Word and the final PDF version of the standard with the TIA incorporated have been sent out to AC representatives.

This led to a discussion of when the next revision(s) to the Standard are expected. Several ABs have stated their intent to wait and adopt the next revision, since it was expected within about 2 years from the July 2010 implementation date, but the revisions are delayed by the process changes in standards approval that are being implemented in response to the corrective actions workgroup. Since at least 3 ABs are unable to

implement the PT Volume of the 2009 TNI Standard, this delay will affect the implementation schedule.

5. Selection of Vice Chair for the AC

Since Steve Stubbs' retirement on August 31, the Vice Chair position has been vacant, and Aaren seeks to fill it soon. Susan Wyatt nominated Paul Bergeron, and Scott Siders nominated Susan Wyatt. Then Scott seconded Paul's nomination and Michelle Wade seconded Susan's. Susan indicated that she is willing to serve, but would like to defer to Paul, if he is willing to accept the nomination. Since Paul had departed the call early (with notice), he will be contacted and if he is willing, his nomination will be voted upon at conference. Should Paul be unwilling to serve, Susan will be the alternative nominee, and voting can still occur.

6. Other Business

IL asked if any ABs accredit for soil gas (from leaking underground storage tanks, for instance.) MN stated that they accredit a hand-held meter with a probe inserted into the vadose zone.

NH asked if there would be any discussion of the ELAB document that was distributed after being sent to EPA by ELAB. Michelle (who represents ABs on ELAB) indicated that the document is not on the ELAB agenda for Monday morning's meeting at conference.

Discussion of several evaluation schedules was quickly covered.

7. Next Meeting

The regularly scheduled 3<sup>rd</sup> Monday meeting would be January 21, which is a federal holiday. No meeting will be held, and the next regular teleconference will be on Monday, February 4, 2013.

At conference in Denver, the **AC meeting will be Tuesday afternoon, January 15, 2013**, for the afternoon session, 1:30 pm until 5:00 pm. A teleconference line has been set up, from **3:30 pm until 6:30 pm Eastern time. That number is 1-213-342-3000, passcode 1152013#.**

There will also be a **meeting with EPA's** Technical Services Center (Drinking Water) representatives **to discuss** changes to certification processes for laboratories monitoring for ***Cryptosporidium***. **This meeting is scheduled for the lunch break, noon Mountain time, on Tuesday, January 15.** A conference line has been set up for this meeting. **At 2 pm Eastern time, you may call 1-213-342-3000, use passcode 987613#.** AB representatives will have a notice in their registration packet about the location, where a separate lunch buffet will be served.

On Wednesday, January 16, at conference, there will be tables set up for individuals or firms willing to work as third party assessors, so they can meet and discuss their services with various ABs. Some of these will be staffed for part of the time, but all will have brochures and other printed materials available.

**Attachment 1**

STATE	REPRESENTATIVE	PRESENT
CA	Fred Choske 510-620-31745 F: <a href="tel:510-620-3471">510-620-3471</a> E: <a href="mailto:fred.choske@cdph.ca.gov">fred.choske@cdph.ca.gov</a>	yes
	Alternate: Dave Mazzera T: <a href="tel:510-449-5600">510-449-5600</a> E: <a href="mailto:david.mazzera@cdph.ca.gov">david.mazzera@cdph.ca.gov</a> .	no
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: <a href="mailto:steve_arms@doh.state.fl.us">steve_arms@doh.state.fl.us</a>	Yes
	Alternate: Carl Kircher E: <a href="mailto:carl_kircher@doh.state.fl.us">carl_kircher@doh.state.fl.us</a>	No
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: <a href="mailto:scott.siders@illinois.gov">scott.siders@illinois.gov</a>	Yes
	Alternate: Janet Cruse T: 217-785-0601 E: <a href="mailto:Janet.Cruse@illinois.gov">Janet.Cruse@illinois.gov</a>	No
KS	Michelle Wade E: <a href="mailto:MWade@kdheks.gov">MWade@kdheks.gov</a> Ph: (785) 296-6198 Fax: (785) 296-1638	Yes
	Alternate: N. Myron Gunsalus <a href="mailto:ngunsalus@kdheks.gov">ngunsalus@kdheks.gov</a> <a href="tel:785-291-3162">785-291-3162</a>	Yes
LA DEQ	Paul Bergeron T: 225-219-3247 F: 225-325-8244 E: <a href="mailto:Paul.Bergeron@la.gov">Paul.Bergeron@la.gov</a>	Yes
	Altérnate: TBD	
LA DHH	Donnell Ward T: E: <a href="mailto:donnell.ward@la.gov">donnell.ward@la.gov</a>	Yes
	Alternate: TBD	
MN	Susan Wyatt T: 651.201.5323 F: E: <a href="mailto:susan.wyatt@state.mn.us">susan.wyatt@state.mn.us</a>	Yes

	Alternate: Stephanie Drier E: <a href="mailto:stephanie.drier@state.mn.us">stephanie.drier@state.mn.us</a>	Yes
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: <a href="mailto:george.hall@des.nh.gov">george.hall@des.nh.gov</a>	Yes
	Alternate: TBD	
NJ	Joe Aiello T: (609) 633-3840 F: (609) 777-1774 E: <a href="mailto:joseph.aiello@dep.state.nj.us">joseph.aiello@dep.state.nj.us</a>	no
	Alternate : Rachel Ellis E: <a href="mailto:rachel.ellis@dep.state.nj.us">rachel.ellis@dep.state.nj.us</a>	no
NY	Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568 E: <a href="mailto:seo01@health.state.ny.us">seo01@health.state.ny.us</a>	Yes
	Alternate: Dan Dickinson E: <a href="mailto:dmd15@health.state.ny.us">dmd15@health.state.ny.us</a>	No
OR	Gary Ward T: 503-693-4122 F: 503-693-5602 E: <a href="mailto:gary.k.ward@state.or.us">gary.k.ward@state.or.us</a>	Yes
	Shannon Swantek T: <a href="tel:503-693-5784">503-693-5784</a> E: <a href="mailto:Shannon.swantek@state.or.us">Shannon.swantek@state.or.us</a>	No
	Included for information purposes: Scott Hoatson T: (503) 693-5786 E: <a href="mailto:hoatson.scott@deq.state.or.us">hoatson.scott@deq.state.or.us</a>	No
PA	Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: <a href="mailto:aaalger@state.pa.us">aaalger@state.pa.us</a>	Yes
	Alternate: Dwayne Burkholder E: <a href="mailto:dburkholde@state.pa.us">dburkholde@state.pa.us</a>	No
TX	Steve Gibson E: <a href="mailto:jgibson@tceq.state.tx.us">jgibson@tceq.state.tx.us</a>	Yes
	Alternate: (temporary) Melissa Peters-Kelly E; <a href="mailto:Melissa.Peters-Kelly@tceq.texas.gov">Melissa.Peters-Kelly@tceq.texas.gov</a>	
UT	Kristin Brown T: <a href="tel:801-965-2540">(801) 965-2540</a> F: <a href="tel:801-965-2544">(801) 965-2544</a> E: <a href="mailto:kristinbrown@utah.gov">kristinbrown@utah.gov</a>	Yes

	Alternate: Robert Aullman T: <a href="tel:801-965-2541">801-965-2541</a> F: <a href="tel:801-965-2544">801-965-2544</a> E: <a href="mailto:raullman@utah.gov">raullman@utah.gov</a>	No
VA	Cathy Westerman T: 804-648-4480 ext.391 E: <a href="mailto:cathy.westerman@dgs.virginia.gov">cathy.westerman@dgs.virginia.gov</a>	No
	Alternate: Ed Shaw T: 804-648-4480 ext.152 E: <a href="mailto:ed.shaw@dgs.virginia.gov">ed.shaw@dgs.virginia.gov</a>	No
NELAP AC PA and EC	Lynn Bradley T: 540-885-5736 E: <a href="mailto:lynn.bradley@nelac-institute.org">lynn.bradley@nelac-institute.org</a>	Yes
EPA Liaison	Marvelyn Humphrey T: (281) 983-2140 E: <a href="mailto:Humphrey.Marvelyn@epa.gov">Humphrey.Marvelyn@epa.gov</a>	Yes
NELAP QAO	Paul Ellingson T: 801-201-8166 E: <a href="mailto:altasnow@gmail.com">altasnow@gmail.com</a>	no
	Oklahoma: David Caldwell	yes