

Summary of the NELAP Accreditation Council Meeting

November 2, 2015

1. Roll Call and Approval of Minutes

The NELAP Accreditation Council (AC) met at 1:30 pm Eastern time on Monday, November 2, 2015. Minutes from October 19 were approved. Those members in attendance are listed in Attachment 1.

2. Action Items Pending

None at present

3. Requests from PTPEC

The PT Program Executive Committee (PTPEC) has returned the Whole Effluent Toxicity (WET) Field of Proficiency Testing (FoPT) table for AC approval and adoption. The previously inserted footnote with instructions for labs about how to perform the PT analyses is now removed and there were no more objections to the table. Paul moved and Donnell seconded to accept the WET FoPT table as presented. All thirteen representatives present voted in favor, and the absent member has been asked to vote by email.

One member noted that the PT analytes and test endpoints do not align with what is currently in LAMS. When voting is complete and the PTPEC is notified of approval, our message will include a request that PTPEC coordinate with the TNI Database Administrator to ensure that all analytes and endpoints are included in LAMS.

PTPEC also offered a "PT Exemption Form" and requested AC feedback on its usefulness. This form was developed after discussion of a very old SIR, but the PTPEC members thought it might be useful. Comments from the AC included concern that the existence of such a form might imply that exemptions will be considered, which is not always the case, plus the reason for creating the form (from SIR #26) has been addressed so that the formerly problematic PT analyte is no longer required in the long-ago circumstances where it might have damaged analytical instrumentation. AC members prefer that the form not be published. This too will be transmitted to PTPEC along with the notification of approval of the WET FoPT table.

4. Policy 3-100 Revisions

Another revision to the Mutual Recognition Policy 3-100 was offered for AC approval. Several previously unrecognized items were identified as needing clarification, and the edits made from the previous discussion were considered acceptable. The policy should be modified to indicate that it applies only to NELAP ABs, and "shall" and "must" will be replaced with "should" and "may."

Participants asked to see a corrected version and indicated intent to approve the revised policy at the next NELAP AC meeting.

5. New Business

Steve Arms noted that Lara Phelps would be presenting the California Expert Review Panel's Final Report to the CA State Water Resources Control Board on Wednesday, November 4, and that the meeting would be viewable as a webcast at <http://swrcb.ca.gov>. The final report is available at <http://sccwrp.org/elap>.

6. Next Meeting

The next teleconference meeting of the AC will take place on Monday, November 16, 2015, at 1:30 pm Eastern. An agenda and teleconference information will be sent out before the meeting. Items for the agenda will be a recommendation for adoption of the Calibration Standard and discussion of SIR #277, and other items that might arise before then.

Attachment 1

| STATE | REPRESENTATIVE | PRESENT |
|-----------|--|---------|
| FL | Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: steve.arms@flhealth.gov | Yes |
| | Alternate: Carl Kircher E: carl.kircher@flhealth.gov | Yes |
| IL | Celeste Crowley T: 217-557-0274 F: 217-524-6169 E: celeste.crowley@illinois.gov | Yes |
| | Alternate: Janet Cruse T: 217-785-0601 E: Janet.Cruse@illinois.gov | Yes |
| KS | N. Myron Gunsalus 785-291-3162 E: ngunsalus@kdheks.gov | No |
| | Alternate: Sara Hoffman shoffman@kdheks.gov | Yes |
| | Included for information purposes: Nick Reams nreams@kdheks.gov | Yes |
| LA DEQ | Paul Bergeron T: 225-219-3185 E: Paul.Bergeron@la.gov | Yes |
| | Altérnate: TBD | |
| LA DHH | Donnell Ward T: E: donnell.ward@la.gov | Yes |
| | Alternate: TBD | |
| MN | Lynn Boysen E: lynn.boysen@state.mn.us | No |
| | Alternate: TBD | |
| NH | Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: george.hall@des.nh.gov | Yes |
| | Alternate: Tyler Croteau Tyler.Croteau@des.nh.gov | Yes |

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| NJ | Michele Potter T: (609) 984-3870 F: (609) 777-1774 E: michele.potter@dep.nj.gov | Yes |
| | Alternate : Rachel Ellis E: rachel.ellis@dep.nj.gov | No |
| NY | Mike Ryan T: (518) 473-3424 F: (518) 485-5568 E: michael.ryan@health.ny.gov | No |
| | Alternate: Victoria Pretti victoria.pretti@health.ny.gov | Yes |
| | Included for information purposes: Lynn McNaughton lynn.mcnaughton@health.ny.gov | No |
| OR | Gary Ward T: 503-693-4122 F: 503-693-5602 E: gary.k.ward@state.or.us | Yes |
| | Shannon Swantek T: 503-693-5784 E: Shannon.swantek@state.or.us | No |
| | Included for information purposes: Scott Hoatson T: (503) 693-5786 E: hoatson.scott@deq.state.or.us | No |
| PA | Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@pa.gov | Yes |
| | Alternate: Yumi Creason E: ycreason@pa.gov | No |
| TX | Ken Lancaster T: (512) 239-1990 E: Ken.Lancaster@tceq.texas.gov | No |
| | Julie Eldredge E: Julie.Eldredge@tceq.texas.gov | Yes |
| UT | Kristin Brown T: (801) 965-2540 F: (801) 965-2544 E: kristinbrown@utah.gov | Yes |
| | Alternate: Jill Jones T: (801) 965-3899 E: jilljones@utah.gov | No |

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| 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 PA and EC | Lynn Bradley T: 540-885-5736 E: lynn.bradley@nelac-institute.org | Yes |
| EPA Liaison | Donna Ringel T: 732-321-4383 E: Ringel.Donna@epa.gov | Yes |
| California | Christine Sotelo Christine.Sotelo@waterboards.ca.gov | No |
| Oklahoma | David Caldwell E: David.Caldwell@deq.ok.gov | No |
| Guests: | | |