

Summary of the NELAP Accreditation Council Meeting
July 7, 2014

1. Roll Call and Approval of Minutes

The NELAP Accreditation Council (AC) met at 1:30 pm EST on Monday, July 7, 2014. The minutes from June 16 were approved. Those members in attendance are listed in Attachment 1.

The meeting was led by Vice Chair Paul Bergeron, since Aaren was on a planned vacation. After the agenda was distributed, the PT Executive Committee delivered a revised Non-Potable Water Field of Proficiency Testing (NPW FoPT) table for approval, asking that it be approved at this meeting. However, since the ABs had only one day, and that immediately before a holiday, to review the table, Paul deferred its consideration until the next AC meeting.

The only agenda item was the NELAP Evaluation SOP 3-102, but in the absence of a two-thirds quorum, no business about a matter of accreditation could be conducted. Lynn briefly explained the changes since Policy Committee review of the SOP; there were no questions on the SOP itself.

2. Action Items Pending

- Review and approve Policy Committee-recommended revisions to the NELAP Evaluation SOP 3-102
- Review and approve the revised NPW FoPT table

3. Next Meeting

The next meeting of the AC will be on Monday, July 21, 2014. An agenda and teleconference information will be sent out before the meeting. Items to be addressed are the Evaluation SOP, the NPW FoPT table, several SIRs for discussion, and likely there will be one renewal recommendation presented to the AC prior to that meeting.

Attachment 1

STATE	REPRESENTATIVE	PRESENT
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: steve.arms@flhealth.gov	No
	Alternate: Carl Kircher E: carl.kircher@flhealth.gov	Yes
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: scott.siders@illinois.gov	No
	Alternate: Janet Cruse T: 217-785-0601 E: Janet.Cruse@illinois.gov	No
KS	N. Myron Gunsalus ngunsalus@kdheks.gov 785-291-3162 Fax: (785) 296-1638	Yes
	Alternate: none	
LA DEQ	Paul Bergeron T: 225-219-3247 F: 225-325-8244 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	Yes
	Alternate: Susan Wyatt T: 651.201.5323 F: E: susan.wyatt@state.mn.us	No
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	No
	Alternate : Rachel Ellis E: rachel.ellis@dep.state.nj.us	No
NY	Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568 E: seo01@health.state.ny.us	Yes
	Alternate: TBD	
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	No
	Alternate: Yumi Creason E: ycreason@pa.gov	Yes
TX	Ken Lancaster T: (512) 239-1990 Ken.Lancaster@tceq.texas.gov	No -- Steve Gibson participated for information purposes
	Ruthie Wedig Ruth.Wedig@tceq.texas.gov	No
UT	Kristin Brown T: (801) 965-2540 F: (801) 965-2544 E: kristinbrown@utah.gov	No
	Alternate: Jill Jones T: (801) 965-3899 jilljones@utah.gov	Yes
VA	Cathy Westerman T: 804-648-4480 ext.391 E: cathy.westerman@dgs.virginia.gov	No

	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	Marvelyn Humphrey T: (281) 983-2140 E: Humphrey.Marvelyn@epa.gov	Yes
Oklahoma	David Caldwell David.Caldwell@deq.ok.gov	Yes
Guests:		