# Summary of the TNI NELAP Board Meeting March 3, 2008

#### 1. Roll call.

Steve Stubbs called the TNI NELAP Board meeting to order on March 3, 2008, at 12:30 PM CST. Attendance is recorded in Attachment 1.

# 2. Approval of minutes.

The summary of the February 19, 2008, meeting was reviewed. A motion was made and seconded to approve the summary for posting. Motion passed and the program administrator was directed to post the summary.

#### 3. Report on AB renewals

Lynn Bradley, evaluation coordinator, reported that she had received renewal applications from all ABs except Florida and Utah. Steve Arms will check tracking information on the FL application which was sent last Wednesday.

#### 4. Standards Acceptance SOP

Changes to the Standards Acceptance SOP have been made as discussed at the last meeting. Ken Jackson made a motion to approve the SOP. Mike Miller seconded. All members present voted in favor. Carol will solicit email votes from LADEQ, NH, and OR. After approval, the SOP will be put into TNI format and sent to the Policy Committee for approval.

## 5. Recognition Policy

The Board reviewed the Recognition Policy as forwarded by the LASC. Several members felt that this policy was not needed. Others felt that it was important to have the policy in place prior to accepting the new TNI standards. There were questions about where the language in the policy originated. Some of it was from Chapter 1 and some from Chapter 6 of the NELAC standards. Prior to deciding whether this policy was needed, some members wanted to see a crosswalk of the policy and NELAC standards. Steve Stubbs and Carol will work to have this ready for the next meeting. No action was taken on this policy.

### 6. Dispute Resolution SOP

LASC has forwarded the Dispute Resolution SOP for approval. The EPA evaluators had requested that this process be in place before scheduling any onsite evaluations for renewals. Aaren Alger made a motion to approve the SOP. Steve Arms seconded. FL,

KS, LADHH, NJ, NY, PA, and UT voted in favor. CA and TX asked for time to review the SOP before voting. IL, LADEQ, NH, and OR were absent. Members that did not vote will be given opportunity to vote by email.

#### 7. Other business

Steve Stubbs reported that the Policy Committee was considering the NELAP Board's voting SOP and General Operating SOP. Once reviewed by the Policy Committee, these SOPS will be forwarded to the TNI Board for approval. Steve indicated that the TNI Board may again bring up the issue of whether NELAP Board members should be required to be members of TNI.

# 7. Next meeting.

The next meeting of the NELAP Board will be March 17, 2008, at 12:30 CST. Agenda items will include:

- Discussion and possible voting on the Recognition Policy
- Report on renewals

# **Attachment 1**

State	Representative	Present
CA	George Kulasingam	Yes
	T: (510) 620-3155	
	F: (510) 620-3165	
	E: gkulasin@dhs.ca.gov	
	A14 A T T	
	Alternate: Jane Jensen,	
TOT.	jjensen@dhs.ca.gov	***
FL	Stephen Arms	Yes
	T: (904) 791-1502	
	F: (904) 791-1591	
	E: steve_arms@doh.state.fl.us	
	Alternate: Carl Kircher,	
	carl kircher@doh.state.fl.us	
IL	Scott Siders	Yes
	T: (217) 785-5163	
	F: (217) 524-6169	
	E: scott.siders@illinois.gov	
	Alternate: TBA	
	Alternate. IDA	

KS	Jack McKenzie T: (785) 296-1639 F: (785) 296-1638 E: jmckenzi@kdhe.state.ks.us  Alternate: Aurora Shields, ashields@kdhe.state.ks.us	Yes
LA DEQ	Paúl Bergeron T: 225-219-9800 F: 225-219-9898 E: Paul.Bergeron@la.gov  Alternate: Karen Varnado Karen.Varnado@la.gov	No
LA DHH	Louis Wales T: (225) 342-8491 F: (225) 342-7494 E: lwales@dhh.la.gov  Alternate: Ginger Hutto, ghutto@dhh.la.gov	Yes
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: whall@des.state.nh.us  Alternante: Jeanne Chwasciak, jcchwasciak@des.state.nh.us	No
NJ	Michael Miller T: (609)292-3950 F: (609) 777-1774 E: michael.w.miller@dep.state.nj.us  Alternate: Joe Aiello, joseph.aiello@dep.state.nj.us	No
NY	Kenneth Jackson T: (518) 485-5570 F: (518) 485-5568 E: jackson@wadsworth.org	Yes

	Alternate: Dan Dickinson, dmd15@health.state.ny.us	
OR	Dan Hickman T: (503) 229-5983 F: (503) 229-6924 E: hickman.dan@deq.state.or.us  Alternate: RaeAnn Haynes, haynes.raeann@deq.state.or.us	No
PA	Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@state.pa.us Alternate: Bethany Piper bpiper@state.pa.us	Yes
TX	Stephen Stubbs T: (512) 239-3343 F: (512) 239-4760 E: sstubbs@tceq.state.tx.us  Alternate: Steve Gibson, jgibson@tceq.state.tx.us	Yes
UT	David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: davidmendenhall@utah.gov  Alternate: Paul Ellingson, pellings@utah.gov	Yes
	Program Administrator: Carol Batterton T: 830-990-1029 or 512-924-2102 E: carbat@beecreek.net	Yes
	Evaluation Coordinator: Lynn Bradley T: 202-565-2575 E: Bradley.lynn@epa.gov	Yes
	Quality Assurance Officer	Yes

Paul Ellingson	
T: 801-201-8166	

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