

**Summary of the TNI NELAP Board Meeting
May 5, 2008**

1. Roll call

Dan Hickman called the TNI NELAP Board meeting to order on May 5, 2008, at 12:30 PM CDT. Attendance is recorded in Attachment 1.

2. Approval of minutes

The summary of the April 21, 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. Update on AB renewals

Lynn Bradley reported that all applicants are in technical review and that most are complete. All site visits are scheduled. CA was given an extension for its completeness review response, but the technical review is underway.

The issue of who is paying Carl Kircher's travel to the New Jersey evaluation has not been resolved. Florida will cover his travel.

4. Discussion on Micro FoPT Recommendations from PT Board

Carl Kircher addressed the Board, on behalf of the PT Board, to ask that the PT recommendations be split, so that the NELAP Board accepts all parts of the recommendations except for the requirement for 10 out of 10 passing in the presence /absence test for SDWA samples.

It was noted that the 2003 NELAC Standard cannot be changed, and the new/TNI standards are not likely to be adopted before October, but there is a need to post the PT amendments now.

Rather than split the recommendations offered, Dan will compose an email letter response to the PT Board asking that the acceptance limits in the recommendations be changed to 9 out of 10, per the standard, and resubmitted to the NELAP Board. This should allow for adoption of these Micro FoPT Recommendations at the May 19 meeting.

It is understood that a future modification of these PT recommendations may be needed, upon adoption of the TNI Standard.

5. SOP Templates from TAC

Dan has sent a letter to Barbara Escobar for the Technical Advisory Committee, thanking her for the committee's work and stating the Board's position that while a format for SOPS that identifies each of the 23 required items is preferable, such as the EMMC format, for ease of review, the NELAP Board does not wish to require any particular format.

6. TNI Board's Budget Committee requests NELAP Board input

Joe Aiello advised the Board that the budget committee formed by the TNI Board is in process of putting together a TNI budget for TNI Board approval, and wants the NELAP Board to have a separate budget. By the August meeting, he asks that the NELAP Board provide input about how much funding is needed (and for what expenses), along with suggestions or recommendations for where to obtain that funding (dues or grants or other).

Dan and Carol will use the budget prepared prior to the current round of AB evaluations as the basis for this requested submission.

7. Documentation of NELAC Accrediting Authority Committee's Prior Decisions

With input from Steve Arms' prior effort, and Carol's combing of available correspondence and minutes, Dan is collecting documentation of all prior policy decisions. When this effort is complete, the NELAP Board will be asked to review and affirm (or not) the collected decisions, and then determine where they should be posted, as current policies not otherwise documented.

8. Field Reagent Blanks with method 504.1 and 524.2 analyses including homeowners

Bill Hall discussed New Hampshire's practices, where field blanks are not mandated if the sample is a non-detect, but if detectable analyte is found, then the sample must be rerun with field blanks. He also advised that EPA's drinking water program takes no position on "homeowner samples" despite the method requirement for field blanks. Other ABs confirmed that the lab often has no control over whether field blanks are collected, and that most will analyze samples not accompanied by blanks. Several ways of providing a qualified result were discussed, some being done now, but no consensus formed. The eventual consensus reached was to report results as being not an accredited analysis, because the specified procedures of the method could not be followed, if field reagent blanks were not provided.

9. Next meeting

Dan suggested that monthly meetings might be adequate for the future, since the workload seems to be diminishing. However, realizing that evaluation team reports will begin arriving, potentially as early as mid-June (two site visits are in the pipeline now), it

was determined to keep the twice-monthly schedule, but cancelling the second meeting if no urgent business awaited.

The next meeting of the NELAP Board will be May 19, 2008, at 12:30 CDT. Agenda items will include:

- Further consideration of on new Micro FoPT requirements, if PT Board returns requested changes in time.

	<p>Alternate: Ginger Hutto ghutto@dhh.la.gov</p>	
NH	<p>Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: whall@des.state.nh.us</p> <p>Alternate: Jeanne Chwasciak jcchwasciak@des.state.nh.us</p>	Yes
NJ	<p>Michael Miller T: (609)292-3950 F: (609) 777-1774 E: michael.w.miller@dep.state.nj.us</p> <p>Alternate: Joe Aiello joseph.aiello@dep.state.nj.us</p>	Yes
NY	<p>Kenneth Jackson T: (518) 485-5570 F: (518) 485-5568 E: jackson@wadsworth.org</p> <p>Alternate: Dan Dickinson dmd15@health.state.ny.us</p>	No
OR	<p>Dan Hickman T: (503) 229-5983 F: (503) 229-6924 E: hickman.dan@deq.state.or.us</p> <p>Alternate: RaeAnn Haynes haynes.raeann@deq.state.or.us</p>	Yes
PA	<p>Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@state.pa.us</p> <p>Alternate: Bethany Piper bpiper@state.pa.us</p>	No
TX	<p>Stephen Stubbs T: (512) 239-3343 F: (512) 239-4760</p>	No

	<p>E: sstubbs@tceq.state.tx.us</p> <p>Alternate: Steve Gibson jgibson@tceq.state.tx.us</p>	
UT	<p>David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: davidmendenhall@utah.gov</p> <p>Alternate: Kristin Brown kristinbrown@utah.gov</p>	Yes
	<p>Program Administrator: Carol Batterton T: 830-990-1029 or 512-924-2102 E: carbat@beecreek.net</p>	No
	<p>Evaluation Coordinator: Lynn Bradley T: 202-565-2575 E: Bradley.lynn@epa.gov</p>	Yes
	<p>Quality Assurance Officer Paul Ellingson T: 801-201-8166 E: altasnow@gmail.com</p>	No