

Non-Governmental Accreditation Body Working Group
October 14, 2013

1. Roll Call

Alfredo Sotomayor called the Non-Governmental Accreditation Body (NGAB) Working Group meeting to order at 2:30 pm CDT on October 14, 2013. The following members were present:

NAME	Stakeholder Group	PRESENT
Alfredo Sotomayor, Chair	TNI Board member	√
Marlene Moore	NEFAP	Absent
Kristin Brown	NELAP AB	Absent
Jim Todaro	Laboratory	Absent
Cheryl Morton	Non-governmental accreditation body	√
Steve Arms	Chair, TNI Advocacy Committee	√
Carol Batterton	TNI staff support	√
Jerry Parr	TNI Executive Director	√

2. Approval of Minutes

The group reviewed minutes from the September 23, 2013, meeting. Steve moved approval and Cheryl seconded. All present voted in favor to approve the minutes. Note: Minutes and other documents from the NGAB working Group are now being posted on the TNI Board page under the Non-Governmental Accreditation Body Working Group button.

3. Review of draft SOP sections

Section 8.3: The group approved with changes indicated.

Section 8.4: Approved with changes indicated.

Section 9.1: LASEC will review the SOP and initiate revisions. Sentence structure needs some work as a result of edits. Carol will revise. Also, the working group will need to reach out to LASEC before Louisville to make sure they are willing to assume ownership of this SOP.

Section 9.2: Delete reference to NELAP evaluators.

Section 6.1: The group decided to leave the evaluation frequency at 3 years. We will meet with EPA Office of Water (Dan Hautman) at Louisville to discuss ramifications of changing from 3 years to 4 years. 40 CFR Part 142 does not require 3 year evaluations, but actually speaks to annual review of DW programs. This may have more to do with review of state primacy labs than with Accreditation Body evaluation. This practice may vary by EPA Region. The NEFAP language will be used in the second bullet indicating that the onsite may be conducted with ILAC. The "Note" from the NEFAP SOP will also be included. We will also add a second note indicating the evaluation frequency will be re-evaluated after the first cycle of evaluations.

4. Next Meeting

The next meeting was set for October 29 at 1:30 pm CDT. Review will begin at section 6.2 in the draft of Section 6.0.