

# Quality System Expert Committee (QS) Meeting Summary

March 12, 2018

## 1. Roll Call:

Paul Junio, Chair, called the meeting to order at 1pm Eastern on March 12, 2018 by teleconference. Attendance is recorded in Attachment A – there were 10 members present. Associate Members present: Eric Denman, Tyler Sullens, and Jenna Mjchzak (New Associate – NJ DEP).

The February minutes were distributed by email. A motion was made by Chris to accept the 2/12/18 minutes as written. The motion was seconded by Michelle and unanimously approved.

## 2. Committee Membership

A motion was made by Matt to renew the committee memberships of Jessica, Kristin, Chris and Shari for another three year term. The motion was seconded by Kathi and unanimously approved.

## 3. Standard Interpretation Request #321

Paul provided a DRAFT response to this new SIR. He reviewed the response with Bob Shannon (Chair, Radiochemistry Expert Committee).

Standard	2016 TNI Standard
<b>Volume and Module (eg. V1M2)</b>	V1M2
<b>Section (eg. C.4.1.7.4)</b>	5.6.2.1 f)

**Describe the problem:**

The section reads: Any technical manager of an accredited environmental laboratory engaged in the examination of radon in air shall have at least an associate's degree or two (2) years of college and one (1) year of experience in radiation measurements, including at least one (1) year of experience in the measurement of radon and/or radon progeny.

The list of requirements has no separating punctuation. Please clarify whether the intent is to have one of the two education options, and then experience regardless of education.

**Comments:** This language has remained unchanged since 2003 NELAC

**Response:** Yes, the intent is to have one of the two education options in addition to the requisite year of experience.

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Paul reviewed the language in the Standard. Kathi thinks this means there is an education and experience requirement. They must have at least 1 year experience and education. The experience is required regardless of education – 2 years of college and 1 year of experience or Associate Degree and 1 year of experience.

Kathi suggested adding that the experience needs to be in the measurement of radon. There was general agreement.

Final Language: Yes, the requirement is to have one of the two education options in addition to the requisite year of experience in the measurement of radon.

A motion was made by Michelle to approve the final language above as a response to SIR 321. The motion was seconded by Kathi and unanimously approved. Paul will forward the final language to Lynn Bradley and the LASEC.

#### 4. ISO/IEC 17025 and Revision to Module 2

Paul pulled up the new ISO/IEC 17025:2017 language with the intent of adding the TNI language. Ilona asked how this compares to the work Carl did on the Standard when he added the final DRAFT language for ISO/IEC 17025:2017. Paul noted that Carl did not merge the two documents in order. Some of the language is out of order. Paul will also use the A2LA crosswalk and the mapping work done in Albuquerque to help with this process.

The intent is to prepare a document that can be used for the next TNI Standard revision. The committee is not starting the TNI Standard review for revision. There is an ANSI process the committee will follow when this begins. We are mapping what we currently have into the new world (ISO/IEC 17025:2017).

Kathi suggested highlighting the language that is moved from the TNI document to the ISO/IEC 17025:2017 document so it is clear all language has been added. Paul will note where the language went in the spreadsheet originally prepared for the mapping exercise in Albuquerque (see Attachment D).

Paul noted that the crosswalk from A2LA is a crosswalk between the 2005 and 2017 ISO/IEC 17025 Standard. It does not take the TNI Standard into consideration.

The technical manager requirements will be placed into Section 5.6 of the new ISO/17025:2017 Standard. Kathi suggested 6.2.4 also. The other possible locations will be added to the tracking spreadsheet. It could also go into 5.2.

4.1.7.1 (Additional management requirements) and 4.1.7.2 will both be moved to Section 5.6, but could also be placed in 5.2 or 6.2.4.

4.2.8.1 (Additional management requirements): Chris thinks it could go into 4.1.5.

4.2.8.2 (Quality Manager) put in job requirements section – 6.2.4

4.2.8.3 to 4.2.8.4 into 8.2.1

4.2.8.5 (SOPs) into 7.2.1.2

4.2.8.6 into 2b. Kathi thought 6.6.3 d) could also be possible.

Paul noted that there may be some 2005 language that needs to be added back into the updated Standard that is no longer in the ISO/IEC 17025: 2017 version.

See Attachment D for additional tracking. The committee worked through Section 5.2.7.

Chris will send Paul a table of contents for the new ISO/IEC 17025:2017 Standard.

## 5. Action Items

A summary of action items can be found in Attachment B.

## 6. New Business

None.

## 7. Next Meeting and Close

The next meeting is planned for April 9, 2018 by teleconference. Ilona will send a Webex invitation the morning of the meeting. It will be 1-3pm.

A summary of action items and backburner/reminder items can be found in Attachment B and C.

Paul adjourned the meeting at 2:26pm Eastern. (Michelle - motion , Dale – second, unanimous approval).

Attachment A

**Participants**  
**Quality Systems Expert Committee (QS)**

Member	Organization	Expiration	Representation	Email
Paul Junio (Chair) <b>Present</b>	Northern Lake Service	2019	Laboratory	paulj@nlslab.com
Jessica Jensen (Vice Chair) <b>Absent</b>	Meridian Analytical Labs	2021	Laboratory	jessica.j@meridiantesting.com
Kristin Brown  <b>Present</b>	Utah DOH	2021	Accrediting Body	kristinbrown@utah.gov
Lizbeth Garcia  <b>Absent</b>	Oregon Dept. of Environmental Quality	2019*	Accrediting Body	LIZBETH.GARCIA@dhsosha.state.or.us
Kathi Gumpfer  <b>Present</b>	ChemVal Consulting	2021*	Other	kgumpfer@chemval.com
Chris Gunning  <b>Present</b>	A2LA	2021	Accrediting Body	cgunning@a2la.org
Earl Hanen  <b>Absent</b>	Retired	2021*	Laboratory	papaearl41@hotmail.com
Sara Hoffman  <b>Present</b>	Kansas DHE	2019*	Accrediting Body	sara.hoffman@ks.gov
Jacob Oaxaca  <b>Present</b>	California State Water Board	2019*	Accrediting Body	Jacob.Oaxaca@Waterboards.ca.gov
Shari Pfalmer  <b>Present</b>	ESC Lab Sciences	2021	Laboratory	spfalmer@esclabsciences.com
Dale Piechocki  <b>Present (at 1:27pm)</b>	Eurofins Eaton Analytical	2020	Laboratory	DalePiechocki@eurofinsUS.com
William Ray  <b>Absent</b>	William Ray Consulting	2020*	Other	Bill_Ray@williamrayllc.com
Matt Sowards  <b>Present</b>	ACZ Laboratories, Inc.	2020	Laboratory	MattS@acz.com
Michelle Wade  <b>Present</b>	Wade Consulting	2021*	Other	michelle@michellefromks.com
Alyssa Wingard  <b>Absent</b>	NAVSEA LQAO	2021*	Other	alyssa.wingard@navy.mil
Ilona Taunton (Program Administrator) <b>Present</b>	The NELAC Institute	n/a	(828)712-9242	<a href="mailto:Ilona.taunton@nelac-institute.org">Ilona.taunton@nelac-institute.org</a>

**Attachment B**

**Action Items – QS Expert Committee**

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
25	Follow-up with Bob Wyeth and Jerry Parr about experience vs. course hours for Technical Directors.	Paul	TBD	
26	Provide in writing, thoughts regarding options for Technical Director approval.	Robin	TBD	
38	Continue SIR 246 and 296 discussions.	All	TBD	
40	Get PT root cause analysis example from Scott Hoatson.	Paul	8/31/17	
45	Review Ch 1 Application section for the use of “shall” and “may”. Are uses correct?	Paul, Sara	11/20/17	
46	The committee should continue review of the SLH and send comments before completion of the Final DRAFT.	ALL	11/20/17	Complete
47	Send ranking information to committee members by email.	Paul	3/1/18	Complete
48	Send new committee member vote to committee members.	Paul	3/9/18	Complete
49	Send response to SIR #321 to Lynn and LASEC.	Paul	3/19/18	Complete
50	Send table of contents from ISO/IEC 17025:2017 to Paul.	Chris	3/19/18	Complete



## Attachment D:

<b>TNI Language - 2016</b>	<b>ISO 17025- 2017 Sec 4</b>	<b>ISO 17025- 2017 Sec 5</b>	<b>ISO 17025- 2017 Sec 6</b>	<b>ISO 17025- 2017 Sec 7</b>	<b>ISO 17025- 2017 Sec 8</b>	<b>Where is it now?</b>	<b>Could be</b>
4.1.7.1		4	3		1	5.6	5.2, 6.2.4, 5.5 b
4.1.7.2		4	4			5.6	5.2, 6.2.4, 5.5 b
4.2.8.1	2	2		1	4	4.1.5	
4.2.8.2		5			4	6.2.4	
4.2.8.3					9	8.2.1	5.5c, 8.2.4
4.2.8.4		5		1	2	8.2.1	5.5c, 8.2.4
4.2.8.5				1	8	7.2.1.2	8.2.2, 7.2.1.1
4.5.5			2	7		6.6.2 b	6.6.3d
4.11.6				2	8	8.7.4	8.7.0
4.11.7						8.7.16	8.7.4
4.13.3	1			1	7	7.5.1	7.5.2
4.14.5					8	8.8.3	8.8.1, 8.8.2
4.15.3					8	8.9.1	
4.16		2		4	1	4.1.5	4.2
5.2.6.1		3	5			6.2.2	6.2.6
5.2.6.2		2	7			6.2.2	6.2.6
5.2.7	2	4	2			4.1.5	6.2.5
5.4.4	1			4	1	start here	missing?
5.4.5	1			7		start here	missing?
5.4.6				7		start here	missing?
5.5.13.1		1	2	3			
5.6.4.1		1	3	4			
5.6.4.2		1	5	1			
5.7.4			1	6			
5.8.5			1	7			
5.8.6				8			
5.8.7.1		1		7			
5.8.7.2				9			
5.8.7.3				8			
5.8.7.4				9			
5.8.7.5				7	1		
5.8.8		1		7			
5.8.9				8			
5.9.3				6	2		
5.10.10				9			
5.10.11				9			