

The NELAC Institute (TNI) Quality Systems Committee Meeting Minutes February 12, 2007

The Quality Systems Committee of The NELAC Institute (TNI) met on Monday, February 12, 2007, at 11:00 a.m. Mountain Standard Time (MST). A list of action items is given in Appendix A. A list of participants is given in Appendix B.

This meeting began with a review of minutes from 1/22/07 and the committee charter. There were no revisions to either document. Bob will send these documents to all committee members for approval.

Bob asked the committee about possible changes to the meeting time and day of the week. It seems that Monday at 11:00 MST is a good time for members on the call. Bob stated that the committee has 90 days after 2/19/07 to make edits and approve the standards in order to meet voting deadlines. Depending on the number of comments the committee may schedule additional conference calls.

The meeting then focused on comment received from Richard Borrows. The first comment addressed was on sensitivity for non detects. The discussion centered around new language for non detects from SW846 method 8270D. There was general agreement within the committee that this change may be problematic and Richard volunteered to draft language for the committee to review. The second issued involved a change in definition for LOD. The committee agreed to a change in the definition and that this change would be consistent with current and future practices for LOD. Bob will draft language for the committee to review.

The rest of the call involved the Denver meeting comments. The committee worked through modules 2 ending at comments on section 4.2.8.4.

It was noted that the committee may need to schedule additional conference call for March to review comment received in the next week. It was decided that the committee would schedule an additional conference call for March 19th, 2007

The next TNI conference call is scheduled for March 12, 2007.

APPENDIX A - ACTION ITEMS

TNI Quality Systems Committee Meeting

Item No.	Date Proposed	Action	Date to be Completed	Date Completed
1	2/12/07	Committee will received and vote on minutes from 1/22/07 and the committee charter	2/12/07	
2	2/12/07	Richard Borrows will draft language for non-detects and submit to the committee for review	3/05/07	
3	2/12/07	Bob will draft language for LOD and submit to committee for review.	2/19/07	2/19/07
4	2/12/07	Bob will schedule an additional conference call for March 19 th , 2007	2/19/07	2/19/07
5	2/12/07	Bob will submit Policy and Procedure documents for review by committee	2/19/07	2/19/07

APPENDIX B - PARTICIPANTS

Name	Present/ Absent	Name	Present/ Absent
Ms. Laurie Carhart NYS DOH ELAP PO Box 509, ESP Albany, NY 12201 T : (518) 486-2538 E : ljc09@health.state.ny.us	Absent	Mr. Fred S. McLean NAVSEA Programs Field Office (SEA 04XQ LABS) 1661 Redbank Road, Suite 104 Goose Creek, SC 29445-6511 T: (843) 764-7337 E: mcleanfs@navsea.navy.mil	Absent
Ms. Robin Cook Harbor Branch Environmental Laboratories 255 Enterprise Road, Suite 1 De Hona, FL 32725 T : (386) 860-1198 E : rcook@hboi.edu	Present	Ms. Michele Potter NJDEP 9 Ewing Street, 2nd Floor Trenton, NJ, 08625 T : (609) 984-3874 E : Michele.Potter@dep.state.nj.us	Absent
Mr. Robert P. Di Rienzo DataChem Laboratories, Inc. 960 West LeVoy Drive Salt Lake City, UT 84123 T: (801) 266-7700 E: dirienzo@datachem.com	Present	Mr. Randall Query A2LA 5301 Buckeystown Pike, Suite 350 Frederick, MD 21704 T: (301) 644-3221 E: rquery@a2la.org	Absent
Dr. J. Wilson Hershey Lancaster Laboratories, Inc. 2425 New Holland Pike, P.O. Box 12425 Lancaster, PA 17605-2425 T: (717) 656-2300 E: jwhershey@lancasterlabs.com	Present	Ms. Aaren Shaffer PA-DEP Evans Press Building, Room 100 P.O. Box 1467 Harrisburg, PA 17105 T: (717) 705-2431 E: ashaffer@state.pa.us	Present
Mr. Paul Junio Test America 602 Commerce Drive Watertown, WI 53094 T: (920) 261-1660 E: PJunio@testamericainc.com	Present	Ms. Karen Varando DEQ/Laboratory Accreditation, LA 1209 Leesville, Avenue Baton Rouge, LA 70802 T: (225) 219-9800 E: karen.varando@la.gov	Absent
Ms. Silky S. Labie FL Dept. of Environmental Protection 2600 Blair Stone Road, MS 6511 Tallahassee, FL 32399-2400 T: (850) 245-8065 E: silky.labie@dep.state.fl.us	Absent	Jane M. Wilson, M.P.H. Director of Standards NSF International T: 734.827.6835 E: Wilson@nsf.org	Absent

Associate members in attendance:

Richard Borrows
 Bill Ray