

**Radiochemistry Expert Committee (REC)
Meeting Summary**

October 21, 2015

1. Roll Call and Minutes:

Bob Shannon, Chair, called the meeting to order at 1:03 pm Eastern on October 21, 2015 by teleconference. Attendance is recorded in Attachment A – there were 6 members present. Associate Members: Reed Jeffrey, Joe Pardue and Terry Romanko (joined 1:40pm EST).

Summary of Minutes Approved by Email:

A motion was made by Tom to approve the minutes for February 25, 2015. The motion was seconded by Dave. Email vote: For – 7 (Bob, Dave, Nile, Keith, Tom and Carolyn), Against – 0, Abstain – 0, Missing Votes – 4 (Marty, Vas, Larry and Richard). The motion passed.

A motion was made by Dave to approve the minutes for March 10, 2015 and May 27, 2015. The motion was seconded by Carolyn. Email vote: For – 7 (Bob, Dave, Marty, Nile, Keith, Tom and Carolyn), Against – 0, Abstain – 0, Missing Votes – 3 (Vas, Larry and Richard). The motion passed.

A motion was made by Vas to approve the minutes for July 13, 2015. The motion was seconded by Nile. Email vote: For – 7 (Bob, Dave, Marty, Vas, Nile, Tom and Carolyn), Against – 0, Abstain – 0, Missing Votes – 3 (Keith, Larry and Richard). The motion passed.

Approval of 9/23/15 Minutes:

Vas asked if a person has to be present a meeting to vote during the minutes. A person can vote if they were not there if the minutes look consistent with past meeting discussion and they do not have any issues with the content.

A motion was made by Vas to approve the September 23, 2015 minutes as distributed by email. The motion was seconded by Keith and unanimously approved.

2. Next Steps for Standard

The Standard is being cleaned up for final publication. It has been sent to the LASEC for their NELAP AC recommendation. LASEC has kept up with the Standard as it was prepared, so there should be no issues in making this recommendation. TNI would like to publish the entire Standard at one time, so the PT Standard is really the rate limiting step.

It should take about 6 months for TNI approval and then about 2 years for AB implementation. This means 2017/2018 for final implementation.

If anyone wants to begin implementing sooner ... this is something that needs to be worked out with the lab's AB. Perhaps the committee can look for items they think should be implemented sooner or look to see if there really are any huge changes. If not, maybe this more readable standard could be used by labs sooner. Some ABs began giving allowances to labs last time before the Standard was completely implemented. The committee can think about this and decide if it would be appropriate to approach the NELAP AC. Bob and Tom will talk about this next week at a conference they will be attending.

Vas asked if an AB can decide labs should start using the Standard before the NELAP AC has approved it. Ilona commented that this could be counterproductive because of reciprocity. Some states may take longer to fully implement a standard because it can take longer to get through their legislature, but the NELAP AC will deal with how to implement once the Standard is approved by the NELAP AC for use in the Program.

3. Tulsa Winter Meeting

Bob shared the preliminary schedule with the committee. The Radiochemistry meeting is on Wednesday.

The committee has also been asked to do a Radiochemistry Training Course. It would be geared towards both assessors and labs.

Unfortunately, TNI is no longer able to help committee members get to meetings. They are still supporting chairs where possible. Tom commented that this means he will only be able to attend one face-to-face meeting each year, so he will be attending the summer meeting.

4. Tools for Implementation of the Standard

Assessment Checklist

Vas commented that they have the DoD and TNI templates, so they will be getting started. Larry will be coordinating this effort.

Bob asked for input from Paul on how to approach the checklist. He said to work through the standard and identify the requirements. Turn the requirements into questions. This is different than what we see now. Bob asked that the committee look at this and decide what they think the checklist should look like. Bob prefers that the checklist be questions – not requirements. Ilona noted that not everyone agrees with this approach.

Ilona commented that this committee is ahead of everyone else, so if this subcommittee would like to make some changes ... this should be suggested quickly so all the committees use a similar approach to the checklist.

Carolyn asked if the checklist works similarly to the DOELAP checklist. She asked if the checklist will be referenced for findings or if the Standard will be cited. Bob said that the DOELAP checklist was very different from what we would need to do and that finding would need to directly reference the Standard but that the TNI checklist would be more mush easier to use.

Training for Labs and Training for Assessors/ABs

Richard might be interested in helping with this effort, but Bob needs more volunteers. Some of the training needs to be developed before the Tulsa meeting. Vas and Carolyn are willing to help. Carolyn should be able to attend the summer meeting in Orange County, so she can be more involved.

Bob will be using previous training that he has developed as a starting point. He'll set-up a first meeting in the next couple of weeks with the group above.

Assessor training may be something separate. Ilona will follow-up with Jerry and discuss how this will work with the TNI training program. The committee would like to do a better job doing technical training for ABs. Keith would like to be involved in this later effort.

5. Charter / Committee Membership

Bob reviewed the Charter and the first Draft of changes. The changes based on today's discussion can be found in Attachment D.

Vas thinks it would be helpful to put together an impact statement on the effects of the new standard. It may be appropriate to include this as part of the "crosswalk". Ilona suggested that this thought be captured in the back-burner list so it can be considered when the crosswalk is worked on. Bob was in agreement. This is likely an LASEC topic. Ilona will check with Lynn and Judy and see if this is something they will be asking for.

Bob reviewed Committee membership. Ron Houck has been an active associate on the committee and Bob suggested adding him as an AB. Carolyn will be retiring, so she will change to an "Other".

Vas made a motion to add Ron Houck to the committee. Tom seconded the motion and it was unanimously approved. Ilona will send the new membership information to the Chair of the TNI Board.

Bob, Vas, Marty and Nile are all up for renewal.

A motion was made by Dave to extend the terms of Bob, Vas, Marty and Nile for another 3 years. The motion was seconded by Keith and unanimously approved.

Bob will update the charter with the membership changes and send it out to the committee members for final review. The charter will be voted on next month.

6. Small Lab Handbook

There has not been much progress yet. The 3 areas that will be concentrated on are:

- Performance Based Methods
- Lab Practices Around Zero or Low Level Measurements
- Detection Capabilities

QS is also looking for a section on lessons learned. Dave will send out an email to get input from everyone to complete this section.

7. PT Standards

Vas is concerned that Bob, Carolyn and his comments were not taken care of during the review of the VDS vote and comments. It was moved on to an Interim Standard and Ken told them they could express their concerns when it is posted. This is a problem because you can only comment on the changes that were made. There were not changes made in response to their comments ... so they can't comment again.

Bob will send another message to Ken and Shawn to alert them that the changes did not get made and to find out what to do next.

8. New Business

- None.

9. Action Items

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

10. Next Meeting and Close

The next meeting will be Wednesday, November 18, 2015 at 1pm Eastern. Webex invitations will be distributed the morning of the 18th.

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

The meeting was adjourned 1:26 pm Eastern. (Motion: Vas Second: Keith Unanimously approved.)

Attachment A
Participants
Radiochemistry Expert Committee

Members	Affiliation		Contact Information	
			Phone	Email
Bob Shannon (Chair) Present	QRS, LLC Grand Marais, MN	Other	218-387-1100	BobShannon@boreal.org
Tom Semkow (Vice Chair) Present	Wadsworth Center, NY State DOH Albany, NY	AB	518-474-6071	thomas.semkow@health.ny.gov
Sreenivas (Vas) Komanduri Present	State of NJ Department of Environmental Protection Trenton, NJ	AB	609-984-0855	Sreenivas.Komanduri@dep.state.nj.us
Marty Johnson Absent	US Army Aviation and Missile Command Nuclear Counting Redstone Arsenal, AL	Lab	865-712-0275	Mjohnson@tSC-tn.com
Dave Fauth Present	Consultant Aiken, SC	Other	803-649-5268	dj1fauth@bellsouth.net
Carolyn Wong Present	Lawrence Livermore National Laboratory Livermore, CA	Lab	925-422-0398	wong65@llnl.gov
Keith McCroan Present	US EPA ORIA NAREL, Montgomery AL	Lab	334-270-3418	mccroan.keith@epa.gov
Nile Ludtke Absent	Dade-Moeller and Associates Oak Ridge, TN	Other	865-481-6050	nile.luedtke@moellerinc.com
Larry Penfold Absent	Test America Laboratories, Inc; Arvada, CO	Lab	303-736-0119	larry.penfold@testamericainc.com
Richard Sheibley Absent	Sheibley Consulting, LLC	Other (Former AB)	651-485-1875	RHSHEIB111@yahoo.com
Ilona Taunton (Program Administrator) Present	The NELAC Institute	n/a	828-712-9242	ilona.taunton@nelac-institute.org

Attachment B

Action Items – REC

	Action Item	Who	Target Completion	Completed
63	Send note to QS to ask them to consider making all references to “days” more clear by stating “calendar” days.	Bob	7/13/15	
66	Tool subcommittees should start meeting.	All	First report at August meeting.	Reports started at October Meeting. Close Out
67	Distribute DOE and TNI checklists for Radiochemistry.	Bob	10/20/15	Complete
68	Send common lab assessment findings to Dave for his use in preparing the chapter for the Small Lab Handbook.	All	10/20/15	
69	Ask if LASEC will be preparing impact statements in their NELAP AC recommendation. Is there something like this needed from the committee? Send message to Judy and Lynn.	Ilona	11/17/15	
70	Send a request to get “Lesson Learned” ideas from committee and associate members.	Dave	11/17/15	
71	Follow-up with Ken and Shawn regarding PT Standard Issue.	Bob	11/17/15	

Attachment C – Back Burner / Reminders

	Item	Meeting Reference	Comments
1	Update charter in October 2015	n/a	
2	Issue of noting modifications to methods.	1/16/13	
4	Look at need to reference year for any standard references– which version is being referenced. Is this necessary?	5/22/13	
5	Form subcommittee of experts in MS and other atom counting techniques to see that these techniques are adequately addressed in the radiochemistry module.	9/24/14	
6	Consider preparing an impact statement on the effects of the new standard. This may be part of the “crosswalk” prepared to compare the old and new standard.	10/21/15	

Radiochemistry Expert Committee

(REC)

DRAFT - 2016 Charter

(Revised: **TBD**)

Mission:

To maintain the radiochemistry standard (TNI Volume 1, Module 6) based on input from stakeholder groups and public; to provide technical assistance on issues related to radiochemistry; and, to develop tools that facilitate the implementation of the standard.

Strategic Goals and Objectives:

1. Review and revise standards based on input from all stakeholder groups and public.
2. Review and revise a standard consistent with relevant national and international standards and guidelines where appropriate.
3. Improve the quality and consistency of environmental data by establishing standards for activities related to radiochemical testing.
4. Provide technical assistance such as responding to Standard Interpretation Requests (SIRs).
5. Provide technical assistance in developing tools to facilitate the implementation of the Standard, such as:
 - Develop Module 6 audit checklist
 - Develop training on new Module 6 for labs and auditors
 - Clarification of key Module 6 concepts (e.g., glossary or specific topics such as detection capability or validation life cycle)
6. Ensure continuity with TNI Volume 1 Modules.
7. Utilize existing and future TNI infrastructure and resources to accomplish mission.

Success Measures:

- Completion of Draft Checklist in 2016
- Prompt response to SIRs (responses issued within 2 meetings)
- Completion of Training for Assessors in 2016
- Completion of Training for Labs Checklist in 2016

Key Milestones for 2016:

- Maintenance of balanced committee representation
- Development of white paper or crosswalk on differences with new version of Module 6
- Identification of needs and initiation of work on tools needed for labs and assessors

Considerations:

- Volunteer member organization with time constraints.
- Limited funding.
- Committee must maintain a balance representation from among accreditation bodies, accredited laboratories and "others".

Available Resources:

- Volunteer committee members
- Existing national and international consensus-based standards
- TNI Website and TNI support services (administrative, technical editing, etc.)
- Teleconference and web-based services
- Industry experts

Additional Resources Required:

- Travel funding

Anticipated Meeting Schedule:

- Monthly Committee Teleconferences (open to all Full and Associate Members)
- Additional committee teleconferences as needed
- Committee meetings (face-to-face) during semiannual TNI Forums (Winter and Summer)

Committee Membership

Proposed Members	Organization	Term Expires January	Representation	Subgroup
Bob Shannon, Chair	QRS, LLS	2019	Other	
Tom Semkow, Vice Chair	Wadsworth Center, NY State DOH	2017	AB	
Dave Fauth	Consultant	2018	Other	
Marty Johnson	US Army Aviation and Missile Command Nuclear Counting	2019	Lab	
Sreenivas Komanduri	NJ Department of Environmental Protection	2019	AB	
Ron Houck	Pennsylvania DEP	2018*	AB	
Nile Ludtke	Dade-Moeller and Associates	2019	Other	
Keith McCroan	US EPA ORIA NAREL	2018	Lab	

Larry Penfold	TestAmerica Laboratories, Inc.	2018	Lab	
Richard Sheibley	Sheibley Consulting, LLC	2017	Other	
Carolyn Wong	Lawrence Livermore National Laboratory	2017	Lab	
* - Renewable for 3 years.				

Balance:

- 4 Lab
- 4 Other
- 2 AB

Subcommittees:

- None

Program Administrator: Ilona Verrips Taunton