

# TNI Board of Directors Meeting Summary

## May 10, 2017

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### 1. Roll Call

Directors	Present
Jordan Adelson	X
Aaren Alger	
Steve Arms	X
Justin Brown	X
Jack Farrell	
Chris Gunning	
Myron Gunsalus	X
Daniel Lashbrook	X
Judy Morgan	X
Cheryl Nolan	
Lara Phelps	X
Patsy Root	
Debbie Rosano	X
Scott Siders	
Alfredo Sotomayor	X
Dave Speis	X
Past President	
Sharon Mertens	
Staff	
Lynn Bradley	X
Carol Batterton	X
Ken Jackson	X
Jerry Parr	X
Ilona Taunton	X
Janice Wlodarski	X

### 2. Approval of April 2017 Minutes

**Motion to Approve:** Dave Speis  
**Second:** Judy Morgan  
**Approved:** Unanimous

### 3. 2016 Annual Report

No feedback from committee chairs was received so this document is now final and will be posted.

### 4. Committee Charters (Attachment 1)

Attachment 1 contains the 2017 Charters for the Laboratory Accreditation System Executive Committee, the NELAP Accreditation Council, the Advocacy Committee, and the CSDEC. These charters require approval from the Board.

We had wanted to make the Charters more generic so they didn't have to get approved each year. These are a bit of a hybrid of generic vs. detailed. Recognizing the hard work that went into them we will go with them, but something to consider for the future.

Also, the charters should be formatted the same and grammar/punctuation reviewed and corrected. Once they all get approved, we'll send them over to Jan for clean-up and formatting.

### **LASEC Charter**

Discussion regarding whether or not we still need the Small Lab Group function. There were no objections about removing the Small Lab Group function from the Charter.

**Motion to Approve Charter without Small Lab function (item #5):** Dave Speis

**Second:** Daniel Lashbrook

**Approved:** Unanimous

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### **Accreditation Council Charter**

*Discussion:*

There is no mention of Consensus Standards Development. Is that because it flows through LAS? The AC doesn't really have a role in developing standards, but they do have a role in adopting. Objective 1 in the LAS Charter is focused on that and then, Objective 2 in the NELAP Charter is focused on working with LASEC, which says inclusion of new standards into the program so this actually works.

Objective 2.1 says "clarification of the NELAP standard" – this should be the "TNI Standard". We have a NELAP program, but not a NELAP standard. It will have to reference the TNI Environmental Laboratory Sector Standard.

Could there be something a little more objective in the Success Measures – time frames for adopting standards or approving SIRs? These are handled in SOPs. Specific measures are difficult to apply here. These kinds of specifics should be in the Work Plan, not really in the Charter.

and

### **Advocacy Committee Charter**

*Discussion:*

Needs minor editorial changes.

### **Accreditation Council and Advocacy Committee Charters w/suggested edits:**

**Motion:** Steve Arms

**Second:** Daniel Lashbrook

**Approved:** Unanimous

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### **Consensus Standards Development Executive Committee Charter**

This Charter does not follow the correct format. Each objective should have a success measure with it. Ken will take it back to committee for revision.

**5. Formation of Asbestos Committee (Attachment 2)**

Attachment 2 contains a charter for a proposed Asbestos Expert Committee. The formation of this committee requires approval from the Board.

**Motion to Approve:** Daniel Lashbrook  
**Second:** Judy Morgan  
**Approved:** Approved

**6. Cannabis Issues**

This issue is still unresolved and is tabled until the June meeting.

**7. California Update**

Jerry Parr attended the California Water Environment Association meeting on April 27 and gave a presentation on TNI resources to help labs. Lara Phelps appeared at the meeting of the Water Resources Control Board on May 3 and presented the recommendations from the Expert Panel. Despite objections from the municipal laboratory community, everything appears to be on track for a proposed regulation by August that will use the TNI standard with two exceptions, the frequency of proficiency testing and the educational requirements for a technical manager. After discussing some of the small lab issues with Christine Sotelo, Jerry Parr has offered California laboratories a free six month TNI membership to allow them to purchase the standard at the TNI member rate. So far, 15 individuals have taken advantage of this offer.

**8. Board of Directors Work Plan**

An updated work plan was provided.

**9. Program Reports (Attachment 3)**

See Attachment 1.

## Attachment 1: Committee Charters

### Laboratory Accreditation Systems Executive Committee

2017 Charter

(Revised: April 25, 2017)

#### Mission

Manage TNI's efforts in supporting a national program for the accreditation of environmental laboratories by supporting the NELAP Accreditation Bodies (ABs) and non-governmental ABs (NGABs) recognized to accredit to the TNI Environmental Laboratory Sector (ELS) Standard, enabling stakeholders such as laboratories, proficiency testing providers and data users to effectively participate in the development of, adoption and implementation of, and compliance with the TNI standards.

#### Composition of the Committee

1. This is a balanced committee, with members representing each core TNI program.
2. Members serve staggered three-year terms.
3. Ex Officio members include TNI's Small Laboratory Advocate as well as the TNI Executive Director.
4. A number of associate members are active participants.

#### Objectives

1. Work in cooperation with the NELAP Accreditation Council (AC) to assist in implementing this program.

Goal: Provide timely review and feedback to NELAP AC on TNI standards, policies and SOPs as needed or requested.

- **Success Measure:** Acceptance of final document without revision combined with implementation of document without need for interpretation or other consideration.

Goal: Ensure that laboratory assessors, regulators, QA managers and technical managers have an organized forum at every TNI conference to discuss common issues (Assessment Forum). Organize Assessment Forums to address subjects that are current to the stakeholder community, hot topics or topics recommended by attendees.

- **Success Measure:** Attendance at or above average for the conference size. Overall ratings of 3.5/5.0 or greater.

Goal: Oversee a mentoring program to assist both laboratories and accreditation bodies with implementing accreditation programs. Ensure that Mentor Sessions are organized at every TNI conference to provide expanded and detailed information on issues that are key to successful implementation.

- **Success Measure:** Attendance at or above average for the conference size. Overall ratings of 3.5/5.0 or greater.

2. Work with the Consensus Standard Development Program Executive Committee to ensure that new or revised accreditation standards developed for this program are suitable for use by review of standards and by consideration of AB and laboratory needs early in the development process.

Goal: Utilize and maintain SOP 3-106 as the guidance document to ensure that suitability is being assessed in accordance with the needs of the ABs and accredited labs.

- **Success Measure:** Documents are successfully accepted as recommended.

Goal: Perform reviews in a timely manner to allow for conformance to the timelines established in SOP 3-106, 2-100, and 3-103.

- **Success Measure:** Review time does not exceed established timeline for the activity.

3. Receive recognition recommendations from the TNI Non-governmental Accreditation Body Recognition Committee (TNRC) and, as warranted, decide and issue certificates to NGABs, recognizing their competence to accredit to the TNI ELS Standard.

Goal: Upon receiving evaluation recommendations from TNRC, ensure that all TNI requirements for recognition are met, make timely decisions relevant to recognition of NGABs.

- **Success Measure:** Notification of approval within 10 days of the TNRC recommendation acceptance.

4. Manage the Standards Interpretation Request (SIR) process to ensure that all SIRs meeting the requirements of SOP 3-105 are successfully addressed. Engage the assistance of Expert and Executive Committees as appropriate for standards interpretations, guidance documents and related tools. Develop Standards Interpretation Guidance as needed.

Goal: Utilize a subcommittee to discuss, handle, and process SIR's. This committee has delegated authority to act on behalf of LASEC for SIR decisions and will provide an overview to the full committee prior to submittal to the AC.

- **Success Measure:** Determine validity of Standards Interpretation Requests within 5 business days from submittal, using criteria in SOP 3-105.
- **Success Measure:** Successfully resolve SIR via written process so that the majority of interpretations result in a favorable AC vote upon initial submittal.

5. Provide a voice and solution strategies for small organizations' issues and concerns (small laboratories, especially)

Goal: To maintain an active liaison with the Small Laboratory Advocacy Group (SLAG) through active involvement of TNI's Small Laboratory Advocate.

- **Success Measure:** ??????

6. Work Plan: the committee will create or review the Work Plan on at least an annual basis and as part of any internal audit process.

- **Success Measure:** Work plan design and any subsequent revisions are approved by the TNI Board.

### Decision Making

- **Decision on review of any TNI procedure, policy or guide changes will be made by Majority Vote and in the presence of, or by electronic voting of, a committee quorum; voting options are: Yeah, Nay or Abstain.**

**Available Resources:**

- Volunteer committee members
- TNI web site for on-line storage, maintenance and archiving of SOPs, Policies, SIRs and related documents
- Existing national and international consensus-based standards
- Teleconference and A/V services
- Program Administrator support
- Other TNI Committees (Expert and Support) for changes to the modules
- Participating organizations and other entities as the committee sees fit, that pertain to our mission

**Anticipated Meeting Schedule:**

- Teleconferences: regular schedule of calls to be published on the TNI website.
- Face-to-face meetings as needed at TNI conferences.

## NELAP Accreditation Council

2017 Charter

(Revised: May 1, 2017)

### Mission

The NELAP Accreditation Council (AC) has final authority for implementation of the program for the accreditation of environmental laboratories within the National Environmental Laboratory Accreditation Program. The NELAP AC facilitates a national program through mutual recognition.

### Composition of the Committee

5. The NELAP Accreditation Council consists of one individual appointed by each recognized Accreditation Body (AB,) with an alternate if desired, and one Ex-Officio member representing EPA.
6. The nature of the committee's operations makes it inappropriate to allow associate members.
7. Balance of stakeholders is not appropriate for the AC.

### Objectives

1. Review and approval of existing and prospective ABs to become or remain NELAP-recognized.

#### Success Measures:

- Periodically evaluates all NELAP-recognized ABs to ensure their conformance to the requirements established by this organization.
- Evaluate applicant ABs with equivalent processes to those of current ABs.

2. Coordinate with the Laboratory Accreditation Systems and Proficiency Testing Program Executive Committees for program management activities:

- i. LASEC -- Inclusion of new standards into the NELAP program, interpretations and clarification of the NELAP standards and adopt policies and procedures prepared for use within the AC
- ii. PTPEC -- Adopt relevant acceptance limits for proficiency testing developed by the PT Executive Committee.

#### Success Measures:

- Continued smooth operation of the program.

3. Implement a national program for the uniform and consistent accreditation of environmental laboratories.

#### Success Measures:

- Participant ABs actively work towards consistency of program operations, resolving inconsistencies as they are identified.

4. Work Plan: the AC will create or review its Work Plan on at least an annual basis and as part of any internal audit process.

#### • Success Measure

- Work plans are presented to the TNI Board for review on at least an annual basis.

### Decision Making

- Decisions of the NELAP AC are made by following the NELAP Voting SOP 3-101.

### Available Resources:

- Appointed AB representatives
- Teleconference and A/V services

- Program Administrator support
- On-line storage, maintenance and archiving of SOPs, Policies and related documents

**Anticipated Meeting Schedule:**

- Teleconferences: regular schedule of calls to be published on the TNI website.
- Face-to-face meetings as needed at TNI conferences.



Attachment 2

Asbestos Testing Expert Committee  
(ATEC)

Charter (Proposed)

(Revised: March, 2017)

**Mission**

Develop and maintain consensus standards for asbestos testing (AT) that support TNI programs and that address the following elements of an asbestos testing program:

1. Roles and responsibilities of program participants,
2. Method selection and validation,
3. Technical requirements, and
4. Quality assurance and data acceptance criteria.

**Composition of the Committee**

TNI members representing applicable stakeholder groups; each serving 3-year terms with a maximum of 2 consecutive terms.

1. Stakeholder groups include:
  - a. Laboratory/Field Sampling Measurement Organization (FSMO)
  - b. Accreditation Body (AB) – (includes ABs of Labs/FSMOs/PTPs)
  - c. Other (i.e. consultants, 3<sup>rd</sup> party assessors, etc.)
2. A Chair and Vice-Chair are elected from among the committee membership; each serving 1-year terms with a maximum of 3 consecutive terms.
3. Membership must maintain balance so that no stakeholder group has a majority.
4. Associate and Affiliate members are allowed.

**Objectives**

1. Develop and maintain consensus standards for asbestos testing (AT) that are practical, implementable, and meet the needs of the environmental community while providing data of known and documented quality.
  - **Success Measure:**
    - Adoption of consensus AT standards by TNI and/or other applicable programs.
2. Serve as a technical resource to TNI membership.
  - **Success Measure:**
    - Prompt response to Standard Interpretation Requests (SIRs).
    - Adoption of guidance documents by TNI that support the AT standards as needed.
3. Provide technical assistance in developing tools to facilitate the implementation of the Standard.
  - **Success Measure:**
    - Checklists to aid in implementation by labs and ABs
    - Training via various media as necessary

## Decision Making

Decisions of the ATEC are generally made by a majority vote in the presence of a quorum during teleconferences, face-to-face meetings, or by electronic voting, unless an alternate voting procedure is determined to be necessary by the committee.

## Available Resources

1. Volunteer committee members
2. Existing national and international consensus-based standards
3. TNI website and other TNI support services (administrative, technical editing, etc.)
4. Teleconference and web-based services
5. Industry experts

## Anticipated Meeting Schedule

1. Monthly teleconferences (open to all full and associate members and the general public)
2. Additional teleconferences as needed
3. Face-to-face meetings during the semiannual TNI Forums (open to all full and associate members and the general public)

## Committee Roster

Myron Getman (Chair)	<a href="mailto:Myron.getman@health.ny.gov">Myron.getman@health.ny.gov</a>	AB
Zonetta English	<a href="mailto:English@msdlouky.org">English@msdlouky.org</a>	Lab
Wyatt Dupay	<a href="mailto:wyatt.dupay@pacelabs.com">wyatt.dupay@pacelabs.com</a>	Lab
Glen Green (Vice-Chair)	<a href="mailto:glen.green@xcelenergy.com">glen.green@xcelenergy.com</a>	Other
Dixie Marlin	<a href="mailto:dixiemarlin@att.net">dixiemarlin@att.net</a>	Other
Carl Kircher	<a href="mailto:carl_kircher@doh.state.fl.us">carl_kircher@doh.state.fl.us</a>	AB (Associate Member)

### Attachment 3 PROGRAM REPORTS

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#### CONSENSUS STANDARDS DEVELOPMENT

- The Chemistry Expert Committee, in consultation with the NELAP AC, made editorial changes to V1M4 (chemistry quality system requirements for laboratories) of the 2016 Environmental Sector Standard. Subsequently, the AC requested two further editorial amendments that were agreed upon during the Chemistry Committee conference call on Friday May 5. These editorial changes will allow finalization of all volumes and modules of the 2016 standard, which is now being formatted.
- In preparation for its 2017 V1M4 standard, and in accordance with ANSI requirements, the Chemistry Expert Committee has published a Notice of Intent to Establish or Modify a TNI Standard. Concurrently, a Project Initiation Notification (PINS) was submitted to ANSI and published in its publication *Standards Action*. Anticipating no objections to the proposal, the committee is now preparing a Notice of Proposed Standards Activity that will be e-mailed to stakeholder groups, requesting their input to the standards development process. This will facilitate the preparation of a Voting Draft Standard.
- The Laboratory Accreditation Body Expert Committee's publication of a Notice of Proposed Standards Activity to merge Module 1 and 3 of Volume 2 of the Environmental Sector Standard received no input. The next stage will involve publication of an outline of its proposed standard.
- The Proficiency Testing Expert Committee has completed its section of the Small Laboratory Handbook.
- The Stationary Source Audit Sample committee is having difficulties with several members not participating on the conference calls, and the committee is reviewing its effect on balance if they are removed from the committee. Some of the lower concentration levels are being considered for lowering further, since samples are being requested at lower concentrations.
- The Consensus Standards Development Executive Committee (CSDEC) and most of the Expert Committees have submitted their completed charters for TNI Board approval. The remaining charters (Quality Systems and Chemistry) are nearing completion.
- The CSDEC proposed Format and Style Guide for Consensus Standards (SOP 2-103) was returned by the Policy Committee, requesting its restructuring for the second time. Following discussion with the CSDEC members, its Chair Bob Wyeth asked the Policy Committee to accept it as written, or the CSDEC would withdraw it entirely. An alternative being considered is for the CSDEC to use the ISO guide on standards writing if it is completely compatible with the TNI standards.
- The Quality Systems committee is continuing work on the Small Laboratory Handbook. The committee is working through sections using Webex. New volunteers are being looked for some sections to help the current authors due to workload issues. The Chemistry section will refer to the guidance documents the Chemistry Expert Committee is working on. The Charter was finalized at the last meeting and an email vote was just completed. A final version will be sent to CSDP this week. Work is continuing on the Assessor Checklist – Module 2. The checklist is expected to be complete by June.
- The WET committee approved its updated Charter at the April meeting. The planned webinar, based on information from the WET Assessment Forum session in Orange County, will be offered to all, rather than just to NELAP assessors as initially planned. This training is scheduled for May 24, noon to 4 pm (EDT). Committee members are beginning to work on revising the WET module of the standard, beginning with revising requirements for initial and ongoing demonstrations of competency.

This is considered the most difficult piece, and will thus be tackled first. Committee members are also preparing a proposal for PTPEC, to seek assistance from PT providers to find ways to increase the statistical power and usefulness of WET PTs.

- The Radiochemistry committee is working on a final review of the Small Laboratory Handbook. The committee bumped up its May meeting date to complete this project. The 2016 Assessor Checklist is now complete and is being reviewed by the committee for finalization by June.
- The Microbiology committee has worked through half of the 2016 checklist. There are a few sections that still need to be updated and then the committee will complete final review. Finalization is expected by June. The committee has finished its Charter and it has been sent to the CSDP.

### **NEFAP Executive Committee**

- The committee membership has been updated. Kim Watson and Troy Burrows have rotated off of the committee. New membership includes: Shawn Kassner (Other), Kristin Daigle (Other), Morgan Greenwald (FSMO) and Russell Schindler (FSMO). The committee has elected a new Chair (Justin Morgan) and Vice-Chair (Kristin Daigle).
- The committee charter is being finalized and will be voted on during their May meeting and forwarded to the BoD by the end of the month.
- The PTP/NEFAP Evaluation Workgroup – see report under PTP.
- The committee is still working on final updates to 3 SOPs that should be ready for Policy review late May. The committee will also be updating its evaluation SOP, but this is not expected to be complete until late July or early August.
- The Strategic/Marketing Subcommittee did not meet this month. Work to get more testimonials is still ongoing.
- The review of an old FAQ document will be on the May agenda.
- “Why NEFAP?” video shorts are still needed from Kim and Justin to complete the first phase of this activity for the website. Kim’s portion will be pulled from the Scared Straight presentation done in Orange County. This request has been submitted to IT.

### **Field Activities Expert Committee (FAC)**

- The Scope Guidance Subcommittee did not meet this last month. Scott Haas will be helping the subcommittee chair plan the next meeting due to workload issues.
- Ken now has all documents needed to formally open the Standard update process. The committee plans to use the Washington, DC meeting as the first opportunity to collect public comment.
- Carl provided an informative update on progress of ISO 17011 and ISO 17025. This information is being taken into consideration in Standard update schedule.
- The Charter was completed and forwarded to the CSDP.
- The FSMO Tools Subcommittee will begin meeting in June to update the “gap analysis” guidance document for final submission to the Policy Committee. The subcommittee will also explore beginning work on a QA Manual Template.

## NELAP

### Accreditation Council

- For the current (new) round of evaluations, seven renewal letters have been issued thus far, with another to be sent this month. Six applications have been received. LA DHH has secured its previous program manager on contract (Louis Wales), until a new staff person can be hired and trained; its renewal application has been delivered. Louis Wales is on contract through this fiscal year; expect another for next year. Will be re-announcing the vacancy and need as wide a circulation as possible to find a candidate. Also an EPA Region 6 issue, regarding the drinking water program.
- Two additional edits were requested to the Chemistry module. These were essentially clarifying revisions to edits already made. Once these two requests are accommodated, NELAP approval of the technical edits will be complete.
- Council members approved a Charter at the May 1 meeting, and it has been submitted for Board review. The revised Drinking Water FoPT table is approved, and PTPEC has been notified. Review of an apparently misplaced draft General Operations SOP is underway and the Council is considering what revisions might be needed to strengthen the draft “method selection for assessment” policy received from LASEC.

### Laboratory Accreditation System Executive Committee (LASEC)

- LASEC approved its Charter and delivered it for Board approval.
- LASEC delivered to the NELAP AC a draft policy addressing method selection for assessment as well as documentation of preparatory methods is undergoing review and awaits finalization of some details about the particular fields of accreditation.
- A compendium of “lessons learned” during the recent episode of standards review is being developed. Later this year, LASEC envisions sharing those items with both the NELAP AC and CSDEC.

## PROFICIENCY TESTING

- The Charter was updated during the April meeting, but Maria is making edits and still needs to distribute it for email vote. The Charter will be complete and sent to the BoD late May.
- FoPT Table Format Subcommittee: Progress was made by the committee and the PTPEC reviewed a detailed comparison of LAMS to the FoPT tables for NPW. There are differences and the committee members generally believe the FoPT tables follow regulations more closely. Maria will talk to Dan Hickman to express concerns and get input to bring back to the next PTPEC meeting. Next steps may include a presentation of the comparison table to the NELAP AC and the TNI IT Committee. Discussion on this topic will continue in May.
- Analyte Request Application (ARA) – NPW/SCM Qualitative PCB Analysis: No progress. Maria still needs to send a request to the Chair of the Chemistry FoPT Table Subcommittee for specific needs so data can be collected from the PT Providers. This was discussed on the April call and Maria plans to get the info to Carl before the May meeting.
- Radiochemistry FoPT Table Update: The radiochemistry data has been masked. One or two subcommittee members need to review the data and do calculations to prepare it for subcommittee

review. Carl will send the data to Stephen Arpie and see if he is still willing to do this with him. The subcommittee will begin work after the data is ready.

- Microbiology FoPT Table Update: The subcommittee has forwarded the data to an EPA statistician to prepare it for review by the subcommittee. A due date has not been determined.
- The NPW and SCM FoPT tables were forwarded to William for posting to the TNI website with an implementation date of 7/24/17. All PT Providers and PTPA's were also provided with a copy.
- The NELAP AC approved the updated DW FoPT table so the committee will determine an effective date and get this table posted.
- SOP 4-102 comments are still be reviewed and the SOP is being updated and prepared for finalization in May.
- SOP 4-102 was not completed in April, so the final internal audit checklist will be completed in late May.
- The PTP/NEFAP Evaluation Workgroup had their fourth meeting. The Program Comparison document was used to prepare an Action/Implementation Table to move forward on combining these to program evaluations. Assignments have been made and the workgroup is hoping to have an application and systems in place by fall. Action items include evaluator training, preparing one application, preparation of one SOP for the evaluation procedure and update of program specific evaluation SOPs that will refer to this SOP where needed, completion of the evaluation checklist, follow-up on PT Provider assessments to check on timing for completion of PTPA evaluations, updating ABs and ECs, tracking potential issues as they arise to quickly find solutions, preparation of final report and witness/observation report templates and determination of a final application date.

## **ADMINISTRATION**

### **Advocacy Committee**

- The committee discussed assisting the California program with the clarifications/guidance that stakeholders have requested by using input from the Assessment Forum at the summer meeting.
- The committee finalized its charter and will forward to Jerry.
- The Good Laboratory Practices Handbook project will be re-started by preparing RFPs for training on the various chapter topics and then finalizing the chapters after the training. Jerry and Ilona will work on this.

### **Policy Committee**

- Policy committee is making progress with its review of the various administrative SOPs and policies that were identified as needing update to match the recently adopted TNI Quality Management Plan. Policy will work through these and all other documents older than five years, as timing permits. Current modifications and new documents will take priority in the review queue.

### **Training**

- A vendor presentation took place April 21, 2017 to discuss the Corporate Sponsor Program that includes opportunities to advertise during TNI training events. The event was recorded and will be posted on the TNI website to continue to introduce this opportunity to vendors.

- The TNI Standard Implementation for Small Laboratories Series started up April 18<sup>th</sup> and will run through August 1, 2017. The series consists of 10 two hour courses and is being taught by Marlene Moore. Response has been great with over 100 sign-ups.
- The “Understanding Wet Testing” course is planned for May 24, 2017. There have already been 20 registrations for this class.
- The “Implementing and Assessing the Environmental Laboratory Standard Interpretations” course is being planned for July 13, 2017. It is a 3-hour course being taught by Marlene Moore in response to questions about the SIR process and SIRs. Jerry is working on determining which SIRs are still relevant to the 2003, 2009 and 2016 Standard to help provide current data for this class.

## **NEMC**

- The program is essentially finalized and the brochure has been sent to the printer.
- Exhibits are sold out and conference registration is open along with hotel reservations.
- A special session is being developed on methods approval for Tuesday of the conference. The general outline of the session will include a short overview of the way the EPA programs currently review and approve methods followed by a short presentation about the challenges these approaches pose for laboratories and others. Participants will then be asked to break out into groups to discuss ways the current processes can be streamlined and still provide the transparency and effectiveness needed by the regulatory agencies. The groups will report out their suggestions at the end of the session.

## **Membership Report**

- There were 3 new committee applications that have been forwarded to the committee chairs and Program Administrators. One was for Chemistry Expert, one for Microbiology/WET, and one for Conference Planning/Advocacy.
- **Active Members:** 937