

**Summary of the Laboratory Accreditation Body Expert Committee Meeting
Tuesday, January 21, 2020 1:00 pm Eastern**

1. Welcome and Roll Call

The Chair, Carl Kircher, opened the meeting. Attendance is recorded in Attachment 1. The minutes of December 17 were approved.

2. Annual Election of Officers

We learned late last year that committee officer elections are supposed to be held annually, although this has not been the practice in the past. Carl indicated that he is willing to continue serving as Chair, and was nominated for that position by Cathy, with the nomination seconded by Nilda. With no other nominations offered, Cathy moved for a vote to elect Carl, and Nick seconded. There was no discussion and approval of Carl was unanimous.

For the Vice Chair position, Mei Beth was absent and it is not known whether she is willing to continue in that position, so this election will be held at the next meeting. No other nominations were offered.

3. Continued Discussion of Comments on Outline of Proposed Changes and Draft of V2M1

The committee continued discussion of these, working from the new spreadsheet containing only unaddressed/unresolved comments. A comment on section 4.3.4 and also on the note in 7.4.2 were deferred until Marlene is present, since these were her comments. Another comment on section 4.6.6, concerning the mandate for ABs to assess to regulatory requirements of state and federal programs (again from Marlene) is deferred until sections 7.4 and 7.6 are discussed.

Section 6.1.2.9 and its subsections were discussed at length.

There is broad consensus in the committee that section 6.1.2.9.1 concerning assessor qualification requirements would require addition of a "grandfather clause" and might still be problematic, since assessor qualifications are typically set by state programs and those requirements would necessarily override whatever is in the standard. Consensus was to deleting just the "working in an environmental lab".

There was a note to revisit 6.1.2.9.2, but there were no further comments on this section.

Section 6.1.2.9.3 was previously removed, and section 6.1.2.9.4 renumbered. This section (now 6.1.2.9.4) requires that assessors sign a qualification statement to be provided to a lab.

Consensus was that the AB determines assessor qualifications and that section 6.3 (ISO language) is adequate to address the issue of documenting assessor qualifications, so that the new/renumbered 6.1.2.9.3 will be deleted.

4. Consideration of Field Activities Task Force Report

This report was provided to the TNI Board for its January meeting, with no recommendation for action, because it will become part of the NEFAP Executive Committee's recommendation about whether and at what level to continue NEFAP. Since the report included recommended language for inclusion in the current V2M1 and V2M3, LAB was offered the opportunity to decide whether or not to address the Task Force's recommendations. One participant pointed out that ISO 17025:2017 requires that if a lab collects a sample that it then analyzes, the lab must have a quality system covering the sample collection, and thus Volumes 1 and 2 will need to proceed in lockstep on this issue when the 2017 version of ISO/IEC 17025 is included in the TNI standard. For now, consideration of this report will be deferred until all comments have been considered and addressed.

5. Agenda for LAB Session at Conference

The Chair recommends the following agenda:

- Welcome and Introductions
- Recap what was done to Assessor Qualifications
- Discussion of Assessing all FoAs *versus* Assessing by Technology
- Discussion of Timeframes for Issuing Reports, *etc.*, by the AB
- Continue with Unaddressed Comments (until completed or time expires)
- New Business, if any
- Adjourn

6. Next Meeting

The next teleconference meeting will be **Tuesday, February 18, 2020, at 1:00 pm Eastern.** An agenda and documents will be distributed prior to the meeting.

LAB Expert Committee Roster

Name/Email	Term ends	Affiliation	Present?
Socorro Baldonado sbaldonado@mdwh2o.com	12/31/2022 (1 st term)	Lab – Metropolitan Water District, La Verne, CA	Yes
William Batschelet Batschelet.william@epa.gov	12/31/2021 (2 nd term)	Other – Retired from US EPA R8	No
Nilda Cox nildacox@eurofinsus.com	12/31/2021 (1 st term)	Lab – Eurofins Eaton Analytical LLC	Yes
Charles Hartke Charles.hartke@sgs.com	12/31/2020 (1 st term)	Lab – SGS Accutest, Dayton, NY	No
Catherine Katsikis catherinekatsikis@gmail.com	12/31/2021 (2 nd term)	Other – Laboratory Data Consultants	Yes
Carl Kircher, Chair carl_kircher@flhealth.gov	12/31/2021 (3 rd term, extended)	AB – Florida Department of Health	Yes
Marlene Moore mmoore@advancedsys.com	12/31/2021 (2 nd term)	Other – Advanced Systems, Inc., Newark, DE	No
Michael Perry michael.perry@lvvwd.com	12/31/2022 (1 st term)	Lab – Southern Nevada Water Authority	No
Zaneta Popovska zpopovska@anab.org	12/31/2021 (1 st term)	Other – ANAB	No
Alia Rauf arauf@utah.gov	12/31/2020 (1 st term)	AB – Utah Department of Health	Yes
Mei Beth Shepherd, Vice Chair mbshep@sheptechserv.com	12/31/2021 (2 nd term)	Other – Shepherd Technical Services	No
Nicholas Slawson nslawson@a2la.org	12/31/2021 (1 st term)	AB – A2LA	Yes
Program Administrator: Lynn Bradley Lynn.Bradley@nelac-institute.org	N/A		Yes
Associate Members:			
Yumi Creason ycreason@pa.gov		AB – Pennsylvania	Yes
Scott Haas shaas@etilab.com		Lab -- Environmental Testing, Inc., and Chair, FAC	No
Bill Ray bill_ray@williamrayllc.com		Other – William Ray Consulting, LLC	No
Aurora Shields Aurora.Shields@kcmo.org		Lab – KC Water	No
Ilona Taunton Ilona.taunton@nelac-institute.org		Other – TNI Program Administrator	No