Summary of the Laboratory Accreditation Body Expert Committee Meeting Tuesday, October 18, 2016 1:00 pm

1. Welcome and Roll Call

The Chair, Carl Kircher, opened the meeting and the roll was called. Those present are noted in Appendix A. Minutes from September 20, 2016, were approved with one minor correction to correct a section number reviewed.

2. Continuing Discussion of Combined Modules and Marlene's Comments

Review of the combined modules document resumed at section 7.8.3.5 at the note. Comments noted are itemized below:

§7.8.3.5 – a suggested rewording of the note was declined. The suggestion will be addressed in public discussions

. §7.8.5 – in the note, "may" will be changed to "should"

§7.9.2 – the wording of the note seems too complex, and further, seems written for governmental enforcement and may not be suitable for NGABs. Nilda offered to provide alternative language after the meeting, and this section will need further discussion. [NOTE: – alternate wording provided reads as follows: "An accreditation body would not be required to accept or recognize the primary accreditation of the CAB if the accreditation body has a legal action that precludes the accreditation body from granting any accreditation to a particular CAB for a specific field of accreditation."]

§7.9.2 – earlier discussion of moving §7.5.3 to this location will be revisited in public discussion §7.9.5.d – add a second subordinate item reading "The certificate must include the matrix, technology/method, and analyte as defined in the TNI Laboratory Accreditation Management System (LAMS), however named."

§7.9.6 – participants discussed moving this section to §7.13.4, but determined to keep it in place for now.

§7.10.3 – add a new section with this number, essentially duplicating §5.8.1, except that this section will refer only to appeals and §5.8.1 will refer only to complaints

§7.11.3.2 and 7.11.3.3 – these two sections contain duplicative language.

The first sentence of §7.11.3.3 is deleted and the second sentence moved to §7.11.3.2 so that it reads "Although most assessments are announced, accreditation bodies have authority to conduct unannounced assessments. Initial on-site assessments are announced."

Review will resume at §7.11.4 at the next meeting.

4. Next Meeting

The next teleconference meeting of the LAB Expert Committee is scheduled for <u>Tuesday</u>, <u>November 15, 2016, at 1:00 pm Eastern</u>. A reminder notice will be sent the week before. The agenda will include further review of Marlene's comments and perhaps consideration of comments received during and after the session at conference that apply to Volume 2 of the standard.

Appendix A

LAB Expert Committee Roster

Name/Email	Term ends	Affiliation	Present?
William Batschelet Batschelet.william@epa.gov	12/31/18	Other – US EPA R8, Lab QAO	Yes
Nishant Bhatambrekar Nishant1.Bhatambrekar@ge.com	12/31/2018	Lab GE- Power & Water Engineering	No
Nilda Cox, Vice Chair nildacox@eurofinsus.com	12/31/2017	Lab – Eurofins Eaton Analytical Inc.	Yes
Virginia Hunsberger vhunsberge@pa.gov	12/31/2017	AB – PA Department of Environmental Protection	Yes
Oommen Kappil okappil@emsl.com	12/31/19	Lab – EMSL Laboratories, Inc.	No
Catherine Katsikis ckatsikis@ldcfl.com	12/31/2018	Other – Laboratory Data Consultants	Yes
Carl Kircher, Chair carl_kircher@flhealth.gov	12/31/2018	AB – Florida Department of Health	Yes
Marlene Moore mmoore@advancedsys.com	12/31/2018	Other Advanced Systems, Inc., Newark, DE	Yes
Mei Beth Shepherd mbshep@sheptechserv.com	12/31/2018	Other Shepherd Technical Services	No
Aurora Shields ashields@lawrenceks.org	12/31/2018	Lab – City of Lawrence, KS	No
Program Administrator: Lynn Bradley Lynn.Bradley@nelac-institute.org	N/A		Yes
Associate Members:			
Jeff Flowers jeff@flowerslabs.com		Lab – Flowers Chemical Laboratories, Inc.	No
June Main jmain@dep.nyc.gov		Lab – NYC DEP	Yes
Donna Ruokonen donna.ruokonen@microbac.com		Lab Microbac	No
Bill Ray bill_ray@williamrayllc.com		Other – William Ray Consulting, LLC	Yes