

Summary of the Laboratory Accreditation Body Expert Committee Meeting  
 Tuesday, March 16, 2021 1:00 pm Eastern

1. Welcome and Roll Call

The Chair, Carl Kircher, opened the meeting. Attendance is recorded in Attachment 1. The meeting agenda (Attachment 2) was approved by acclamation with one change, to briefly discuss review of the committee Charter after approval of minutes. The minutes of February 16 were approved by acclamation.

Carl explained that he was in the middle of performing a contractor oversight assessment and asked that the Vice Chair take over when he needed to step away. This transition occurred multiple times during the meeting but progress continued.

2. Charter Review

Any changes to the expert committee charters need to be approved and submitted to CSDEC by about the end of May. These would primarily be changes resulting from the revised TNI Strategic Plan, adopted in April 2020. There is one unresolved issue -- the Decision-Making SOP 1-102 has been revised and renamed as the TNI Voting SOP 1-102, but no decision has been made about whether the Decision Making item in current charters should be modified to reflect that SOP's existence or removed completely. A decision is expected in early April, and the Charter will be re-visited at that time. The current charter is being sent with these minutes for committee consideration.

3. Discussion of Comments

Although the comment period remains open until March 30, Carl had identified comments that he believed would be "editorial" and easily addressed. These were pulled into a separate worksheet and provided for just this meeting, with the proviso that in the future, the full comments worksheet may be sorted in multiple ways but all decisions and actions related to comments will be recorded only in the primary worksheet in the Response-to-Comments Excel file.

Each comment will have a unique number, according to its sequence in submission, and the section of the standard will be clearly identified so that sorting by section can be done with the primary comments worksheet. The committee motions and votes about comments (persuasive/non-persuasive/editorial) will be recorded in the minutes of the meeting where the vote occurred (identified by comment number) rather than in the spreadsheet, as that information is not needed for the final website posting of comments and responses which accompanies the Final Standard or the revised Draft Standard and would clutter up the worksheet enormously.

Item Number	Proposed Decision	Motion Made	Motion Seconded	Vote
1	NP/editorial/no change to text	Mei Beth	Mike	unanimous
2	NP/editorial/no change to text	Mei Beth	Mike	unanimous
3	Persuasive, change TNI language to read "a Field of Accreditation is the matrix/technology/method and analyte combination for ....	Mei Beth	Mike	unanimous
4	Persuasive, non-editorial but postpone discussion	Marlene	Mike	Unanimous

13	Persuasive, non-editorial but postpone discussion	Marlene	Mike	Unanimous
14	Non-persuasive, not requesting any change	Mei Beth	Mike	Unanimous
15	Required correction to ISO text	No motion		

3. Review of Draft Technical Review Checklist for V2M1

Time expired before this item was reached.

4. New Business

No new business was offered. There was a request from one member that if the Chair cannot be present for the entire meeting, either the Vice Chair be asked to lead the meeting or the meeting be rescheduled.

Mike moved and Mei Beth seconded that the meeting be adjourned at 2:00 pm.

5. Next Meeting

The next teleconference meeting will be **Tuesday, April 20, 2021, at 1:00 pm Eastern.** An agenda and documents will be distributed prior to the meeting.

Attachment 1

LAB Expert Committee Roster

Name/Email	Term ends	Affiliation	Present?
Aaren Alger <a href="mailto:Aaren.s.alger@gmail.com">Aaren.s.alger@gmail.com</a>	1/30/2023	Other – Alger Consulting & Training	Yes
Socorro Baldonado <a href="mailto:sbaldonado@mwdh2o.com">sbaldonado@mwdh2o.com</a>	1/30/2023 (1 <sup>st</sup> term)	Lab – Metropolitan Water District, La Verne, CA	No
William Batschelet <a href="mailto:wbatsche@aol.com">wbatsche@aol.com</a>	1/30/2022 (2 <sup>nd</sup> term)	Other – Retired from US EPA R8	Yes
Nilda Cox <a href="mailto:nildacox@eurofinsus.com">nildacox@eurofinsus.com</a>	1/30/2022 (1 <sup>st</sup> term)	Lab – Eurofins Eaton Analytical LLC	Yes
Catherine Katsikis <a href="mailto:catherinekatsikis@gmail.com">catherinekatsikis@gmail.com</a>	1/30/2022 (2 <sup>nd</sup> term)	Other – Laboratory Data Consultants	No
Carl Kircher, Chair <a href="mailto:carl_kircher@flhealth.gov">carl_kircher@flhealth.gov</a>	1/30/2022 (3 <sup>rd</sup> term, extended)	AB – Florida Department of Health	Yes
Marlene Moore <a href="mailto:mmoore@advancedsys.com">mmoore@advancedsys.com</a>	1/30/2022 (2 <sup>nd</sup> term)	Other – Advanced Systems, Inc., Newark, DE	Yes
Michael Perry <a href="mailto:michael.perry@lvvwd.com">michael.perry@lvvwd.com</a>	1/30/2023 (1 <sup>st</sup> term)	Lab – Southern Nevada Water Authority	Yes
Zaneta Popovska <a href="mailto:zpopovska@anab.org">zpopovska@anab.org</a>	1/30/2022 (1st term)	AB – ANAB	No
Alia Rauf <a href="mailto:arauf@utah.gov">arauf@utah.gov</a>	1/30/2021 (1st term)	AB – Utah Department of Health	Yes
Mei Beth Shepherd, Vice Chair <a href="mailto:mbshep@sheptechserv.com">mbshep@sheptechserv.com</a>	1/30/2022 (2 <sup>nd</sup> term)	Other – Shepherd Technical Services	Yes
Nicholas Slawson <a href="mailto:nslawson@a2la.org">nslawson@a2la.org</a>	1/30/2022 (1st term)	AB – A2LA	No
Program Administrator: Lynn Bradley <a href="mailto:Lynn.Bradley@nelac-institute.org">Lynn.Bradley@nelac-institute.org</a>	N/A		Yes
<b>Associate Members:</b>			
Yumi Creason <a href="mailto:ycreason@pa.gov">ycreason@pa.gov</a>		AB – Pennsylvania	Yes
Scott Haas shaas@etilab.com		Lab – Environmental Testing, Inc., and Chair, FAC	No
Bill Ray <a href="mailto:bill_ray@williamrayllc.com">bill_ray@williamrayllc.com</a>		Other – William Ray Consulting, LLC	No
Sviatlana Haubner Sviatlana.Haubner@cincinnati-oh.gov		LAB – Cincinnati Metropolitan Sewer District	No
Aurora Shields <a href="mailto:Aurora.Shields@kcmo.org">Aurora.Shields@kcmo.org</a>		Lab – KC Water	No
Ilona Taunton <a href="mailto:Ilona.taunton@nelac-institute.org">Ilona.taunton@nelac-institute.org</a>		Other – TNI Program Administrator	No

## **Attachment 2 – LAB Expert Committee Meeting Agenda, March 16, 2021**

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes (February minutes attached)
- Addition: Brief discussion of Charter Review
- Discussion of Presumed Editorial Comments Received to Date (see attached file and cleaned up Draft Standard)
- Review of Technical Checklist, time permitting (see attached)
- New Business, if any
- Adjourn