

Summary of the Laboratory Accreditation Body Expert Committee Meeting

Tuesday, March 19, 2019

1. Welcome and Roll Call

The Chair, Carl Kircher, opened the meeting. Attendance is recorded in Attachment 1. The minutes of February 19, 2019, were approved.

2. Status of Publication of the Draft Revised Module for Comment

As minor revisions of the module based on comments during the LAB session in Milwaukee had been approved at the February meeting, Lynn drafted some language for the website announcement and sent that along with the outline, the draft module and the process description to Bob Wyeth, CSD Program Administrator, for publication, with a copy to the CSDEC Chair, Paul Junio. Paul had questions about whether a website announcement would reach all of the parties who might be interested in commenting and from there, more people were drawn into review of the documents, and it was determined that the outline was too complex and would be simplified. As of this meeting, no revision was provided.

NOTE: shortly after the meeting, the revision was received. It was a 2-page summary with the committee's outline provided as an appendix, and was distributed to committee members for review. Carl provided one substantial edit to the new revision, and Marlene made a comment about it, but there were no further comments submitted as of March 27. If no comments are received by COB March 28, Lynn will send the edited revision with the rest of the package to Bob for publication.

3. List of Relevant SIRs for V2M1 and V2M3

All expert committees have been asked to provide status updates for Standard Interpretation Requests (SIRs) and whether/how they were addressed in the 2016 revision of the Environmental Lab Sector Standard. A multi-tab spreadsheet was circulated, with each module having a separate tab except where M1 and M3 of V2 were combined, with a request that the status be determined and the completed updates returned by August.

Since this committee did not have any SIRs from the 2003 NELAC Standard and did not revise either module for the 2016 revision, Lynn had added a note in the comment section of each SIR to indicate how that SIR has been addressed in the draft revision of V2M1. Participants reviewed this single page file and agreed that was an appropriate way to respond. NOTE: the file has been returned and this obligation is completed.

4. Updated Technical Review Checklist for Volume 2 of the 2016 TNI ELS Standard

Participants initially were uncertain about what was "newly added" and whether the latest version of the Technical Review Checklist was used when the new V2M2 items were inserted in the middle of the checklist, to replace the 2009 V2M2 items. With that clarified, there was further discussion about whether the V2M2 items requiring that an Accreditation Body ensure lab compliance with V1M1 warranted including the V1M1 checklist items as well, but finally, participants agreed that would not be needed.

Participants did recommend that line numbers be synchronized with the previous checklist so that "duplicate" references will point to the correct lines. For this reason, a number of line numbers will be added as "reserved" for the final version of the checklist.

5. New Business

Lynn asked whether this committee wishes to review the next revision of the Evaluation SOP, but participants were satisfied to pass up that opportunity. She also noted as an FYI that plans are to eventually include the NGAB evaluations for recognition to accredit to the NELAP standard into the newly approved PTPEC-NEFAP Combined Evaluation SOP 7-101, probably for the next evaluations but after the soon-to-come PTPEC/NEFAP evaluations.

6. Next Meeting

The next teleconference meeting will be **Tuesday, April 16, 2019, 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?
William Batschelet Batschelet.william@epa.gov	12/31/2021 (2 nd term)	Other – US EPA R8, Lab QAO	Yes
Nilda Cox nildacox@eurofinsus.com	12/31/2021 (1 st term)	Lab – Eurofins Eaton Analytical LLC	No
Charles Hartke Charles.hartke@sgs.com	12/31/2020 (1st term)	Lab – SGS Accutest, Dayton, NY	Yes
Oommen Kappil okappil@emsl.com	12/31/2019 (1st term)	Lab – EMSL Laboratories, Inc.	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	Yes
Zaneta Popovska zpopovska@anab.org	12/31/2021 (1st term)	Other – ANAB	Yes
Alia Rauf arauf@utah.gov	12/31/2020 (1st term)	AB – Utah Department of Health	No
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 (1st 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
June Main jmain@dep.nyc.gov		Lab – NYC DEP	No
Bill Ray bill_ray@williamrayllc.com		Other – William Ray Consulting, LLC	No
Aurora Shields Aurora.Shields@kcmo.org		Lab – Kansas City, MO	No
Ilona Taunton Ilona.taunton@nelac-institute.org		Other – TNI Program Administrator	No