

Summary of the Laboratory Accreditation Body Expert Committee Meeting  
 Tuesday, March 22, 2022 1:00 pm Eastern

1. Welcome and Roll Call

The new Chair, Aaren Alger, opened the meeting. The meeting date was rescheduled from the normal third Tuesday due to a schedule conflict for Aaren with Yumi being unavailable on that date as well.

Attendance is recorded in Attachment 1. There was one necessary change to the agenda as sent out in advance, to add "Approval of Agenda" after the Welcome and Roll Call. The agenda was then approved by acclamation. The minutes of December 21, 2021, and January 19, 2022, plus the summary of the February 15, 2022, meeting (with no quorum, but discussion) were approved by unanimous vote after a motion by Yumi seconded by Nilda; Nilda abstained due to her absence from the January 19 meeting at conference.

2. Discussion and Agreement on Possible Process Changes

Aaren asked that voting members who are unable to attend a scheduled meeting please notify her and Yumi as well as Lynn, as far in advance as possible. This will hopefully allow for rescheduling of the meeting if an insufficient number of voting members can attend, and thus avoid wasting everyone's time while we are dealing with comments that require votes.

Then she stated her intent to modify the committee's process, and rule all remaining comments as either persuasive or non-persuasive. After the persuasive/non-persuasive decisions are made, we would then discuss the revised language needed for persuasive comments.

3. Review of Comments

Aaren proposed working through all comments not yet ruled as persuasive or not, and began with comment #12, about §6.1.2.9.1. In June of 2021, this comment was considered and then tabled until all other comments were addressed. The current discussion addressed concerns about whether the education and experience requirements for an assessor might be revised as the Quality Management Systems Expert Committee goes forward with addressing the changes to the Technical Manager / Technical Expert requirements in Volume 1 (these are two separate volumes, not required to be the same qualifications). With no clear agreement on whether this comment was persuasive or not, it was again tabled until the end of comment consideration.

The later comments being considered then began where we left off in December, 2021.

| Com-ment # | Section | Per sua-sive/ Non | Motion and Vote       | Discussion  | Assignment to Revise, if persuasive           |
|------------|---------|-------------------|-----------------------|---|---|
| 20         | 7.6.6.d | NP                | Yumi/Nilda, unanimous | Not redundant. "a" thru "c" are during assessment. "d" refers to non-conformances identified after assessment is completed.       | NA  |
| 65         | 7.6.6.d | P                 | Yumi/Nilda, unanimous | If retained, "d" would allow for an endless assessment process. Should be relocated, perhaps as a new section below or to 7.9.5.1 | Aaren & Yumi to revise and propose relocation |

|    |               |   |                                   |  |                                    |
|----|---------------|---|-----------------------------------|--|------------------------------------|
| 84 | 7.6.7.1       | P | Nilda/<br>Sviatlana,<br>unanimous | Contract assessors often send reports to the AB at the same time they are delivered to the lab, and any changes required by the AB are then amended to the report; this is typically part of the contract. ANAB reviews all assessor's reports prior to delivery to lab, but when assessing for CA, is aware that CA ELAP does not typically review its reports after receipt. Delivery of "preliminary report" (whether at closing meeting or when submitted to AB) gives labs extra time to prepare corrective actions and was favored by some participants. | Aaren will draft proposed language |
| 21 | 7.8.3<br>Note | P | Nilda/<br>Sviatlana,<br>unanimous | Consensus to remove second sentence of note.   | Not needed                         |

4. Next Meeting

The next teleconference meeting will be **Tuesday, April 19, 2022, 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, Chair<br><a href="mailto:Aaren.s.alger@gmail.com">Aaren.s.alger@gmail.com</a>  | 1/30/2023                           | Other – Alger Consulting & Training               | Yes      |
| Socorro Baldonado<br><a href="mailto:sbaldonado@mwdh2o.com">sbaldonado@mwdh2o.com</a>   | 1/30/2023<br>(1 <sup>st</sup> term) | Lab – Metropolitan Water District, La Verne, CA   | Yes      |
| Nilda Cox<br><a href="mailto:nilda.cox@eurofinset.com">nilda.cox@eurofinset.com</a>   | 1/30/2025<br>(2nd term)             | Lab – Eurofins Eaton Analytical LLC               | Yes      |
| Yumi Creason, Vice Chair<br><a href="mailto:ycreason@pa.gov">ycreason@pa.gov</a>  | 1/30/2025<br>(1 <sup>st</sup> term) | AB – Pennsylvania                                 | Yes      |
| Sviatlana Haubner<br><a href="mailto:Sviatlana.Haubner@cincinnati-oh.gov">Sviatlana.Haubner@cincinnati-oh.gov</a>                       | 1/30/2025<br>(1 <sup>st</sup> term) | LAB – Cincinnati Metropolitan Sewer District      | Yes      |
| Michael Perry<br><a href="mailto:michael.perry@lvwd.com">michael.perry@lvwd.com</a>   | 1/30/2023<br>(1 <sup>st</sup> term) | Lab – Southern Nevada Water Authority             | No       |
| Zaneta Popovska<br><a href="mailto:zpopovska@anab.org">zpopovska@anab.org</a>   | 1/30/2025<br>(2nd term)             | AB – ANAB   | Yes      |
| Alia Rauf<br><a href="mailto:arauf@utah.gov">arauf@utah.gov</a>   | 1/30/2024<br>(2nd term)             | AB – Utah Department of Health                    | No       |
| <b>Program Administrator:</b><br>Lynn Bradley<br><a href="mailto:Lynn.Bradley@nelac-institute.org">Lynn.Bradley@nelac-institute.org</a> | N/A                                 |   | Yes      |
| <b>Associate Members:</b>   |                                     |   |          |
| William Batschelet<br><a href="mailto:wbatsche@aol.com">wbatsche@aol.com</a>  |                                     | Other – Retired from US EPA R8                    | Yes      |
| Scott Haas<br><a href="mailto:shaas@etilab.com">shaas@etilab.com</a>  |                                     | Lab – Environmental Testing, Inc., and Chair, FAC | No       |
| Paul Junio<br><a href="mailto:paulj@nslab.com">paulj@nslab.com</a>  |                                     | LAB – Northern Lake Services                      | No       |
| Michella Karapondo<br><a href="mailto:Karapondo.michella@epa.gov">Karapondo.michella@epa.gov</a>  |                                     | Other – EPA OGWDW TSC/Cincinnati                  | Yes      |
| Catherine Katsikis<br><a href="mailto:catherinekatsikis@gmail.com">catherinekatsikis@gmail.com</a>                                      |                                     | Other – Laboratory Data Consultants               | No       |
| Carl Kircher, Chair<br><a href="mailto:carl_kircher@flhealth.gov">carl_kircher@flhealth.gov</a>   |                                     | AB – Florida Department of Health                 | Yes      |
| Marlene Moore<br><a href="mailto:mmoore@advancedsys.com">mmoore@advancedsys.com</a>   |                                     | Other – Advanced Systems, Inc., Newark, DE        | No       |
| Mei Beth Shepherd, Vice Chair<br><a href="mailto:mbshep@sheptechserv.com">mbshep@sheptechserv.com</a>                                   |                                     | Other – Shepherd Technical Services               | No       |
| Aurora Shields<br><a href="mailto:Aurora.Shields@kcmo.org">Aurora.Shields@kcmo.org</a>  |                                     | Lab – KC Water                                    | No       |
| Nicholas Slawson<br><a href="mailto:nslawson@a2la.org">nslawson@a2la.org</a>  |                                     | AB – A2LA   | No       |
| Ilona Taunton<br><a href="mailto:Ilona.taunton@nelac-institute.org">Ilona.taunton@nelac-institute.org</a>                               |                                     | Other – TNI Program Administrator                 | No       |
| Cathy Westerman<br><a href="mailto:cathy.westerman@dgs.virginia.gov">cathy.westerman@dgs.virginia.gov</a>                               |                                     | AB – VA DCLS                                      | Yes      |

**Attachment 2 – LAB Expert Committee Meeting Agenda, March 22, 2022**

- 1:00 Welcome and Roll Call
- 1:10 Approval of Minutes (12/21/21, 1/19/22, and the 2/15/22 “summary” attached)
- 1:15 Discussion and Agreement on Possible Process Changes
- 1:30 Resume Review of Comments (see latest versions of comments spreadsheet and draft Revision 1, attached)
- 2:20 New Business
- 2:30 Adjourn