Summary of the Laboratory Accreditation Body Expert Committee Meeting Tuesday, April 19, 2016 1:00 pm Eastern

1. Welcome and Roll Call

Vice Chair Nilda opened the meeting and the roll was called. Those present are noted in Appendix A. Minutes from March 15, 2016, were approved. The Chair, Carl, arrived and took over the leader role as the group began review of the draft module.

2. Review of Draft Revised Module for Combining V2M1/V2M3

After some discussion about where to start, review of Marlene's comments on the combined module resumed at section 6.4.3. The comments and the outcome of discussion about each further comment are summarized below:

§6.4.3 – retain the term "assessors" rather than changing to AB management *§6.4.5 – retain this section in place rather than relocating to §7.5.4, but revisit in public discussions

§6.4.7 – the suggested change to the note is okay

*§7.4 – leave Note 2 "as is" for now. This was brought over from the previous module 3. Participants desire further explanation from Marlene about the rationale for the suggested change. It does appear that the first sentence says the same thing as Note 1, but that note one does not accommodate the situation where AB staff and contract assessors are on the same assessment team. It looks like §6.1.4, 6.4.3 & 6.4.4 cover confidentiality and qualifications of contractors adequately. §4.2.2 is also relevant

§7.4.2.1 – delete this section. It seems adequate that ISO language already requires consent §7.4.3 – retain the added note

The next review session will pick up at §7.5 and go forward.

NOTE: * in these minutes will refer to text that should be revisited as the WDS is further developed.

Two SIRs have been approved that affect the language of Volume 2. These will be examined at a future meeting, once Marlene's comments have been addressed.

There was no other business, except that Carl welcomed the new members to their first full meeting of LAB. Nilda moved and Virginia seconded that the meeting be adjourned at 1:57 pm Eastern.

4. Next Meeting

The next teleconference meeting of the LAB Expert Committee is scheduled for <u>Tuesday, May 17, 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, possibly discussion of the generic application, and reviewing the existing SIRs 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	Yes
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
Catherine Katsikis ckatsikis@ldcfl.com	12/31/2018	Other – Laboratory Data Consultants	No
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	No
Mei Beth Shepherd mbshep@sheptechserv.com	12/31/2018	Other Shepherd Technical Services	Yes
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 <u>jmain@dep.nyc.gov</u>		Lab – NYC DEP	Yes
Donna Ruokonen @microbac.com		Lab Microbac	No