

**Laboratory Accreditation System Executive Committee Meeting Minutes  
Virtual Conference Session, Thursday, January 28, 2021 10:00 am Eastern**

1) Welcome and Introductions

Maria welcomed everyone to the meeting. Attendance is recorded in Attachment A.

2) Presentation of LASEC Accomplishments in 2020

An outline of the Chair's presentation is in Attachment 2 below.

Only one question was asked, about when the committee would determine how to handle the situation where an expert committee disagrees with the determination that a SIR is valid by the LASEC and NELAP AC Chairs. This issue is presently under discussion in the committee but a revision to the SOP is not yet approved.

3) Comments from SIR Networking Session, 5 pm, January 28, 2021

For this informal session, 18 people were present for at least part of the 45 minutes. Discussion topics included the following:

- Incorporation of approved SIRs into revisions of modules in the standard
- The origin of the secondary review requirement for laboratory data packages (not resolved). This issue was later referred to the Quality Systems committee, with the eventual response that the 2017 version of ISO 17025 requires procedures for data review, but apparently does not explicitly require that a second person perform that review.
- Ethics training

4) Next Meeting

The February teleconference meeting will be **Thursday, February 25, 2021, at 1:30 pm Eastern time**. An agenda and documents will be provided prior to the meeting. The SIR Subcommittee will meet immediately after the full committee meeting; there are at least two SIR responses to be reviewed.

**Attachment A TNI LABORATORY ACCREDITATION SYSTEMS EXECUTIVE COMMITTEE ROSTER**

	NAME	EMAIL	Term End Date	INTEREST	AFFILIATION	S/H CATEGORY	PRESENT
1	Maria Friedman, Chair-Elect	<a href="mailto:gamfriedman@gmail.com">gamfriedman@gmail.com</a>	1/23 (first term)	SIRs	CA ELAP	AB	Yes
2	Dorothy Love, Vice Chair	<a href="mailto:dorothylove@eurofinsus.com">dorothylove@eurofinsus.com</a>	1/22 (2nd term)	Mentor Session	Eurofins Environmental	Lab	Yes
3	Aaren Alger	<a href="mailto:Aaren.s.alger@gmail.com">Aaren.s.alger@gmail.com</a>	1/23 (first term)		Alger Consulting & Training	Other	No
4	David Caldwell	<a href="mailto:david.caldwell@deq.ok.gov">david.caldwell@deq.ok.gov</a>	1/23 (first term)	Assmt. Forum, SIRs	OK DEQ	NELAP AB	Yes
5	Sumy Cherukara	<a href="mailto:Cherukara.sumy@epa.gov">Cherukara.sumy@epa.gov</a>	1/23 (2nd term)		EPA R2	Other	Yes
6	Stacie Crandall	<a href="mailto:scrandall@hrsdc.com">scrandall@hrsdc.com</a>	1/24 (first term)		Hampton Roads Sanitation Distr.	Lab	No
7	Mike Delaney	<a href="mailto:mike@mikedelaney.org">mike@mikedelaney.org</a>	1/23 (first term)		Retired (MWRA)	Other	No
8	Jack Farrell	<a href="mailto:aex@ix.netcom.com">aex@ix.netcom.com</a>	1/22 (first term)	Mentor Session	Analytical Excellence	Other	No
9	Silky Labie	<a href="mailto:elcatllc@centurylink.net">elcatllc@centurylink.net</a>	1/21 (first term)	SIRs	ELCAT	Other	Yes
10	Bill Hall	<a href="mailto:George.Hall@des.nh.gov">George.Hall@des.nh.gov</a>	1/22 (first term)		NH ELAP	NELAP AB	Yes
11	Harold Longbaugh	<a href="mailto:harold.longbaugh@houston.tx.gov">harold.longbaugh@houston.tx.gov</a>	1/23 (2nd term)	SIRs	Houston Lab	Lab	Yes
12	Louise McGinley	<a href="mailto:louise.mcginley@tceq.texas.gov">louise.mcginley@tceq.texas.gov</a>	1/22 (first term)	SIRs	TCEQ	NELAP AB	Yes
13	Michele Potter	<a href="mailto:michele.potter@dep.nj.gov">michele.potter@dep.nj.gov</a>	1/21 (first term)		NJ DEP	NELAP AB	Yes
14	Scott Siders	<a href="mailto:siders6six@yahoo.com">siders6six@yahoo.com</a>	1/21 (first term)	Mentor Session	Retired	Other	No

**Associate Members**

	Debbie Bond	<a href="mailto:DBOND@southernco.com">DBOND@southernco.com</a>			Alabama Power	Lab	No
	Myron Gunsalus	<a href="mailto:ngunsalus@kdheks.gov">ngunsalus@kdheks.gov</a>			KS Lab Director	NELAP AB	No
	Adam Kinion	<a href="mailto:info@radellc.org">info@radellc.org</a>			RADE LLC	Lab	No
	Carl Kircher	<a href="mailto:carl.kircher@doh.state.fl.us">carl.kircher@doh.state.fl.us</a>		SIRs	FL DOH	NELAP AB	No
	Mitzi Miller	<a href="mailto:mitzi.miller@moellerinc.com">mitzi.miller@moellerinc.com</a>		Mentor Session and Assessment Forum	Dade Moeller	Other	No
	Judy Morgan	<a href="mailto:Judy.Morgan@pacelabs.com">Judy.Morgan@pacelabs.com</a>		SIRs, Assessment Forum	Pace Analytical	Lab/FSMO	No
	William Ray	<a href="mailto:Bill_Ray@williamrayllc.com">Bill_Ray@williamrayllc.com</a>			Wm Ray Consultants	Other	No
	Mohan Sabaratnam	<a href="mailto:msabaratnam@iasonline.org">msabaratnam@iasonline.org</a>			IAS	AB (non-gov.)	No
	Nick Straccione	<a href="mailto:nstraccione@emsl.com">nstraccione@emsl.com</a>		Mentor Session	EMSL	Lab	No

	Gale Warren	<a href="mailto:gigwarren@gmail.com">gigwarren@gmail.com</a>		SIRs	Retired (NYDOH)	Other	No
	Program Admin. Lynn Bradley	<a href="mailto:Lynn.bradley@nelac-institute.org">Lynn.bradley@nelac-institute.org</a>					Yes

## Attachment 2 – Chair’s Presentation at Conference Session

Activities of LASEC  
Maria Friedman, Chair  
California ELAP

### Agenda

- 10:00 Welcome and Introductions
- 10:10 Update on Activities since Newport Beach
- 10:25 Update on SIR Activities and SIR Management SOP
- 10:40 Working with CSDEC/ NELAP AC to Update Standards Development SOP 2-100
- 10:55 Discussion/Questions from the Participants
- 11:30 Adjourn

### LASEC Members

#### Our Mission

Manage TNI’s efforts in supporting a national program for the accreditation of environmental laboratories by

- ❖ Supporting the NELAP Accreditation Bodies (ABs) and non-governmental ABs (NGABs) recognized to accredit to the TNI Environmental Laboratory Sector (ELS) Standard
- ❖ Enabling stakeholders such as laboratories, proficiency testing providers and data users to effectively participate in the development of, adoption and implementation of, and compliance with the TNI standards

#### LASEC Activities in 2020

- ❖ Mentor Session and Assessment Forum in Newport Beach, February 2020
- ❖ Many improvements to SIR management processes
- ❖ New Implementation Guidance SOP
- ❖ Teamed with CSDEC to improve Standards Development process
- ❖ New Leadership
- ❖ V2M1 Standard – began review

#### Mentor Sessions

##### The Sessions

- Encourage networking and collaboration
- Provide for knowledge sharing (guidance)
- Reduce barriers to:
  - ✦ getting accredited
  - ✦ maintaining accreditation

##### Speakers include

- State Accreditors
- Assessors
- Lab Managers
- Quality Assurance Specialists
- Instrument Specialists

#### TNI Mentor Session 2021

## AGENDA

- ❖ MDLs and LOQs – How Low Can You Go?  
Silky Labie, ELCAT, LLC
- ❖ MDLs Calculation Tools – How Spreadsheets Can Work for You,  
Valerie Slaven, PDC Laboratories
- ❖ PT Evaluation under the 2016 Standard  
Kirstin Daigle, Pace Analytical Services
- ❖ PT tools and Tips from the Scorekeepers  
Curtis Wood, ERA, and Josh Wyeth, Phenova

## Assessment Forum

Started in 2005

### Goal

- ❖ To provide an opportunity for laboratories and laboratory assessors to share information on how to improve the laboratory assessment process

### Topics

- ❖ Feedback from the previous participants,
- ❖ Hot topics of the day
- ❖ Suggestions from individuals
- ❖ Member presentation interests

## TNI Assessment Forum 2021

Topic: Accreditation Issues with Emerging Contaminants

### AGENDA

- ❖ PFAS: The Journey to Accreditation  
Janice Willey, US Navy
- ❖ Assessing New Emerging Contaminants and Methods for Accreditation  
Mitzi Miller, NV5/Dade Moeller
- ❖ COVID19 in Wastewater: An Unexpected Need for a New Method and Accreditation,  
Patsy Root, IDEXX
- ❖ Microplastics: Characterization, Identification, Monitoring, and Accreditation, Scott Coffin, CA State Water Resources Control Board and Charles Wong, Southern California Coastal Water Research Project (SCCWRP)
  - Standard Interpretation Request (SIR) Update
- ❖ New submittals receive an acceptance decision within 5 days
  - SIR Process

## SOP 3-105 – Standards Interpretation Request

### Criteria for a valid SIR

- ❖ Must contain only one question
- ❖ Must apply directly and clearly to cited section of Standard
- ❖ Question is understood without supposition
- ❖ Question is compelling -- the language used in the Standard(s) section cited is not clear or where it might have more than one interpretation
- ❖ Cannot be used to settle a dispute between a laboratory and an AB
- ❖ Is not a “how to” question or a method interpretation question
- ❖ Where possible, the question should be framed in a manner that solicits a “Yes” or “No” answer

- SIR Process

- LASEC is responsible for verifying that all SIRs relevant to the module have been reviewed for incorporation when each module of the TNI Environmental Laboratory Sector Standard undergoes revision

#### LASEC SIR Process Changes

Modified SIR Tracking Spreadsheet to Monitor Timeframes

Other SIR Management SOP Changes

- ❖ Added timelines for all SIR activities
- ❖ Added distribution of not-valid SIRs to Expert Committees on a quarterly basis, FYI as requested for transparency
- ❖ Added requirement for SIR Subcommittee to be balanced
- ❖ Adding requirement that all SIR response approvals require a 2/3 majority vote of Subcommittee members
- ❖ Considering how to address an expert committee's opinion that a SIR is not valid after determination that it meets established criteria
- ❖ Request submitter to sign up for notification when SIRs are approved and published to website instead of formal letter

#### Standards Implementation Guidance

IG Document Attributes

- ❖ Categorized by subject matter or topic within the standard
- ❖ Contain the original question, may contain additional background info
- ❖ Are supported by references to the appropriate sections of the all standards in use (if more than one is applicable)
- ❖ Must be reviewed by at least one subject matter expert, external to LASEC
- ❖ Must include a disclaimer
- ❖ Implementation guidance documents will be posted on the TNI website, available only to TNI members

#### Implementation Guidance - Example

Worked with CSDEC & NELAP AC to Improve Development of Standards

Addressed items from the 2019 "Lessons Learned" document

- ❖ Revised Standards Review for Suitability SOP 3-106
- ❖ Reviewed Standards Review and Acceptance SOP 3-103 and referred it to NELAP AC for adoption
- ❖ Worked with CSDEC Task Force to revise the Consensus Standards Development SOP 2-100
  - ❖ Addressed issues from the "Lessons Learned" document
  - ❖ Addressed issues from ANSI audit also

#### Coming Up Next

- ❖ LASEC will review the Draft Standard for Volume 2 Module 1 and provide its recommendation to the NELAP Accreditation Council
- ❖ Additional Volume 1 modules expected to be made available for comment and recommendation to NELAP AC during the coming year
  - ❖ Asbestos V1M3 currently accepting comments
- ❖ Mentor Session and Assessment Forum for NEMC in Bellevue, Washington, August 2021