

Laboratory Accreditation System Executive Committee Meeting Minutes
Thursday, November 19, 2020 1:30 pm Eastern

1) Welcome and Introductions

Maria welcomed everyone to the meeting. Attendance is recorded in Attachment A. Maria asked Debbie Bond, a new associate member, to introduce herself. Minutes of October 22 were approved unanimously.

2) Still More Revisions to SIR Management SOP 3-105

At the November CSDEC meeting, the Chair, Paul Junio, requested to join this LASEC meeting to discuss SIR 379, which the Microbiology Expert Committee believed not to be a valid SIR, but the committee did provide a response that essentially says “the language of the standard is clear” and that SIR progressed through the AC voting and review processes; it is now posted on the TNI website. Paul and Maria discussed the issue, and Paul requested that LASEC develop a procedure for addressing “pushback” from an expert committee about the determination of a valid SIR submission.

The discussion between the two chairs settled on a process where if the expert committee believes that a submission is not a valid SIR, it returns to be reviewed by the SIR Subcommittee, and if the Subcommittee disagrees with the expert committee, then the full LASEC would review the determination, and its decision would be final. This language was drafted and inserted into SOP 3-105, and the document withdrawn from the queue awaiting Policy Committee review.

Participants objected to the concept that an expert committee could intervene in the SIR process in this fashion, after the Chairs of LASEC and the NELAP AC determine that a SIR submission meets the criteria for a valid submission, as set forth in SOP 3-105 §5.1.2. Several noted that just because the expert committee knows what it intended to say when the language was written does not mean that another person not involved in that process will find it equally clear, and sometimes there are subtleties that were overlooked in the preparation of the standard language. Suggestions were that in this case, the expert committee could either state that the language of the standard is clear and that adding any additional information would be expanding the standard and thus not permissible, or it could restate the intended language in different words, or perhaps refer the submitter to either a guidance document or specific training materials.

Lynn agreed to draft alternative language for this modification to the SOP and provide it to Maria for her review prior to sending it to the full committee. The draft was sent to Maria on November 20.

Section 5.6.5 of the SOP was also modified to reflect that for any decision related to a standard, a two-thirds majority vote of either the full committee or the SIR Subcommittee would be required. This grew out of an earlier conversation between Maria and Lynn, and the concept met with no objections from participants. NOTE: Policy Committee is also reviewing TNI committees’ SOPs that relate to voting and this two-thirds concept appears to align with Policy’s intention.

3) TNI Strategic Plan – Consideration of LASEC-related Activities

LASEC has only two items assigned to it in the 2020 Strategic Plan, SIRs and the training events Mentor Session and Assessment Forum. Maria asked that committee members be prepared for the December meeting to brainstorm whether there are other activities (beyond review of standards for the NELAP AC) where LASEC could productively support the NELAP AC's efforts.

4) Mentor Session and Assessment Forum Planning

These updates were not on the agenda for this meeting. The Mentor Session is planned for Tuesday afternoon (1/26, 1-4 pm DST). Dorothy, Silky and Michele Wade are planning the session, which will be 3 hours with a short break and address MDL and calibration procedures and PT planning. The Assessment Forum is scheduled for Thursday afternoon (1/28, 1-4 pm CST). Judy Morgan and Janice Willey are planning a session on emerging contaminants, with PFAS as a major focus.

5) Conference Planning

An agenda for the LASEC session at conference must be submitted by mid-December. Our session is at 10 am Eastern on Thursday, January 28, 2021, and is scheduled for 90 minutes. Lynn will draft an agenda and also a PowerPoint presentation for Maria's use during this event, and those will be available for review at the December meeting.

There was no new business. Louise moved and Mike seconded that the meeting be adjourned.

6) Next Meeting

The December teleconference meeting is rescheduled due to the Christmas holiday. The next meeting will be **Thursday, December 17, 2020, 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, if needed.

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

Associate Members

	Debbie Bond	DBOND@southernco.com			Alabama Power	Lab	Yes
	Myron Gunsalus	ngunsalus@kdheks.gov			KS Lab Director	NELAP AB	No
	Adam Kinion	info@radellc.org			RADE LLC	Lab	No
	Carl Kircher	carl.kircher@doh.state.fl.us		SIRs	FL DOH	NELAP AB	No
	Mitzi Miller	mitzi.miller@moellerinc.com		Mentor Session and Assessment Forum	Dade Moeller	Other	No
	Judy Morgan	Judy.Morgan@pacelabs.com		SIRs, Assessment Forum	Pace Analytical	Lab/FSMO	No
	Muhammad Ramzan	RamzanM@neorsd.org			NE Ohio Regional Sewer District	Lab	No
	William Ray	Bill_Ray@williamrayllc.com			Wm Ray Consultants	Other	No
	Mohan Sabaratnam	msabaratnam@iasonline.org			IAS	AB (non-gov.)	No

	Nick Straccione	nstraccione@emsl.com		Mentor Session	EMSL	Lab	No
	Gale Warren	gigwarren@gmail.com		SIRs	Retired (NYDOH)	Other	No
	Program Admin. Lynn Bradley	Lynn.bradley@nelac-institute.org					Yes