

Laboratory Accreditation System Executive Committee Meeting Minutes
Thursday, December 17, 2020 1:30 pm Eastern

1) Welcome and Introductions

Maria welcomed everyone to the meeting. Attendance is recorded in Attachment A. Minutes of November 19 were approved unanimously.

2) Election for 2021 Membership and Leadership

A slate was presented for election for the coming year, as follows:

- Maria Friedman as Chair
- Dorothy Love as Vice Chair
- Michele Potter for a second 3-year term
- Scott Siders for a second 3-year term

Jack moved and Louise seconded that the slate be elected as presented; everyone present voted in favor. These terms are all continuation of current status, and will be effective as of February 1, 2021.

3) Mentor Session and Assessment Forum

Dorothy has provided the final agenda for the Mentor Session as shown below. The presenters are still deciding whether to have the Q&A after each speaker or at the end of the session. This session will be offered on Tuesday afternoon, January 26, 2-5 pm Eastern.

- MDLs and LOQs – How Low Can You Go? – presenter Silky Labie
- MDLs Calculation Tools – how spreadsheets can work for you – presenter Val Slavin
- PT Evaluation under the 2016 Standard – presenter (TBD from the PT Expert Committee)
- PT tools and tips from the Scorekeepers – presenters Curtis Wood (ERA) and Josh Wyeth (Phenova)

The Assessment Forum will be on Thursday afternoon, January 28, 2-5 pm Eastern, and the topic will be Emerging Contaminants, with a focus on PFAS (polyfluoroalkyl substances). Speakers are still being recruited for this session, but it will focus on accrediting for the various methods to detect that family of chemicals in the absence of federal regulatory requirements.

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

A draft revised to address committee edits from the November meeting was offered for review. Several additional edits were requested, to add a definition for Standard Interpretation Request (SIR) and to include a copy of the web form used to submit a SIR. These revisions will be offered for consideration at the next meeting.

5) TNI Strategic Plan – Consideration of LASEC-related Activities to Support NELAP AC

At the November meeting, Maria has 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. The items assigned to LASEC now are already in the LASEC Charter, which will be updated in spring 2021.

Two suggestions were received – to update the flow chart of “How to Become a NELAP AB” on the website at <https://nelac-institute.org/content/NELAP/howto-ab.php> and to consider offering LASEC's assistance to the TNI Advocacy Committee with its assignment to “market” NELAP to non-NELAP states.

Lynn noted that at some point in the future, LASEC is expected to assume responsibility for recognizing the Non-governmental ABs that accredit to the TNI Standard.

6) Review of V2M1 Draft Standard

Maria discussed the requirements of the Standards Review for Suitability SOP 3-106 and stated that she wishes to submit comments from LASEC in addition to the individual comments offered by committee members personally. She asked that suggestions for comments from the committee be submitted to her and Lynn by Friday, January 15, after which they will be consolidated and distributed to all members. These will need to be reviewed by email for approval at the February 25 meeting in order to meet the 90 day deadline of March 1 for submission of comments.

7) Conference Planning

The LASEC session is at 10 am Eastern on Thursday, January 28, 2021, and is scheduled for 90 minutes. The agenda submitted for the program is as follows:

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 the Standards Development SOP 2-100
10:55	Discussion/Questions from the Participants
11:30	Adjourn

A draft PowerPoint presentation for Maria's use during this event was distributed for comment and Maria requested that participants review it and provide comments as they see fit.

8) New Business

There was no new business.

Maria stated that she may have a schedule conflict on the next scheduled teleconference date, January 21. Committee members will be notified when her schedule is known, whether or not a meeting will take place.

Scott moved and David seconded that the meeting be adjourned.

9) Next Meeting

The January teleconference meeting would be rescheduled due to conference week. Pending Maria's availability, that will be **Thursday, January 21, 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, if needed.

The conference session is **Thursday morning, January 28, 10-11:15 am Eastern.**

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	No
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	No
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	No
	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
	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

