

**Laboratory Accreditation System Executive Committee Meeting Minutes**  
**Wednesday, February 24, 2022 1:30 pm Eastern**

1) Welcome and Introductions

Maria welcomed everyone to the meeting and introduced those committee members present. Attendance is recorded in Attachment A.

The minutes of December 16 were approved unanimously after a motion by Mike seconded by Louise. A question was raised about Harold's status as Vice Chair, and Lynn explained that today's minutes would note that Harold was approved by the TNI Board for a third term, serving in the new role of committee Vice Chair. The Committee Management SOP 1-101 makes an explicit exception to the two-term limit in section 7.3.5 when requested by the committee for the purpose of "a Committee Member taking on a new substantive role within the committee".

The minutes of January 19 were approved unanimously with Mike abstaining due to his absence from the conference session. Lynn explained further about locating SIR numbers in the interpretations posted to the website, that SIRs for the different Standards contain the SIR number in the URL for that SIR when opened for viewing, but that the "Combined Interpretations" bar does not provide any means of cross-referencing the SIR number, unfortunately.

2) Conference Follow-Up

The Mentor Session and Assessment Forum

Dorothy stated that attendance was lower than usual for the Mentor Session on Responding to Audit Findings, primarily because it was scheduled at the same time as the NELAP Accreditation Council. While this time conflict may occasionally be unavoidable, she has asked Jerry to try to avoid it. With only one assessor in the session, the discussions were less valuable than they might otherwise have been. Dorothy is working with Judy to select a topic for the summer NEMC meeting in Crystal City. The decision must be made in early March, and they are considering addressing some aspect(s) of internal audits (again, as complementary sessions).

For the Assessment Forum, Aaren was a panelist and explained that there were no AB representatives (i.e., assessors) present for the session, so that the discussion was severely hampered. Aaren did note that Assessment Forums would be good training opportunities for AB assessor staff who are unable to travel to conference. Lynn is checking with Jerry and Ilona to see if a group rate might be feasible for this circumstance.

SIR Management

Lynn did not provide a SIR tracking update as the recent version of the tracking spreadsheet could not be located.

During conference in San Antonio, a brief discussion took place about “limbo SIRs” – SIRs where the NELAP Accreditation Council views the expert committee’s explanation as correct but literally an excessive and unnecessary workload, and thus does not approve it as enforceable. These SIRs may languish for extended time periods until they either get corrected in a revision of the Standard or administratively withdrawn by LASEC. These are almost always controversial but some seem literally unresolvable. Maria reported that the NELAP AC Chair offered to pay more attention to SIR votes and try to prevent SIRs from languishing on the voting site.

A strong suggestion was made that the NELAP ABs need better incentive for voting, as SIRs do not appear to be a high priority for the program managers, and that a fixed deadline for closure of the vote and approval unless votes and/or veto votes indicate otherwise could be imposed. If this were implemented, at the end of the voting period (perhaps 30 or 45 days), if there were no veto votes then the SIR would be considered approved regardless of how many votes were cast. If this procedure is unacceptable, then the Council should proposed an alternative. Maria agreed to discuss this further with the NELAP AC Chair as Lynn stated her belief that this would put her in a conflict of interest situation due to staffing both groups.

#### Improving Awareness of Guidance Documents

One committee member noted that the three major Guidance Documents written to accompany the 2016 Standard are not well known, but sometimes do address the questions presented in SIRs, and noted that some reference to the relevant Guidance Document should be made in the interpretation itself. There was general agreement that the existence of these Guidance Documents needs to be better publicized. Lynn will approach Jerry again about this issue.

### 3) Review of Radiochemistry Draft Standard

Maria noted that LASEC will review all Draft Standards (individual modules) and provide its recommendation to the NELAP Accreditation Council, as the upcoming revisions proceed. At present, the Radiochemistry Draft Standard is published for comment. Maria asked that each committee member review either the Draft Standard V1M6 or, at minimum, the Summary of Proposed Changes and send comments (or a note that you have no comments to make) no later than the next LASEC meeting on March 24. The notice with links to the document is at <https://nelac-institute.org/news.php?id=4899>.

### 4) New Business

There was no new business. Maria thanked everyone for attending and adjourned the meeting.

### 5) Next Meeting

The next regular teleconference will be Thursday, March 24, 2022, at 1:30 pm Eastern. The agenda and any needed documents will be sent in advance of the meeting.

The SIR Subcommittee teleconference will be on Thursday, March 16, at 1:30 pm 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	<a href="mailto:gamfriedman@gmail.com">gamfriedman@gmail.com</a>	1/23 (first term)	SIRs	CA ELAP	AB	Yes
2	Harold Longbaugh, Vice Chair	<a href="mailto:harold.longbaugh@houston.tx.gov">harold.longbaugh@houston.tx.gov</a>	1/25 (3rd term)	SIRs	Houston Lab	Lab	Yes
3	Aaren Alger	<a href="mailto:Aaren.s.alger@gmail.com">Aaren.s.alger@gmail.com</a>	1/23 (first term)	SIRs	Alger Consulting & Training	Other	Yes
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	No
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@hrsd.com">scrandall@hrsd.com</a>	1/24 (first term)	SIRs	Hampton Roads Sanitation Distr.	Lab	Yes
7	Mike Delaney	<a href="mailto:mike@mikedelaney.org">mike@mikedelaney.org</a>	1/23 (first term)		Retired (MWRA)	Other	Yes
8	Jack Farrell	<a href="mailto:aex@ix.netcom.com">aex@ix.netcom.com</a>	1/25 (second 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	No
10	Bill Hall	<a href="mailto:George.Hall@des.nh.gov">George.Hall@des.nh.gov</a>	1/25 (second term)		NH ELAP	NELAP AB	No
11	Louise McGinley	<a href="mailto:louise.mcginley@tceq.texas.gov">louise.mcginley@tceq.texas.gov</a>	1/25 (second term)	SIRs	TCEQ	NELAP AB	Yes
12	Michele Potter	<a href="mailto:michele.potter@dep.nj.gov">michele.potter@dep.nj.gov</a>	1/24 (second term)		NJ DEP	NELAP AB	Yes

**Associate Members**

	Debbie Bond	<a href="mailto:DBOND@southernco.com">DBOND@southernco.com</a>		SIRs	Alabama Power	Lab	yes
	Myron Gunsalus	<a href="mailto:ngunsalus@kdheks.gov">ngunsalus@kdheks.gov</a>			KS Lab Director	NELAP AB	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
	Dorothy Love, Vice Chair	<a href="mailto:dorothylove@eurofinsus.com">dorothylove@eurofinsus.com</a>	1/22 (2nd term)	Mentor Session	Eurofins Environmental	Lab	Yes
	Mitzi Miller	<a href="mailto:mitzi.miller@moellerinc.com">mitzi.miller@moellerinc.com</a>		Mentor Session & Assmt Forum	Dade Moeller	Other	No
	Judy Morgan	<a href="mailto:Judy.Morgan@pacelabs.com">Judy.Morgan@pacelabs.com</a>		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
	Katie Strothman	<a href="mailto:katie@sanderslabs.net">katie@sanderslabs.net</a>			Sanders Labs	Lab	No
	Program Admin. Lynn Bradley	<a href="mailto:Lynn.bradley@nelac-institute.org">Lynn.bradley@nelac-institute.org</a>					No

