

Laboratory Accreditation System Executive Committee Meeting Minutes
Thursday, April 28, 2022 1:30 pm Eastern

1) Welcome and Introductions

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

The minutes of February 24 were approved unanimously after a motion by Mike seconded by Sumy. The committee did not meet in March.

2) Follow-Up to February Meeting

A recommendation to the NELAP AC that LASEC has no objections to the V1M6 Radiological Chemistry Draft Standard was approved by email vote, closing on April 10, 2022. After a motion to approve the recommendation from Stacie, seconded by Michele, all members voted in favor of approval except for Sumy and Aaren, neither of whom cast a vote. This recommendation was presented to the NELAP AC by Lynn at its May 2 meeting.

3) Updates on the Mentor Session and Assessment Forum

For the Mentor Session, Dorothy reported by email as follows:

The session for August is scheduled for August 2nd Tuesday morning 9-12 with the title of “The Incredible Journey of Internal Audits – Episode 1 How much ground do you need to cover and how?”

Our focus is on how to cover expectations of the audit scope. We have recently seen audit findings differing among TNI ABs. For example, one that requires every method to be audited and another that requires by technology. Consequently we want to focus on ways you can cover your scope of the laboratory operations using varied audit types and techniques (in the lab, desk/data audits, SOP review audits, report review, etc.).

We are planning to have three presentations of 20 minutes each, then a 30 minute panel discussion, followed by a Family Feud game involving the audience.

David noted that there was an EPA Drinking Water opinion issued that requires assessment of every drinking water method during accreditation assessments, and that this might be relevant for internal audits as well. That document will be attached to the message transmitting these minutes.

For the Assessment Forum, Judy provided this information, again by email:

I have sent a test questionnaire to one of the ABs. The questionnaire is designed to determine how the ABs are enforcing the both the internal audit and SOP review requirements. The goal is to determine the gaps between what the

labs are doing versus what is expected and then use the information to close the gap between all affected entities.

Once I receive feedback, I will send it to the larger group and use the results in the upcoming assessment forum.

3) Review of Asbestos Revised Draft Standard V1M3

To be consistent with our Standards Review for Suitability SOP 3-106, LASEC will review every draft and final Standard and provide its recommendation to the NELAP AC. We missed a few revisions last year but are committed to reviewing the remainder as they are published for comment and eventually, for adoption. The most recent is the Asbestos Revised Draft Standard, published for a 90-day comment period that closes on July 16. Maria asked that each committee member review the Revised Draft Standard V1M3 and share comments by email so that she can compile any formal comments for submission to the Asbestos Expert Committee and also for committee consideration at the May meeting, so that we can formulate and approve a recommendation to the NELAP AC for its June meeting (before the comment period closes). Comments are due to Maria on May 12.

Several people noted that the demonstration of competency section 6.2.2.e refers back to subsection c, which is only about calculations; the reference should go back to either subsection a or b. This error was apparently in the 2016 module and carried over, but needs corrected. Another comment made was that perhaps relevant formulas should be included in the Standard itself rather than referenced.

Carl noted that he had submitted a comment on the initial Draft Standard about the need to ensure that section 7.2.1.4 includes information from an Errata Sheet published by EPA. While the Response to Comments file states the revised language to be used, that language is not in the document published for comment. Carl is dealing with the committee and its Program Administrator to ensure that this oversight is resolved.

4) New Business

There was no new business. Maria reminded everyone of the assignment to review and provide comment (or state that you have none) on the V1M3 Revised Draft Standard. The meeting was then adjourned.

5) Next Meeting

The next regular teleconference will be Thursday, May 26, 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, May 19, 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	gamfriedman@gmail.com	1/23 (first term)	SIRs	CA ELAP	AB	Yes
2	Harold Longbaugh, Vice Chair	harold.longbaugh@houston.tx.gov	1/25 (3rd term)	SIRs	Houston Lab	Lab	Yes
3	Aaren Alger	Aaren.s.alger@gmail.com	1/23 (first term)	SIRs	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)	SIRs	Hampton Roads Sanitation Distr.	Lab	No
7	Mike Delaney	mike@mikedelaney.org	1/23 (first term)		Retired (MWRA)	Other	Yes
8	Jack Farrell	aex@ix.netcom.com	1/25 (second term)	Mentor Session	Analytical Excellence	Other	No
9	Silky Labie	elcatllc@centurylink.net	1/21 (first term)	SIRs	ELCAT	Other	No
10	Bill Hall	George.Hall@des.nh.gov	1/25 (second term)		NH ELAP	NELAP AB	No
11	Louise McGinley	louise.mcginley@tceq.texas.gov	1/25 (second term)	SIRs	TCEQ	NELAP AB	Yes
12	Michele Potter	michele.potter@dep.nj.gov	1/24 (second term)		NJ DEP	NELAP AB	Yes

Associate Members

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

