

**Laboratory Accreditation System Executive Committee Meeting Minutes
August 9, 2018 Environmental Measurement Symposium, New Orleans, LA**

1) Welcome and Introductions

Judy Morgan welcomed everyone to the meeting and those present introduced themselves. Attendance is recorded in Attachment A.

2) Review of Committee Mission and the Session Agenda

Judy reviewed the committee's mission, from its charter, and previewed the agenda as an update on committee activities, particularly since the January conference in Albuquerque. The timeline used for this presentation is in Attachment B, below.

3) Assessment Forum and Mentor Session

The Monday morning Assessment Forum was well attended, and addressed early implementation possibilities for the new 2016 TNI ELS Standard. The first portion focused on the Quality Systems module, with shorter segments about radiochem and microbiology. Then, after break, the second session was devoted to the two Chemistry Guidance documents. Thanks to Judy, Silky and Harold for pulling this session together.

The Tuesday morning Mentor Session, titled "Oh Crap! What Now?" had standing room only for the introduction (issues received from survey and how they relate to the TNI ELS Standard), and at least sixty people returned after the break for small group sessions about individual case studies. The wrap-up was a small panel responding to the case study summaries presented by the workgroups. We have committed to producing some form of summary document from this session, possibly a series of Implementation Guidance documents. Dorothy and Michelle Wade did the work of pulling this session together, with Ilona as scribe for the report-outs.

4) SIRs

Judy presented the historical numbers of SIRs submitted. Thus far in 2018, ten submissions have been received. She also explained the preliminary review process, for determining whether the SIR is a valid request for interpretation, since many submissions are implementation or "how do I..." questions, instead. She also discussed how some not valid SIR submissions may get diverted into creation of Implementation Guidance, and the process for creating those documents.

5) Guidance Documents for the 2016 Standard

Comments from LASEC and the NELAP AC on the PT Expert Committee's PTRL Guidance have been returned to the PT committee.

The two Chemistry Guidance documents – Calibration and Detection & Quantitation -- are undergoing review in both LASEC and the NELAP AC.

The review process for these documents was not considered when the Standards Review for Suitability SOP 3-106 was prepared, but the guidance documents will

undergo a similar initial review with comment and then final review with a recommendation from LASEC to the NELAP AC about approval and acceptance of the guidance.

Judy also reviewed LASEC's role in review and adoption of the 2016 TNI Standard, and acknowledged that the SOP 3-106 will be updated in the near future, based on our lessons learned and the need to address review and acceptance of guidance documents.

NOTE: the NELAP AC will set its implementation date for the 2016 Standard only after these guidance documents are approved.

6) Plans for the Coming Year

Judy identified several items awaiting LASEC actions:

- Sustain SIR progress
- Supplement SIRs with Implementation Guidance for non-SIR questions
- Complete the review of Guidance for the Chemistry module
- Continue to Develop Policies and SOPs for NELAP
- Complete the review of the Lessons Learned document, once returned from the LASEC.
- Collaborate with other committees as we plan for migration to the newly revised ISO17025 2017

7) Discussion of ISO 17025's 2017 Revision at Conference in New Orleans

Since this LASEC session followed the Wednesday afternoon session addressing the next revision of the TNI Standards that will be based on the 2017 revision of ISO/IEC 17025, Judy opened the discussion time with this topic. The following points were made during a wide-ranging conversation:

- Should the revision bring in new concepts from the 2017 ISO 17025, or should it become a completely reformatted document to match the new 17025 structure?
- Rapid change in the standard is likely to confuse shareholders
- Multiple commenters noted that a slow, considered transition was preferred, as opposed to a quick-schedule changeover
- The 2016 TNI standard is a refinement of the 2009 standard
- Uncertainty about the future path with the next revision is already creating anxiety
- Input from people who have already conducted assessments to the 2017 version of ISO 17025
 - Compliance with the 2005 ISO 17025 is 90% of the 2017 version; there is no need to change the entire quality system
 - There are many approaches to assessing "risk assessment"; this could be a good opportunity for TNI to set its own direction
 - Does TNI even need to harmonize with the 2017 ISO 17025 or can we just "be different?"
- TNI should get "in sync" with the international standard, with a 2023 deadline for transitioning to the 2017 version

- Why is synchronization needed, since there seems to be much confusion and little understanding of what the 2017 ISO 17025 actually requires?
- Can we make separate decisions about how to handle sampling and risk assessment?
- While large “national contract” labs are transitioning to the 2017 ISO revision because of client needs, it will be difficult to get buy-in from smaller laboratories
- Prefer a slow but realistic transition – don’t overthink it, and don’t decide until reading the 2017 ISO revision
- Few people in TNI have yet read the 2017 ISO 17025 revision, so that it is impossible to make an informed decision.
- Request that decision makers in TNI be provided access to the 2017 document
- Keep our focus on the mission – protect public health and the environment – NELAP ABs represent NELAP, their state AB and the labs accredited by that AB
- At least one NELAP AB would require legislative change to permit addressing sampling in the accreditation program
- If TNI incorporates sampling into the next revision of the TNI standard, that may remove some reciprocal recognition options
- NELAP states with two tier programs would allow small labs to avoid the complexities introduced by the 2017 revision of ISO
- The 2017 ISO 17025 revision is an improvement over the 2005 version, and should be implemented in whatever timeframe TNI can accomplish
- It would be helpful to create a document showing the differences between the 2005 and 2017 versions
- One NGAB would prefer a transition to the new standard by 2020, if such transition is chosen

At that point, the time allotted to the LASEC session was over.

8) Next Meeting

The next scheduled teleconference meeting will be Tuesday, August 28, 2018, at 1:30 pm Eastern time. A reminder with agenda will be sent prior to the meeting.

Attachment A

PARTICIPANTS --TNI LABORATORY ACCREDITATION SYSTEMS EXECUTIVE COMMITTEE

	NAME	EMAIL	TERM, End Date	INTEREST	AFFILIATION	S/H CATEGORY	PRESENT
1	Judy Morgan, Chair	Judy.Morgan@pacelabs.com	3 years, 12/18	Chair (all)	Pace Analytical	Lab/FSMO	Yes
2	Kristin Brown, Vice Chair	kristinbrown@utah.gov	FinalYear 2018	SIRs/Assmt Forum	UT Bur. of Lab Improvement	NELAP AB	Yes
3	David Caldwell	david.caldwell@deq.ok.gov	FinalYear 2018	Assmt Forum	OK DEQ	NELAP AB	Yes
4	Sumy Cherukara	Cherukara.sumy@epa.gov	3 years, 12/19		EPA R2	Other	Yes
5	Myron Gunsalus	ngunsalus@kdheks.gov	FinalYear 2018		KS Lab Director	NELAP AB	No
6	Carl Kircher	carl.kircher@doh.state.fl.us	FinalYear 2018	SIRs	FL DOH	NELAP AB	Yes
7	Silky Labie	elcatllc@centurylink.net	3 years, 12/20	SIRs	ELCAT	Other	Yes
8	Harold Longbaugh	harold.longbaugh@houston.tx.gov	3 years, 12/19	SIRs	Houston Lab	Lab	Yes
9	Dorothy Love	dorothylove@eurofinsus.com	3 years, 12/18	Assmt Forum	Eurofins Env't'l	Lab	No (attempted to phone in)
10	Michele Potter	michele.potter@dep.nj.gov	3 years, 12/20		NJ DEP	AB	No
11	William Ray	Bill_Ray@williamrayllc.com	FinalYear 2018		Wm Ray Consultants	Other	No (attempted to phone in)
12	Scott Siders	ssiders@pdclab.com	3 years, 12/20	Assmt Forum	PDC Laboratories	Lab	Yes
13	Nick Straccione	nstraccione@emsl.com	3 years, 12/19	Assmt Forum	EMSL	Lab	Yes

Associate Members							
	Aaren Alger	aaalger@pa.gov			PA DEP	NELAP AB	Yes
	Jack Farrell	aex@ix.netcom.com			Analytical Excellence	Other	Yes
	Bill Hall	George.Hall@des.nh.gov		SIRs	NH ELAP	NELAP AB	No
	Mitzi Miller	mitzi.miller@moellerinc.com			Dade Moeller, Inc	Other	No
	Gale Warren	gaw01@health.state.ny.us		SIRs	NY ELAP	NELAP AB	No
	Program Admin. Lynn Bradley	Lynn.bradley@nelac-institute.org					Yes

Attachment B

Timeline slide from Presentation

