

**Summary of the TNI NELAP Board Meeting
March 16, 2009**

1. Roll call

The NELAP Board met at 12:30 PM CST on March 16, 2009. Those members in attendance are listed in Attachment 1. Cathy Westerman, VADCLS, AB applicant, also joined the call.

2. Minutes

Minutes from the 3-2-09 meeting were reviewed and approved for posting with edits as provided by NY DoH regarding their PT program.

3. Update on renewals

First round:

CA –nearing completion

FL –Recommendation on agenda today

Second round:

IL- Team reviewing response to technical review

LADEQ – Extension for technical review response to March 25

OR – Onsite tomorrow

TX – Onsite scheduled for April 20

New applications:

Minnesota anticipates having their application submitted by July '09.

VA application needs state team member.

Ken Jackson has been serving as team leader for the CA evaluation. Ken retired from NY DoH at the end of February. Stephanie Ostrowski indicated that NY did not have any objection to Ken continuing on this evaluation team to complete the CA review. Jack McKenzie moved and Louis Wales seconded the motion for Ken to continue on this team until the CA review was complete. All present voted in favor with CA recusing. Dan Hickman asked Carol to put a letter in the file to that effect.

Dan Hickman recommended that Kristin Brown, UT, be appointed to the VA evaluation team. Kristin will join Joe Slayton and George Long. Carol will send an email to Cathy Westerman with addresses and emails to send the VA application.

4. Whole Effluent Toxicity FoPT Tables

The whole effluent PT subcommittee asked that the NELAP Board approve the

recommended FoPT tables so that Patrick Yellin of EPA can send a letter to labs advising them that if they are doing NELAP PTs they do not have to do DMRQA samples. Implementation date is set at April 1. Dave Mendenhall moved approval of the tables. Aaren seconded. All present voted in favor. NJ and IL voted in favor by email. NJ abstained.

5. Recommendation for FL renewal

A recommendation to renew FL as a NELAP accreditation body was received. Paul Bergeron moved approval of the recommendation and Jack McKenzie seconded. All present voted in favor. IL and NJ will vote by email.

6. NELAP Board member from EPA

The TNI Board requested that the NELAP Board consider adding an EPA member. The TNI board is in discussion with the EPA RS&T Directors about ways to improve communications and decision-making and this came up as a suggestion. NELAP board members had the following comments:

- This is a good opportunity for the NELAP Board to become more transparent
- The NELAP Board should confer with EPA about roles and responsibilities of the EPA member. A job description would be helpful.
- A bylaws amendment will be needed
- It is important to have someone from EPA who can speak for the agency
- Could rotate the appointment

Steve Arms moved that the NELAP Board start the process to accept EPA as an ex officio member of the NELAP board with roles and responsibilities of the member to be determined as negotiated with EPA. Jack McKenzie seconded. All present voted in favor.

7. LASC recommendation for new TNI standards

Dan presented the LASC recommendations in the LASC Attachment 2 table for discussion beginning at No. 8 under quality systems.

LASC Recommendation #	NELAP Board Response	Comments
PT Expert Committee		
1. V1M1: 4.1.2 V2M2: 5.2.2 This is inconsistent with V2. Use of non-accredited PT provider vs.		Concerned that change is too substantive for TIA.

recognized PT provider may cause confusion. See V2M2: 5.2.2. Items #4, #7 and #10 also address non-accredited PT providers		
2. V1M1:5.2 PT sample reporting requirements may be difficult to implement. Issues with: - less than reporting, - tracking lowest calibrations. - reporting PT results to the lowest calibration standard for multi-point calibrations or the LOQ for single point calibrations (conflicts with V1:M4 1.7.1.1. (f).)		Difficult to implement with current resources. Wait to see what guidance says.
3. V1M1, 7.2 Reference to “appeals process” needs to be clarified with a reference to the document for that process. Does this process exist or does a document need to be created?	No objections	
4. V2M2 4.1.4 Section 4.1.4 (non-PTPA-accredited PTs) is not consistent with Section 5.1.2 and 5.2.1 c). It is also not consistent with Volume 1, Section 4.1.2.		See #1. concerned that change is too substantive for TIA.
5. V2M2 5.1.4“There shall have been...” Doesn’t sound right. “There shall be...” might be better	No objections	
6. V2M2 5.2.1 a and b Issue is use of the term “successful” between a) and b). Is the intention that a) should imply to “participate in” instead of “successfully analyze”. Reconsider use of terminology to make implementation clear.	No objections	
7. V2M2, 7.3, 7.3.d	See #1 above	
8. V2M2:7.3 a) Issue on intent. PT Expert Committee Chair has stated that the intent of this section is that “limits” should be changed to “criteria” in the statement “the result reported by the laboratory for a sample is not within the established acceptance limits for that FoPT”.	No objections	

9. V2M2 7.3 c Clarification is needed to help with implementation. What is an example of a “non-specific match between the analytical result for the FoPT and any criterion that ...”?	No objection	
10. V2M2:7.3 d)V1M1:4.1.2 4.2.1 c)	See # 1 above	
11. V1M1 6 This section does not indicate that V2M2: 8.2 b) must be followed: “The lab shall notify the PT provider that the PT is for corrective action ...” V3: 8.4.2 also discusses this process.	No objection, but may not be editorial	
12. V2M2:10.1 Re-look at this section after Issue #4 in V2M2: 5.1.1 is addressed	See #4 above	
16. V3:6.3.5 / 7.1.11/ All of these sections reference the PTRL. The PTRL has been removed and replaced with language in V1:M1 section 5.2. Need PT committee to explain this as it relates to V1:M1.	No objection	
17. V3:8.4.28.4.2 does not have a special exception noted for PCBs, so if a corrective action PT is requested by a lab for a specific Arochlor, then the PT must contain it. Standard does not address mixed qualitative/quantitative PTs such as PCBs.	No objection	
18. V3:10.2.510.2.5 b) has an ASTM E178 reference. Should this be in Section 2 References?	No objection	
19 V3:10.3 This section, with respect to “<”, is not consistent with V1:M2 Section 5.2	No objection	
21. V4:4.3.2-b Should the assigned value be included in the PT summary information? Would assigned value be considered “any other information”?	No objection	
23. V 4: 6.5.2 Is the term “revoke” as it	No objection	

applies to PT providers defined somewhere		

8. Next meeting

The next meeting of the NELAP Board will be April 6, 2009. Agenda items at the next meeting will include:

Update on renewals

Continued review and discussion of LASC recommendations on new TNI standards, starting with Recommendation # 1 under AB Expert Committee

Attachment 1

STATE	REPRESENTATIVE	PRESENT
CA	George Kulasingam T: (510) 620-3155 F: (510) 620-3165 E: gkulasin@dhs.ca.gov	Yes
	Alternate: Jane Jensen jjensen@dhs.ca.gov	
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: steve_arms@doh.state.fl.us	Yes
	Alternate: Carl Kircher carl_kircher@doh.state.fl.us	
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: scott.siders@illinois.gov	No
	Alternate: TBA	
KS	Jack McKenzie T: (785) 296-1639 F: (785) 296-1638 E: imckenzi@kdhe.state.ks.us	Yes
	Alternate: Dennis L. Dobson 785-291-3162 ddobson@kdhe.state.ks.us	
LA DEQ	Paul Bergeron T: 225-219-3247 F: 225-219-3310 E: Paul.Bergeron@la.gov	Yes
	Alternate: Cindy Gagnon E: Cindy.Gagnon@la.gov	

LA DHH	Louis Wales T: (225) 342-8491 F: (225) 342-7494 E: lwales@dhh.la.gov	Yes
	Alternate: Ginger Hutto ghutto@dhh.la.gov	
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: whall@des.state.nh.us	No
	Alternate: Jeanne Chwasciak jcchwasciak@des.state.nh.us	
NJ	Joe Aiello T: (609) 633-3840 F: (609) 777-1774 joseph.aiello@dep.state.nj.us	No
	Alternate : TBD	
NY	Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568 E: seo01@health.state.ny.us	Yes
	Alternate: Dan Dickinson dmd15@health.state.ny.us	
OR	Dan Hickman T: (503) 229-5983 F: (503) 229-6924 E: hickman.dan@deq.state.or.us	Yes
	Alternate: Raeann Haynes haynes.raeann@deq.state.or.us	
PA	Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@state.pa.us	Yes

	<p>Alternate: Bethany Piper bpiper@state.pa.us</p>	
TX	<p>Stephen Stubbs T: (512) 239-3343 F: (512) 239-4760 E: sstubbs@tceq.state.tx.us</p> <p>Alternate: Steve Gibson jgibson@tceq.state.tx.us</p>	Yes
UT	<p>David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: davidmendenhall@utah.gov</p>	Yes
	<p>Alternate: Kristin Brown kristinbrown@utah.gov</p>	
	<p>Program Administrator: Carol Batterton T: 830-990-1029 or 512-924-2102 E: carbat@beecreek.net</p>	Yes
	<p>Evaluation Coordinator: Lynn Bradley T: 202-565-2575 E: Bradley.lynn@epa.gov</p>	Yes
	<p>Quality Assurance Officer Paul Ellingson T: 801-201-8166 E: altasnow@gmail.com</p>	Yes