

## Summary of the NELAP Accreditation Council Meeting January 18, 2011

1. Roll call

The NELAP Accreditation Council (AC) met at 1:30 PM EST on January 18, 2011. Those members in attendance are listed in Attachment 1.

2. Minutes

Minutes from the 1-3-11 meeting were reviewed and approved for posting as presented.

3. Outside Participation in AC teleconferences

The result of our discussion at the January 3 AC meeting was summarized in the Program Report to the TNI Board of Directors, and discussed at its January 12, 2011, meeting. The Board agrees that the AC can control participation in its meetings, but needs to be transparent in its actions. There was brief discussion about posting an agenda to the website in advance of the meeting, but this was rapidly deemed impractical.

4. Agenda for AC meeting at Conference in Savannah

An agenda was submitted earlier, and the AC agreed: Status of AB evaluations, discussion of implementing the new standard, and status of the Field of Proficiency Testing (FoPT) tables.

NOTE: Lynn had agreed to check whether there exists a cross-walk for the two standards – 2003 NELAC against the 2009 TNI standard. This does NOT exist for Volume 2, although it was done sometime earlier for Volume 1.

NOTE: David Caldwell pointed out a missing reference in V2M1 of the 2009 TNI Standard – section 7.5.2 references section 7.8.6 which is non-existent.

5. Review and Approval of the Voting SOP revisions

The further changes to the 1/6/10 draft of the NELAP Voting SOP were reviewed and discussed. Two additional specific edits were agreed upon, and a roll call vote taken. There were 10 “yes” votes from AB representatives on the teleconference; the remaining 5 ABs were polled by email, and all voted “yes” with the last vote arriving January 25.

The revised SOP has now been adopted by the AC, and was forwarded to the Policy Committee on February 11. Additionally, it is being implemented for AC voting as of February 9, when the SIR Program Administrator (Ilona) notified AC members that the 30 day initial voting window has begun. The timeclock is reset, and all outstanding SIRs on the website may be revisited and votes updated or left “as is.” At the end of 30 days, Ilona will remind members that the vote is closing, and except for SIRs having veto votes or “needs discussion” votes, the voting for existing SIRs should be wrapped up at the end of 2 more weeks, per our SOP.

6. Additional items

Stephanie mentioned that New York's QAO, Victoria Pretti, had sent email inquiring about the status of a method for dissolved gases (used in drilling for natural gas). There was discussion about whether labs have applied to other ABs for accreditation for this method, but since it exists as an SOP, not an approved or "standardized" method, some ABs may not accredit for it anyway.

6. Next meeting

The next meeting of the AC will be at the Forum on Laboratory Accreditation, in Savannah, on Wednesday afternoon, February 3.

The next regular conference call of the NELAP AC should be on Monday, February 7, 2011, at 1:30 pm Eastern, with the following call rescheduled to Tuesday, February 22, due to the President's Day holiday on Monday.

**Attachment 1—1/18/11**

<b>STATE</b>	<b>REPRESENTATIVE</b>	<b>PRESENT</b>
CA	George Kulasingam T: (510) 620-3155 F: (510) 620-3165 E: <a href="mailto:gkulasin@cdph.ca.gov">gkulasin@cdph.ca.gov</a>	yes
	Alternate: Jane Jensen E: <a href="mailto:jjensen@cdph.ca.gov">jjensen@cdph.ca.gov</a>	no
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: <a href="mailto:steve_arms@doh.state.fl.us">steve_arms@doh.state.fl.us</a>	no
	Alternate: Carl Kircher E: <a href="mailto:carl_kircher@doh.state.fl.us">carl_kircher@doh.state.fl.us</a>	no
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: <a href="mailto:scott.siders@illinois.gov">scott.siders@illinois.gov</a>	no
	Alternate: TBA	
KS	Dennis L. Dobson 785-291-3162 E: <a href="mailto:ddobson@kdhe.state.ks.us">ddobson@kdhe.state.ks.us</a> F: (785) 296-1638	Yes
	Alternate: Michelle Wade E: <a href="mailto:MWade@kdheks.gov">MWade@kdheks.gov</a>	no
LA DEQ	Paul Bergeron T: 225-219-1244 F: 225-219-8244 E: <a href="mailto:Paul.Bergeron@la.gov">Paul.Bergeron@la.gov</a>	yes
	Altérnate: TBD	
LA DHH	Louis Wales T: (225) 342-8491 F: (225) 342-7494 E: <a href="mailto:lwales@dhh.la.gov">lwales@dhh.la.gov</a>	yes
	Alternate: Ginger Hutto E: <a href="mailto:ghutto@dhh.la.gov">ghutto@dhh.la.gov</a>	

MN	Susan Wyatt T: 651.201.5323 F: E: <a href="mailto:susan.wyatt@state.mn.us">susan.wyatt@state.mn.us</a>	no
	Alternate: Stephanie Drier E: <a href="mailto:stephanie.drier@state.mn.us">stephanie.drier@state.mn.us</a>	yes
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: <a href="mailto:george.hall@des.nh.gov">george.hall@des.nh.gov</a>	no
	Alternate: TBD	
NJ	Joe Aiello T: (609) 633-3840 F: (609) 777-1774 E: <a href="mailto:joseph.aiello@dep.state.nj.us">joseph.aiello@dep.state.nj.us</a>	No
	Alternate : TBD	(Rachel)
NY	Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568 E: <a href="mailto:seo01@health.state.ny.us">seo01@health.state.ny.us</a>	Yes
	Alternate: Dan Dickinson E: <a href="mailto:dmd15@health.state.ny.us">dmd15@health.state.ny.us</a>	no
OR	Irene Ronning T: 503-693-4122 F: 503-693-5602 E: <a href="mailto:irene.e.ronning@state.or.us">irene.e.ronning@state.or.us</a>	yes
	Alternate: Raeann Haynes E: <a href="mailto:haynes.raeann@deg.state.or.us">haynes.raeann@deg.state.or.us</a>	no
		no
PA	Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: <a href="mailto:aaalger@state.pa.us">aaalger@state.pa.us</a>	yes
	Alternate: Dana Marshall E: <a href="mailto:dmarshall@state.pa.us">dmarshall@state.pa.us</a>	no

TX	Stephen Stubbs T: (512) 239-3343 F: (512) 239-4760 E: <a href="mailto:sstubbs@tceq.state.tx.us">sstubbs@tceq.state.tx.us</a>	yes
	Alternate: Steve Gibson E: <a href="mailto:jgibson@tceq.state.tx.us">jgibson@tceq.state.tx.us</a>	no
UT	David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: <a href="mailto:davidmendenhall@utah.gov">davidmendenhall@utah.gov</a>	no
	Alternate: Kristin Brown E: <a href="mailto:kristinbrown@utah.gov">kristinbrown@utah.gov</a>	yes
VA	Cathy Westerman T: 804-648-4480 ext.391 E: <a href="mailto:cathy.westerman@dgs.va.gov">cathy.westerman@dgs.va.gov</a>	yes
	Alternate: Ed Shaw T: 804-648-4480 ext.152 E: <a href="mailto:ed.shaw@dgs.va.gov">ed.shaw@dgs.va.gov</a>	no
	NELAP AC Program Administrator and Evaluation Coordinator Lynn Bradley T: 703-867-5966 E: <a href="mailto:LmbTbird@aol.com">LmbTbird@aol.com</a>	yes
EPA Liaison	Arthur Clark T: 617-918-8374 F: 617-918-8274 E: <a href="mailto:clark.arthur@epa.gov">clark.arthur@epa.gov</a>	yes
	Quality Assurance Officer Paul Ellingson T: 801-201-8166 E: <a href="mailto:altasnow@gmail.com">altasnow@gmail.com</a>	yes
	Oklahoma David Caldwell Judy Duncan	yes (Caldwell)
	Guests: none invited	