

## **Summary of the TNI NELAP Board Meeting November 16, 2009**

### 1. Roll call

The NELAP Board met at 12:30 PM CDT on November 16, 2009. Aaren Alger chaired the meeting. Jerry Parr scribed the meeting in place of Carol Batterton. Those members in attendance are listed in Attachment 1. In addition to those indicated, Susan Wyatt and Lynn Boysen from Minnesota also joined the call. Jack Farrell participated in the discussion on agenda items 5 and 6.

### 2. Minutes

Minutes from the 11-2-09 meeting were approved for posting after a motion from Dennis Dobson and second from Scott Siders.

### 3. Update on renewals and new applications

Lynn Bradley provided the following update on renewals:

IL – Response to the onsite report is due 12-5-09.

LADEQ –Steve Stubbs moved to approve this recognition and David Mendenhall second. Roll call vote in favor unanimous with exception of New Hampshire was absent.

VA –Dennis Dobson moved to approve this recognition and Scott Siders second. Roll call vote in favor unanimous with exception of New Hampshire was absent.

### 4. TNI Reorganization

Aaren and Jerry briefed the board on TNI's plans for reorganization. Aaren will send a document Jerry has prepared and this topic will be discussed at the next call.

### 5. PT Frequency

Jack Farrell requested input relative to ELAB's efforts on the role and use of proficiency test samples. Comments included:

- New York has a regulatory requirement of 2 PTs per year and can take administrative actions for failure to perform.
- PT s are used during assessment as a gauge on performance and help direct assessments.
- Used to judge corrective action process on failures.
- Used to document method performance and documentation performance,

especially for initial accreditation.

- At one a year it would take two years to change accreditation status.

Prior to NELAC, the requirement was for one PT per year and one on-site assessment per year. EPA issued 2 PT testing rounds per year for WS and WP, and each testing round had 2 PT's that the laboratories must analyze and report results. For each analyte there was a high-concentration and a low-concentration PT and the laboratories needed to pass both concentration levels once per year to get/remain accredited.

We should consider the whole program relative to value, not just frequency, e.g. double-blind samples, whole volume samples.

## 6. Assessment Consistency

Jack described plans to provide a session in Chicago on enforcement decisions relative to accreditation. Those in attendance were in support of this session and indicated their willingness to participate. A poll indicated sufficient attendees would be present to conduct this session.

## 7. Secondary Recognition Policy

There were concerns over putting in writing an unwritten agreement. A formal agreement would be difficult. The versions presented do not require an AB to enter into an agreement. This is a TNI policy to be adopted by the NELAP Board. A key component is that even though ABs might not implement the program exactly the same, confidence that each program is assuring labs are treated appropriately. Aaren requested the board review the two versions of this policy and the policy on dispute resolution before the next call and provide comments by email.

## 11. Next meeting

The NELAP Board will meet Monday, December 7, 2009, at 12:30 CST. Potential agenda items include:

Approval of minutes  
Update on renewals  
TNI reorganization  
Secondary recognition policy  
SIRs  
Database uploads and new database (Dan H.)  
Dispute resolution SOP  
SW 846 (standing item)

## Attachment 1

STATE	REPRESENTATIVE	PRESENT
CA	George Kulasingam T: (510) 620-3155 F: (510) 620-3165 E: <a href="mailto:gakulasin@cdph.ca.gov">gakulasin@cdph.ca.gov</a>	Yes
	Alternate: Jane Jensen <a href="mailto:jjensen@cdph.ca.gov">jjensen@cdph.ca.gov</a>	
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>	
	Alternate: Carl Kircher <a href="mailto:carl_kircher@doh.state.fl.us">carl_kircher@doh.state.fl.us</a>	Yes
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: <a href="mailto:scott.siders@illinois.gov">scott.siders@illinois.gov</a>	Yes
	Alternate: TBA	
KS	Dennis L. Dobson 785-291-3162 <a href="mailto:ddobson@kdhe.state.ks.us">ddobson@kdhe.state.ks.us</a> F: (785) 296-1638	Yes
	Alternate: Michelle Probasco <a href="mailto:mprobasco@kdheks.gov">mprobasco@kdheks.gov</a>	
LA DEQ	Paul Bergeron T: 225-219-3247 F: 225-219-3310 E: <a href="mailto:Paul.Bergeron@la.gov">Paul.Bergeron@la.gov</a>	
	Altérnate: Cindy Gagnon E: <a href="mailto:Cindy.Gagnon@la.gov">Cindy.Gagnon@la.gov</a>	Yes

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 <a href="mailto:ghutto@dhh.la.gov">ghutto@dhh.la.gov</a>	
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 <a href="mailto:joseph.aiello@dep.state.nj.us">joseph.aiello@dep.state.nj.us</a>	Yes
	Alternate : TBD	
NY	Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568	Yes
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OR	Brian Boling T: (503) 229-5823 F: (503) 229-6924 E: <a href="mailto:boling.brian@deq.state.or.us">boling.brian@deq.state.or.us</a>	Yes
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UT	David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: <a href="mailto:davidmendenhall@utah.gov">davidmendenhall@utah.gov</a>	Yes
	Alternate: Kristin Brown <a href="mailto:kristinbrown@utah.gov">kristinbrown@utah.gov</a>	Yes
VA	Cathy Westerman T: 804-648-4480 ext.391 <a href="mailto:cathy.westerman@dgs.va.gov">cathy.westerman@dgs.va.gov</a>	
	Alternate:	
	Program Administrator: Carol Batterton T: 830-990-1029 or 512-924-2102 E: <a href="mailto:carbat@beecreek.net">carbat@beecreek.net</a>	
EPA Liaison	Kevin Kubik T: 732-321-4377 E: <a href="mailto:kubik.kevin@epa.gov">kubik.kevin@epa.gov</a>	Yes
	Evaluation Coordinator: Lynn Bradley T: 202-565-2575 E: <a href="mailto:Bradley.lynn@epa.gov">Bradley.lynn@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
	Minnesota Susan Wyatt Lynn Boysen	Yes