

**Summary of the NELAP Accreditation Council Meeting
January 17, 2012**

1. Roll call and Approval of Minutes

The NELAP Accreditation Council (AC) met at 1:30 pm EST on January 17, 2012. Minutes of the January 3, 2012, meeting were approved. Those members in attendance are listed in Attachment 1.

2. Updates on AB Renewals and other items

Lynn reported on the status of ongoing evaluations

CA – technical review underway, team requests 3-4 week extension. Needs a replacement Lead Evaluator

FL – response to site report now in team review

KS – revised documents (corrective actions) in team review

LA DHH – vote pending

NH – vote pending

NJ – technical review response in preparation; re-scheduling site visit to week of April 16

TX – application due February 11

OK application submission expected in February 2012

Discussion about necessary team member replacements and rearrangements led to approval of Kristin Brown to step into the CA evaluation (already underway); Kristin's former assignment of LA DEQ will be performed by Stephanie Drier. Susan Wyatt volunteered to evaluate the OK application and if no EPA person is provided, Michelle Wade offered to be the second evaluator on that team. Susan and Linda Mael/EPA R2 are tied for the most evaluations this round, at three each; Marvelyn may join them, depending on OK. The presumed final lineup for evaluation teams is as follows:

AB	Region	evaluator	Start Date	Projected Completion
Kansas	2	C Kircher	12/19/2010	- 9/15/2011
NH	1	S Wyatt	12/19/2010	- 9/15/2011
LA DHH	6	P Bergeron	12/19/2010	- 9/15/2011
Utah	7	F Choske	1/23/2011	- 10/20/2011
PA	3	David Caldwell	1/23/2011	- 10/20/2011
New York	2	S. Hoatson/S Wyatt	2/6/2011	- 11/3/2011
New Jersey	2	V Pretti/D DuBois	5/29/2011	- 2/23/2012
Florida	9-Berges	M Wade	6/19/2011	- 3/15/2012
California	9-Berges	K Brown	8/7/2011	- 5/3/2012
Texas	6/Humphrey	C Kircher	12/12/2011	- 9/7/2012
Louisiana DEQ	6/Flores	S Drier	2/19/2012	- 11/15/2012
Virginia	3	B Hall	2/19/2012	- 11/15/2012

Oregon	10	C Westerman/Choske	3/14/2012 - 12/9/2012
Illinois	?	A Alger	7/22/2012 - 4/18/2013
Minnesota	?	D Ward	11/15/2012 - 8/12/2013
Oklahoma	?	S Wyatt	application expected Feb 2012

The promised report on AB Task Force items from the prior meeting is in the email delivering these minutes (copied directly from the TF draft minutes.)

3. Votes on Renewal Recommendations

The LA DHH team recommended renewal for all requested Fields of Accreditation. With the two absent AC members voting by email, the vote for renewal was unanimous as of January 19, 2012.

The NH team also recommended renewal for all requested Fields of Accreditation. Again, with email votes, the vote for renewal was unanimous as of January 19, 2012. NH has notified the team earlier that it intends to request approval for additional FoA, so the team will likely be retained to act on this request in the coming months.

4. Follow-up to TNI Board Meeting

Aaren reported that her letter to the TNI Board stating how the AC perceived and interpreted statements and actions of members of the ACIL Environmental Sciences Section and the Board's previous discussion of that issue was received with mixed reviews. Some Board members favored the request of the AC that the Board adopt a position in support of a national accreditation program that includes the NELAP program and NELAP ABs as core components, with inclusion of other states and ABs as appropriate. Others felt that the AC was attempting to manipulate TNI into adopting a position opposed to third party ABs. Additionally, Board members feel that the Board HAS supported the AC over time. Aaren agreed with the Board's request to wait until after conference in Sarasota to formulate any position statement.

Following the Board meeting, Aaren and Judy Morgan discussed an agenda for the Tuesday January 31 meeting with ACIL ESS, and agreed to co-lead the meeting. Their goal will be an honest discussion of the concerns of ACIL as a major stakeholder, the AC's concerns, and to seek some path forward that allows both groups to work together towards the national program we all want.

The first 90 minutes of the meeting will be closed, with only ACIL and NELAP AC representatives present. No speakerphone will be provided, so only those present in Sarasota will be able to participate. For the second half of the meeting (after the morning break), TNI Board members will join the meeting to learn what was discussed and determine what role the Board can best take.

Aaren asked that AC members contact her with any specific concerns or agenda items for the meeting with ACIL.

5. Discussion of Standards Interpretation Requests

All but Donnell now have access to the SIR voting site; Lynn is correcting that oversight. The webmaster will change the site so that all prior votes are accessible to AB representatives, as well. This means that only the current voting member will show, and it

will appear that the current voter has cast all votes recorded. Since votes are on behalf of the program and not the individual, this seems acceptable and will show all 15 votes for all SIRs. Ilona will be requested to re-start the 2-week "clock." The requested change in the submission site, to add a check-box certifying that the primary AB was contacted prior to SIR submission, has not occurred yet.

The AC had agreed to discuss 1-2 SIRs during each AC meeting until all discussion requests are resolved. For this meeting, SIRs #66 (with addition of #156 on the same subject), #85, and #112 were discussed. The voter who had marked "needs discussion" was satisfied and will change those votes shortly.

The outcome of discussion was that, for #66/156, measurement uncertainty was addressed in a prior interpretation, and these SIRs really are asking for "how to", not "interpretation."

With revisions to the website, SIRs #54 & 61 are now accessible to Lynn, and will be discussed when possible.

6. Implementation Status for Semi-Annual Report to the Board.

ABs were asked to update their status from the previous table, and those absent were asked to do so by email. All updates are recorded in the table in Attachment 2 of these minutes. This table will be provided to the Board with the January Program Report for the NELAP AC (first Friday of the February.)

7. Next meeting

The next AC meeting will be Wednesday morning, February 1, 2012, at 8:30 pm EST, in Sarasota, FL (at conference.) The following meeting will fall on President's Day (February 20) and will need to be rescheduled.

Attachment 1

STATE	REPRESENTATIVE	PRESENT
CA	Jane Jensen 510-620-3174 F: 510-620-3471 E: jjensen@cdph.ca.gov	yes
	Alternate: Fred Choske 510-620-3175 F: 510-620-3471 E: fchoske@cdph.ca.gov	
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: steve_arms@doh.state.fl.us	yes
	Alternate: Carl Kircher E: carl_kircher@doh.state.fl.us	no
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: scott.siders@illinois.gov	no
	Alternate: TBA	
KS	Michelle Wade E: MWade@kdheks.gov Ph: (785) 296-6198 Fax: (785) 296-1638	yes
	Alternate: none	
LA DEQ	Paul Bergeron T: 225-219-3247 F: 225-325-8244 E: Paul.Bergeron@la.gov	no
	Altérnate: TBD	
LA DHH	Donnell Ward T: E: donnell.ward@la.gov	yes
	Alternate: TBD	
MN	Susan Wyatt T: 651.201.5323 F: E: susan.wyatt@state.mn.us	yes
	Alternate: Stephanie Drier E: stephanie.drier@state.mn.us	yes

NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: george.hall@des.nh.gov	yes
	Alternate: TBD	
NJ	Joe Aiello T: (609) 633-3840 F: (609) 777-1774 E: joseph.aiello@dep.state.nj.us	yes
	Alternate : TBD	
NY	Stephanie Ostrowski T: (518) 485-5570 F: (518) 485-5568 E: seo01@health.state.ny.us	yes
	Alternate: Dan Dickinson E: dmd15@health.state.ny.us	no
OR	Gary Ward T: 503-693-4122 F: 503-693-5602 E: gary.k.ward@state.or.us	yes
	Alternate: Scott Hoatson T: (503) 693-5786 E: hoatson.scott@deq.state.or.us	no
PA	Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: aaalger@state.pa.us	yes
	Alternate: Dwayne Burkholder E: dburkholde@state.pa.us	no
TX	Stephen Stubbs T: (512) 239-3343 F: (512) 239-4760 E: sstubbs@tceq.state.tx.us	yes
	Alternate: Steve Gibson E: jgibson@tceq.state.tx.us	yes
UT	David Mendenhall T: (801) 584-8470 F: (801) 584-8501 E: davidmendenhall@utah.gov	yes
	Alternate: Kristin Brown E: kristinbrown@utah.gov	no
VA	Cathy Westerman T: 804-648-4480 ext.391 E: cathy.westerman@dgs.virginia.gov	yes

	Alternate: Ed Shaw T: 804-648-4480 ext.152 E: ed.shaw@dgs.virginia.gov	no
	NELAP AC Program Administrator and Evaluation Coordinator Lynn Bradley T: 540-885-5736 E: lynn.bradley@nelac-institute.org	yes
EPA Liaison	Marvelyn Humphrey T: (281) 983-2140 E: Humphrey.Marvelyn@epa.gov	yes
	Quality Assurance Officer Paul Ellingson T: 801-201-8166 E: altasnow@gmail.com	yes
	Oklahoma: David Caldwell	yes
	Guests: none	

Attachment 2 – Updates to Implementation Status Table

STATE	Implementation Status as of January 2012
CA	presently using the 2003 standard, will shift to 2009 standard as staff can be trained and the checklist approved
FL	rulemaking timeframe for official transition remains uncertain. The AB is accommodating circumstances where labs have implemented 2009 standards and 2009 PT requirements.. Can only enforce to 2003 standard.
IL	Intends to implement TNI Standard within 2 years. Should a revised Standard be adopted during that timeframe, IL will implement the newer standard instead. Accommodating labs that choose to change to the the 2009 TNI Standard.
KS	Remains with 2003 standard for labs. Allowing laboratories to report PTs under 2009 Standard as a majority of the PT portion for the 2003 standard was not adopted. Allowing laboratories to move forward with changes to 2009 Standard when they are: more stringent or new requirements, must still meet 2003 Requirements. Draft Regulation has been developed, but in-state circumstances prohibit setting timeline at present.
LA DEQ	rulemaking still in progress, with 4 of 6 needed public meetings accomplished. Likely implementation before 2013.
LA DHH	intends to publish rule in January, then await legislative approval; likely implementation within 3 months
MN	delays in modifying database create delay until probably February, 2012, for implementing 2009 standard
NH	not implementing 2009 at this time; rulemaking will not occur before 2013
NJ	not implementing 2009 at this time, but assessing labs against the TNI standard. Draft regulation written, publication timeline uncertain, possibly mid-2012.
NY	enforcing 2003 standard, at least 1 year before 2009 can be implemented
OR	fully implemented 2009 standard on August 9, 2011
PA	full implementation as of September 2011
TX	implemented 2009 standard as of July 1, 2011
UT	full implementation as of September, 2011
VA	DCLS has initiated the rulemaking process, but no regulatory timeline estimate is available at this time. Continuing to use the 2003 NELAC Standard.