

## Summary of the NELAP Accreditation Council Meeting

October 2, 2017      1:30 pm Eastern

### 1. Roll Call and Approval of Minutes

The NELAP Accreditation Council (AC) met at 1:30 pm on Monday, October 2, 2017. Those present are listed in Attachment 1. Minutes from September 11 were approved.

### 2. Request from PTPEC About Matching FoPT Analyte Names with LAMS/CAS Nos.

The Proficiency Testing Program Executive Committee asked that the Council review its listing of analyte names in FoPT tables that are proposed to be changed so that they match the analyte names used in the LAMS database, which are the “official” names used with CAS numbers. PTPEC provided a list of proposed changes for this purpose. Council members were provided with the information several weeks before the meeting, to ensure adequate review time. Sara moved and Elizabeth seconded that PTPEC’s request be approved. All eleven members present voted yes, and one member has since voted yes by email; two votes are outstanding as these minutes are being written.

### 3. Request for Information about AB Implementation of Requirements from New Method Update Rule

As Virginia ponders how to implement the MUR requirements, Cathy asked for discussion and information about how other ABs are doing so. Per the EPA regulation, the MUR takes effect on September 27, 2017, but each state will implement those requirements according to its own timelines and processes. What follows here is a brief summary of how NELAP ABs plan to proceed.

NELAP AB	Status and Plans
FL	Will discuss with FL DEP on Oct. 3 and notify the AC thereafter. Implementation may require rulemaking, but FL will accredit the newly published methods at any time
KS	Intends to include MUR requirements in its regulatory update (already underway), but colleagues in water programs believe no regulatory change will be needed
LA DEQ	Labs submitting data to LDEQ must implement MUR methods no later than 9/27/2018 or the time of next assessment, whichever is sooner. LDEQ will accept compliance data using “old” MUR methods until 8/28/2019
LA DOH	New staff will investigate drinking water aspects of MUR
MN	Will require MUR compliance beginning with October 2018 renewals. Notes that MN Pollution Control Agency wants the new procedures in place soonest
NH	Will add new methods at any time. Plans outreach to lab community and to set an eventual deadline for new MDL procedure to be required, possibly with next MDL determination. Needs to talk with EPA regional office before proceeding further
NJ	Working to incorporate new methods by end of calendar year. Will accredit them as of July 2018, and when MDLs are again due, they must

NELAP AB	Status and Plans
	be performed in accordance with new procedure
NY	Will notify labs about implementation during first week of October, 2018. New MDL procedure will be required as of April 2018 renewals
OR	Is accrediting new methods already because WA state requires them. Plans to add new methods as requested
PA	No deadline set now, but labs may apply for new methods at any time. Awaits EPA “clarifications” on new methods, and would prefer that labs not switch to new methods until such clarifications are available. New MDL procedure will be required at next MDL determination. Notes that state wastewater program is okay with waiting
VA	Appreciates the feedback, and has not decided on a plan. Will accredit new methods on request. Uncertain whether VA DEQ will need to do rulemaking to implement MUR
IL, TX, UT	Not present and not asked by email
	NOTE: new methods will be added to LAMS upon request.

#### 4. SIRs Needing Discussion

Several SIRs have been awaiting meeting time to address “needs discussion” requests. The outcomes of discussion are noted along with the SIR number, below. There are no SIRs to be returned to LASEC as of this meeting.

SIR #275 – one voter notes that the standard, as written, does not require that an AB follow its procedures about notifying secondary ABs of revocations. Since this cannot be addressed in the current standard, Carl was asked to consider it during the LAB Expert Committee’s revision of Volume 2.

SIR #296 – it looks like, for this interpretation, the expert committee seeks to add back the adjective “environmental” to qualifications required for a technical director, since microbiology and radiological chemistry still require “environmental” experience, and there was some speculation about whether dropping “environmental” from chemistry was unintentional. AB representatives were asked to re-evaluate their votes, no later than November.

SIR #305 – discussed at the September meeting. AB representatives should review their votes to be sure they still agree.

SIR #232 – missing just one vote (and that AB voted the following day.)

#### 5. Decoupling the AB Recognition Cycle from Evaluation Cycle

This issue has been raised in several AC meetings, and is far more critical now with one contracted Lead Evaluator (LE) than it was when each team had a different LE, and all evaluations/renewals were initiated at the same time.

Just last month, five “temporary extensions” were needed for ABs that have submitted renewal applications but will not have final recommendations (or for three of them, even site visits) before their certificates of recognition expire. Generally, these delays have been due to workload issues for the LE, with longer times needed to obtain electronic copies of documents for off-site review and also scheduling telephone/videoconference interviews with

assessors, although in two cases, submission of application materials was delayed, as well.

All ABs are agreed that there can be no relaxation of their scrutiny during the evaluations themselves, and are generally agreed with the concept of decoupling certificates from evaluations, since for most ABs, the lab accreditation renewal process is separate from the timing of the on-site assessment, and there is no consequent compromise in the assessments themselves. The AC will need a policy or process to document how and when certificates are issued (perhaps concurrent with annual fee payments or once every three years?), with some revocation or withdrawal process in place for when an evaluation has unsuccessful results. Then a separate decision can be made about how to spread out the evaluations over three years, which can be incorporated into the NELAP Evaluation SOP 3-102. These decisions and documentation of them will need to be finalized prior to the next evaluation cycle, which will begin in fall 2019.

After some discussion, we agreed that Lynn will provide a rough draft of process, probably as a policy, addressing most of the details identified, and Aaren will polish that draft for review by the Council.

## **6. Election Cycle**

With the adoption of the NELAP General Operations SOP 3-100 formalizing the election process for Chair and Vice Chair, the Council agreed to initiate the first election cycle for Chair and then Vice Chair, beginning in February 2018.

## **7. Drinking Water Certification Officer Course**

Cathy noted that the APHL State Assessor Forum is re-activating, and that the APHL Environmental Health Senior Specialist, Sarah Wright, remains passionate about working with TNI to improve the US EPA's Drinking Water C.O. course. APHL's National Laboratory Training Network has ample resources that EPA could beneficially use for this course, and APHL is interested in partnering with TNI's ABs to work with EPA in improving the accessibility and utility of the set of courses that comprise that activity.

## **8. Next Meeting**

The next meeting of the Council will be on Monday, November 6, 2017, at 1:30 pm Eastern time. An agenda and documents will be provided in advance of the meeting, with the reminder notice.

**Attachment 1**

STATE	REPRESENTATIVE	PRESENT
FL	Carl Kircher E: <a href="mailto:carl.kircher@flhealth.gov">carl.kircher@flhealth.gov</a>	Yes
	Alternate: Vanessa Soto E: <a href="mailto:Vanessa.sotocontreras@flhealth.gov">Vanessa.sotocontreras@flhealth.gov</a>	Yes
IL	Celeste Crowley T: 217-557-0274 F: 217-524-6169 E: <a href="mailto:celeste.crowley@illinois.gov">celeste.crowley@illinois.gov</a>	No
	Alternate: Becky Hambelton Rebecca.Hambelton@Illinois.gov	No
	For information purposes: Kathy Marshall Kathy.Marshall@Illinois.gov	
	For information purposes: John South John.South@illinois.gov	
KS	Sara Hoffman <a href="mailto:sara.hoffman@ks.gov">sara.hoffman@ks.gov</a>	Yes
	Alternate: N. Myron Gunsalus <a href="tel:785-291-3162">785-291-3162</a> E: <a href="mailto:ngunsalus@ks.gov">ngunsalus@ks.gov</a>	Yes
	For Information Only: Paul Harrison	Yes
LA DEQ	Paul Bergeron T: 225-219-3247 E: <a href="mailto:Paul.Bergeron@la.gov">Paul.Bergeron@la.gov</a>	No
	Altérnate: Elizabeth West <a href="mailto:elizabeth.west@la.gov">elizabeth.west@la.gov</a>	Yes
LA DOH	Richard Tulley <a href="mailto:richard.tulley@la.gov">richard.tulley@la.gov</a>	Yes
	Alternate: Grant Aucoin Grant.aucoin@la.gov	Yes
MN	Lynn Boysen E: <a href="mailto:lynn.boysen@state.mn.us">lynn.boysen@state.mn.us</a>	Yes

	Alternate: Stephanie Drier 651-201-5326 E: <a href="mailto:stephanie.drier@state.mn.us">stephanie.drier@state.mn.us</a>	No
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>	Yes
	Alternate: Tyler Croteau <a href="mailto:Tyler.Croteau@des.nh.gov">Tyler.Croteau@des.nh.gov</a>	No
NJ	Michele Potter T: (609) 984-3870 F: (609) 777-1774 E: <a href="mailto:michele.potter@dep.nj.gov">michele.potter@dep.nj.gov</a>	Yes
	Alternate : Rachel Ellis E: rachel.ellis@dep.nj.gov	No
NY	Victoria Pretti 518-485-5570 <a href="mailto:victoria.pretti@health.ny.gov">victoria.pretti@health.ny.gov</a>	Yes
	Alternate: Lynn McNaughton <a href="mailto:lynn.mcnaughton@health.ny.gov">lynn.mcnaughton@health.ny.gov</a>	No
OR	Chris Redman <a href="mailto:christopher.l.redman@dhsosha.state.or.us">christopher.l.redman@dhsosha.state.or.us</a>	Yes
	Lizbeth Garcia <a href="mailto:Lizbeth.garcia@dhsosha.state.or.us">Lizbeth.garcia@dhsosha.state.or.us</a>	No
	Included for information purposes: Stephanie Ringsage, Manager, Laboratory Compliance Section 503-693-4126 <a href="mailto:stephanie.b.ringsage@state.or.us">stephanie.b.ringsage@state.or.us</a>	No
	Included for information purposes: Scott Hoatson Agency Quality Assurance Officer Oregon Department of Environmental Quality 503-693-5786 E: hoatson.scott@deq.state.or.us	Yes
PA	Aaren Alger T: (717) 346-8212 F: (717) 346-8590 E: <a href="mailto:aaalger@pa.gov">aaalger@pa.gov</a>	Yes
	Alternate: Yumi Creason E: <a href="mailto:ycreason@pa.gov">ycreason@pa.gov</a>	No
TX	Ken Lancaster T: (512) 239-1990 E: <a href="mailto:Ken.Lancaster@tceq.texas.gov">Ken.Lancaster@tceq.texas.gov</a>	No

UT	Kristin Brown T: <a href="tel:(801)965-2540">(801) 965-2540</a> F: <a href="tel:(801)965-2544">(801) 965-2544</a> E: <a href="mailto:kristinbrown@utah.gov">kristinbrown@utah.gov</a>	No
	Alternate: Alia Rauf T: 801-965-2511 E: <a href="mailto:arauf@utah.gov">arauf@utah.gov</a>	No
VA	Cathy Westerman T: 804-648-4480 ext.391 E: <a href="mailto:cathy.westerman@dgs.virginia.gov">cathy.westerman@dgs.virginia.gov</a>	Yes
	Alternate: Ed Shaw T: 804-648-4480 ext.152 E: <a href="mailto:ed.shaw@dgs.virginia.gov">ed.shaw@dgs.virginia.gov</a>	No
NELAP AC PA and EC	Lynn Bradley T: 540-885-5736 E: <a href="mailto:lynn.bradley@nelac-institute.org">lynn.bradley@nelac-institute.org</a>	Yes
EPA Liaison	Donna Ringel T: 732-321-4383 E: <a href="mailto:Ringel.Donna@epa.gov">Ringel.Donna@epa.gov</a>	No
California	Christine Sotelo <a href="mailto:Christine.Sotelo@waterboards.ca.gov">Christine.Sotelo@waterboards.ca.gov</a>	No
Oklahoma	David Caldwell E: <a href="mailto:David.Caldwell@deq.ok.gov">David.Caldwell@deq.ok.gov</a>	Yes
Guests:	none	