

## **Summary of the NELAP Accreditation Council Meeting November 2, 2020**

### **1. Welcome and Introductions**

Kristin welcomed everyone to the call. Attendance is noted in Attachment 1. The minutes of October 5 were approved unanimously.

### **2. Updates**

Conference – conference dates are now January 25-29, 2020, with the NELAP AC meeting on the morning of Thursday, January 28. The Assessment Forum will deal with emerging contaminants and the Mentor Session with MDL calculations, the TNI calibration procedure and PT planning.

SIRs – the listing of approved SIRs at <https://nelac-institute.org/content/NELAP/interpret.php> has been updated to include a section called “Combined Interpretations” that only contains those SIRs that remain applicable to the 2009 and 2016 Standards, but no longer shows SIRs where the responses are already incorporated into the revised Standard. The familiar historical listing remains, as well.

Operational Status – AB representatives informally shared current office practices with work-from-home status and also remote assessment best practices. ABs noted that while the virtual assessments are exhausting and time-consuming, they are also providing better opportunity for thorough document reviews, as travel days are essentially eliminated. Better document review enables assessors to focus in on specific items during the remote interactions.

One AB noted that assessors are sitting in on other assessments (particular methods, especially) for the training aspect. Some ABs are requesting pictures of major instrumentation if the lab is not doing a virtual walk-through.

For new labs, some request floor plans as well as photos of instrumentation. Small labs more often have IT challenges with remote assessments and are more likely to need on-site visits. Various videoconferencing technologies (FaceTime, Skype) are sometimes used, others use screen-sharing (WebEx) and voice calls. Information technology issues are the greatest source of frustration with remote or virtual assessments, and a preliminary call to address technological capabilities is helpful. Several ABs either have or are preparing guidance documents for use of remote technologies.

Typically, remote assessment calls are limited to 2-3 hour sessions, and for larger labs, different assessors on the team will work with the different sections of the lab separately (e.g., micro assessor with micro group). Timeframes for the assessment may extend beyond a week for larger labs, but it won't be 8 hours/day.

### **3. New Business**

Cathy asked if others provided input on the V1M2/Quality Systems Module revision, after the webinar about proposed changes to that module as presented on September 25. She noted that the comment period after the webinar was quite short, and warned AB representatives to please be attentive to comment deadlines as the upcoming revisions of

various modules are getting underway. Lynn noted that the V2M1 revision is undergoing LAB Committee vote and after any comments are addressed, it will be posted as a Draft Standard for public comment. Council members will absolutely be notified when that posting takes place, and it will be for a 90-day comment period. This comment period is no longer referred to as “TNI Member Vote” but simply an opportunity for comment on the committee-approved Draft Standard – the process is unchanged but it is no longer represented as an actual vote (which it never truly was).

Kristin and Lizbeth announced that they will be rotating off of the Quality Systems Expert Committee after conference and asked that other AB representatives please consider applying for QS membership, as AB input is vitally important. Lynn noted that several ABs currently represented on the WET Expert Committee are planning to have different staff people apply for membership as they rotate off, and two additional ABs have indicated willingness to apply for membership, already.

Brian stated that NH has filed an Analyte Request Application with the PTPEC to add several PFAS analytes to the FoPT tables.

With no further business, Kristin wished everyone a Happy Thanksgiving and requested a motion to adjourn.

## **6. Next Meeting**

The regularly scheduled date of the next teleconference meeting is Monday, December 7, 2020. The agenda and documents will be provided in advance.

**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>	No
IL	Celeste Crowley T: 217-557-0274 F: 217-524-6169 E: <a href="mailto:celeste.crowley@illinois.gov">celeste.crowley@illinois.gov</a>	Yes
	Alternate: Dave Reed E: <a href="mailto:Dave.Reed@Illinois.gov">Dave.Reed@Illinois.gov</a>	No
	For information purposes: John South E: <a href="mailto:john.South@illinois.gov">john.South@illinois.gov</a>	No
KS	Jennifer Evans E: <a href="mailto:jennifer.evans@ks.gov">jennifer.evans@ks.gov</a>	Yes
	Alternate: N. Myron Gunsalus T: <a href="tel:785-291-3162">785-291-3162</a> E: <a href="mailto:ngunsalus@ks.gov">ngunsalus@ks.gov</a>	No
LA DEQ	Kimberly Hamilton-Wims T: 225-219-3247 E: <a href="mailto:Kimberly.Hamilton-Wims@la.gov">Kimberly.Hamilton-Wims@la.gov</a>	No
	Altérnate: Elizabeth West E: <a href="mailto:elizabeth.west@la.gov">elizabeth.west@la.gov</a>	Yes
MN	Lynn Boysen E: <a href="mailto:lynn.boysen@state.mn.us">lynn.boysen@state.mn.us</a>	Yes
	Alternate: Stephanie Drier T: 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>	No
	Alternate: Brian Lamarsh <a href="mailto:Brian.Lamarsh@des.nh.gov">Brian.Lamarsh@des.nh.gov</a>	Yes

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>	No
	Alternate : Rachel Ellis E: <a href="mailto:rachel.ellis@dep.nj.gov">rachel.ellis@dep.nj.gov</a>	No
NY	Victoria Pretti 518-485-5570 E: <a href="mailto:victoria.pretti@health.ny.gov">victoria.pretti@health.ny.gov</a>	Yes
	Alternate: Lynn McNaughton E: <a href="mailto:lynn.mcnaughton@health.ny.gov">lynn.mcnaughton@health.ny.gov</a>	No
OK	David Caldwell (405) 702-1000 E: <a href="mailto:David.Caldwell@deq.ok.gov">David.Caldwell@deq.ok.gov</a>	Yes
	Alternate: Chris Armstrong (405) 702-1000 E: <a href="mailto:chris.armstrong@deq.ok.gov">chris.armstrong@deq.ok.gov</a>	No
OR	Travis Bartholomew T: 503-693-4122 E: <a href="mailto:travis.j.bartholomew@dhsosha.state.or.us">travis.j.bartholomew@dhsosha.state.or.us</a>	No
	Alternate: Lizbeth Garcia 971 865 0443 E: <a href="mailto:LIZBETH.GARCIA@dhsosha.state.or.us">LIZBETH.GARCIA@dhsosha.state.or.us</a>	Yes
	Included for information purposes: Ryan Pangelinan E: <a href="mailto:Ryan.pangelinan@dhsosha.state.or.us">Ryan.pangelinan@dhsosha.state.or.us</a>	No
	Included for information purposes: Sara Krepps Oregon Department of Environmental Quality (503) 693-5704 E: <a href="mailto:sara.krepps@state.or.us">sara.krepps@state.or.us</a>	No
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UT	Kristin Brown T: (801) 965-2540 F: (801) 965-2544 E: <a href="mailto:kristinbrown@utah.gov">kristinbrown@utah.gov</a>	Yes

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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	Eric Graybill <a href="mailto:Graybill.eric@epa.gov">Graybill.eric@epa.gov</a>	Yes
California	Christine Sotelo <a href="mailto:Christine.Sotelo@waterboards.ca.gov">Christine.Sotelo@waterboards.ca.gov</a>	No
Guests:	none	