

Summary of the NELAP Accreditation Council Meeting

March 16, 2015

1. Roll Call and Approval of Minutes

The NELAP Accreditation Council (AC) met at 1:30 pm EST on Monday, March 16, 2015. The minutes from March 2, 2015, were approved. Those members in attendance are listed in Attachment 1. The required two-thirds quorum for business regarding accreditation matters was reached after the first hour of the meeting; until that time, pending SIRs with “needs discussion requests” were discussed.

2. Action Items Pending

Aaren to re-draft language about “home state” for insertion into the Mutual Recognition Policy 3-100.

3. SIR Discussions

SIR # 230 – AB representatives were not comfortable with the single statement that not all analytical methods must be reviewed for each annual internal audit, but believe that the interpretation should be more clear that only when the lab’s quality system and internal audit processes are working effectively is it unnecessary to review each analytical method. They recommended putting the interpretive statements that were earlier moved into the comment section back into the actual interpretation, as follows: the first sentence in “committee comment” is indeed a comment, but the second sentence should be revised to change “should” to “must.” And then to reword the sentence now in the interpretation to state that “the standard does not specifically require....”

SIR #254 – because this issue of whether all methods must be assessed or not, during a lab’s reassessment remains unsettled among the NELAP ABs, participants prefer to delay this discussion until the broader policy about what should comprise an on-site assessment is settled.

SIR #270 – the interpretation was initially considered acceptable, but the additional sentence “the verification described above ...” is inappropriate, since the question prompting the interpretation will not be carried forward with the actual interpretation. As discussion continued, it became obvious that the related issue of quarterly checks (V1M2 §5.5.13.1) was not being addressed, and also that this SIR is related to SIR #132 yet they appear to be in conflict. Several ABs regret that the word “mechanical” was omitted in the transition from the NELAC to the 2009 TNI Standard, since non-mechanical volumetric devices would seem to have no foreseeable reason to change while parts wear out in a mechanical device. Another AB questioned whether this is actually a SIR or an implementation question.

SIR #270 – the interpretation that an LCS is not required for the example exceptions conflicts with the actual practice of at least one AB. At this point, one additional AB representative joined and the SIR discussion shut down. NOTE from PA: LASEC’s SIR Subcommittee will be asked to revisit this SIR.

4. Recommendation for Renewal of Recognition for NH ELAP

This item was already postponed from the March 2 meeting, due to the absence of a quorum, so that when the tenth voting member arrived, the business items began to be addressed.

There was no discussion of this recommendation. Paul moved and Carl seconded that the Evaluation Team's recommendation to renew the certificate of recognition for New Hampshire be accepted. All ten participants on the call voted yes, and the remaining four will be polled by email. NOTE: as of Thursday, March 19, there were two additional "yes" votes cast and New Hampshire abstained.

5. Further Discussion about Logo for NGAB and NELAP

Alfredo Sotomayor met with the AC on March 2 to discuss the possibility of using one logo for all labs accredited to the TNI Standard. Since there was not a two-thirds quorum at that meeting, further discussion and a vote was postponed until this March 16 meeting.

Additional discussion points were made, as follows:

- One AB believes that "NELAP" should be on the logo
- The logo should state which of the TNI standards it represents, in this case the Environmental Laboratory Sector Standard (ELSS)
- There are some NELAP ABs not yet accrediting to the TNI Standard but still enforcing the 2003 NELAC Standard
- At least one AB has wording on its certificate stating that accreditation is to the NELAP Standard, so that the logo (TNI Standard) would appear to conflict with the text of the certificate
- Concerns about confusion over which labs are eligible for secondary accreditation continue, and a single logo would seem to imply complete reciprocity among all ABs utilizing the logo.

Lynn was asked to carry these concerns back to Alfredo, and in response, Alfredo has requested that both he and Judy Morgan (Chair of the TNI Non-governmental Recognition Committee, TNRC) be permitted to join the AC for its April 20 meeting, for further discussion and hopefully some agreement on how to proceed with logo development for the NGABs.

6. Discussion of Mutual Recognition Policy 3-100, from LASEC

A revised draft of this policy was provided, containing the language from email discussions about "home state" applications being necessary. After additional discussion, Aaren offered to re-draft this additional language and place it not first but further down on the list of AB responsibilities in the draft policy document. The revision will be considered at the AC's April 20 meeting.

During this discussion, David noted that Oklahoma's regulation (which is pending legislative approval as the final step before OK applies for NELAP recognition) will restrict

OK from accepting applications for primary accreditation from out-of-state laboratories. David noted that it's not clear how this got changed from the earlier rule that had to be re-done.

7. Request for Volunteer AB to Lead the Summer 2015 Assessor Call

The next Assessor Call should be either July or August, and Lynn asked for a volunteer to lead the discussion, please.

8. Next Meeting

The next meeting of the AC will be an Assessor Call on Monday, April 6, 2015, at 1:30 pm Eastern. Please notify all assessors, whether state or contract, of this event. Several reminders have been sent and a final reminder will be sent late the week previous to the call.

The next business meeting of the AC will take place on Monday, April 20, 2015, at 1:30 pm Eastern. An agenda and teleconference information will be sent out before the meeting.

Attachment 1

STATE	REPRESENTATIVE	PRESENT
FL	Stephen Arms T: (904) 791-1502 F: (904) 791-1591 E: steve.arms@flhealth.gov	No
	Alternate: Carl Kircher E: carl.kircher@flhealth.gov	Yes
IL	Scott Siders T: (217) 785-5163 F: (217) 524-6169 E: scott.siders@illinois.gov	No
	Alternate: Janet Cruse T: 217-785-0601 E: Janet.Cruse@illinois.gov	No
KS	N. Myron Gunsalus 785-291-3162 E: ngunsalus@kdheks.gov	Yes
	Alternate: Sara Hoffman shoffman@kdheks.gov	yes
LA DEQ	Paul Bergeron T: 225-219-3185 E: Paul.Bergeron@la.gov	Yes
	Altérnate: TBD	
LA DHH	Donnell Ward T: E: donnell.ward@la.gov	No
	Alternate: TBD	
MN	Lynn Boysen E: lynn.boysen@state.mn.us	Yes
	Alternate: TBD	
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: george.hall@des.nh.gov	No
	Alternate: TBD	

NJ	Joe Aiello T: (609) 633-3840 F: (609) 777-1774 E: joseph.aiello@dep.state.nj.us	No
	Alternate : Rachel Ellis E: rachel.ellis@dep.state.nj.us	Yes
NY	Mike Ryan T: (518) 473-3424 F: (518) 485-5568 E: michael.ryan@health.ny.gov	No
	Information Contact: Victoria Pretti victoria.pretti@health.ny.gov	Yes
	Information Contact: Lynn McNaughton lynn.mcnaughton@health.ny.gov	No
OR	Gary Ward T: 503-693-4122 F: 503-693-5602 E: gary.k.ward@state.or.us	Yes
	Shannon Swantek T: 503-693-5784 E: Shannon.swantek@state.or.us	No
	Included for information purposes: 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@pa.gov	Yes
	Alternate: Yumi Creason E: ycreason@pa.gov	No
TX	Ken Lancaster T: (512) 239-1990 E: Ken.Lancaster@tceq.texas.gov	Yes
	Ruthie Wedig E: Ruth.Wedig@tceq.texas.gov	Yes
UT	Kristin Brown T: (801) 965-2540 F: (801) 965-2544 E: kristinbrown@utah.gov	Yes
	Alternate: Jill Jones T: (801) 965-3899 E: jilljones@utah.gov	Yes

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 PA and EC	Lynn Bradley T: 540-885-5736 E: lynn.bradley@nelac-institute.org	Yes
EPA Liaison	Donna Ringel T: 732-321-4383 E: Ringel.Donna@epa.gov	Yes
California	Christine Sotelo Christine.Sotelo@waterboards.ca.gov	No
Oklahoma	David Caldwell E: David.Caldwell@deq.ok.gov	Yes
Guests:	none	