

Summary of the NELAP Accreditation Council Meeting May 4, 2020

1. **Welcome and Introductions**

Kristin welcomed everyone to the call. Attendance is noted in Attachment 1. The minutes of April 6 were approved. The cancellation of conference in Minneapolis and the virtual presentation of technical sessions was briefly discussed, and questions about unused travel funds that are part of the AB annual fee for that conference were referred to Jerry Parr.

2. **Renewal Recommendation for MN ELAP**

The Evaluation Team recommended renewal of Minnesota's recognition as a NELAP AB. There was no discussion. Carl moved and David seconded that the Team's recommendation be accepted, and all present voted in favor, except for MN which abstained. Later that day, both absent ABs cast email votes in favor of the motion, and MN's recognition is renewed.

3. **Discussion of AB Operations during Emergency Status**

Impact of State Travel Bans – Most states have either official or informal bans (simply not accepting requests) for travel, so that resumption of site visits by state personnel is not an option for the time being. A few third party (contract) assessors are performing on-site assessments where the labs agree.

Status of Assessments – As backlogs begin to rise, most states are in some stage of conversations about using remote assessments but none are actually performing them at the present time. One participant asked Eric if EPA has made any relevant decisions and for now, there is nothing official, but the Agency is allowing "maximum flexibility" per its 3/26/20 memorandum.

AB Evaluations – The status of evaluations as reported in the April minutes is unchanged. Renewal letters will continue to go out and applications will continue to be accepted, so that data and file reviews as well as staff interviews can take place. The next decision point will be in July, unless it seems reasonable to resume site visits earlier. LAB Committee Chair notes that, if remote assessments begin to occur, the AB should carefully define "on-site assessment" to include such virtual assessments.

PT Status – New York announced that its upcoming round of PTs is cancelled. Victoria noted that most commercial labs seem to be ordering PTs elsewhere, and the small, mostly municipal, labs have no out-of-state business, so that secondary accreditations from other NELAP ABs should not be impacted.

Operations and Teleworking – Most states have staff teleworking, coming into the office on a minimal basis to get required signatures or hard copy papers when necessary. For ABs in health departments, some staff are deployed to other essential duties on an as-needed basis.

Renewals – Renewals continue normally. Labs that have operation disruptions due to COVID-19 are being handled on a case by case basis by their AB.

Change Requests (New Methods/Analytes) and New Labs – ABs are still taking change requests and new applications. There are obvious time restrictions on approval of these if

travel is required.

3. Method Questions from FL

In March, Carl had emailed two method questions and asked for discussion of them during the next Council meeting. As the March meeting was entirely devoted to emergency operations issues (as well as most of this meeting), Kristin suggested that the shorter discussion take place with the longer one deferred until June. Carl agreed that his question about the TO-15 method for VOCs (Air and Emissions FoA) impacts only some ABs, so asked his question about Method 8270E, as follows:

About method EPA 8270E, this version of the method seems to allow for GC-MS-MS in addition to GC-MS (which was the only technology associated with 8270D and earlier versions) and if an AB accredits for both technologies, are they considered separate accreditations and possibly separate PTs as well. Since FL does not accredit by the letter version of the method, Carl asked how other ABs handle this – FL does have one lab using tandem MS, for some years now. The response was that no separate method code exists for the tandem MS, and apparently very few labs use that technology, but there are similar issues in the rad chem FoA. A lab using tandem MS would need to do method validation (beyond the IDOC requirement) and likely require a new method code to be assigned.

Participants agreed to defer the TO-15 question and several SIR “needs discussion” requests to the June meeting. Travis indicated that he will circulate several method questions, as well.

4. Next Meeting

The next teleconference meeting will be Monday, June 1, 2020, at 1:30 pm Eastern. An agenda and documents will be provided in advance.

Attachment 1

STATE	REPRESENTATIVE	PRESENT
FL	Carl Kircher E: carl.kircher@flhealth.gov	Yes
	Alternate: Vanessa Soto E: Vanessa.sotocontreras@flhealth.gov	No
IL	Celeste Crowley T: 217-557-0274 F: 217-524-6169 E: celeste.crowley@illinois.gov	Yes with Jewel Brandt
	Alternate: Dave Reed E: Dave.Reed@Illinois.gov	No
	For information purposes: John South E: .South@illinois.gov	No
KS	Paul Harrison E: paul.harrison@ks.gov	Yes
	Alternate: N. Myron Gunsalus T: 785-291-3162 E: ngunsalus@ks.gov	No
LA DEQ	Kimberly Hamilton-Wims T: 225-219-3247 E: Kimberly.Hamilton-Wims@la.gov	Yes
	Alternate: Elizabeth West E: elizabeth.west@la.gov	No
LA DOH	Grant Aucoin E: Grant.aucoin@la.gov	No
	Alternate: Scott Miles E: Scott.Miles@la.gov	No
MN	Lynn Boysen E: lynn.boysen@state.mn.us	Yes
	Alternate: Stephanie Drier T: 651-201-5326 E: stephanie.drier@state.mn.us	No
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: george.hall@des.nh.gov	No

	Alternate: Brian Lamarsh Brian.Lamarsh@des.nh.gov	No
NJ	Michele Potter T: (609) 984-3870 F: (609) 777-1774 E: michele.potter@dep.nj.gov	Yes
	Alternate : Rachel Ellis E: rachel.ellis@dep.nj.gov	No
NY	Victoria Pretti 518-485-5570 E: victoria.pretti@health.ny.gov	Yes
	Alternate: Lynn McNaughton E: lynn.mcnaughton@health.ny.gov	No
OK	David Caldwell (405) 702-1000 E: David.Caldwell@deq.ok.gov	Yes
	Alternate: Chris Armstrong (405) 702-1000 E: chris.armstrong@deq.ok.gov	No
OR	Travis Bartholomew T: 503-693-4122 E: travis.j.bartholomew@dhsoha.state.or.us	Yes
	Alternate: Lizbeth Garcia 971 865 0443 E: LIZBETH.GARCIA@dhsoha.state.or.us	No
	Included for information purposes: Ryan Pangelinan E: Ryan.pangelinan@dhsoha.state.or.us	No
	Included for information purposes: Sara Krepps Oregon Department of Environmental Quality (503) 693-5704 E: sara.krepps@state.or.us	Yes
PA	Dana Marshall E: dmarshall@pa.gov	Yes
TX	Ken Lancaster T: (512) 239-1990 E: Ken.Lancaster@tceq.texas.gov	Yes
	Alternate: Kristy Deaver T: (512) 239-6816 Kristy.deaver@tceq.texas.gov	Yes

UT	Kristin Brown T: (801) 965-2540 F: (801) 965-2544 E: kristinbrown@utah.gov	Yes
	Alternate: Alia Rauf T: 801-965-2511 E: arauf@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 PA and EC	Lynn Bradley T: 540-885-5736 E: lynn.bradley@nelac-institute.org	Yes
EPA Liaison	Eric Graybill Graybill.eric@epa.gov	Yes
California	Christine Sotelo Christine.Sotelo@waterboards.ca.gov	No Eric Yee listened for CA ELAP
Guests:		