

**Summary of the NELAP Accreditation Council Meeting  
May 7, 2018                      1:30 pm Eastern**

**1.        Introductions**

The NELAP Accreditation Council (AC) met at 1:30 pm on Monday, May 7, 2018. The minutes of April 2, 2018, were approved. Those present are listed in Attachment 1.

**2.        Nominations for NELAP AC Vice Chair**

In accordance with the NELAP General Operations SOP 3-100, nominations for Vice Chair of the Council will be open for two months, starting with this meeting. Cathy nominated Paul Bergeron, who accepted the nomination. No other nominations were advanced at this meeting.

**3.        Recommendation to Renew Recognitions of KS, LA DOH and UT as NELAP ABs**

Since the April Council meeting, Steve Arms forwarded three recommendations from evaluation teams for KS, LA DOH and UT.

Cathy moved and Celeste seconded that the recommendation to renew the recognition of KS be accepted. All present voted to approve, with KS abstaining. Two ABs have been asked to vote by email, and as of Monday, May 14, one of those voted to approve; the remaining vote remains outstanding.

Paul Bergeron moved and Kristin seconded that the recommendation to renew the recognition of LA DOH be accepted. In response to the opportunity for formal discussion, Carl asked about what he referred to as “weird technologies” that are included in the LA DOH FOA but are not promulgated by EPA, and Grant responded that those are historical methods that may still be in use. All present voted to approve, with LA DOH abstaining. The two absent ABs have been asked to vote by email, and as of Monday, May 14, one of those voted to approve; the remaining vote remains outstanding.

David moved and Bill seconded that the recommendation to renew the recognition of UT be accepted. All present voted to approve, with UT abstaining. Two ABs that were absent have been asked to vote by email, and as of Monday, May 14, one of those voted to approve; the remaining vote remains outstanding.

**4.        Follow-up to Request from PTPEC to Approve Revised FoPT Tables**

Aaren, Cathy and Michele participated in the April PTPEC teleconference to discuss the Council’s objections to a proposed revised footnote about aroclors on the Non-potable Water (NPW) and Solid & Chemical Materials (SCM) Field of Proficiency Testing (FoPT) tables. They reported that, while no specific resolution is yet proposed, PTPEC understands the issue and will consider it further before reporting back to the Council.

**5.        Email from PTPEC about Ammonia PT Reporting Limit (PTRL)**

The PTPEC Chair, Maria Friedman, had forwarded a lab’s question purporting to be about the PTRL for ammonia, that the titration method used has a detection limit of 0.6 mg/l while the PTRL is 0.5 mg/l. Essentially, the response is that the lab should choose a method

appropriate for the reporting limit by which to analyze the PT.

Several participants noted that there may be particular situations where a method with higher detection limit is appropriate, not only for ammonia but possibly for other analytes as well, and that the AB can make exceptions based on those circumstances. Consensus was that there is no need to alter the existing PTRL.

## **6. Standards Review and Adoption**

Aaren reviewed the history thus far. In April, the Council formally received LASEC's recommendation to adopt the 2016 TNI Environmental Lab Sector Standard ("the standard"). The Council has previously agreed not to implement the standard until the requested guidance from the Chemistry Expert Committee is finalized.

Both the Calibration and the Detection & Quantitation guidance documents were distributed for review, but then the review was suspended until the Chemistry Expert Committee addresses recommendations from Policy Committee. NOTE: an additional guidance document from the PT Expert Committee is available and will be reviewed by the Policy Committee at its May 18 meeting. This document contains information from the Small Lab Handbook in a form that can be distributed without cost.

The Standards Review and Adoption SOP 3-103 states that the Council has 60 days from receipt of the LASEC recommendation to decide about adoption of the standard, and then another 60 days to set an implementation date. Aaren recommended that the Council proceed with review of the standard during May and then consider its adoption at the June meeting. At that point, more decisions can be made about how to proceed with considering an implementation date, since presumably the guidance documents will be reviewable by that time.

All AB representatives should be reviewing the 2016 standard to determine whether it can be adopted or not, with a vote planned for the June meeting. AB representatives should also be prepared to discuss the steps they need to take towards implementation, such as rule revision or database modifications and updating of internal documentation.

## **7. Checklists for the New Standard**

Conversations about the quality systems checklist continue. It appears that there will be two checklists, one for labs and another for ABs. The one for ABs should contain complete sentences rather than just phrases, but it seems likely that many ABs will still need to customize a version of the checklist for their internal use. Cathy asked that anyone with ideas or suggestions please share them with Ilona Taunton, another TNI Program Administrator.

## **8. Decoupling Policy POL 3-102**

Participants requested that the interim oversight section of the draft policy be removed. They believe that it can be inserted into the Evaluation SOP 3-102 after further discussion, and that should be adequate. An updated version of the document will be provided for the June meeting.

## **9. New Business**

Aaren explained that follow-up to the request from the Microbiology Expert Committee

continues, and is expanding. For now, there is a moratorium on new method codes, until TNI's Database Administrator, Dan Hickman, gets clear guidance about what method codes are used for and whether there is a need for a separate code when a WET method is being run at a different temperature (apparently there are PT method codes doing this.) The Micro and WET committees seem to have the biggest struggles with code maintenance internal to TNI.

Also, TNI's Board has appointed a task force to work with EPA about resolving differences in both the purpose of codes and the codes themselves between the Safe Drinking Water Information System (SDWIS) database and LAMS.

**10. Next Meeting**

The next meeting of the Council will be Monday, June 4, 2018. An agenda and any documents will be sent 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: Becky Hambelton Rebecca.Hambelton@Illinois.gov	No
	For information purposes: Kathy Marshall Kathy.Marshall@Illinois.gov	No
	For information purposes: John South John.South@illinois.gov	No
KS	Paul Harrison <a href="mailto:paul.harrison@ks.gov">paul.harrison@ks.gov</a>	Yes
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LA DEQ	Paul Bergeron T: 225-219-3247 E: <a href="mailto:Paul.Bergeron@la.gov">Paul.Bergeron@la.gov</a>	Yes
	Altérnate: Elizabeth West <a href="mailto:elizabeth.west@la.gov">elizabeth.west@la.gov</a>	Yes
LA DOH	Grant Aucoin Grant.aucoin@la.gov	Yes
	Alternate: Scott Miles <a href="mailto:Scott.Miles@la.gov">Scott.Miles@la.gov</a>	No
MN	Lynn Boysen E: <a href="mailto:lynn.boysen@state.mn.us">lynn.boysen@state.mn.us</a>	No
	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
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: <a href="mailto:rachel.ellis@dep.nj.gov">rachel.ellis@dep.nj.gov</a>	No
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	Alternate: Chris Armstrong (405) 702-1000 E: <a href="mailto:chris.armstrong@deq.ok.gov">chris.armstrong@deq.ok.gov</a>	No
OR	Lizbeth Garcia (971) 865-0443 E: <a href="mailto:Lizbeth.garcia@dhsosha.state.or.us">Lizbeth.garcia@dhsosha.state.or.us</a>	No
	Alternate: Scott Hoatson Agency Quality Assurance Officer Oregon Department of Environmental Quality (503) 693-5786 E: <a href="mailto:hoatson.scott@deq.state.or.us">hoatson.scott@deq.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
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	Alternate: Yumi Creason E: <a href="mailto:ycreason@pa.gov">ycreason@pa.gov</a>	No
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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>	Yes
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	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
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California	Christine Sotelo <a href="mailto:Christine.Sotelo@waterboards.ca.gov">Christine.Sotelo@waterboards.ca.gov</a>	No
Guests:		