

Laboratory Accreditation System Executive Committee
SIR Subcommittee Meeting Minutes
October 21, 2021 1:30 pm Eastern

1) Welcome and Introductions

Maria welcomed everyone to the meeting. Attendance is recorded in Attachment A; a simple quorum was present but not the necessary super-majority to complete SIR actions. The minutes of the July 15 meeting were approved by acclamation.

2) SIR 413

Lynn explained the background of this SIR, which had been sent to two different committees. The question was whether ABs are required to report secondary accreditations into LAMS, and the module cited was V2M1. As V2M1 does not mention either LAMS or secondary accreditations, but both are mentioned in V2M2 (LAMS referred to as an accreditation database), it seemed reasonable and the Chairs had agreed that this SIR should be sent to both LAB and PTEC for response. Lynn verified with TNI's Database Administrator that LAMS is designed to contain and display secondary accreditations.

PTEC answered questions that were not asked in the SIR submission, apparently not understanding what secondary accreditations are, and noted that V2M2 requires each AB to maintain the national database current, then stated that an AB should not use LAMS to make accreditation decisions or evaluate PT performance. LAB stated that V2M1 is silent about LAMS.

After much discussion, participants crafted a proposed response that incorporated portions of the PTEC response plus the LAB response, to be sent to both expert committees for their consideration as a revised response. David moved and Louise seconded that this proposed response be sent to LAB and PTEC. All present voted in favor and by the end of the day, all three absentees voted in favor by email.

3) SIR 414

The proposed response from Microbiology was considered acceptable. Louise moved and David seconded that it be approved and posted for NELAP AC voting. All present voted in favor and by the end of the day, two absentees voted in favor by email, with the third stating that more time was needed to consider the response. As the necessary two-thirds majority was met, this response is approved and will be sent for posting to the NELAP AC website.

4) SIR 416

The proposed response from Quality Systems was considered acceptable. Harold moved and David seconded that that it be approved and posted for NELAP AC voting. All present voted in favor and by the end of the day, all three absentees voted in favor by email. This response is approved and will be sent for posting to the NELAP AC website.

6) New Business

Maria and Lynn updated participants about the planned in-person conference in San Antonio. Then, Maria adjourned the meeting.

7) Next Meeting

The next scheduled SIR Subcommittee meeting will be on **Thursday, November 18, 2021, at 1:30 pm Eastern**, immediately following the rescheduled LASEC meeting (approximately 2:30 pm Eastern). If the meeting is not needed, a cancellation notice will be sent at the beginning of that week.

The December meeting will take place on December 16, again, immediately following the rescheduled LASEC meeting. Both the November and December reschedulings are due to holidays.

Attachment A

PARTICIPANTS – SIR SUBCOMMITTEE OF LASEC

	NAME	EMAIL	LASEC Term end date	INTEREST	AFFILIATION	S/H CATEGORY	PRESENT
1	Maria Friedman, Chair	gamfriedman@gmail.com	1/23 (first term)	SIRs	CA ELAP	Non-NELAP AB	Yes
2	Louise McGinley, Vice Chair	Louise.mcginley@tceq.tx.gov	1/22 (first term)	SIRs	TCEQ	NELAP AB	Yes
3	Aaren Alger	Aaren.s.alger@gmail.com	1/23 (first term)	SIRs	Alger Consult- ing & Training	Other	No
4	Stacie Crandall	scrandall@hrsd.com	1/24 (first term)	SIRs	Hampton Roads Sanitary District	Lab	No
5	David Caldwell	David.caldwell@deq.ok.gov	1/23 (first term)	SIRs	OK DEQ	NELAP AB	Yes
6	Silky Labie	elcatllc@centurylink.net	1/21 (first term)	SIRs	ELCAT	Other	No
7	Harold Longbaugh	harold.longbaugh@houston.tx.gov	1/20 (first term)	SIRs	Houston Lab	Lab	Yes
	Program Admin. Lynn Bradley	Lynn.bradley@nelac-institute.org					Yes