

Laboratory Accreditation System Executive Committee
SIR Subcommittee Meeting Minutes
March 18, 2021 2:30 pm Eastern

1) Welcome and Introductions

Maria welcomed everyone to the meeting. Attendance is recorded in Attachment A. Louise moved and Aaren seconded that the minutes of the December 17 meeting be approved; the vote was unanimous.

As was done in several recent, previous months, this meeting time was moved to take place after the full LASEC met, due to the Chair's availability. Since the February meeting, Aaren Alger requested to join the Subcommittee. After the meeting, Kasey Raley asked to join, as well. After casting her votes for this meeting's email vote, Gale Warren resigned from the Subcommittee on the evening of March 18.

2) Revote of Items from February 18 Meeting

For the three items discussed during the February Subcommittee meeting, a vote was initiated during the teleconference and absent members were requested to vote within a week, as a 2/3 majority is now required for all items relating to standards. (NOTE: the SIR Management SOP 3-105 and the TNI Voting SOP 1-102 both require a 2/3 majority for SIRs; SOP 1-102 now allows two weeks for an email vote.) Additional votes were received from only one of the absent Subcommittee members, and the vote expired without completion. Another email vote was initiated by email on March 17 for these three items, with a motion from Carl and a second from Maria. With Carl's email vote cast after the motion, and the five people present, all tentative decisions reached during the February meeting are approved by the required 2/3 majority. Those decisions are as follows:

- SIR 373 -- remove the three non-question items from the SIR and post the question with response to the NELAP AC voting site.
- SIR 393 – affirm the Quality Systems Expert Committee's recommendation that this is not a valid SIR
- SIR 401 – accept the response received from Quality and post it to the NELAP AC voting site.

3) SIR 392

Discussion among participants determined that their dissatisfaction with the terms "practicable" and "new equipment", as vulnerable to overly strict interpretation by assessors, cannot be remedied in an interpretation. They requested that Quality Systems be requested to clarify these terms during the revision of V1M2, and this request has been sent to the QS Chair. Silky moved to approve the response and Aaren seconded. All five people present approved the motion, and an email vote was requested of the absentees. Three email votes were cast in favor of the motion and one Subcommittee member did not vote. This response will be posted to the NELAP AC voting site.

4) SIR 399

One AB member of the Subcommittee had mentioned elsewhere that both SIRs 399 and 403 were submitted as the result of an assessment where they disagreed with a related finding; after discussion, Subcommittee members determined that it would be in appropriate to bring information from outside of the SIR process into a decision about how to address a SIR.

Participants recognized that this SIR represents a good question, and that the response is acceptable if the final two sentences (referencing the Radiochemistry Committee's belief about V1M2 applicability and future plans) are eliminated. The Radiochemistry Expert Committee will be notified that those sentences are being deleted as inappropriate for a SIR response. Louise moved to approve the response with those edits, and Harold seconded. All five people present approved the motion, and an email vote was requested of the absentees. Three email votes were cast in favor of the motion and one Subcommittee member did not vote. This response will be posted to the NELAP AC voting site.

5) SIR 403

Louise moved to accept the response as presented, and Aaren seconded. All present (5) voted in favor of approval, and an email vote was requested of the absentees. Two email votes were cast in favor of the motion and one Subcommittee member did not vote, but one Subcommittee member voted against approving the response. NOTE: The member voting "no" represents a NELAP AB, and indicated that if the response as written proceeds to NELAP AC vote, it will receive a "veto". Thus, the PA recommends that this SIR response be reconsidered at the next Subcommittee meeting for possible return to the Radiochemistry Expert Committee, even though sufficient votes of approval were cast.

6) Next Meeting

The next scheduled SIR Subcommittee meeting will be on **Thursday, April 15, 2021**. The agenda and documents will be sent before that meeting.

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	Aaren Alger	Aaren.s.alger@gmail.com	1/23 (first term)	SIRs	Alger Consult- ing & Training	Other	Yes
3	David Caldwell	David.caldwell@deq.ok.gov	1/23 (first term)	SIRs	OK DEQ	NELAP AB	No
4	Carl Kircher	carl.kircher@doh.state.fl.us	Associate	SIRs	FL DOH	NELAP AB	No
5	Silky Labie	elcatllc@centurylink.net	1/21 (first term)	SIRs	ELCAT	Other	Yes
6	Harold Longbaugh	harold.longbaugh@houston.tx.gov	1/20 (first term)	SIRs	Houston Lab	Lab	Yes
7	Louise McGinley	Louise.mcginley@tceq.tx.gov	1/22 (first term)	SIRs	TCEQ	NELAP AB	Yes
8	Judy Morgan	Judy.Morgan@pacelabs.com	Associate	SIRs	Pace Analytical	Lab	No
9	Gale Warren	gigwarren@gmail.com	Associate	SIRs	retired	other	No
	Program Admin. Lynn Bradley	Lynn.bradley@nelac-institute.org					Yes