

Laboratory Accreditation System Executive Committee
SIR Subcommittee Meeting Minutes
June 29, 2020 1:30 pm Eastern

1) Welcome and Introductions

Maria welcomed everyone to the meeting. Attendance is recorded in Attachment A. The minutes of the April 30 meeting were approved by acclamation.

This was a rescheduled meeting since the Chair was not available for the previously scheduled time. At the outset of this meeting, the **normal meeting time for this subcommittee was changed to be third Thursdays at 1:30 pm Eastern**, and as usual, meetings will be cancelled if there are no SIRs or SIR issues needing consideration.

2) SIRs Considered

SIR 334 concerned continuing demonstration of capability. Participants discussed that the final sentence of the response does not make clear that the LCS needs to have every analyte and that the ODOC should have all compounds as well, but not every ODOC needs to include every analyte for which the method is accredited, but should cycle through every analyte over time (2 years, as allowed for LCS). Also, the ODOC requirements will never be met using only PT samples, since not all analytes for multi-residue methods are included in the FoPT tables. Maria agreed to draft language for transmittal to Chemistry and circulate it for subcommittee consideration prior to returning this SIR.

SIR 336 concerns the use of marginal exceedances in acceptance criteria. Participants discussed that this response is circular, since a lab can choose to use marginal exceedance as part of the acceptance criteria. Acceptance criteria need to be established BEFORE the LCS are analyzed. If the lab has marginal exceedance in its procedure for LCS then it may be used for ODOC. Participants noted that marginal exceedances are not allowed in drinking water analysis. These comments will be returned to the Chemistry committee.

SIR 371 was on the meeting agenda in error, as it was resolved at the April meeting.

SIR 378 about calibration frequency was determined to have an acceptable response and will be posted to the NELAP AC voting site.

SIRs 297 and 339 were the subject of potential veto votes by the NELAP AC. Additional language making those two SIRs acceptable was agreed upon within the AC and will be returned to the Chemistry committee for approval and then re-posted to the AC's voting site for final approval.

Participants considered whether the SIR Management SOP 3-105 should be modified to address veto votes by the NELAP AC, but decided that, since resolution of the veto (whether additional language can make the veto unnecessary) is the responsibility of the AC itself (and not LASEC), no changes should be made to this SOP.

Participants did realize that SIRs 297 and 224 both address ODOC issues and the Chemistry committee will be asked to coordinate the revised responses to these two SIRs.

3) Next Meeting

The next scheduled SIR Subcommittee meeting will be on **Thursday, July 16, 2020, at 1:30 pm Eastern**. If the meeting is not needed, a cancellation notice will be sent at the beginning of that week.

Attachment A

PARTICIPANTS – SIR SUBCOMMITTEE OF LASEC

	NAME	EMAIL	TERM, End Date	INTEREST	AFFILIATION	S/H CATEGORY	PRESENT
1	Maria Friedman, Chair	gamfriedman@gmail.com	12/22 (first term)	SIRs	CA ELAP	Non-NELAP AB	Yes
2	Judy Morgan	Judy.Morgan@pacelabs.com	12/21 (extended)	SIRs	Pace Analytical	Lab/FSMO	No
3	Bill Hall	George.Hall@des.nh.gov	12/21 (first term)	SIRs	NH ELAP	NELAP AB	Yes
4	Carl Kircher	carl.kircher@doh.state.fl.us	Associate	SIRs	FL DOH	NELAP AB	No
5	Silky Labie	elcatllc@centurylink.net	12/20 (first term)	SIRs	ELCAT	Other	Yes
6	Harold Longbaugh	harold.longbaugh@houston.tx.gov	12/19 (first term)	SIRs	Houston Lab	Lab	No
7	Gale Warren	gigwarren@gmail.com	Associate	SIRs	Retired (NY DOH)	Other	No
	Program Admin. Lynn Bradley	Lynn.bradley@nelac-institute.org					Yes