

Summary of the Laboratory Accreditation Body Expert Committee Meeting
Tuesday, October 18, 2022 2:00 pm Eastern

1. Welcome and Roll Call

Aaren opened the meeting, which was scheduled for an hour later than usual in order to achieve better participation. Attendance is recorded in Attachment 1. After attendance reached a quorum, the agenda was approved by acclamation and the minutes of September 25 were approved by unanimous vote after a motion by Yumi seconded by Sviatlana, with Nilda abstaining.

2. Comments from Full Reviews of Draft Revised Module

Aaren has asked that each committee member read through the entire module looking for inconsistencies and to see how it is “as a whole”, so as participants awaited the arrival of those we knew would be a bit late, a few of these comments were discussed. All of the parenthetical references to locations in the “original” ISO/IEC 17011 document will need to be removed as will the references for the definitions. The introduction can state that ISO 17000:2004 was the source of definitions, if needed, but we do need to check for any modifications.

3. Election of New Member

Bill Hall applied for voting membership in LAB as an AB stakeholder. With no discussion requested, Nilda moved and Yumi seconded that Bill’s application be approved and the vote was unanimously in favor. Welcome, Bill!

4. Discussion of Revisions to Assessor Training Language

As promised at the September meeting, Aaren provided draft language for revising the assessor competency language of §6.1.2 and 6.1.3. Aaren explained that as she thought about this revision, she realized that the prior language (which ABs found unacceptable) focused on what the AB had to do about assessors, but that it might be preferable for training and qualifications to encompass all AB personnel involved in accreditation decisions (assessors, report reviewers, PT reviewers and the ultimate accreditation decision-maker, at least). The draft she provided addressed that perspective.

Additional comments discussed were about the ISO requirement for those personnel to have knowledge of risk based assessment principles (§6.1.2.4), since it’s uncertain how one can meet that requirement.

Participants also noted that, with the expansion of NELAP accreditation to cover cannabis and likely more in the future, perhaps we should not be strictly writing “environmental” into the AB operations module, such as in §6.1.2.10 (about commensurate experience, formerly part of 6.1.2.9) and §6.1.3.2.1. Another issue discussed was whether the requirement for a “Bachelor’s degree in a scientific discipline” should be more definitive, as “computer science” may not be particularly useful in comprehensive laboratory assessments.

Participants discussed what the requirement for “refresher training” actually meant – an annual refresher, or just updated training when a revision of the Standard is implemented? If the latter, training should definitely be required prior to the implementation date for the particular AB.

In casual conversations at conference, Aaren heard concerns about the term “supervised assessments” (as part of ensuring competency for assessors) in states where employees are unionized, so that phrasing will be modified to better reflect that what is intended will be oversight by an experienced assessor but not necessarily a supervisor or manager.

Aaren asked participants to ponder these issues for the November meeting. Bill agreed to do a first cut at revising her draft, then will send it to Aaren for refinement, and it will be available for the November meeting.

Yumi's draft revision to address remote assessments will also be available for November.

5. New Business

At Lynn's suggestion, participants briefly discussed whether the 2 pm time might work better, as there have been several recent meetings where a quorum was not present. For at least one person, it will make attendance possible, so committee members will be surveyed once again about their preference.

6. Next Meeting

The next teleconference meeting is scheduled for **Tuesday, November 15, 2022, at either 1:00 or 2:00 pm Eastern**, pending results of a poll of voting members to be taken with distribution of these minutes. An agenda and documents will be distributed prior to the meeting.

Attachment 1

LAB Expert Committee Roster

Name/Email	Term ends	Affiliation	Present?
Aaren Alger, Chair Aaren.s.alger@gmail.com	1/30/2023 (1 st term)	Other – Alger Consulting & Training	Yes
Socorro Baldonado sbaldonado@mwdh2o.com	1/30/2023 (1 st term)	Lab – Metropolitan Water District, La Verne, CA	No
Nilda Cox nilda.cox@eurofinset.com	1/30/2025 (2nd term)	Lab – Eurofins Eaton Analytical LLC	Yes
Yumi Creason, Vice Chair ycreason@pa.gov	1/30/2025 (1 st term)	AB – Pennsylvania	Yes
Bill Hall george.w.hall@des.nh.gov	1/30/2026 (1st term)	AB – NH DES	Yes
Sviatlana Haubner Sviatlana.Haubner@cincinnati-oh.gov	1/30/2025 (1 st term)	LAB – Cincinnati Metropolitan Sewer District	Yes
Michella Karapondo Karapondo.michella@epa.gov	1/30/2025 (1st term)	Other – EPA OGWDW TSC/Cincinnati	Yes
Michael Perry michael.perry@lvvwd.com	1/30/2023 (1 st term)	Lab – Southern Nevada Water Authority	No
Zaneta Popovska zpopovska@anab.org	1/30/2025 (2nd term)	AB – ANAB	No
Program Administrator: Lynn Bradley Lynn.Bradley@nelac-institute.org	N/A		Yes
Associate Members:			
William Batschelet wbatsche@aol.com		Other – Retired from US EPA R8	No
Scott Haas shaas@etilab.com		Lab – Environmental Testing, Inc., and Chair, FAC	No
Paul Junio paulj@nslab.com		LAB – Northern Lake Services	No
Catherine Katsikis catherinekatsikis@gmail.com		Other – Laboratory Data Consultants	No
Carl Kircher, Chair carl_kircher@flhealth.gov		AB – Florida Department of Health	No
Marlene Moore mmoore@advancedsys.com		Other – Advanced Systems, Inc., Newark, DE	No
Mei Beth Shepherd, Vice Chair mbshep@sheptechserv.com		Other – Shepherd Technical Services	Yes
Aurora Shields Aurora.Shields@kcmo.org		Lab – KC Water	No
Nicholas Slawson nslawson@a2la.org		AB – A2LA	No
Ilona Taunton Ilona.taunton@nelac-institute.org		Other – TNI Program Administrator	No
Cathy Westerman cathy.westerman@dgs.virginia.gov		AB – VA DCLS	Yes

Attachment 2 – LAB Expert Committee Meeting Agenda, October 18, 2022

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes
- Election of New Member (see attached email of application)
- Comments from Full Reviews of Draft Revised Module (if any, draft module attached)
- Discussion of Revisions to Assessor Training Language (to be distributed prior to the meeting)
- New Business, if any
- Adjourn