

Summary of the Laboratory Accreditation Body Expert Committee Meeting  
Tuesday, November 15, 2022 1:00 pm Eastern

1. Welcome and Roll Call

Aaren opened the meeting. Attendance is recorded in Attachment 1. The agenda was approved by acclamation and the minutes of October 18 were approved by unanimous vote after a motion by Bill seconded by Sviatlana.

A poll of members taken prior to the call indicated that more voting members would be available at 1 pm than 2 pm; the practice of polling members may become routine, since a quorum is needed for decisions. Also, the section citations discussed for removal at the October meeting have been removed, with the exception of citations for the sources of definitions in §3 of the draft V2M1; this document is being shared with committee members along with the distribution of these minutes.

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”, and a few more of these comments were discussed.

Accreditation Scheme – this is a new phrase included in the 2017 revision of ISO/IEC 17011. There was preliminary email discussion about the topic, with definitions being provided, but the overall concept and the distinction between accreditation scheme and assessment scheme, intermingled with the terms assessment program, assessment plan, accreditation activity and certification scheme, would benefit from clarification. Some participants feel that the terms are perfectly clear while others struggle with the overlapping coverage of the terminology. With no resolution, the conversation was tabled.

§4.4.12, requirement for “different top management” when consultancy is offered – the current explanatory note that government ABs may not have different top management may be inadequate or insufficient, as at least in some states, the agency providing accreditation is required by law or regulation to provide compliance assistance, which may overlap with consultancy. Options discussed were to declare that this section is “not applicable” or to retain the deleted note and remove the new one, neither of which were fully satisfactory. Aaren will draft new language for this section, which relates to comments 9 and 46.

Another issue in this section was briefly discussed, about the requirement that an AB have a “distinctly different” logo. For government agencies, this is problematic, as the AB function is typically a tiny piece of a much larger bureaucracy, and thus the AB is not in charge of determining the logo, although it will have permission to use the TNI logo. The TNI Standard needs to accommodate this reality, somehow.

§6.2.2.3, conflict of interest – Aaren asked whether the current language means that the assessor must sign a statement declaring no conflict of interest every time, or just once when the lab is assigned to that assessor. At present, at least one NELAP AB follows each alternative. A decision on whether to add additional clarification to this section was tabled until Aaren polls the NELAP ABs about current practice and preference.

§6.4.1.1, contracting out assessments but decision authority to remain with AB – participants discussed whether “making accreditation decisions” encompasses all of the previously deleted “grant, maintain, suspend or revoke” actions, and agreed that it does, so the wording was revised accordingly. This change can only serve to emphasize the language in §6.4.2, “*Accreditation decisions shall not be outsourced.*”

3. New Business

As time was expired, the draft language for assessor training and remote assessments will be taken up in December.

Aaren asked that anyone unable to attend the December 20 meeting, please notify her and Lynn prior to the meeting.

4. Next Meeting

The next teleconference meeting is scheduled for **Tuesday, December 20, 2022, at either 1:00 or 2:00 pm Eastern**, pending results of a poll of voting members to be taken the week prior to the meeting. 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 <a href="mailto:Aaren.s.alger@gmail.com">Aaren.s.alger@gmail.com</a>	1/30/2023 (1 <sup>st</sup> term)	Other – Alger Consulting & Training	Yes
Socorro Baldonado <a href="mailto:sbaldonado@mwdh2o.com">sbaldonado@mwdh2o.com</a>	1/30/2023 (1 <sup>st</sup> term)	Lab – Metropolitan Water District, La Verne, CA	No
Nilda Cox <a href="mailto:nilda.cox@eurofinset.com">nilda.cox@eurofinset.com</a>	1/30/2025 (2nd term)	Lab – Eurofins Eaton Analytical LLC	No
Yumi Creason, Vice Chair <a href="mailto:ycreason@pa.gov">ycreason@pa.gov</a>	1/30/2025 (1 <sup>st</sup> term)	AB – Pennsylvania	No
Bill Hall <a href="mailto:george.w.hall@des.nh.gov">george.w.hall@des.nh.gov</a>	1/30/2026 (1st term)	AB – NH DES	Yes
Sviatlana Haubner <a href="mailto:Sviatlana.Haubner@cincinnati-oh.gov">Sviatlana.Haubner@cincinnati-oh.gov</a>	1/30/2025 (1 <sup>st</sup> term)	LAB – Cincinnati Metropolitan Sewer District	Yes
Michella Karapondo <a href="mailto:Karapondo.michella@epa.gov">Karapondo.michella@epa.gov</a>	1/30/2025 (1st term)	Other – EPA OGWDW TSC/Cincinnati	Yes
Michael Perry <a href="mailto:michael.perry@lvvwd.com">michael.perry@lvvwd.com</a>	1/30/2023 (1 <sup>st</sup> term)	Lab – Southern Nevada Water Authority	Yes
Zaneta Popovska <a href="mailto:zpopovska@anab.org">zpopovska@anab.org</a>	1/30/2025 (2nd term)	AB – ANAB	Yes
<b>Program Administrator:</b> Lynn Bradley <a href="mailto:Lynn.Bradley@nelac-institute.org">Lynn.Bradley@nelac-institute.org</a>	N/A		Yes
<b>Associate Members:</b>			
William Batschelet <a href="mailto:wbatsche@aol.com">wbatsche@aol.com</a>		Other – Retired from US EPA R8	Yes
Scott Haas <a href="mailto:shaas@etilab.com">shaas@etilab.com</a>		Lab – Environmental Testing, Inc., and Chair, FAC	No
Paul Junio <a href="mailto:paul.junio@pacelabs.com">paul.junio@pacelabs.com</a>		Pace Labs, Inc.	Yes
Catherine Katsikis <a href="mailto:catherinekatsikis@gmail.com">catherinekatsikis@gmail.com</a>		Other – Laboratory Data Consultants	No
Carl Kircher, Chair <a href="mailto:carl_kircher@flhealth.gov">carl_kircher@flhealth.gov</a>		AB – Florida Department of Health	No
Marlene Moore <a href="mailto:mmoore@advancedsys.com">mmoore@advancedsys.com</a>		Other – Advanced Systems, Inc., Newark, DE	No
Mei Beth Shepherd, Vice Chair <a href="mailto:mbshep@sheptechserv.com">mbshep@sheptechserv.com</a>		Other – Shepherd Technical Services	No
Aurora Shields <a href="mailto:Aurora.Shields@kcmo.org">Aurora.Shields@kcmo.org</a>		Lab – KC Water	No
Nicholas Slawson <a href="mailto:nslawson@a2la.org">nslawson@a2la.org</a>		AB – A2LA	No
Ilona Taunton <a href="mailto:Ilona.taunton@nelac-institute.org">Ilona.taunton@nelac-institute.org</a>		Other – TNI Program Administrator	No
Cathy Westerman <a href="mailto:cathy.westerman@dgs.virginia.gov">cathy.westerman@dgs.virginia.gov</a>		AB – VA DCLS	Yes

**Attachment 2 – LAB Expert Committee Meeting Agenda, November 15, 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