

Summary of the Laboratory Accreditation Body Expert Committee Meeting  
Friday, November 22, 2024 1:00 pm Eastern

1. Welcome and Roll Call

Aaren welcomed everyone to this meeting, which was rescheduled from November 19 in order to achieve a quorum. Attendance is recorded in Attachment 1. The agenda was accepted by unanimous consent and is shown in Attachment 2.

The minutes from September 17 and October 15 were approved unanimously after a motion by Amy, seconded by Michella.

2. Consideration of Voting Membership Application from Jody Koehler

After establishing that the addition of an additional AB stakeholder would not disrupt the committee's balance, Bill moved and Mike seconded that Jody be elected to voting membership. Approval was unanimous. Welcome, Jody!

3. Vote on Persuasiveness of Remaining Comments

Aaren explained that the definitions section 3.0 must be reordered, as the Consensus Standards Development Executive Committee has determined that ISO definitions will be included in a dedicated section and in the same order as ISO/IEC 17011, with TNI definitions in a separate section and in alphabetical order. The comments discussed are summarized in the table below.

Com-ment #	Row #	Section	Per sua-sive/ Non	Motion and Vote	Discussion	Assignment to Revise, if persuasive
4	9	3	P	Amy/Jody Unanimous	Per CSDEC, Section 3 must be reordered to provide ISO definitions (as ordered in ISO 17011) in one section and TNI definitions in another. The TNI definitions may be alphabetized.	
13	10	3	NP	Jody/Bill Unanimous	Will need two different definitions for "complaint" -- one for Volume 1 (labs) and another for Volume 2 (ABs)	Need to resolve these definitions with the TNI Glossary
32	12	3.21 (now 3.22)	P	Mike/Jody Unanimous	Yes, we can delete ISO text that we don't need or use	
35	15	7.6	NP	Mike/Amy Unanimous	Remove the all caps text. Remove the multiple iterations of "must be documented" and make it a blanket statement for §7.6.	Draft revisions need committee review
14	78	3.16	NP	Mike/Bill Unanimous	This comment relates to comment #13, about differing definitions for complaint between lab and AB	Need to get Glossary definition for ABs

22	17	4.2 a Note	P	Zaneta/Bill Unanimous	Eliminate the note. (The options were to edit it or remove it.)	
42	24	6.1.2.11	NP	Amy/Jody		
73	27	6.1.2.11	P	Bill/Zaneta	Change “decisions” to “make recommendations for accreditation decisions”, as the decision could be to accept the assessor’s recommendation	

4. New Business

Both Michella and Sviatlana would like to be re-elected to serve second terms.

5. Next Meeting

The next planned teleconference meeting is scheduled for **Tuesday, December 17, 2024, at 1:00 pm Eastern.**

Aaren asks that committee members unable to attend please notify her and Lynn prior to the meeting date.

**Attachment 1 LAB Expert Committee Roster**

<b>Name/Email</b>	<b>Term ends</b>	<b>Affiliation</b>	<b>Present?</b>
Aaren Alger, Chair <a href="mailto:Aaren.s.alger@gmail.com">Aaren.s.alger@gmail.com</a>	1/30/2026 (2nd term)	Other – Alger Consulting & Training	Yes
Socorro Baldonado <a href="mailto:sbaldonado@mwdh2o.com">sbaldonado@mwdh2o.com</a>	1/30/2026 (2nd term)	Lab – Metropolitan Water District, La Verne, CA	No
Nilda Cox <a href="mailto:nilda.cox@et.eurofinsus.com">nilda.cox@et.eurofinsus.com</a>	1/30/2025 (2nd term)	Lab – Eurofins Eaton Analytical LLC	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 (1st 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
Jody Koehler <a href="mailto:Jody.koehler@tceq.texas.gov">Jody.koehler@tceq.texas.gov</a>	1/30/2028 (1st term)	AB – TCEQ	Yes
Michael Perry <a href="mailto:michael.perry@lvvwd.com">michael.perry@lvvwd.com</a>	1/30/2026 (2nd 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
Millie Rose <a href="mailto:Millie.Rose@illinois.gov">Millie.Rose@illinois.gov</a>	1/30/2028 (1st term)	AB – IL EPA	No
Amy Steuerwald <a href="mailto:amy.steuerwald@health.ny.gov">amy.steuerwald@health.ny.gov</a>	1/30/27 (1st term)	AB – NY DOH	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>			
Paul Bergeron <a href="mailto:Paul.bergeron@la.gov">Paul.bergeron@la.gov</a>		AB – LDEQ	Yes
Debbie Bond <a href="mailto:dbond@southernco.com">dbond@southernco.com</a>		LAB – Alabama Power	Yes
Yumi Creason <a href="mailto:ycreason@pa.gov">ycreason@pa.gov</a>		Other	No
Taryn Hurley <a href="mailto:taryn.hurley@deq.ok.gov">taryn.hurley@deq.ok.gov</a>		AB – OK DEQ	No
Paul Junio <a href="mailto:paul.junio@pacelabs.com">paul.junio@pacelabs.com</a>		LAB – Pace Labs, Inc.	No
LeeAnn Kline <a href="mailto:lkline@mjureider.com">lkline@mjureider.com</a>		M J Reider Associates	Yes
Ryan Lerch <a href="mailto:Ryan.lerch@deq.ok.gov">Ryan.lerch@deq.ok.gov</a>		AB – OK DEQ	Yes
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
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	No

## **Attachment 2 – LAB Expert Committee Meeting Agenda**

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes (September and October minutes attached)
- Consideration of Voting Membership Application from Jody Koehler (see bottom of this email for application)
- Vote on Persuasiveness of Remaining Comments (see attached response-to-comments spreadsheet and current draft V2M1 module — this assumes a quorum is present)
  - Consider ISO Text Identified for Removal or Clarification (if no quorum)
- Plan for Elections in January
  - Chair, Vice Chair
  - Rotating off due to completion of two terms: Nilda and Zaneta (remain as associates?)
  - Reelect for second term, if willing (Sviatlana, Michella)
- New Business, if any
- Adjourn