

Summary of the Laboratory Accreditation Body Expert Committee Meeting  
Tuesday, December 20, 2022 1:00 pm Eastern

1. Welcome and Roll Call

Aaren opened the meeting. Attendance is recorded in Attachment 1. In the absence of a quorum, neither the agenda nor the November minutes could be approved, but discussion of text revisions to the Draft Standard Revision 1 was held.

2. Election

Since there was not a quorum present, Aaren asked that the election be conducted by email. This began on the first business day of January, 2023.

3. Revising V2M1

Assessor Training Language

Aaren had provided draft language and Bill Batschelet had offered comments on the draft; both the draft and Bill's comments were distributed with the meeting reminder. There was no agreement among participants about whether to include or omit the note specifying technical disciplines, but Aaren noted that the 2016 Standard sets Technical Manager qualifications for chemistry according to four subdivisions (non-metals, metals, inorganic, and organic). There was general agreement that rewording the note to say "technical disciplines *could* include" as being less specific might be acceptable. Bill agreed to submit revised language that would include addressing who must have updated training. The draft is being distributed with these minutes. This topic will be highlighted for discussion at conference, along with the current requirement for experience in assessing environmental labs, as the qualifier "environmental" may not be necessary or justifiable.

Remote Assessment Language

Yumi had submitted draft language for the use of remote assessments in §7.4 and §7.6. Participants discussed that we need to specify that a remote assessment instead of an on-site visit for renewal assessment is not just "another technique" but a full laboratory assessment, and that we need to add a definition clarifying that usage. Also, §7.9.3 subsections .1, .2, and .3 should be moved into §7.9.4, and §7.9.3.2 should probably just be five years instead of four years plus/minus one, with §7.9.4.1 requiring also that reassessments be conducted with a frequency not to exceed two years and six months. Another point made was that we could mention that "emergency declarations are to be handled on a case-by-case basis" to accommodate crises like the recent pandemic and also weather-related damage (and any other cause). Yumi agreed to rework the draft.

Comments from Full Reviews of Draft Module

Cathy submitted comments from a detailed review of the full module. These were distributed with the meeting reminder, and participants began discussing these.

- Section 3.6 – Virginia needs the terminology "field of accreditation" included along with "scope of accreditation" as its suspension letters reference the method/matrix/analyte combination.
- Definitions section in general – Cathy recommends alphabetizing the definitions but restoring the citations to the ISO/IEC 17011 text. She will draft this.

- Section 4.2.a – the requirement that an AB “conform to changes” cannot be met by an AB that must conduct rulemaking to implement an updated Standard. The language provided by Cathy will be placed in the Draft Standard Revision 1.
- Section 4.4.12 – restore the previously deleted note about ABs within a governmental organization may not have a distinctive logo, and keep the new note as well.
- Section 6.4.1 – this section may impact ABs that use third party (contract) assessors, and should be put to them before being published in the next Draft Standard. It may conflict with §7.6.7 and also relates to §7.6.6.b.3.
- Section 7.3.3 – the handling of mobile labs varies widely, Cathy suggests that this be accommodated by language similar to “each AB must have a defined system for recognizing mobile labs”. It needs to be discussed at conference, also.
- Section 7.6.3.1 – the current requirement that “the assessment report shall document any changes and justification for these changes” is micromanagement overkill. Participants agreed, and the language was changed to reflect that the changes be discussed with the lab and recorded in the AB’s assessment records.

At this point, time was expired. Discussion of Cathy’s comments will resume at the eighth one.

3. New Business

There was no new business.

4. Next Meeting

The LAB meeting at conference is scheduled for Wednesday morning, January 11, 2023, at 8 am Central time. Remote participation will not be an option for this session, but registered attendees will be able to listen to the recording (if made) sometime within a day or so after the meeting.

The next teleconference meeting is scheduled for **Tuesday, January 17, 2023, at 1:00 pm Eastern**. 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	Yes
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	Yes
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	No
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	No
Michella Karapondo <a href="mailto:Karapondo.michella@epa.gov">Karapondo.michella@epa.gov</a>	1/30/2025 (1st term)	Other – EPA OGWDW TSC/Cincinnati	No
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	No
Zaneta Popovska <a href="mailto:zpopovska@anab.org">zpopovska@anab.org</a>	1/30/2025 (2nd term)	AB – ANAB	No
<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
Taryn Hurley <a href="mailto:taryn.hurley@deq.ok.gov">taryn.hurley@deq.ok.gov</a>		AB – OK DEQ	
Paul Junio <a href="mailto:paul.junio@pacelabs.com">paul.junio@pacelabs.com</a>		LAB – Pace Labs, Inc.	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, December 20, 2022**

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes (November minutes attached)
- Election
  - Approve Second Terms for Aaren, Socorro and Michael
  - Re-elect Committee Leadership (Chair and Vice Chair, new nominations acceptable)
- Revising V2M1
  - Discuss and Finalize Assessor Training Language (see attached draft of §6 language and Bill Batschelet's comments)
  - Discuss and Finalize Remote Assessment Language (see attached draft of §7.9.3 language)
  - Discuss Comments from Full Reviews of Draft Module (see Cathy's comments attached)
- New Business
- Adjourn