

Summary of the Laboratory Accreditation Body Expert Committee Meeting  
Tuesday, March 21, 2023 1:00 pm Eastern

1. Welcome and Roll Call

Aaren opened the meeting. The agenda was approved by unanimous consent. Yumi moved and Zaneta seconded that the minutes of February 21, 2023, be approved, and the vote was unanimous. Attendance is recorded in Attachment 1.

2. Updates

Evaluation Process – Aaren explained that, during the March meeting of the NELAP evaluators, participants discussed the evaluation process, and expressed a desire to streamline the process while making it more efficient and effective. The goal will be to focus on implementing an AB's documented procedures and processes, rather than on the documentation itself. Since these calls typically last less than a full hour, a small group of volunteer evaluators will use the remaining time to brainstorm ideas for modifying the process, then bringing those ideas to the LAB for incorporation into the Evaluation SOP, the Technical Review Checklist, and the Initial/Renewal Application for Recognition. The TNI Board was informed that this will be undertaken, and their only concern was that any changes adopted not reduce compliance with the requirements of the Standard.

Zaneta expressed interest in joining those discussions. While participants on the call did not think this would present a conflict of interest, when Lynn checked with the other evaluators and the NELAP Accreditation Council leadership, there was a clear preference to keep the revision discussions within the group of governmental evaluators until such time as a package of proposed changes can be brought to LAB and discussed in this committee.

Possible Need for Justification for Persuasive/Non-Persuasive Decisions – the Response-to-Comments template has a column heading that implies a need for justification in these decisions, but after careful consideration by the Consensus Standards Development Program leadership, LAB was informed that the justification for proposed changes is necessary only for the initial Draft Standard and is not necessary for any additional revisions that might be needed to address submitted comments.

3. Last Minute Comments and Vote on Approval of Draft Standard Revision 1

There were no last minute comments offered. In response to Aaren's request for a motion to approve the Draft Standard Revision 1 for publication and request for additional comments, Yumi moved and Socorro seconded that the document distributed with the meeting reminder be approved and published for comment.

All five members present (Aaren, Yumi, Socorro, Michella and Zaneta) vote in favor. As all committee members are required to vote on approval of the revision, the remaining three members have been asked to vote by email, with the vote closing on April 4. Additional votes were received as follows: Bill (aye) on March 27; Nilda (aye) on March 27, Mike (aye) on March 28, and Sviatlana (aye) on March 29.

PLEASE NOTE: Any committee member not voting must be removed from the committee. Special consideration may be given in the event that an individual is truly unable to cast a vote.

4. Review of Draft Request for Comments

A draft notice to be published along with the Draft Standard Revision 1 and the Response-to-Comments file was provided for review and comment. There were no comments offered.

## 5. New Business

Aaren explained that, while a draft checklist was prepared by Carl, earlier in the review of comments process, she believes that review and updating of the checklist should be delayed until the process modifications being developed are settled. As has been discussed previously, the application will also be updated, but that should wait until the process modifications are agreed upon, as well.

The meeting was adjourned by unanimous consent.

## 6. Next Meeting

Unless the voting that is underway brings comments that must be considered by the committee, the April meeting will not be held. Committee members will be notified (either way) at the end of the voting period.

The next planned teleconference meeting is scheduled for **Tuesday, May 16, 2023, at 1:00 pm Eastern**. **Aaren asks that committee members unable to attend please notify her and Lynn prior to the meeting date.** 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>	1/30/2026 (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	Yes
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
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	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	No
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>			
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	No
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
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
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	No

## **Attachment 2 – LAB Expert Committee Meeting Agenda, March 21, 2023**

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes (February minutes attached)
- Updates
  - NELAP Evaluators will work on revising the NELAP evaluation process for better efficiency and effectiveness – looking more at what’s being done instead of what the documentation states
  - CSDEC now says we don't have to have a justification for proposed changes in the Response-to-Comments file (spreadsheet for publication attached, FYI)
- Request for Last Minute Comments on the Draft Revision of V2M1 (see attached)
- Motion and Vote on Approval of the V2M1 Draft Standard Revision 1 (ALL MUST VOTE)
- Review of Draft Request for Comments (attached)
- New Business, if any
- Adjourn