

Summary of the Laboratory Accreditation Body Expert Committee Meeting  
Tuesday, May 17, 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 after a modification to add Election of New Member immediately after Approval of Agenda. The minutes of April 19 were approved by unanimous vote after a motion by Yumi seconded by Michael, with Michella abstaining.

2. Election of New Member

After the April 19 meeting, Lynn learned that Alia Rauf will not be returning from medical leave, as expected, but rather left the Utah AB program as of March 31 this year and is unable to continue on the committee. This left the LAB committee out of balance, with 4 lab stakeholders, 2 ABs and 1 “other”.

Michella Karapondo of EPA applied to be a voting member, and as an “other” stakeholder, her addition will restore balance to the committee. Michella is part of EPA’s drinking water program and is well known to many TNI members. Michael moved that her application for membership be approved, Yumi seconded, and the vote was unanimously in favor. Welcome to LAB, Michella!

Aaren noted that she is still recruiting additional members, as we can have up to 15, but have only 8 at present. AB members would be especially welcome.

3. Review of Comments

After the April meeting, Aaren asked the NELAP AC to discuss remote assessments with the following question:

“We would like the NELAP AC to provide feedback to the LAB Expert Committee regarding a minimum frequency for an AB to conduct on-site assessments of a laboratory, if any. We are wondering if the AC members have a preference, need, or want for a requirement of the AB (either NELAP or NGAB) to conduct on-site assessments and if so, what would be the maximum allowable timeframe between on-site assessments of a particular laboratory.”

The Council’s response during the May 2, 2022, discussion was inconclusive, as some ABs never used remote assessments and others find them more efficient and thorough than in-person site visits for some aspects. Both comments 81 and 89 relate to remote assessments and thus cannot be resolved at the present time.

As noted in the April 19 minutes, Marlene did submit draft language for comment 22 and also comment 81. For comment 22, Bill proposed re-ordering the phrasing to what TNI normally uses in conversation, but consensus was to retain the order used in the ISO text, which is matrix, technology/method, analyte.

Marlene’s recommended language for addressing comment 81 was tabled in light of the inconclusive discussion from the NELAP AC. The meeting then continued with consideration of remaining comments, as noted below.

Com-ment #	Section	Per sua-sive / Non	Motion and Vote	Discussion	Assignment to Revise, if persuasive
41	8.1.1	P	Michael/Yumi , unanimous	There is no harm in restoring the comment.	[note has been restored to

					Revised Draft Standard]
42	8.2.2	P	Michael/Yumi, unanimous	Need input from ABs before preparing draft language to modify ISO text. Great concern that “without request” will put a huge burden on ABs for website updates/maintenance, and information is uploaded into LAMS biweekly, anyway.	Aaren will circulate draft message to committee and collect feedback prior to sending to NELAP AC
53 And 90	8.2.2	P	Yumi/Michael, unanimous	Same as comment 42	Ditto
27	9.7.2	P	Michael/Sviatlana, unanimous	Aaren will seek input from the other Lead Evaluators	

Aaren again asked that each committee member read the entire Draft Standard for coherence and internal consistency, as well as for any last-minute details that may need discussion and possible revision.

#### 4. Agenda for Conference Session

Agendas for TNI committee sessions at conference are due June 20, and the committee agreed upon the following:

- Welcome and Introductions
- Status of the Revised Draft Standard V2M1
- Items for Participant Feedback
  - Internal Audits and Frequency
  - Remote vs On-site Assessments – Acceptability and Frequency
  - Availability of Lab Accreditation Status “Without Request” (section 8.2.2)
  - Assessor Training Requirements
- Adjourn

At this point, time was expired and adjournment was by acclamation.

#### 5. Next Meeting

The next teleconference meeting will be **Tuesday, June 21, 2022, 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	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	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	No
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:paulj@nslslab.com">paulj@nslslab.com</a>		LAB – Northern Lake Services	No
Catherine Katsikis <a href="mailto:catherinekatsikis@gmail.com">catherinekatsikis@gmail.com</a>		Other – Laboratory Data Consultants	Yes
Carl Kircher, Chair <a href="mailto:carl_kircher@flhealth.gov">carl_kircher@flhealth.gov</a>		AB – Florida Department of Health	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	Yes

## **Attachment 2 – LAB Expert Committee Meeting Agenda, May 20, 2022**

- 1:00 Welcome and Roll Call
- 1:05 Approval of Agenda
  - ADDED: Election of New Member
- 1:10 Approval of Minutes (April minutes attached)
- 1:15 Committee Status
- 1:25 Discussion of Comments 22, 81 and 89 (current version of Revised Draft Standard and Response to Comments worksheet attached)
  - Attached draft language for #22
  - Attached proposal for comment #81
  - Attached summary of AC discussion, comment 89
- 1:50 Create Agenda for Conference Session (August 2, 1 – 3 pm Eastern)
- 1:55 New Business, if any
- 2:00 Adjourn

**Attachment 3 – Summary of Comments Addressed at this Meeting**

Com ment Num ber	Vote & Justi fication (Pers uasiv e/non- persu asive)	E d it o r i a l ( Y / N )	Sectio n/Cla use	Com ment	Commit tee Action	Date Addres sed	Commit tee Com ment
22	P		7.8.3. d	7.8.3 d – I am unsure if the added text is meant to be a separate sub bullet, a separate requirement, or whatever. I would suggest that the TNI language be added as its own letter i) and refer to only 7.8.3 i) applying to Volume 1 to avoid any issue with someone incorrectly making the assumption that materials or products tested apply to this Standard.	remove the terms method, analyte and technology /matrix where interspersed in ISO text and add them as a new subsection 7.8.3.d.i	4/19/2022	Marlene submitted proposed language after the meeting, approved at 5/20/22 meeting (consensus)
81	P		7.9.3	7.9.3 I am not sure the solution to this but EPA Drinking Water has stated that after the pandemic that use of remote assessments would not be supported. This language was received from Dan Hautman from the Office of water on March 4, 2021 "Outside of the travel and social distancing limitations imposed by the pandemic and special considerations that have been afforded that included remote audits during this difficult time, the EPA Drinking Water Program would not		4/19/2022, 5/20/22	Discussion that regulations override the Standard unless the Standard is more stringent, but this concept should be addressed in a different section (perhaps under Accreditation Scheme?). No language offered pending outcome of comment #89 about same issue. Discussed again, 5/20/22, this comment relates to comment 89 as well. Aaren will pose a question to the NELAP AC about preference for handling resolution

			<p>consider the routine use of remote audits to consistently and effectively provide a sufficient degree of laboratory oversight from the state drinking water primacy program. For example, an auditor conducting a remote audit is limited to only seeing what the lab wishes to show the auditor through the webcam and auditors often catch things that can be significant findings through direct and indirect observation of lab staff and the lab work environment." Maybe a note should be included in the standard that regulatory agencies may have restrictions on the use of certain assessment techniques.</p>			
89	not yet determined	7.9.3	<p>Section 7.9.3: EPA Drinking Water Program is not allowing the use of remote assessments or "other assessment techniques" to replace the onsite assessment as stated in the standard. As written, the standard allows ABs to perform remote or other assessments in place of onsite assessments in perpetuity. If ABs choose to do remote assessments of drinking water laboratories, there is a potential that the mutual recognition from one AB to another will be</p>	<p>Aaren requests that the NELAP AC discuss this issue and provide input. Cathy will lead that discussion. AC discussion on May 2 was inconclusive.</p>	4/19/2022	<p>this comment relates to comment 81 also, per discussion on 5/20/22, and will be considered in light of further clarification from NELAP AC at a later date</p>

				affected. Suggest adding a note to clarify that remote assessments may not be an option for some regulatory programs. Also suggest adding a limit to the time-frame between onsite assessments if remote or other assessment techniques are used in between. Due to the risk involved with the use of the data (e.g. public drinking water), it is not prudent to allow ABs in perpetuity to not perform an onsite assessment.			
23	P		7.9.4.2	7.9.4.2 I suggest using the phrase 'as well as' in lieu of the word 'including' in this section.		4/19/2022	
24	P		7.9.5	7.9.5 Note – similar to my comment regarding 7.6.6 b) 2, I suggest referencing a laboratory application for accreditation to serve as a defined source for 'key personnel'. Failing that, Key Personnel should be defined in this Volume.	add "as determined by the AB"	4/19/2022	
41	P	x x	8.1.1	<b>V2M1 8.1.1</b> -- In general, public information laws make much of section 8.1.1 moot for governmental accreditation bodies. ORELAP strongly recommends keeping the note under section 8.1.1.	Note has been restored to Revised Draft Standard	5/19/2022	The note in question reads: "NOTE: The confidentiality of documents and records may be challenged in specific instances by public information requests under state or federal laws. [from V2M1, 7.10.2]"
42	P		8.2.2	<b>V2M1 8.2.2</b> -- ORELAP is concerned about the requirement to make publicly available, without request, information		5/19/2022	Need input from ABs (both opinions and current practices) before preparing draft language to modify



			<p>on suspensions and withdrawals of accreditation, including dates and scopes. ORELAP has been led to believe that “without request” generally means we must post this information on our website. If we had to post the notices on the website, this would be a significant amount of work to track. ORELAP proposes allowing accreditation bodies to use the Laboratory Accreditation Management System (LAMS) to make this information available. Currently, LAMS shows the suspended analytes and shows which laboratories are currently accredited. ORELAP strongly proposes adding a note about LAMS under section 8.2.2. Proposed Revision: <b>“NOTE 2: Accreditation bodies may use the Laboratory Accreditation Management System (LAMS) to make this information publicly available.”</b></p>			<p>ISO text. Great concern that “without request” will put a huge burden on ABs for website updates/maintenance, and information is uploaded into LAMS biweekly, anyway.</p>	
53	P		8.2.2	8.2.2 This is new language expressing a new requirement for making “publicly available, without request” suspended FOAs or accreditation in full and withdrawn accreditation in full (per definitions of suspension and withdrawal within the document), “including		5/19/2022	same as comment 42

				<p>dates and scopes". LAMS does not have a way to manage this nor will most individual AB databases. ABs will need to understand how this would be assessed and the specific expectations before implementation and will need to be given time to build database queries to respond. LAMS or a database provided by TNI to house this information should be implemented if this requirement will not be modified from its ISO language. Not sure how this will be accomplished equitably by all states and as it will be dependent on each state's IT response to comply. Seems like a major challenge and there's no system built for it. This state's LIMS system cannot be queried for 'past suspension' information, only for what is current in the moment. Unknown how this will be managed. Suggest that language be added that when an AB maintains current accreditation status language in LAMS (uploads at least every two weeks) the requirement is considered to have been met.</p>		
90	P		8.2.2	Section 8.2.2: As written, the standard requires ABs to make publicly available without request	5/19/2022	same as comment 42

				<p>information on laboratories including dates and scopes of labs that have withdrawn from accreditation. Information on laboratories that have withdrawn from accreditation are maintained in AB databases, but are not always available to the public. They can be obtained upon request. Requiring this information to be available without request will require significant financial resources for ABs to reprogram existing databases or purchase new databases. Suggest adding a note to allow ABs to make available information on laboratories that have withdrawn their accreditation upon request.</p>			
27			9.7.2	<p>9.7.2 states that internal audits are normally required annually. In order to be comparable to the laboratory Standard, TNI should add language that requires internal audits be performed annually, losing the ambiguity brought by the word 'normally'.</p>	<p>should be parallel to expectations placed on labs</p>	5/19/2022	<p>Aaren will seek input from the other Lead Evaluators and draft language for the June 21 meeting</p>