

Laboratory Accreditation System Executive Committee Meeting Minutes
Thursday, February 23, 2023 1:30 pm Eastern

1) Welcome and Roll Call

Maria opened the meeting. Attendance is recorded in Attachment A. The minutes of December 15, 2022, and January 10, 2023 were approved unanimously after a motion by Bill, seconded by Silky, with Mike abstaining.

2) Update on SIR Management SOP 3-105

Policy Committee returned its comments from a partial review of this SOP. Lynn noted in frustration that some of the comments were vague, and did not provide sufficient information about either what needed revision or what was desired in that revision. Silky graciously agreed to look it over, since in her role as Policy's Vice Chair, she may have more insight into what is desired.

Also, an updated flow chart was requested, despite Lynn having noted that a revised flow chart would be made after Policy was satisfied with the revisions, since those are tedious and time-consuming to create. Maria offered to review the flow chart once it is completed. NOTE: after seeking advice from several acquaintances who work in the IT field, several free options for creating flowcharts have been identified, that seem preferable to the options available in Microsoft Office.

3) Revised Charter

A draft revised Charter was also returned from Policy and after a bit of further revision, was deemed acceptable for resubmission. Mike moved and Stacie seconded that the revised Charter be approved, and the vote was unanimously in favor. The Charter has been returned to Policy Committee for review and submission to the TNI Board for approval.

4) Discussion of V1M3 Draft Standard Revision 3.1 and Draft Recommendation to NELAP AC

LASEC reviewed the previous revision of this module and on June 2, 2022, provided a favorable recommendation to the NELAP AC provided that two changes (noted in the response-to-comments document as persuasive but not actually appearing in the version presented) were made. The current Revision 3.1 includes those changes. A draft recommendation to the NELAP AC was provided with the meeting reminder.

Maria indicated that she compared this version with the previous revision and that she is satisfied with it, and others on the committee noted that they have little or no expertise in asbestos testing, so that further delay in approving a favorable recommendation (stating that the required changes were made) would be unproductive. Stacie moved and Mike seconded that the draft favorable recommendation be approved, and all nine members present (of 13 total) voted in favor, a super-majority approval as required. The recommendation will be presented to the NELAP AC at its next meeting (March 6).

5) New Business

There was no new business.

5) Next Meeting

The next LASEC meeting will be on Thursday, March 23, 2023, at 1:30 pm Eastern. An agenda and any needed documents will be provided in advance.

The next SIR Subcommittee teleconference will be on Thursday, March 16, 2023 – both assuming that there are SIRs to be reviewed.

**Attachment A TNI LABORATORY ACCREDITATION SYSTEMS EXECUTIVE COMMITTEE
ROSTER**

	NAME	EMAIL	Term End Date	INTEREST	AFFILIATION	S/H CATEGORY	PRESENT
1	Maria Friedman, Chair	gamfriedman@gmail.com	1/23 (first term)	SIRs	CA ELAP	AB	Yes
2	Harold Longbaugh, Vice Chair	harold.longbaugh@houston.tx.gov	1/25 (3rd term)	SIRs	Houston Lab	Lab	Yes
3	Aaren Alger	Aaren.s.alger@gmail.com	1/23 (first term)	SIRs, Assessment Forum	Alger Consulting & Training	Other	No
4	Patty Carvajal	pmcarvajal@sara-tx.org	1/25 (first term)		San Antonio River Authority	Lab	No
5	Stacie Crandall	scrandall@hrsd.com	1/24 (first term)	SIRs	Hampton Roads Sanitation Distr.	Lab	Yes
6	Mike Delaney	mike@mikedelaney.org	1/23 (first term)		Retired (MWRA)	Other	Yes
7	Jack Farrell	aex@ix.netcom.com	1/25 (second term)	Mentor Session	Analytical Excellence	Other	No
8	Brian Hulme	Hulme.brian@epa.gov	1/26 (first term)		EPA R2	Other	Yes
9	Silky Labie	elcatllc@centurylink.net	1/25 (second term)	SIRs	ELCAT	Other	Yes
10	Bill Hall	George.W.Hall@des.nh.gov	1/25 (second term)	SIRs	NH ELAP	NELAP AB	Yes
11	Louise McGinley	louise.mcginley@tceq.texas.gov	1/25 (second term)	SIRs	TCEQ	NELAP AB	Yes
12	Shari Pfallmer	Shari.pfallmer@pacelabs.com	1/25 (first term)		Pace Analytical	Lab/FSMO	Yes
13	Michele Potter	michele.potter@dep.nj.gov	1/24 (second term)		NJ DEP	NELAP AB	No

Associate Members

	Debbie Bond	DBOND@southernco.com		SIRs	Alabama Power	Lab	Yes
	Myron Gunsalus	ngunsalus@kdheks.gov			KS Lab Director	NELAP AB	No
	Margaret Hurst	mhurst@acz.com			ACZ Laboratories	Lab	No
	Carl Kircher	carl.kircher@doh.state.fl.us			FL DOH	NELAP AB	No
	Dorothy Love	dorothylove@ET.eurofinsus.com		Mentor Session	Eurofins Environmental	Lab	No
	Mitzi Miller	mitzi.miller@moellerinc.com		Mentor Session & Assmt Forum	Dade Moeller	Other	No
	Judy Morgan	Judy.Morgan@pacelabs.com		Assessment Forum	Pace Analytical	Lab/FSMO	No
	William Ray	Bill_Ray@williamrayllc.com			Wm Ray Consultants	Other	No
	Mohan Sabaratnam	msabaratnam@iasonline.org			IAS	AB (non-gov.)	No

	Nick Straccione	nstraccione@emsl.com		Mentor Session	EMSL	Lab	Yes
	Katie Strothman	katie@sanderslabs.net			Sanders Labs	Lab	No
	Program Admin. Lynn Bradley	Lynn.bradley@nelac-institute.org					Yes