

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

1) Welcome and Roll Call

Maria opened the meeting. Attendance is recorded in Attachment A. The minutes of February 23, 2023, were approved unanimously after a motion by Mike, seconded by Harold.

2) SIR Actions Recommended by SIR Subcommittee

SIR 390 – the SIR Subcommittee recommended that this response be posted for voting by the NELAP AC. Louise moved and Mike seconded that the recommendation be approved; all seven present voted in favor and five additional votes in favor were cast as of March 29, providing the required super-majority approval (13 members, 12 voting in favor, one not responding).

SIR 453 – the SIR Subcommittee recommended that this response be posted for voting by the NELAP AC. Louise moved and Shari seconded that the recommendation be approved; all seven present voted in favor and five additional votes in favor were cast as of March 29, providing the required super-majority approval (13 members, 12 voting in favor, one not responding).

SIR 456 – the Chemistry Expert Committee returned this SIR with a recommendation that it be considered non-valid, as they understood it to be requesting an interpretation of the EPA MDL procedure. The SIR Subcommittee recommended that the SIR be retained as valid, since the question is whether the EPA MDL procedure is acceptable for ongoing verification or if only the TNI procedure is allowed for ongoing verification of the detection limit. The submitter of this question, knowing that Chemistry misunderstood, informally offered alternative wording for the question, but since there is no procedure for modifying the question (only for clarifying it), the Chair determined to table the recommendation from the Subcommittee and allow the submitter to withdraw this SIR and resubmit with the different wording.

3) Response from CSDEC Regarding LASEC Review of Standards Documents

At the December 2022 LASEC meeting, we discussed a response to proposed wording for the revision of the Standards Development SOP 2-100 which stated:

A period of at least thirty (30) days shall follow the two-thirds affirmative vote [approval] of the Expert Committee. During this period, CSDP EC and LASEC shall review the Response to Comments for previously undetected issues of enforceability and for errors made in the review process.”

LASEC determined that level of review exceeds the expertise of LASEC’s membership, and since then, Maria has communicated with the Chair of CSDEC, stating LASEC’s position.

CSDEC then proposed a slight revision, removing the 30-day deadline, and also stating that the review is something that was promised in TNI’s response to the ANSI audit of

the Standards Development Program. We also realized that the most recent revision of the Standards Review for Suitability SOP 3-106 does state that LASEC will look at the Response to Comments file. However, to have the Standards Development SOP 2-100 place a requirement on LASEC to review for “errors made in the review process” is problematic for two reasons – first, that one program is mandating activities of a different program and second, that LASEC’s review procedure already lists the criteria for suitability that will guide its review. “Errors in the review process” is an ill-defined concept that is not among the suitability criteria in SOP 3-106.

Maria will speak with the CSDEC Program Administrator and the CSDEC Chair about the issue, including the specifics of TNI’s commitment from the ANSI audit, and further explain that however LASEC’s review is to be done will be properly included in the LASEC SOP, not in a CSDEC SOP.

#### 4) New Business

There was no new business.

#### 5) Next Meeting

The next LASEC meeting will be on Thursday, April 27, 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, April 20, 2023, 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	<a href="mailto:gamfriedman@gmail.com">gamfriedman@gmail.com</a>	1/23 (first term)	SIRs	CA ELAP	AB	Yes
2	Harold Longbaugh, Vice Chair	<a href="mailto:harold.longbaugh@houstontx.gov">harold.longbaugh@houstontx.gov</a>	1/25 (3rd term)	SIRs	Houston Lab	Lab	Yes
3	Aaren Alger	<a href="mailto:Aaren.s.alger@gmail.com">Aaren.s.alger@gmail.com</a>	1/23 (first term)	SIRs, Assessment Forum	Alger Consulting & Training	Other	No
4	Patty Carvajal	<a href="mailto:pmcarvajal@sara-tx.org">pmcarvajal@sara-tx.org</a>	1/25 (first term)		San Antonio River Authority	Lab	Yes
5	Stacie Crandall	<a href="mailto:scrandall@hrsd.com">scrandall@hrsd.com</a>	1/24 (first term)	SIRs	Hampton Roads Sanitation Distr.	Lab	No
6	Mike Delaney	<a href="mailto:mike@mikedelaney.org">mike@mikedelaney.org</a>	1/23 (first term)		Retired (MWRA)	Other	Yes
7	Jack Farrell	<a href="mailto:aex@ix.netcom.com">aex@ix.netcom.com</a>	1/25 (second term)	Mentor Session	Analytical Excellence	Other	No
8	Brian Hulme	<a href="mailto:Hulme.brian@epa.gov">Hulme.brian@epa.gov</a>	1/26 (first term)		EPA R2	Other	No
9	Silky Labie	<a href="mailto:elcatllc@centurylink.net">elcatllc@centurylink.net</a>	1/25 (second term)	SIRs	ELCAT	Other	No
10	Bill Hall	<a href="mailto:George.W.Hall@des.nh.gov">George.W.Hall@des.nh.gov</a>	1/25 (second term)	SIRs	NH ELAP	NELAP AB	No
11	Louise McGinley	<a href="mailto:louise.mcginley@tceq.texas.gov">louise.mcginley@tceq.texas.gov</a>	1/25 (second term)	SIRs	TCEQ	NELAP AB	Yes
12	Shari Pfallmer	<a href="mailto:Shari.pfallmer@pacelabs.com">Shari.pfallmer@pacelabs.com</a>	1/25 (first term)		Pace Analytical	Lab/FSMO	Yes
13	Michele Potter	<a href="mailto:michele.potter@dep.nj.gov">michele.potter@dep.nj.gov</a>	1/24 (second term)		NJ DEP	NELAP AB	Yes

**Associate Members**

	Debbie Bond	<a href="mailto:DBOND@southernco.com">DBOND@southernco.com</a>		SIRs	Alabama Power	Lab	Yes
	Margaret Hurst	<a href="mailto:mhurst@acz.com">mhurst@acz.com</a>			ACZ Laboratories	Lab	No
	Carl Kircher	<a href="mailto:carl.kircher@doh.state.fl.us">carl.kircher@doh.state.fl.us</a>			FL DOH	NELAP AB	No
	Dorothy Love	<a href="mailto:dorothylove@ET.eurofinsus.com">dorothylove@ET.eurofinsus.com</a>		Mentor Session	Eurofins Environmental	Lab	No
	Mitzi Miller	<a href="mailto:mitzi.mqc@gmail.com">mitzi.mqc@gmail.com</a>		Mentor Session & Assmt Forum	Retired	Other	No
	Judy Morgan	<a href="mailto:Judy.Morgan@pacelabs.com">Judy.Morgan@pacelabs.com</a>		Assessment Forum	Pace Analytical	Lab/FSMO	No
	William Ray	<a href="mailto:Bill_Ray@williamrayllc.com">Bill_Ray@williamrayllc.com</a>			Wm Ray Consultants	Other	No
	Mohan Sabaratnam	<a href="mailto:msabaratanam@iasonline.org">msabaratanam@iasonline.org</a>			IAS	AB (non-gov.)	No
	Nick Straccione	<a href="mailto:nstraccione@emsl.com">nstraccione@emsl.com</a>		Mentor Session	EMSL	Lab	Yes
	Katie Strothman	<a href="mailto:katie@sanderslabs.net">katie@sanderslabs.net</a>			Sanders Labs	Lab	No

Program Admin. Lynn Bradley	<a href="mailto:Lynn.bradley@nelac-institute.org">Lynn.bradley@nelac-institute.org</a>					Yes
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