

**Laboratory Accreditation System Executive Committee Meeting Minutes**  
**Thursday, May 25, 2023 1:30 pm Eastern**

1) Welcome and Roll Call

Maria opened the meeting. Attendance is recorded in Attachment A. In the absence of a quorum, Maria requested that the minutes of April 27, 2023, be approved using an email vote. This vote was initiated on May 29 and completed on May 30, with Mike making the motion for approval and Bill providing a second; voting was complete after eight votes to approve were received (a majority out of thirteen members).

We noted that Louise McGinley is retiring at the end of May, and had hoped to wish her well at this meeting, but she was unable to attend. Congratulations on your retirement, Louise! NOTE: The committee remains balanced upon Louise's departure, with three AB stakeholders, three lab stakeholders and five "others".

2) Response from CSDEC Regarding LASEC Review of Standards Documents

Bob Wyeth, the CSDP Program Administrator, returned from vacation and responded that the ANSI auditors made no recommendations about LASEC and review of Standards. Paul Junio, CSDEC Chair, proposed yet another revision to the Standards Development SOP 2-100, section 8.5.6, using language copied directly from section 5.2.2 of the LASEC Standards Review for Suitability SOP 3-106, as follows:

A period of at least thirty (30) days shall follow the two-thirds affirmative vote of the Expert Committee. During this period, CSDP EC shall review the Response to Comments for previously undetected issues of enforceability and for errors made in the review process. The LASEC will review the document and the associated response to comments file, encompassing any changes might have been made in response to comments on the Draft Standard re-vote, as well as any feedback received from the Accreditation Council. The Accreditation Council may perform a similar review. If no comments/feedback are received after this review, the process is complete. If changes to the standard are necessary, the process returns to Section 8.5.1.

However, this language does not take into consideration the context of LASEC's review of Standards, which is to make a recommendation to the NELAP Accreditation Council, nor the options for recommendation that SOP 3-106 offers for that recommendation. Maria will talk with Paul, as the email exchange is not producing any satisfactory resolution to the problem of LASEC being assigned to do a review for which it lacks appropriate expertise and perspective.

3) Review of Revised Draft Standard V2M1 Revision 1 and Recommendation to NELAP AC

A draft recommendation was distributed for potential approval, with the meeting agenda. Lynn noted that there is a significant outstanding issue requiring resolution, based on comments already received, concerning which parties may release assessment reports to laboratories. Based on this yet-to-be-resolved issue, the consensus of those present was that an LASEC recommendation is not possible at this time. Lynn will convey this to the NELAP Accreditation Council at its June 5 meeting.

4) New Business

There was no new business.

5) Next Meeting

The next LASEC meeting will be on Thursday, June 22, 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, June 15, 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	Yes
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	no
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	No

**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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