

Laboratory Accreditation System Executive Committee Meeting Minutes
Thursday, May 26, 2022 1:30 pm Eastern

1) Welcome and Introductions

Maria welcomed everyone to the meeting. Attendance is recorded in Attachment A; there was not a quorum present. The minutes of April 28 were approved by acclamation.

2) Updates on the Mentor Session and Assessment Forum

No updates were available for either session.

3) Discussion of Comments on Asbestos Revised Draft Standard V1M3

Only one committee member provided an email response to last month's request that members review the Revised Draft Standard. Maria will prepare comments for submission to the Asbestos Expert Committee based on the two items discussed in April.

4) Recommendation to NELAP AC Regarding Revised Draft Standard V1M3

Maria will update the previously circulated draft Recommendation to be a favorable recommendation for this revision, provided that the two items noted in April are corrected. This recommendation was provided to committee members for an email vote by Maria on May 27, with a request for motion to approve and a second, followed by individual votes. This vote will remain open for two weeks or until a super-majority of the committee votes in favor of approval.

NOTE: For the email vote, Mike moved and Louise seconded the motion. The vote was completed by Friday, June 3, in time to deliver the approved recommendation to the NELAP AC at its June 6 meeting. All voted in favor, except that Aaren abstained and Maria did not vote.

5) Draft Revisions to Implementation Guidance SOP 3-114 and Conforming Edit to LASEC Charter

This SOP was initially approved by LASEC on May 15, 2020, and was returned from Policy Committee review with a number of editorial revisions requested plus a specific request that the SOP state that the full committee approve Implementation Guidances (IGs). As the SIR Subcommittee already has delegated authority to approve SIRs, which become part of the Standard itself, LASEC believes that these non-enforceable IGs can be managed and approved by the Subcommittee without risk to the TNI organization, and that requested change is being rejected.

The SIR Subcommittee reviewed and made minor edits to the draft revision of SOP 3-114 at its May 19 meeting, and agreed that the revision is ready for full committee review and approval. Maria asked that an email vote be conducted to approve this document.

Additionally, Maria recommends that the LASEC Committee Charter be amended to clarify that the SIR Subcommittee has delegated authority to approve IGs as well as

SIRs, and provided a draft revised Charter with that amendment included in the Goal of Objective 3. The SIR Subcommittee also reviewed the draft revised Charter on May 19 and recommends that the full committee approve the revision. Maria asked that an email vote be conducted to approve the revised draft Charter.

On May 26 after the committee meeting, Lynn sent email requesting a motion and second to approve both the draft revised SOP 3-114 and the draft revised Charter, followed by committee votes. This vote will remain open for two weeks or until a majority of the committee votes in favor of approval.

NOTE: Silky moved and Louise seconded that both documents be approved. At the close of the voting period, seven votes were cast in favor of approval with the remaining five members not voting.

6) Election of New Member

Patty Carvajal has applied to be a voting member of LASEC, and the agenda planned for a closed session to vote on her application, but without a quorum, Maria instead requested an email vote on Patty's membership approval. Patty was present as an associate member and when requested by Maria, gave a brief summary of her experience and her interest in LASEC.

On May 26 after the committee meeting, Lynn sent email only to voting members of LASEC asking for a motion and second to approve Patty's membership application, followed by committee votes. This vote will remain open for two weeks or until a majority of the committee votes in favor of approval.

NOTE: Louise moved and Harold seconded that Patty's membership be approved. At the close of the voting period, seven votes were cast in favor of approval with the remaining five members not voting. As this vote was initiated at the same time as the other votes discussed above, Patty was not yet eligible to vote on those motions.

7) New Business

Lynn asked about the agenda for the LASEC session at conference, on Thursday morning, August 4 at 10:30 AM Eastern. Those present agreed that the "usual" agenda serves us nicely and should be used:

- Welcome and Introductions
- Recent LASEC Activities
- SIR Update
- Participant Feedback – are there additional issues that LASEC can productively address?
- Discussion and Participant Questions
- Adjourn

8) Next Meeting

The next regular teleconference will be Thursday, June 23, 2022, at 1:30 pm Eastern. The agenda and any needed documents will be sent in advance of the meeting.

The SIR Subcommittee teleconference will be on Thursday, June 16, at 1:30 pm Eastern.

Attachment A TNI Laboratory Accreditation Systems Executive Committee Roster

	NAME	EMAIL	Term End Date	INTEREST	AFFILIATION	S/H CATEGORY	PRESIDENT
1	Maria Friedman, Chair	gamfriedman@gmail.com	1/23 (first term)	SIRs	CA ELAP	AB	Yes
2	Harold Longbaugh, Vice Chair	harold.longbaugh@houstontx.gov	1/25 (3rd term)	SIRs	Houston Lab	Lab	No
3	Aaren Alger	Aaren.s.alger@gmail.com	1/23 (first term)	SIRs	Alger Consulting & Training	Other	No
4	David Caldwell	david.caldwell@deq.ok.gov	1/23 (first term)	Assmt. Forum, SIRs	OK DEQ	NELAP AB	Yes
5	Sumy Cherukara	Cherukara.sumy@epa.gov	1/23 (2nd term)		EPA R2	Other	No
6	Stacie Crandall	scrandall@hrsd.com	1/24 (first term)	SIRs	Hampton Roads Sanitation Distr.	Lab	Yes
7	Mike Delaney	mike@mikedelaney.org	1/23 (first term)		Retired (MWRA)	Other	No
8	Jack Farrell	aex@ix.netcom.com	1/25 (second term)	Mentor Session	Analytical Excellence	Other	No
9	Silky Labie	elcatllc@centurylink.net	1/21 (first term)	SIRs	ELCAT	Other	No
10	Bill Hall	George.Hall@des.nh.gov	1/25 (second term)		NH ELAP	NELAP AB	No
11	Louise McGinley	louise.mcginley@tceq.texas.gov	1/25 (second term)	SIRs	TCEQ	NELAP AB	Yes
12	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	No
	Patty Carvajal	pmcarvajal@sara-tx.org			San Antonio River Authority	Lab	Yes
	Myron Gunsalus	ngunsalus@kdheks.gov			KS Lab Director	NELAP AB	No
	Margaret Hurst	mhurst@acz.com			ACZ Laboratories	Lab	Yes
	Carl Kircher	carl.kircher@doh.state.fl.us			FL DOH	NELAP	No

						AB	
	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	No
	Katie Strothman	katie@sanderslabs.net			Sanders Labs	Lab	No
	Program Admin. Lynn Bradley	Lynn.bradley@nelac-institute.org					Yes