

**Laboratory Accreditation System Executive Committee Meeting Minutes**  
**Thursday, August 24, 2023 1:30 pm Eastern**

1) Welcome and Roll Call

Maria opened the meeting. Attendance is recorded in Attachment A. Due to the lack of a quorum, minutes from July and conference will be approved at the September meeting.

2) Discussion of Review and Possible Recommendation to NELAP AC about the Final Asbestos Standard V1M3

This Final Standard and the review criteria from the LASEC Standards Review for Suitability SOP 3-106 were distributed to all committee members on August 13, with a request for any comments to be submitted by Tuesday, August 22. Several “no comment” responses were received and one comment, which was that the demonstration of capability (DOC) requirements should be placed in the Quality Systems module (V1M2), with only exceptions or additions being in the five technical modules. The committee member submitting that comment was unable to attend this meeting.

Maria recommended that, since the issue raised is much larger than just the Asbestos module, that it be coordinated across all Volume 1 modules, and probably with the Consensus Standards Development Program’s Executive Committee (CSDP EC). Debbie, who chairs the Quality Management Systems (QMS) Expert Committee, explained that QMS has not explored the topic and is not really interested in doing so, as that would extend their already lengthy revision beyond the hoped-for end date of late 2024. If QMS needs to address DOCs, they would have to start immediately and would need additional clarity about the extent of requirements to include in V1M2. Additionally, all other Volume 1 modules are undergoing revision, with the DOC language being part of each committee’s drafts (modules 3-7).

As discussion progressed, suggestions made included that the issue become a “parking lot” topic, to be addressed in the next revision of Volume 1, and that such decision should properly belong with the CSDP EC. Maria asked that the commenter please raise the issue with CSDP EC. NOTE: Even though CSDP EC may have been asked about this previously, it has not been discussed there in the past several years.

With that lone comment mostly settled by referring it to the more appropriate program, Maria then asked that an email vote be conducted on a favorable recommendation (draft provided with meeting agenda) for V1M3. That vote was initiated shortly after the meeting. By email, Stacie moved and Patty seconded that the draft recommendation that the NELAP AC adopt the Final Standard V1M3 later that evening, and as of August 27, seven votes in favor have been received. NOTE: As this vote is about a standard, a super-majority approval is needed, which will require at least one additional vote in favor. The voting ended after two weeks, on September 7, 2023.

<b>Name</b>	<b>Vote</b>	<b>Name</b>	<b>Vote</b>
Maria Friedman	Yes	Jack Farrell	Abstain
Harold Longbaugh	Yes	Brian Hulme	Yes
Aaren Alger	Yes	Silky Labie	Yes

Patty Carvajal	Yes	Bill Hall	Yes
Stacie Crandall	Yes	Shari Pfalmer	Yes
Mike Delaney	Yes	Michele Potter	Yes

#### 4) New Business

Lynn asked to discuss the possibility of shifting the Mentor Session and Assessment Forum from LASEC to the relatively new Training Committee, which would seem to be more aligned with the training function of those two conference events. Dorothy Love is retiring but has arranged for Calista Daigle and Valerie Slaven to take over the Mentor Session, and Judy Morgan will continue to manage the Assessment Forum. Both Dorothy and Judy favor this shift, as does Jerry Parr, and Judy advised that Calista (who chairs the Training Committee) was receptive to the idea as well.

Maria and those committee members present favored the transfer, as it seems that Training would be a more appropriate “home”. Lynn proposed that both committees update their charters simultaneously, so that Board approval could happen for both at the same time, and has reached out to Calista and the Training Committee’s Program Administrator, Ilona Taunton, to seek cooperation.

#### 5) Next Meeting

The next LASEC teleconference will be on Thursday, September 28, 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, September 21, 2023 at 1:30 Eastern. There is at least one SIR to be reviewed, and a new Vice Chair of the Subcommittee may be nominated and elected.

**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	Shari Pfallmer	<a href="mailto:Shari.pfallmer@pacelabs.com">Shari.pfallmer@pacelabs.com</a>	1/25 (first term)		Pace Analytical	Lab/FSMO	No
12	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
	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:msabaratnam@iasonline.org">msabaratnam@iasonline.org</a>			IAS	AB (non-gov.)	No
	Nick Straccione	<a href="mailto:nstraccione@emsl.com">nstraccione@emsl.com</a>		Mentor Session	EMSL	Lab	No
	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