

NEFAP Executive Committee (NEFAP EC)
Meeting Summary
October 18, 2023

1. Roll call:

Tracy Szerszen, Chair, called the NEFAP Executive Committee to order on October 18, 2023, at 1pm Eastern. Attendance is included in Attachment A - there were 8 NEFAP EC committee members present and 2 Associate members.

2. AB Evaluations

Ilona provided a status update. Kim Watson and Katie Strothman have volunteered as evaluators for the evaluation of A2LA, ANAB and PJLA. Marlene and Ilona have finished gathering the material for the evaluator course that will also include a section for PT Program evaluators. The course will be a combination of self-learning and a 4 hour course. For the NEFAP evaluators, the self-learning portion will include a 50 question exam on the SOP for evaluations, a 50 question exam on the Volume 2 Standard and a homework assignment. A 4 hour class will be held in December. The applications are expected to go out in late December/early January and evaluations will begin in Spring.

3. Work Group and Committee Updates

Training Workgroup

Adam and Shannon have been meeting and working on the recording of the first two parts of the Internal Audit training. Originally Shannon was only working on the script, but now they are talking about her giving the training also.

Ilona asked about timing for the class. If it is going to still be held in 2023, it would need to be finished in the next couple of weeks and held mid-December. If this is not likely, dates will need to be in 2024. She will need the course description and details at least 6 weeks before the dates for the course so registration material can be sent out and the Marketing Work Group has time to market the class also.

TNI Training Committee

The Training Opportunities Workgroup is working on the next RFP for courses. Elizabeth is working on a course description for the “Maintenance and Calibration of Field Equipment”. This RFP will go out late December or early January.

4. Presentations

When Jerry gave his recent talk in Oregon, he was approached to another field talk in Klamath Falls, OR. Jerry talked to Jan Wilson about doing this talk. She volunteered to do a presentation similar to Jerry's on November 6th. Jerry needs to tweak his presentation and give it to Jan since she will have more time to talk (30-45 minutes). He will send the presentation to Ilona and Tracy in addition to Jan. Jerry will add some of the original slides he deleted since she has more time.

5. FAC Update

Scott reported that the Committee is working aggressively to finish revisions in Volume 1 and will be meeting weekly through the end of the year to get it done. They are close, but there are details that still need to be resolved. Volume 2 should be ready to present as a DRAFT Standard for comment.

When the Standards get posted for comment, the FAC will begin work on guidance documents to help with implementation of the FSMO Standard.

6. Virtual Workshop

Tracy shared a DRAFT of the flyer for the workshop. Initial response from presenters will be due late November/mid December. Presentations will be due late January.

Jerry will send Ilona a mailing list to distribute the flyer to. It will be mailed to PFAS labs and other potential speakers Jerry has contact information for.

7. New Business

None.

8. Action Items

Action items are maintained in the Action Summary Table - 2023.

9. Next Meeting

The next meeting will be on November 29, 2023 at 1pm Eastern by teleconference.

Tracy adjourned the meeting at 2pm Eastern.

Attachment A

TNI NEFAP Executive Committee

Members	Affiliation	Balance	Contact Information
Justin Brown (FSMO) (2023*) Present	EMT	FSMO/Lab	jbrown@emt.com
Tracy Szerszen (AB) Chair Present	PJ Laboratory Accreditation, Inc.	AB	tszerszen@pjlabs.com
Paul Bergeron (2023) Vice-Chair Present	LELAP	Other	Paul.bergeron@la.gov
David Fricker (AB) Present	A2LA	AB	dfricker@A2LA.org
Kelly Krock (2021*) Absent	EPA	Other	krock.kelly@epa.gov
Elizabeth Turner (2022*) Present	Pace	Lab/FSMO	Elizabeth.Turner@pacelabs.com
Jeremy Driver (2024) Present	Alabama Power Company	FSMO	jddriver@southernco.com
Jacob Gruzalski (2024) Absent	Environmental Standards Inc./Vitale Scientific Associates, LLC	FSMO	jgruzalski@envstd.com
Pamela Hamlett (2024) Absent	US Air Force/DoD	Other	pamela.hamlett@us.af.mil
Patrick Selig (AB) Present	ANAB	AB	pselig@anab.org
Ryan Pangelinan (2022*) Absent	Oregon Health Authority	Other	Ryan.pangelinan@dhsola.state.or.us
Kevin Holbrooks Absent	JEA	FSMO	holbke@jea.com
Kim Watson Absent	Consultant	Other	kwatson45@aol.com
Katie Strothman Present	Sanders Labs	Lab-FSMO	katie@sanderslabs.net
Ilona Taunton (Program Administrator) Present	The NELAC Institute		tauntoni@msn.com

Associate Members	Attendance	Contact Information
Marlene Moore		mmoore@advancedsys.com
John Moorman		jmoorma@sfwmd.gov
Scott Haas	X	shaas@etilab.com
Shannon Swantek	X	shannon@enlightenedquality.com

Jeff Buystedt		jbuystedt@bendoregon.gov
Tyler Sullen		tasullen@southernco.com
Nilda Cox		nildacox@eurofinsus.com
Carl Kircher		Carl.Kircher@flhealth.gov
Joel Grice		

Attachment B

Backburner / Reminders – NEFAP Executive Committee

	Item	Meeting Reference	Comments
4	Review Charter.	October 2020	
6	Evaluate how to handle adding additional ABs. Impact on committee size.	8-6-12	
9	Determine need for a policy or statement regarding the assessment of sampling.	4-22-13	
11	Form transition plan for implementation of new Field Standard when it is approved.	1-17-18	