

NEFAP Executive Committee (NEFAP EC)
Meeting Summary
September 20, 2023

1. Roll call:

Tracy Szerszen, Chair, called the NEFAP Executive Committee to order on September 20, 2023, at 1pm Eastern. Attendance is included in Attachment A - there were 5 NEFAP EC committee members present and 1 Associate member. Guest: Jerry Parr.

There was no quorum, so minutes could not be voted on. The vote will be postponed to the next meeting.

2. Sampling Conclave and Mini Session

The next Annual Conclave will be planned for June 4-6, 2024.

Tracy completed the flyer for the mini session and Ilona forwarded it to Jan to start working on the mailing. Jerry Parr sent a list of PFAS labs.

There was discussion to delay the meeting until after the first of the year. The date has been delayed to February 7, 2023. Tracy will update the flyer and Ilona will send the new flyer to Jan for mailing.

3. Internal Audit Training

Shannon has started the script. No date is set for the recording yet.

Paul will be scheduling a meeting with the Internal Audit Training Workgroup in the next few weeks.

4. Marketing –

Oregon Environmental Laboratory Association Meeting Presentation

Jerry was invited to share a field related presentation at the Oregon Environmental Laboratory Association Meeting late September. He shared a copy of the presentation he is planning to give next week in Oregon.

The training focused on importance of sampling to the overall sample result. He made changes/additions recommended by the Committee. He will also mention the work being done in TNI's Quality Management Systems Expert Committee's Module 2 update of

the TNI Environmental Laboratory Standard. They are looking at adding the NEFAP accreditation as an option to meet some of the requirements in the Sampling section. One of the major changes to the FSMO Standard is a focus on Sampling Design and Planning.

October FSEA Meeting

Mike Shepherd will be presenting a field related presentation at the October FSEA meeting. Tracy will be following up with him.

5. TNI Training Committee Update

Ilona noted that the recommendation made during the Minneapolis meeting regarding “Maintenance and Calibration of Field Equipment” will be included in the next training RFP. She will need help to prepare a paragraph about what the class should include.

6. NEFAP Evaluator Training

An evaluators class will be offered late November or early December. The Evaluator groups will need to be formed.

Marlene and Ilona are working on the class. There will be a pre-class exam to test knowledge of the Standard (mid to late October), homework exercises (November).

The last 2 ILAC evaluations will be requested in the application process since the TNI Standard is still based on the ISO 17011:2004 until the Standard is finalized.

Each of the NEFAP ABs has been asked to provide some examples that will be needed to complete the training.

7. New Business

None.

8. Action Items

Action items are maintained in the Action SummaryTable - 2023.

9. Next Meeting

The next meeting will be by teleconference on October 18, 2023, at 1pm Eastern.

Tracy adjourned the meeting at 2:00pm 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 Absent	LELAP	Other	Paul.bergeron@la.gov
David Fricker (AB) Absent	A2LA	AB	dfricker@A2LA.org
Kelly Krock (2021*) Absent	EPA	Other	krock.kelly@epa.gov
Elizabeth Turner (2022*) Absent	Pace	Lab/FSMO	Elizabeth.Turner@pacelabs.com
Jeremy Driver (2024) Absent	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) Present	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 Present	JEA	FSMO	holbke@jea.com
Kim Watson Absent	Consultant	Other	kwatson45@aol.com
Katie Strothman Absent	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	X	mmoore@advancedsys.com
John Moorman		jmoorma@sfwmd.gov
Scott Haas		shaas@etilab.com
Shannon Swantek		shannon@enlightenedquality.com

Jeff Buystedt		jbuystedt@bendoregon.gov
Tyler Sullen		tasullen@southernco.com
Nilda Cox		nildacox@eurofinsus.com
Carl Kircher	X – 1:30pm Eastern	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	