

**Summary of the NELAP Accreditation Council Meeting
Tuesday, January 6, 2025 1:30 pm Eastern**

1. Welcome and Introductions

Kristin welcomed everyone to the meeting. Attendance is recorded in Attachment 1. The agenda is included in Attachment 2. The agenda was approved by unanimous consent, and the minutes of November 4 were approved unanimously after a motion by Paul Bergeron, seconded by Taryn.

Kristin invited a new state representative, Brie Lusk from Arkansas Department of Energy and Environment, to introduce herself. Brie noted that her program is relatively new and still in development, and that she seeks to learn what other states are doing for certification of non-drinking water labs, as she explores the possibility of becoming a NELAP AB.

2. SIR 425 Discussion

This SIR was posted for AC vote in December and a brief email discussion indicated that the proposed response (the eighth one) would be unacceptable. The question asked and the Microbiology Committee's response were as follows:

V1M5, Section 1.7.3.1.b.i -- a previous SIR dated 12/11/19 clarified the requirement for sterility checks to be performed by each location using the materials. "The laboratory location using the materials is responsible for performing the sterility check.

Using the example provided, each sister laboratory is required to perform their own sterility check. A sterility check does not need to be performed until the items are received in their final location of use."

Does the same apply for media checks appearing in 1.7.3.1.b.i? In other words must EACH LABORATORY LOCATION using the same lot of media perform the performance checks defined in 1.7.3.1.b.i?

Response: Section 1.7.3.1.b.i of the Standard states: "All media shall be tested for performance (e.g., for selectivity, sensitivity, sterility, growth promotion, and growth inhibition). These tests shall be performed at a minimum with first use."

The question asked cannot be answered with the language in the Standard, as the Standard does not clearly state that the lab itself must perform the testing.

The initial response from Microbiology, in March 2022, was never presented to the Council, but it stated that "All quality control checks, except where specified in Section 1.7.3.1.d.ii and Section 1.7.3.1.d.iii, must be performed in the laboratory of use. Using the example provided, each sister laboratory is required to perform their own media performance checks."

Several participants referred to §1.7.3.1 which states that "the laboratory must demonstrate and document", and believe that means the laboratory of use must perform the testing. Other participants are satisfied with seeing documentation that the testing was performed, even if done in a different laboratory.

One participant explained that, because the organism is the analyte, microbiology is necessarily different than chemistry (where a single chemical is the analyte, and no culture is involved). An alternative suggestion was that if a lab relies on testing performed

elsewhere, the lab of use must have all of the SOPs and methods from the lab that performed the testing, in addition to the results, in order to be able to “demonstrate” that the testing was properly performed. One AB representative noted that, in forensic analysis of DNA, when using the same lot of chemicals, share paperwork (but not repeated testing) was considered acceptable.

A poll of all ABs was proposed, with responses as noted in the table below.

Option	Votes
1 Post the first response (lab of use must test)	6 plus 2 votes that were option 1 or 4
2 Do not post any response	1 vote plus 1 vote that was option 1 or 2
3 Accept the last/8 th response	3 votes
4 Send a suggested response to Micro	2 votes (both were option 1 or 4)

The definitive conclusion (consensus) was that if the original response cannot be accepted, then no response should be published – that publishing a SIR saying “we can’t answer that question” is undesirable.

Lynn will take this information back to LASEC for it to determine how to proceed.

3. Conference Topics

As time was expired, Kristin asked that participants send desired topics for discussion at conference to her and Lynn within the next few days. The only topic mentioned during the call was about the change from Technical Manager/Director to Technical Specialist, which will have its own session at conference (Monday morning).

4. New Business

There was no new business, and the meeting adjourned.

5. Next Meeting

The next Council meeting will be on **Tuesday afternoon, February 4, at 1 pm Eastern**, during conference in Jacksonville. It is unlikely that remote participation will be offered due to the technical difficulties experienced with recent conferences.

The next teleconference meeting of the NELAP AC is scheduled for **Monday, February 3, 202, at 1:30 pm Eastern**. An agenda and documents will be provided in advance.

Attachment 1

STATE	REPRESENTATIVE	PRESENT
FL	Carl Kircher T: 904-791-1574 E: carl.kircher@flhealth.gov	Yes
IL	Millie Rose T: 217-557-0220 E: mildred.rose@illinois.gov	Yes
KS	Carissa Robertson Carissa.Robertson@ks.gov (785) 291-3162	No
	Alternate: Paul Harrison paul.harrison@ks.gov (785) 296-1656	No
	For information purposes: Amy Suggitt Amy.Suggitt@ks.gov	Yes
	For information purposes: Matthew Jones Matthew.jones@ks.gov	No
LA DEQ	Tramecha Rankins E: tramecha.rankins@la.gov 225-219-3247	No
	Paul Bergeron E: paul.bergeron@la.gov	Yes
MN	Windsor Molnar Windsor.Molnar@state.mn.us 651-201-3702	Yes
	Alternate: Lynn Boysen E: lynn.boysen@state.mn.us	Yes
	For Information only: Stephanie Drier T: 651-201-5326 E: stephanie.drier@state.mn.us	No
NH	Brian Lamarsh (603) 271-2998 F: (603) 271-5171 Brian.M.Lamarsh@des.nh.gov	Yes
	Alternate: Bill Hall T: (603) 271-2998 E: george.hall@des.nh.gov	Yes

NJ	Michele Potter T: (609) 984-3870 F: (609) 777-1774 E: michele.potter@dep.nj.gov	Yes
	Alternate : Rachel Ellis E: rachel.ellis@dep.nj.gov	No
NY	Amy Steuerwald 518-473-0748 E: amy.steuerwald@health.ny.gov	Yes
	Alternate: Gretchen Welfinger Gretchen.Welfinger@health.ny.gov	Yes
	For Information only: Derek Symula derek.symula@health.ny.gov	No
OK	Taryn Hurley Taryn.hurley@deq.ok.gov (405) 702-1006	Yes
	Alternate: Ryan Lerch Ryan.Lerch@deq.ok.gov (405) 702-1020	No
OR	Steve Jetter T: 503-505-2672 E: steven.jetter@oha.oregon.gov	Yes
	Alternate: Lizbeth Garcia 971 865 0443 E: Lizbeth.garcia@dhsosha.state.or.us	No
	Included for information purposes: Ryan Pangelinan E: Ryan.pangelinan@dhsosha.state.or.us	No
PA	Annmarie Beach E: anbeach@pa.gov T: 717-346-8212	Yes
TX	Jody Koehler (512) 239-1990 Jody.Koehler@tceq.texas.gov	Yes
	Steve Gibson (512) 239-1316 Steve.Gibson@tceq.texas.gov	Yes
UT	Kristin Brown T: (801) 965-2540 F: (801) 965-2544 E: kristinbrown@utah.gov	Yes
VA	Cathy Westerman T: 804-648-4480 ext.391 E: cathy.westerman@dgs.virginia.gov	Yes

	Alternate: Shane Wyatt shane.wyatt@dgs.virginia.gov	No
NELAP AC PA and EC	Lynn Bradley T: 540-885-5736 E: lynn.bradley@nelac-institute.org	Yes
EPA Liaison	Michella Karapondo Karapondo.michella@epa.gov	Yes
CA	Christine Sotelo Christine.Sotelo@waterboards.ca.gov	No
	Christopher Hand Christopher.Hand@Waterboards.ca.gov	Yes
AR	Brie Lusk brie.lusk@arkansas.gov	Yes
NV	Jasmine Curiel jcuriel@ndep.nv.gov	No
WV	Justin Carpenter justin.d.carpenter@wv.gov	Yes

Attachment 2 – Agenda for January 6, 2025, Meeting

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes (November minutes attached; no December meeting was held)
- Discussion of SIR 425 (see SIR pdfs and SIR 425 History, attached)
- Update on Assessor Training (if anything new)
- Prepare for Conference Session (desired discussion topics?)
- Open Discussion (opportunity for new states to ask questions, especially)
- New Business, if any
- Adjourn