

Summary of the NELAP Accreditation Council Meeting
Monday, June 5, 2023 1:30 pm Eastern

1. Welcome and Introductions

Kristin welcomed everyone to the meeting. Attendance is recorded in Attachment 1. The minutes of May 1, 2023, were approved by unanimous vote after a motion by Annmarie, seconded by Cathy.

2. Election for Vice Chair

There were no additional nominations. Michele was nominated to be re-elected at the February 6th meeting by Carl, with a second from Cathy. All present at this meeting voted in favor of Michele continuing in the role of Vice Chair. Congratulations, Michele!

3. Announcements

Program Manager training – Lynn asked for any additional Council members who wished to review the draft training to please speak up, as the training will soon be finalized.

Rescheduling of July meeting? – participants opted to retain the scheduled July 3 meeting date.

Request for AB stakeholder members for Credentials and WET Committees – Lynn presented requests from both the new Credentials Committee and the WET Expert Committee for additional AB stakeholder members. One potential member for WET was identified. The Credentials Committee is likely to take up assessor competency as its next role for credentialing, as much work has already been done on that role; the other possibility is for the Technical Manager role.

Recommendation from LASEC about V2M1 Draft Standard Revision 1 – at the request of the LASEC Chair, Maria Friedman (CA ELAP), Lynn notified the Council that LASEC is unable to provide a recommendation at this time. The reason is that comments have been received requesting that the requirement in §6.4.1.1 which will, at minimum, require reconsideration of the proposed change. That section reads as follows:

Portions of the accreditation process may be contracted out; however, the review, approval, and issuance of assessment reports and the authority to make accreditation decisions grant, maintain, suspend or revoke shall remain with the accreditation body.

Until this issue is resolved, LASEC cannot recommend the draft module as written.

Minnesota New Technology Request – MN ELAP seeks to add a new technology into LAMS, Combustion Ion Chromatography (CIC). This technology will be needed for certain PFAS methods, and was reviewed during MN's evaluation (currently underway) with no objections, but MN was advised to consult with the Council to ensure that there were no objections. None were made, and the technology was added to LAMS as of June 6.

Ohio Voluntary Action Program – as an FYI, Lynn provided emails explaining Ohio EPA's recent regulation to recognize labs accredited to the TNI EL Standard for its Voluntary Action Program, which is essentially a site remediation/restoration program. TNI provided comment on the regulation as it was being developed to ensure that the language properly

references TNI's NGAB and NELAP ABs.

Options for updating the evaluation process – the LAB Expert Committee is exploring whether and how to improve the evaluations of NELAP ABs to focus more on successful implementation of a program's documented processes and less on reviewing the documentation itself, particularly for renewal evaluations that take place after the documentation has once been reviewed. LAB gathered "brainstorm" ideas from NELAP evaluators, and will discuss possible options with the evaluators and again with the full LAB, and plans to present the refined options to the Council at its July meeting, so that public discussion can take place at conference in Minneapolis, in early August.

4. Discussion of ORELAP Concerns About V2M1 Draft Standard Revision 1

Travis was again unavailable, but notified Kristin that his questions have been addressed in offline conversations. The deadline for comments on this module is June 28.

5. Draft Prep Method Language

As promised at the April meeting, Lynn provided a two paragraph draft of language for consideration to be added to the Mutual Recognition Policy POL 3-100, distilled from Carl's 2017 detailed paper providing options for addressing the accreditation (or lack of specific identification as accredited) for preparatory methods.

Discussion noted that different ABs handle prep methods differently. Some accredit them by analyte, or by method/technology, others just review the prep methods as part of the analytical method. The potential problem arises with secondary accreditations, where there is either no specific record of the prep method being assessed or mention of it is buried in the lab's assessment report. If the prep method is listed on the certificate, then secondary accreditation can readily be granted. The final consensus of the Council was that the issue is not significant enough to warrant any effort to impose a solution on all NELAP ABs.

6. New Business

Florida to add SW-846 letters -- Carl noted that Florida is changing its procedure to include the letter designation for SW-846 methods. Several ABs exchanged view points and contact information about personnel who can assist with resolving difficulties in this area.

TNI Voting SOP 1-102 – Lynn has been reviewing the most recent draft revisions to the TNI Voting SOP, which are now aligned with the soon-to-be obsolete NELAP Voting SOP 3-101. However, Policy Committee does not understand why the SIR voting site has a "Not voting at this time" vote option, and she asked how important that is to the SIR voters. Council members see a need for this vote option and insist on its retention. It is used when an AB does not accredit, for example, microbiological tests, and also when a "Needs discussion" vote is present and the AB wishes to await the outcome of discussion but does not feel the need to be present for the discussion. NOTE: This issue is now resolved and the "Not voting at this time" option remains, with an improved definition in the explanation of voting options.

Agenda for conference session – Jerry wants session agendas by the end of June. Participants decided to keep the three "update" items, but instead of having each AB repeat each item, just to ask them to identify any changes since the previous conference session update. A discussion of possibly modifying the evaluation process will also be added.

Kansas need for viewable copy of NELAP Standard in its regulation to update to the 2016 Standard from 2003 NELAC – apparently a link to a “viewable” but not downloadable or copy-able version of the Standard is unacceptable. Other ABs discussed how they have addressed this, either by having a paper copy of the document available at a “reference library” site (the regulatory office?) and in the lab itself, or by having the “viewable” link embedded in the Standard. Carissa stated that a “free licensed copy” is required, even though laboratories must have proof of purchase of a copy in order to be accredited.

Ombudsman Follow-Up – the Board of Directors determined that if an ombudsman is to be established, it should be for the entire organization, not just NELAP. This issue will be further discussed at the July Board meeting.

9. **Next Meeting**

The next teleconference meeting of the NELAP AC will be **Monday, July 3, 2023, at 1:30 pm Eastern**. An agenda and documents will be provided in advance.

Attachment 1

STATE	REPRESENTATIVE	PRESENT
FL	Carl Kircher E: carl.kircher@flhealth.gov	Yes
	Alternate: Vanessa Soto E: Vanessa.sotocontreras@flhealth.gov	No
IL	Millie Rose T: 217-557-0220 E: mildred.rose@illinois.gov	No
	For information purposes: Dave Reed E: Dave.Reed@Illinois.gov	No
	For information purposes: Shirlene South E: shirlene.south@illinois.gov	No
KS	Carissa Robertson Carissa.Robertson@ks.gov (785) 291-3162	Yes
	Alternate: Paul Harrison paul.harrison@ks.gov (785) 296-1656	No
	For information purposes: Amy Suggitt Amy.Suggitt@ks.gov	No
LA DEQ	Tramecha Rankins E: tramecha.rankins@la.gov 225-219-3247	No
	Paul Bergeron E: paul.bergeron@la.gov	No
MN	Lynn Boysen E: lynn.boysen@state.mn.us	Yes
	Alternate: Stephanie Drier T: 651-201-5326 E: stephanie.drier@state.mn.us	No
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OK	Taryn Hurley Taryn.hurley@deq.ok.gov (405) 702-1006	No
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OR	Travis Bartholomew T: 503-693-4122 E: travis.j.bartholomew@dhsosha.state.or.us	No
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	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	Steve Gibson (512) 239-1316 Steve.Gibson@tceq.texas.gov	Yes
	Jody Koehler (512) 239-1990 Jody.Koehler@tceq.texas.gov	No
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
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NV	Michael Antoine mantoine@ndep.nv.gov	No