

**Laboratory Accreditation System Executive Committee
SIR Subcommittee Meeting Minutes
November 30, 2023 12:30 pm Eastern**

1) Welcome and Introductions

Maria welcomed everyone to the meeting. This meeting was rescheduled to occur immediately prior to the rescheduled LASEC meeting, because of the Thanksgiving holiday. Attendance is recorded in Attachment A. The minutes of the September 21, 2023, meeting were approved by unanimous vote after a motion by Silky, seconded by Harold.

2) SIR 410

This SIR is virtually identical to SIR 390, but was processed by the Chemistry Expert Committee during the time when SIR 390 was being held in abeyance awaiting resolution of SIR 391. (SIR 462 was the same, and was identified as such when submitted, so the submitter was advised to await resolution of 390 and was notified when that SIR was posted to the website.) Debbie moved and Silky seconded that the submitter of SIR 410 be notified that the question was answered in SIR 390 and provided with a link to that SIR as posted.

Voter	Motion to Approve Response and Forward to LASEC for Approval of Decision to Notify Submitter to See 390
Maria	Yes
Aaren	Absent
Debbie	Yes
Stacie	Yes
Bill	Absent
Silky	Yes
Harold	Yes
Super-Majority Approval Met?	5 of 7 in favor Motion approved

3) SIR 423

This response generated considerable discussion, for two reasons. The requirement for a lab to conduct media performance testing when that testing was done by the manufacturer is not explicit in the Standard, but the response is vague yet implies that such a requirement exists. Also, the response discusses media performance testing as if it is a QC check, when it is not technically part of quality control requirements. Drinking water methods typically do require such testing but wastewater methods do not. The consensus was to ask that the response note that use of manufacturer's data could be acceptable but that the lab should follow the requirements of the method being used or other program requirements.

Additionally, SIR 425 was tabled in November 2022, awaiting the outcome of this SIR, so was returned along with SIR 423, and the Microbiology committee was asked to ensure that both responses were similar. Silky moved and Debbie seconded that SIRs 423 and 425 be returned to Microbiology along with suggested language as discussed above.

Voter	Motion to Return 423 (and 425) to Microbiology Committee with Suggested Revision
Maria	Yes
Aaren	Absent
Debbie	Yes
Stacie	Yes
Bill	Absent
Silky	Yes
Harold	Yes
Super-Majority Approval Met?	5 of 7 in favor Motion approved

4) SIR 426

This SIR concerned the use of surrogates and the response was considered acceptable. Stacie moved and Harold seconded that it be passed forward to LASEC for approval to be posted to the Accreditation Council's voting site.

Voter	Motion to Approve Response and Forward to LASEC for Final Approval
Maria	Yes
Aaren	Absent
Debbie	Yes
Stacie	Yes
Bill	Absent
Silky	Yes
Harold	Yes
Super-Majority Approval Met?	5 of 7 in favor Motion approved

5) SIR 427

This SIR concerned measurement of relative error and requested additional clarity about the meaning of "at or near the mid-point of the initial calibration". The response was considered acceptable. Debbie moved and Silky seconded that this SIR be passed forward to LASEC for approval to be posted to the Accreditation Council's voting site.

Voter	Motion to Approve Response and Forward to LASEC for Final Approval
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Maria	Yes
Aaren	Absent
Debbie	Yes
Stacie	Yes
Bill	Absent
Silky	Yes
Harold	Yes
Super-Majority Approval Met?	5 of 7 in favor Motion approved

6) SIRs Citing Language from Modified Versions of the TNI Standard

Participants discussed the handling of SIRs that originate from organizations using modified versions of the TNI EL Standard. This topic was earlier discussed in the full LASEC meeting, and also with CSDEC and the NELAP AC.

Maria explained the background of the issue, that a SIR referenced the “TNI minus 2” standard used by California, although the question posed was about unmodified TNI language. That SIR was considered invalid for other reasons, but we realized that an agreed upon way of handling such SIRs in the future would be needed.

After the NELAP AC’s discussion, the CA ELAP individual who participates in Council meetings emailed to the AC members a link to the regulations that modify the standard used in CA, and recommended to the Council that submitters of SIRs referencing language not in the standard but in CA’s regulations receive a response directing them to contact CA ELAP about the question.

CSDEC members (Chairs of all the Expert Committees) agreed that TNI should process SIRs that cite TNI language in the normal fashion but that we should not attempt to provide interpretations of modified portions of a standard used by other certification or accreditation bodies.

After a brief discussion, Subcommittee members reached consensus that SIR submissions should be handled normally unless the language cited for the question posed is actually in modified text and not in the original, copyrighted TNI Standard. They also agreed that language to this effect should be added to the SIR Management SOP 3-105 as part of the criteria for acceptable, valid SIRs.

7) New Business

There was no new business. Maria proposed that the December LASEC meeting be cancelled due to the holiday, and the subcommittee meeting cancelled as well. If a quorum is present at conference, LASEC business can be conducted then. Otherwise, the next scheduled meeting will be the February. If an urgent issue arises before then, it will be handled by email or else an ad hoc meeting will be called.

8) Next Meeting

The next scheduled SIR Subcommittee meeting will be on **Thursday, February 15, 2024, at 12:30 pm Eastern**. If there are no SIRs to review, members will be notified in advance of the meeting date; otherwise the SIRs will be sent with the agenda.

Attachment A

PARTICIPANTS – SIR SUBCOMMITTEE OF LASEC

	NAME	EMAIL	LASEC Term end date	INTEREST	AFFILIATION	S/H CATEGORY	PRESENT
1	Maria Friedman, Chair	gamfriedman@gmail.com	1/26 (2nd term)	SIRs	CA ELAP	Non-NELAP AB	Yes
2	Aaren Alger	Aaren.s.alger@gmail.com	1/26 (2nd term)	SIRs	Alger Consulting & Training	Other	No
3	Debbie Bond, Vice Chair	DBOND@southernco.com	Associate	SIRs	Alabama Power	Lab	Yes
4	Stacie Crandall	scrandall@hrsd.com	1/24 (first term)	SIRs	Hampton Roads Sanitary District	Lab	Yes
5	Bill Hall	George.W.Hall@des.nh.gov	1/25 (second term)	SIRs	NH ELAP	NELAP AB	No
6	Silky Labie	elcatllc@centurylink.net	1/25 (2nd term)	SIRs	ELCAT	Other	Yes
7	Harold Longbaugh	harold.longbaugh@houstontx.gov	1/25 (3rd term)	SIRs	Houston Lab	Lab	Yes
	Program Admin. Lynn Bradley	Lynn.bradley@nelac-institute.org					Yes