

Summary of the Laboratory Accreditation Body Expert Committee Meeting
Tuesday, August 25, 2020 1:00 pm Eastern

1. Welcome and Roll Call

The Chair, Carl Kircher, opened the meeting. Attendance is recorded in Attachment 1. The meeting agenda and then the minutes of July 21 were approved by acclamation.

2. Continuation of Discussion of Assessor Competency and Training Requirements

Participants affirmed that the changes made to sections 6.1.2.9.1-6.1.2.9.2 of the draft V2M1 as follow-up to the July 21 meeting accurately reflect the revisions discussed and agreed upon during that meeting.

Section 6.1.2.9.3 was not discussed at the July meeting, but participants agreed that it needs clarification with regards to both grandfathering and hiring of new assessors into existing ABs. The outcome of discussion was that all new assessors should be required to complete the training specified in 6.1.2.9.2 a, b, and c. For a new AB, assessors must have completed this training at the time of recognition.

For an existing AB, all existing assessors must have refresher training any time a new module of Volume 1 of the TNI ELS Standard is implemented. A new subsection d) was added to state that refresher training is mandatory (no longer discretionary), and that the AB may require additional training if desired. The note about a written test not being required for refresher training remains.

Then section 6.1.2.9.3 is omitted entirely. Grandfathering of assessors will no longer be permitted – they must have either refresher training or the full complement of new assessor training if that training has never been documented.

The draft revisions will be reviewed at the September meeting for final acceptance.

3. Revisions to Reporting Procedures, Sections 7.6.6 – 7.6.7

Over the past two years, many discussions considered who could release the assessment report to the lab, and if an AB revised the report after issuance by a contract assessor, what impact would that have on the deadline(s) for corrective action response from the lab. Participants agreed to remove the phrase “or its authorized representative” from section 7.6.6.b.1 and to add in section 7.6.6.b.2 an explicit list of what the assessment report must contain, including a requirement that all findings of non-conformance must be identified in relation to the standard or the specific method involved. In particular, since not all NELAP ABs accredit preparatory methods separately from the quantitative analysis itself, the report must itemize which prep methods were assessed so that any AB can determine exactly what was assessed without having to directly contact the assessor, for purposes of secondary accreditations (which are not addressed in V2M1 but are a critical part of the accreditation scheme).

Then, to accommodate the contract assessor issue, new clauses 7.6.6.b.3 and 7.6.6.d were added to allow for the AB to review and potentially revise a report issued prior to the AB’s actual approval of the report.

These draft revisions will also be reviewed at the September meeting for final acceptance.

4. Consideration of Field Activities Task Force Recommendations

This discussion was begun, based on some draft language prepared by Carl. Lynn explained that the Quality Systems Expert Committee reviewed the recommended language relevant to V1M2 and determined that all issues were addressed in the new language of the 2017 version of

ISO 17025, while Carl maintains that any language added to V2M1 should also be added to V3 and V4, which are under the purview of PTPEC. Carl also noted that the Note 2 of section 3.4, referring to FSMOs, was already deleted during this revision process.

This discussion will continue at the September meeting.

5. New Business

None

4. Next Meeting

The next teleconference meeting will be **Tuesday, September 15, 2020, at 1:00 pm Eastern.**

An agenda and documents will be distributed prior to the meeting.

Attachment 1

LAB Expert Committee Roster

Name/Email	Term ends	Affiliation	Present?
Aaren Alger Aaren.s.alger@gmail.com	1/30/2023	Other – Alger Consulting & Training	No
Socorro Baldonado sbaldonado@mwdh2o.com	1/30/2023 (1 st term)	Lab – Metropolitan Water District, La Verne, CA	Yes
William Batschelet wbatsche@aol.com	1/30/2022 (2 nd term)	Other – Retired from US EPA R8	Yes
Nilda Cox nildacox@eurofinsus.com	1/30/2022 (1 st term)	Lab – Eurofins Eaton Analytical LLC	Yes
Catherine Katsikis catherinekatsikis@gmail.com	1/30/2022 (2 nd term)	Other – Laboratory Data Consultants	No
Carl Kircher, Chair carl_kircher@flhealth.gov	1/30/2022 (3 rd term, extended)	AB – Florida Department of Health	Yes
Marlene Moore mmoore@advancedsys.com	1/30/2022 (2 nd term)	Other – Advanced Systems, Inc., Newark, DE	No
Michael Perry michael.perry@lvvwd.com	1/30/2023 (1 st term)	Lab – Southern Nevada Water Authority	No
Zaneta Popovska zpopovska@anab.org	1/30/2022 (1st term)	AB – ANAB	Yes
Alia Rauf arauf@utah.gov	1/30/2021 (1st term)	AB – Utah Department of Health	No
Mei Beth Shepherd, Vice Chair mbshep@sheptechserv.com	1/30/2022 (2 nd term)	Other – Shepherd Technical Services	No
Nicholas Slawson nslawson@a2la.org	1/30/2022 (1st term)	AB – A2LA	No
Program Administrator: Lynn Bradley Lynn.Bradley@nelac-institute.org	N/A		Yes
Associate Members:			
Yumi Creason ycreason@pa.gov		AB – Pennsylvania	Yes
Scott Haas shaas@etilab.com		Lab – Environmental Testing, Inc., and Chair, FAC	No
Bill Ray bill_ray@williamrayllc.com		Other – William Ray Consulting, LLC	No
Sviatlana Haubner Sviatlana.Haubner@cincinnati-oh.gov		LAB – Cincinnati Metropolitan Sewer District	Yes
Aurora Shields Aurora.Shields@kcmo.org		Lab – KC Water	No
Ilona Taunton Ilona.taunton@nelac-institute.org		Other – TNI Program Administrator	No

Attachment 2 – LAB Expert Committee Meeting Agenda, July 21, 2020

- Welcome and Roll Call
- Approval of Minutes (July 21 minutes attached)
- Affirm Changes to 6.1.2.9 (post-July meeting draft attached)
- Discuss Changes to 7.6.6 and 7.6.7 (Aaren's draft plus pdf of email w/ her further thoughts, attached)
- Discuss Field Activities Task Force Recommendations (FATF report and pdf of email containing Carl's draft language, attached)
- New Business, if any
- Adjourn