

Summary of the NELAP Accreditation Council Meeting July 6, 2020

1. Welcome and Introductions

Kristin welcomed everyone to the call. Attendance is noted in Attachment 1. The minutes of June 1 were approved.

2. Discussion and Decision on Use of Remote Evaluation Site Visits

After the Council's discussion in April and meeting with the evaluators (April minutes were re-distributed for reference), the plan was to revisit the use of remote site visits for evaluations in July. Since there is no improvement in the pandemic situation, before making a decision, members requested a poll of states about whether they are using remote site visits for NELAP accreditations, and all but one state are either using or planning remote assessments. One AB noted that remote assessments work particularly well for labs with small scopes and another, that even for a lab with many prior findings, a remote assessment would be better than extending the accreditation with no oversight at all, even though everyone has concerns about high risk labs.

Eric mentioned that a new OGWDW memo from Greg Carroll dated June 18, 2020, discussed remote assessments of state primacy labs as well as states doing remote site visits for certifications. Eric provided the memo and it was distributed to both the NELAP AC and all evaluators immediately after the Council meeting.

There was consensus among all participants that a remote site visit for evaluations would be acceptable and that Kristin and Michele should further discuss the issue with the evaluators but participants did not feel that a vote was even needed. Steve Arms noted that 1) he would prefer that some type of vote be recorded, and 2) for him, the site visit serves as "clean-up" time for questions related to the Technical Review and as an opportunity to view personnel training records, but that those things can be done remotely.

After discussing further with the NELAP evaluators on Wednesday, July 8, Kristin agreed that minor modification to add reference to remote site visits in section 8.3 of the NELAP Evaluation SOP 3-102 would serve as the Council's approval, and that revised SOP will be presented to the Council for approval at its August meeting. The evaluators meeting included all three EPA regional staff who participate in evaluations.

All agreed (including New York) that the NY evaluation will serve as a pilot for the remote site visits, with a protocol drafted by the NY team with NY personnel prior to the actual "meeting" and an SOP then prepared afterwards, describing desired outcomes but not referring to specific technologies as those may vary by state. NY routinely uses WebEx and Victoria stated that she can share any documents from their electronic document control system (including the personnel records) using that tool, so that no additional personnel need to be involved for TNI's WebEx use. The possibility of using document cameras was mentioned if other states have issues with remote viewing of documents.

3. Update on SIRs 297 and 339

Lynn stated that LASEC's SIR Subcommittee reviewed the additional language agreed upon to be added to SIRs 297 and 339, and they are returned to the Chemistry Expert

Committee for acceptance of that language so that the modified SIRs can be re-posted for AC vote.

4. Method Questions from FL

In March, Carl requested to discuss issues about method TO-15, and this was the first opportunity to do so. He noted that some ABs are granting accreditations to non-target analytes by this method, and that FL has been granting secondary accreditations for those, but he asked for explanation of why. Carl also noted that the non-target analytes being accredited are included in the updated method TO-15A, but multiple ABs stated that they have had no requests yet to accredit method TO-15A for any analyte.

5. Request for Clarity about WET Accreditations from OR

Travis posed this question in April, and has been patiently waiting for time on the agenda, but time was expired so the issue will again wait, at least until August. OR's issues are intertwined with the WET Expert Committee's assignment to sort and clarify the same method and analyte code issues that ORELAP seeks clarity about, but that it is a yeoman's task that will require interaction between the WET committee and the Council to resolve.

6. Next Meeting

The next teleconference meeting will be Monday, August 3, 2020, 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	Celeste Crowley T: 217-557-0274 F: 217-524-6169 E: celeste.crowley@illinois.gov	No
	Alternate: Dave Reed E: Dave.Reed@Illinois.gov	No
	For information purposes: John South E: john.South@illinois.gov	No
KS	Paul Harrison E: paul.harrison@ks.gov	Yes
	Alternate: N. Myron Gunsalus T: 785-291-3162 E: ngunsalus@ks.gov	No
LA DEQ	Kimberly Hamilton-Wims T: 225-219-3247 E: Kimberly.Hamilton-Wims@la.gov	yes
	Altérnate: Elizabeth West E: elizabeth.west@la.gov	Yes, with Paul Bergeron
LA DOH	Grant Aucoin E: Grant.aucoin@la.gov	No
	Alternate: Scott Miles E: Scott.Miles@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
NH	Bill Hall T: (603) 271-2998 F: (603) 271-5171 E: george.hall@des.nh.gov	No

	Alternate: Brian Lamarsh Brian.Lamarsh@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	Victoria Pretti 518-485-5570 E: victoria.pretti@health.ny.gov	Yes
	Alternate: Lynn McNaughton E: lynn.mcnaughton@health.ny.gov	No
OK	David Caldwell (405) 702-1000 E: David.Caldwell@deq.ok.gov	No
	Alternate: Chris Armstrong (405) 702-1000 E: chris.armstrong@deq.ok.gov	No
OR	Travis Bartholomew T: 503-693-4122 E: travis.j.bartholomew@dhsosha.state.or.us	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
	Included for information purposes: Sara Krepps Oregon Department of Environmental Quality (503) 693-5704 E: sara.krepps@state.or.us	No
PA	Annmarie Beach E: anbeach@pa.gov T: 717-346-8212	Yes
TX	Ken Lancaster T: (512) 239-1990 E: Ken.Lancaster@tceq.texas.gov	No
	Alternate: Kristy Deaver T: (512) 239-6816 Kristy.deaver@tceq.texas.gov	Yes

UT	Kristin Brown T: (801) 965-2540 F: (801) 965-2544 E: kristinbrown@utah.gov	Yes
	Alternate: Alia Rauf T: 801-965-2511 E: arauf@utah.gov	No
VA	Cathy Westerman T: 804-648-4480 ext.391 E: cathy.westerman@dgs.virginia.gov	Yes
	Alternate: Ed Shaw T: 804-648-4480 ext.152 E: ed.shaw@dgs.virginia.gov	No
NELAP AC PA and EC	Lynn Bradley T: 540-885-5736 E: lynn.bradley@nelac-institute.org	Yes
EPA Liaison	Eric Graybill Graybill.eric@epa.gov	Yes
California	Christine Sotelo Christine.Sotelo@waterboards.ca.gov	No
Guests:	Steve Arms, TNI Lead Evaluator Arms.steve@comcast.net	