

NH ELAP Technical Committee

Minutes - FINAL

Date & Time: Tuesday, October 14, 2008, 9 AM till 12 Noon
(8:30 am to 9:00 am Check-In / Refreshments)

- Attendance / Roll-Call (NHDES Sign-In Sheet). **Taken / Done.**

Members Present:

Bill Hall (Minutes Scribe)	NH ELAP
Don D'Anjou	Granite State Analytical
Arthur Clark	USEPA Region I
Kathleen Noonan	Eastern Analytical
Joann Wood	Endyne, Inc.
Lou Barinelli	NHDES Lab
Stephanie Rochefort	City of Somersworth Lab

Members Absent:

Melissa Gulli	Analytics Lab
Cheryl Wood	City of Manchester Lab
Jeanne Chwasciak	NH ELAP
Rebecca LeBrun	A & L Lab
Charlie Dyer	Danbury A & T Services
Lorri Maling	Demers Lab
Jay Crystal	ChemServe Lab

Guests:

none	
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- Review and Approval of the previous Minutes. **No comments or questions; 10/9/07 minutes accepted.**
- Old Business
 - Review any previous issues not included in the previous Minutes. **No additional comments or questions.**
- New Business
 - Continue; discussion about the burden the Standards place on municipalities (Bill Daly & Cheryl Wood)? **No discussion; Bill Daly has retired and Cheryl was not present.**
 - Continue; Small Utility labs vs. commercial labs w/ a possible two tier system that does not compromise QA/QC but will bring utilities back into the certified/accountable fold (Cheryl Wood)? **Cheryl was not present. Don, Stephanie and Joann each felt that a two-tier program would be a bad idea for the lab community and public sector from a quality control point-of-view.**
 - Complaint concerning submitting electronic & hardcopy versions of the QSM & SOPs (Stephanie Rochefort). **In an environmental age, Stephanie wanted to know if the**

hardcopies of these documents were really being used. If not, then the practice of requesting them should be discontinued.

- DW&GW meeting with municipal laboratory personnel [MDWLAG] (Bill Hall). Discussed the function of this new group.
- Review MDL issue; what's new [email] (Bill Hall). Issue tabled for now.
- Review the LOD & LOQ verification issue (Bill Hall). No questions were raised at this time. Email guidance on these kinds of issues is very helpful – Joann.
- RCRA accreditation status (Bill Hall). Discussed the program's progress. Turn-around time is longer than planned. Kathleen wanted to know about necessary follow-up RCRA on-sites and when documents may be requested. Bill is taking this on a case by case basis at this time.
- NELAC Method Codes / Method Selection Forms (Bill Hall). Discussed the code use issue.
- Any PT issues / electronic data transfer (Bill Hall). Discussed codes & PT transfer issues. Don indicated that Absolute may not be up to speed on the selection & use of the NELAC / NH ELAP method and analyte codes.
- TNI updates (Bill Hall). Tabled this subject for now.
- New Rules issues (Bill Hall). No questions or comments.
- TC website (Bill Hall). Discussed updates that need to go in place.
- NH ELAP Annual Meeting – potential agenda items (Bill Hall). 3/09 Meeting; Bill Hall asked for input on potential topics.
- Other issues?
 - 1) There was a general discussion concerning “consistency” between AAs and between an AA and each lab that is accredited. TNI and the NELAP Board are trying to insure consistency among each of these situations. Progress has been made. Some things may never really be 100% consistent because of the documents some AAs use and because of the personalities involved.
 - 2) There was a general discussion concerning the future drinking water data download at the NHDES OneStop website. There were some concerns as to how this would be done; with codes, what about subcontract data and what about compliance gross alpha results? Laurie Cullerot will be discussing this at the next LANH meeting and maybe the meeting in March 2009.
 - 3) There was a general discussion about the future TNI Standards that are out on the TNI website. The ABs will be reviewing these standards and making decisions as whether to adopt them and when. The TNI Standards can be downloaded for free without the ISO language and may be purchased with the ISO language included if desired.
 - 4) Joann asked about the format for the new analyte lists and certificates. Bill Hall discussed the plan to move to these new documents as the new db gets populated.
 - 5) Bill Hall will be looking for new members to fill vacant slots on the Technical Committee (Bill Daly and Mike Micucci have left).

- Future Business. No issues raised.

- Adjourned @ 10:45am.

- Future Meeting Dates

- The meetings will be held quarterly, from 9am till 12:00 (noon), on a Tuesday at the NHDES, Concord, NH. Sign-in and refreshments will be from 8:30am till 9:00am. Others have (may) volunteered their facility / meeting room, if necessary.
- The next meeting will be on a date to be determined; approximately 3 months away.

- **Meetings will be held if there is enough business to make the meeting worthwhile and if a majority of members indicate that they intend to be present.**