# Closing Plenary

- Committee Reports
- Closing Remarks

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# Accreditation Body

## Sharon Mertens

# Highlights and Substantive Issues

- Changes to Interim Standard were reviewed;
- Responses to comments were reviewed;
- Committee Charter drafted;
- Discussion of future activities

# Unresolved Issues

None on standard;

How the Committee will interact with other Committees to provide support

# Future Plans

- Adopt Committee Charter
- Work with LAC to identify programmatic and policy "pieces" of Chapter 6 that were removed
- Help to determine how those will be addressed

# Advocacy

## Aurora Shields

# Highlights and Substantive Issues

- Charter
- Press Releases, Announcements, Articles and Publications
- Building Relationships with Stakeholders

# Unresolved Issues

## Strategic Plan

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## Advocacy

# Future Plans

- Continue with promotion efforts
- Continue to develop relationships with stakeholders
- Member Newsletter

# Assessor Forum

The Assessor forum subcommittee was established to provide a mechanism for communicating, training and sharing of new information, interpretations, and other issues related to fostering better assessments, consistency and professionalism.

**Jack Farrell**

# Highlights and Substantive Issues

- Planned and conducted a very successful event on Tuesday
- Attendance of 70-85+ participants for the entire day
  - 35+% labs represented
  - 45+% assessor bodies, including about 17 representatives from NELAP ABs
  - 20+% others
- Evaluations showed an overall 85-90% approval
  - All of the sessions were very well received and attended
  - Great participation from all participants (open, honest, and solution oriented)

# Highlights and Substantive Issues

- Participants overwhelmingly indicated they wanted this process to continue
  - Format and mix - good
  - Length of a full day - good
  - Balance of presentation and opportunities for discussion - good
- Lots of great suggestions and topics for future consideration
- At the TAC meeting, passed a resolution to provide training credit for attending the assessor forums toward annual training requirements

# Unresolved Issues

- Filling out our development team further
  - federal representative
  - another State AB representative
  - another lab, etc.
- How to obtain resolution on interpretations of Standard – consensus/publication
- When decisions or interpretations are presented, how to get these into policy
- How to handle all of the wonderful suggestions presented.

# Future Plans

- Get the minutes and presentations onto the TNI website
- Gather up all of the suggestions/comments provided at the meeting
  - Determine which the subcommittee should tackle
  - Forward the rest to the TAC for consideration and placement within TNI functions
- Create an agenda for the Boston Assessor forum
  - core sections, panel discussions, How to…auditing topics
  - define speakers and champions
  - present to TAC for comment and concurrence
- Prepare and conduct a full day event in Boston
- Look into other event opportunities and for other mechanisms to promote the subcommittee objectives

*Thank you to all of the participants and especially to the members of the development team. A job well done!!*

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# Conference Planning

## Jerry Parr

# Highlights and Substantive Issues

- Denver: Lessons Learned
- Cambridge (Boston)
- Long range planning

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Conference Planning

# Unresolved Issues

## 2008 winter meeting

- Los Angeles
- New Orleans
- Portland
- San Diego
- San Francisco
- Santa Fe

# Future Plans

- Begin work on summer meeting
- Review proposals for 2008 meeting

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# Consensus Standards Development Board

## Ken Jackson

Consensus Standards Development Board

# Highlights and Substantive Issues

- Standards development progress:

  - Interim Standard
  - Working Draft Standard

- Development of guidance documents (accreditation process; on-site assessment…)

- Approved Procedures for Committee Operations (Interim)

# Unresolved Issues

- Guidance documents:

  - who and when?
  - bound with the standard volumes?

- How important is consistency between volumes?

- ISO standards:

  - do labs really care about the cost?

- Consistency of terms:

  - ISO vs. TNI
  - consistency between volumes

# Future Plans

- Vote on the Final Standard
- Vote on the Draft Interim Standard
- Work with others (?) on policy documents
- Form a Standards Review and Development Committee
- Form a Standards Uniformity Committee

# Field Activities

**Martin Tait**

# Highlights and Substantive Issues

Reviewed Charter

Reviewed DIS comments/resolutions

- Two volumes
- 150+ negative/positive comments
- 20 or so ruled Non-persuasive

Both volumes at IS stage and ready for final vote

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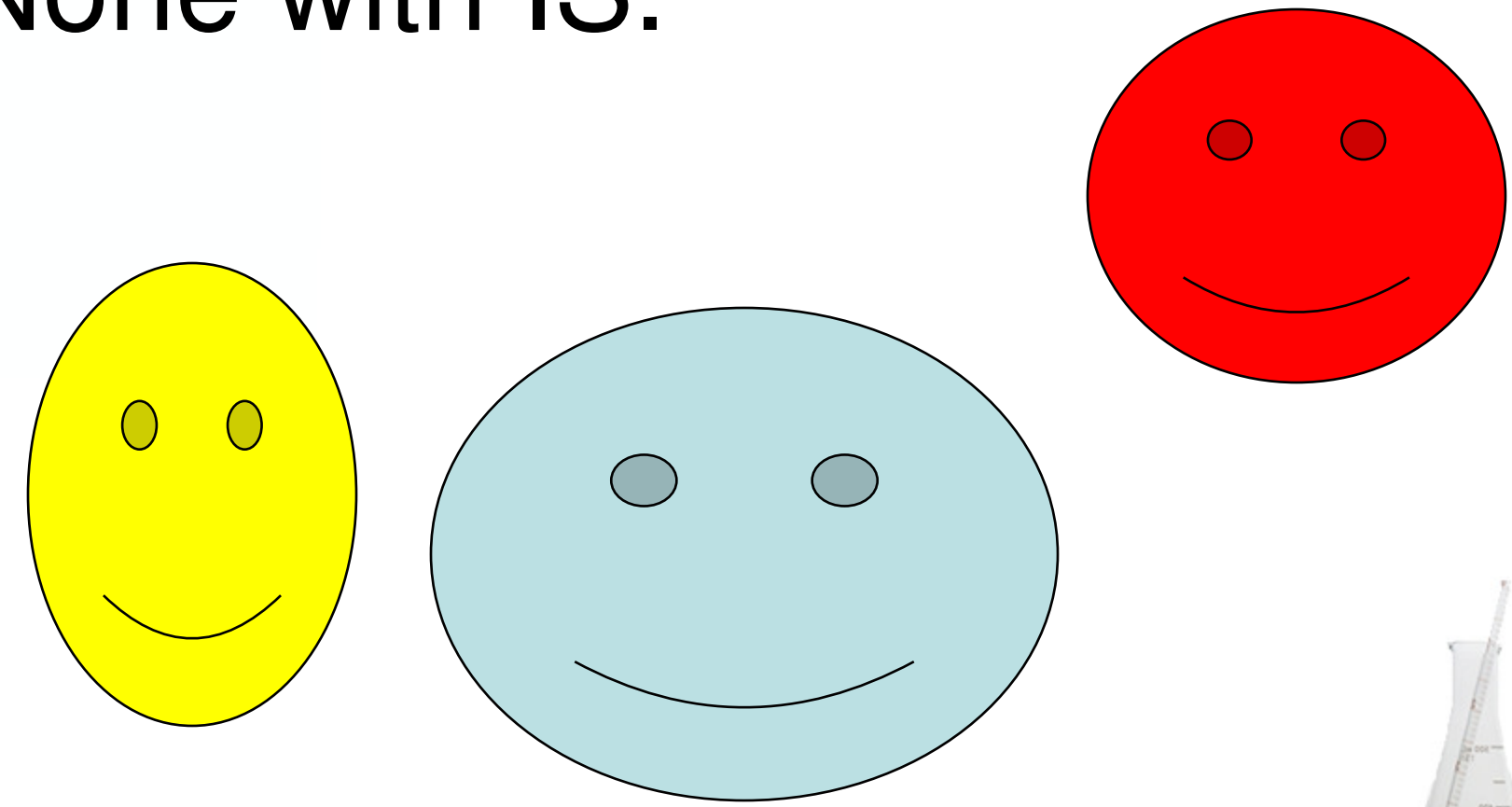
## Field Activities

# Unresolved Issues

None with IS.



# Future Plans

4 Discussion workshops.

Audience feedback.

- Assessment/Granting Accreditation
- Pilot Test of Process
- Proficiency Testing
- Matrix Specific Standards

Basis for future, moving forward

Monthly Conference calls

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# Laboratory Accreditation

June Flowers

# Highlights and Substantive Issues

- Reviewed draft charter
- Discussed creating guidance, policies or SOPs needed for operation of Laboratory Accreditation System

# Unresolved Issues

- Identification of what topics are needed
- Guidance vs. Policies vs. SOPs

# Future Plans

- Monthly conference calls
- Establish subcommittees to review the TNI standards against NELAC 2003
- Prioritize development of new documents

# Laboratory Support

**Brooke Connor**

# Highlights and Substantive Issues

- Presented QM Template ver 2
- Discussed SOP header format

# Unresolved Issues

- The tasks of our committee
- Placement within the TNI committee heirarchy

# Future Plans

- Discuss committee desires for placement.
- Finish SOP template
- Start next project

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# National Database

## Dan Hickman

National Database

# Highlights and Substantive Issues

- Reviewed Committee charter version 2
- Reviewed Final Draft of the ITQA Plan
- Addressed ITQA Plan comments

# Highlights and Substantive Issues

- Discussed outline of draft development plan
- Working committee meeting on development plan

National Database

# Unresolved Issues

- Accreditation of FMSO
- Requirements of current stakeholders
- Non-governmental accreditation bodies

# Future Plans

- Finalize the ITQA Plan
- Produce draft development plan

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# NELAP Board

## Dan Hickman

NELAP Board

# Highlights and Substantive Issues

- Discussed the background and formation of TNI
- Reviewed the draft charter
- Discussed models for accreditation body recognition
- Heard report from EPA regional evaluators workgroup
- Open discussion

# Unresolved Issues

- Process for the next round of accreditation body renewals

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NELAP Board

# Future Plans

- Monthly conference calls on first Monday of each month
- Continue discussions on process for AB renewals
- Coordinate with Advocacy Committee on EPA involvement

# Non-NELAP State

## Ann Marie Allen

Non-NELAP State

# Highlights and Substantive Issues

- Identified Benefits of NELAP
  - Greater confidence in labs in other states
  - Reduced accreditation work load
- Identified Challenges to Implementation
  - Legislative/regulatory
  - Increased staff and other costs
  - Resistance to NELAP from groups (e.g. wastewater labs)
  - Instability of the standard

# Unresolved Issues

Ensuring that Non-NELAP states have a forum to freely discuss common issues while following an open, transparent process

## Non-NELAP State

# Future Plans

Interact with Advocacy Committee

- Present concerns as a group for a “white paper”
- Provide input for presentation to National Association of State Legislators
- Request EPA acceptance/approval of NELAP

Propose NELAP classification for states that use NELAP

Compare cost/benefit of current accreditation/certification programs to NELAP

Explore options for accreditation of state labs

Identify ways to promote NELAP to labs

Explore possibilities for funding and awarding TNI grants to states

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# On-Site Assessment

## Alfredo Sotomayor

# Highlights and Substantive Issues

- Brief session on Thursday afternoon
- Reviewed major changes made to module resulting from balloted comments
- Single OSA Module in  AB Volume
  - Is in good shape
- Reviewed possible activities for committee other than standards development
- Will not produce Quality System Checklist

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## On-Site Assessment

# Unresolved Issues

- Initial Assessments
  - Announced or uannounced

# Future Plans

- Move module through the process for final adoption
- Contact Laboratory Accreditation and Technical Assistance Program to coordinate OSA future activities
- Revise charter

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# Policy

## Alfredo Sotomayor

Policy

# Highlights and Substantive Issues

- Full session Wednesday AM
- Identified critical policies to fast-track
- Reviewed INELA policy on Committee Operations
  - Will revise and adopt for all TNI committees
- Reaffirmed that TNI Programs can and should develop their own policies

Policy

# Unresolved Issues

- Possible restrictions on number of Boards in which a member can serve

# Future Plans

- Create policies and procedures on:
  - Committee Operations
  - Conflicts of Interest
  - How to write policies and procedures
- Create a template for policies and procedures for programs to use
- Create a charter

# Proficiency Testing Board

**Carl Kircher**

Proficiency Testing Board

# Highlights and Substantive Issues

- Reviewed draft charter
- Discussed needed policies and SOP's
- Summarized latest NELAC PT board activities
- Open forum discussion

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Proficiency Testing Board

# Unresolved Issues

- Transition timeline
- Relationship of TNI PT Board to other TNI programs

# Future Plans

- Hold monthly conference calls
- Finalize charter
- Draft and finalize SOP's

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# Proficiency Testing

**Anand Mudambi**

# Highlights and Substantive Issues

Working Draft Standards (WDS) incorporated all relevant comments received at IL and KS meetings in 2006.

WDS generally well received at this meeting.

Volumes 3 (PT Provider Requirements) and 4 (PT Oversight) generated the most discussion.

Proficiency Testing

# Unresolved Issues

Volume 4 PT Oversight – what is the SSA and where to put its requirements?

Definitions are not consistent between the PT modules and volumes – needs to be coordinated intra PT and inside TNI.

Proficiency Testing

# Future Plans

Review 2003 NELAC standards to ensure all PT requirements are present in the Draft Interim Standards.

Harmonize all volumes and incorporate all relevant comments received on the Working Draft Standards (all comments are due by February 19, 2007).

Complete Draft Interim Standards in time for vote by whole TNI membership – early June 2007.

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# Quality Systems

**Bob Di Rienzo**

# Highlights and Substantive Issues

- All Six Modules were reviewed
- Quality Systems Tallahasse meeting resolved many comments from Kansas
- Definitions (2 Hours)

# Unresolved Issues

Definitions:

ISO vs. TNI, Systematic, Sensitivity, and more…

Modules:

Ethics responsibility, software/electronic data, Personnel Qualifications, Sampling

# Future Plans

- Edit modules from comments
- Draft Interim Standard
- Vote by membership – late spring
- Review of Comments in MA

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# Technical Assistance

## Barbara Escobar

# Highlights and Substantive Issues

- **Mission statement:**

  *The Technical Assistance Committee will provide tools, training, and other resources to enable stakeholders to efficiently participate, adopt, implement and comply with the TNI standard.*

- **Mentoring Sessions:**

  - ✓ Laboratory Support first day >75 attendees.
  - ✓ Accrediting Authority last day >35 attendees.

# Unresolved Issues

- Committee charter
- Committee structure

# Future Plans

- Generate a strategic plan with short and long term goals and objectives
  - Identify topics for the Boston Meeting
  - Collect historical documents
  - Post Denver presentations on the web site

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# Website

## Art Clark

Website

# Highlights and Substantive Issues

- Tour of website
- WebEx Demo
- Newsletter process
- Discussed old NELAC site

# Unresolved Issues

- What NELAC material (e.g., policies) need to be moved, or modified, and who should do it?
- Usefulness of Forum page

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## Website

# Future Plans

- WebEx trial evaluation
- NELAC migration plan
- Complete functionality
  - Newsletter
  - Links
  - Accreditation bodies
  - Voting
- Add new members

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# Closing Remarks