

Laboratory Certification Standards Review Council Meeting Minutes From 8/11/2015

Attendance

Council Members: **In Person:** Paul Harris (Chair), Miel Barman, Kevin Freber, Paul Junio, Kurt Birkett (Secretary), Sharon Mertens,
via LYNC Meeting: Jennifer Peth
DNR Staff: Steve Geis, Rick Mealy **via LYNC Meeting:** Tom Trainor, Brandy Baker-Muhich
Others in Attendance:

The meeting was called to order at 9:31 am

Officer Vacancy

- o **Action:** *A motion (Mertens/Junio) to hold the vice-chair position vacant was unanimously approved.*

Minutes from meeting of May 12, 2015

- o **Action:** *A motion (Mertens/Junio) to approve the May 12, 2015 minutes as presented was unanimously approved.*

Final Program Performance Status Report for Fiscal Year 2015

- Audits - Commercial/Public Health: **34** (34); Municipal/Industrial: **85**(89)
- Reports - Commercial/Public Health: **37** (34); Municipal/Industrial: **87** (89)
 - o Reports Due - Commercial/Public Health: **3**; Municipal/Industrial: **2**
- Closures - Commercial/Public Health: **31** (34); Municipal/Industrial: **89** (89)
 - o Open Cases - Commercial/Public Health: **24**; Municipal/Industrial: **19**
- For the fiscal year 2015 to-date, **75.3%** of reports for audits conducted were issued within 30 days

Program Performance Status Report for FY 2016 Year-to-Date

- Audits - Commercial/Public Health: **4** (34); Municipal/Industrial: **4**(89)
- Reports - Commercial/Public Health: **2** (34); Municipal/Industrial: **2** (89)
 - o Reports Due - Commercial/Public Health: **5**; Municipal/Industrial: **4**
- Closures - Commercial/Public Health: **4** (34); Municipal/Industrial: **5** (89)
 - o Open Cases - Commercial/Public Health: **23**; Municipal/Industrial: **18**
- For the fiscal year 2015 to-date, **50.0%** of reports for audits conducted were issued within 30 days
- o Paul Junio asked about commercial labs whose audits have been open for 10 months or more, including CT Labs, TestAmerica's Nashville & Savannah labs, and Summit Environmental Testing. Tom Trainor indicated that Summit, which has been open the longest, had submitted a response to the evaluation but he has not had a chance to review it in detail.
- o Mr. Junio also noted that a lab in Indiana had recently been audited and he inquired as to whether the lab had been cited for not reporting results to the LOD (they were).
- o Following a brief discussion on reporting and the LOD and LOQ, Mr. Junio noted that he would like to see labs required to report the LOD and LOQ for drinking water (SDWA) data.
- o The main issue is that many labs have to report the LOD and reporting limit (RL) for other states and typical LIMS systems are only designed to store two values. Therefore, it becomes a significant cost issue for labs to be able to report an LOD, and LOQ and an RL for a particular sample.
- o There was a discussion that Wisconsin's requirements are not consistent with industry practice throughout the rest of the country. It was clarified that it really boils down to Wisconsin's requirements differing from those of NELAC/TNI. Steve Geis added that he had looked into this and found that our requirements would satisfy NELAC/TNI requirements.
- o There was also some discussion about the continued loss of small WWTP labs from the program. Kurt Birkett added that many facilities are not replacing retirees and if the plant is working well, there may not be the need for the instantaneous data feedback that having an on-site lab provides. Steve Geis suggested that the issue of "what is the value of having a captive lab facility" be a topic for a presentation at WWOA next year. Paul Junio commented that it might be more value at the League of Municipalities conference.

Budget Variance Report for end of FY 2015

- The following information represents the status of spending to-date, but does not completely reflect allocable charges incurred. Expenses are expected to be 100% of budget at this time.

	BUDGET	ACTUAL	% of BUDGET
Salary	\$321,889	\$ 297,519	92%
Indirect labor	\$ 25,085	\$ 97,808	390%
Fringe	\$167,736	\$ 163,331	97%
SALARY+ FRINGE	\$489,625	\$ 545,637	111%
Contractor	\$ 44,000	\$ 33,110	75%
Travel, Supplies & IT	\$ 76,027	\$ 49,668	65%
Indirect supplies	\$ 18,600	\$ 44,662	111%
Additional Allocables	\$ 21,727		
SUPPLIES/IT	\$120,027	\$ 127,440	106%
FY 2015 BUDGET	\$609,653	\$ 673,077	110%
Allocables	\$ 65,413	\$ 129,448	198%

- The final budget data again precipitated an extensive discussion on allocable charges and their impact on our budget. Council members advised the program to do what it can to accurately budget for all costs. Sharon Mertens asked if the Council could do anything to support the need for accounting changes. Geis indicated that there may be a need in January as we develop the 2017 budget.

Other DNR Business

- Variances - No variance requests were received.
- Radiochemistry/Asbestos – Steve Geis is working on reviewing audit (TNI) reports from all labs and will develop a PDF file of “approved” labs for the website. Paul Harris asked about the timeline for this effort and Geis indicated that he hoped to complete it prior to the November 2015 Council meeting.
- Final resolution – ECCS method modification – Brandy Baker-Muhich summarized the process. The lab had been referencing EPA method 3570 (4 hour tumble extraction), yet they performed a 10-minute total time in-vial extraction with only a 60 second hand shake. The lab was cited for this deviation in 2013. A validation study was developed by the program in September 2014 and the lab completed the work in March in 2015. Certification was withdrawn for those parameters that did not meet the acceptance criteria. Geis indicated that the data are available if anyone is interested. In response to a question, the program responded that this process for addressing method modifications should be a rare scenario.
- Total PCBs LOD – Defining how an LOD is determined for total Aroclors remains an issue.
- Audit Reports – Baker-Muhich reported a move to streamline reports and improve consistency of citations by creating a database of deficiencies. The program is looking into Minnesota’s system and will eventually publish a list of deficiencies.
- NR 812 Status – New guidance was provided by Geis; it will go through the agency’s formal guidance process.

Other DNR Business

- Agency Structure – Mertens asked if the DNR re-organization will affect LabCert. Geis has no details yet.
- Watershed Guidance – Paul Harris suggested that Watershed program guidance still refers to the 8000 series of methods which have been removed from NR 219.

Next Meeting Date

- **Action:** *The next Council meeting was scheduled for 9:30 AM CDT Tuesday, November 10, 2015 at the DNR Science Operations Center (2801 Progress Road, Madison). An NR 149 workgroup session was scheduled from 1:00 to 3:30 PM at the same site.*

The meeting was adjourned at 12:04 PM.