

**Attendance**

Council Members: Sharon Mertens (Chair) - remote, Craig Obry - remote, Jennifer Buchholz - remote, Paul Junio - remote, Tad Schwartzhoff - remote, Kevin Freber – remote, Angie Albrecht  
DNR Staff: Steve Geis, Tom Trainor - remote, Brandy Baker-Muhich - remote, Zana Sijan - remote  
Others in Attendance: Erin Mani, Josh LeMoine, Jessica McCammon

The meeting was called to order at 9 AM.

**Check-In, Agenda Repair, Review/Approval of last meeting minutes**

- Sharon asked if there were any agenda repair items and there were none.
- Sharon asked if there were any changes to the minutes from the November 12, 2019 meeting and there were none.
- Kevin moved to pass the minutes as is and Paul seconded.

**Business Items**

Large-scale labs

- Percentage of goals completed to date: Audited = 86%, Reports issued = 81%, Closed = 95%.
- Reports issued within 60 days to date = 88%.
- Audits currently not closed over 1 year from report date = 5, over 6 months from report date = 3.
- 3-year cycle audits currently overdue = 1.
- 2 new labs (PFAS) applied to program since last meeting.
- 1 lab dropped from program since last meeting.

Small-scale labs

- Percentage of goals completed to date: Audited = 78%, Reports issued = 97%, Closed = 103%.
- Reports issued within 30 days to date = 72%.
- Audits currently not closed over 6 months from report date = 5.
- 3-year cycle audits currently overdue = 6.
- 1 lab dropped from program since last meeting.

Council Member Items

- Annual Elections: New positions are Chair = Kevin, Vice-Chair = Paul, Secretary = Craig.
- Expiration dates that need updating = Tad, Craig, and Angie dates need to be changed to July 2022.
- Sharon is rotating off the council this July. The April meeting will be her last.
- Fiscal Year 2021 lab cert budget was presented for approval. The Cost/RVU for this year is the same as last year - \$74.00/RVU. Included \$9000 for SDWA training and TNI conference attendance. RVU's up due to PFAS. Paul made a motion to approve the budget and Kevin seconded.
- Proposed NR 149: Senator Nass and Representative Ballweg (JCRAR co-chairs) agreed to serve as authors to a bill that the DNR has proposed to clarify the statute language so that it is in accordance with the fee language in NR 149.
- PFAS certification: Applications received from WSLH, GEL-NC, Vista, Eurofins TA-WS, Eurofins SB, and Pace-FL. Pace-FL was audited concurrent with their 3-year cycle audit in December. Vista and Eurofins TA-WS were audited during the first full week in January. WSLH will be audited during the last week of January. Paul asked, "How we can assure out of state labs are following NR 149 requirements." Tom replied, "Just like any out of state lab, we audit labs against NR 149 requirements in addition to method requirements. This includes the project managers who are responsible to make sure that analysts are aware they are working on WI samples. Typically, labs will indicate special WI requirements in their SOPs or in a separate technical document. The NR 149 requirements that apply to PFAS are audited and must be met."
- John Condrón's replacement hiring is delayed by human resources backlog.
- 1<sup>st</sup> and 3<sup>rd</sup> Tuesday's of each month are not good meeting days for Kevin.

Next meeting is April 9<sup>th</sup>, 2020, 9:00 AM, SOC, Meeting adjourned at 11:00 AM.