



**Meeting Summary, June 13th, 2013**  
**Meeting Location – City of Salem, Windsor Is. WWTP, Salem Oregon**

<b>OTAC Members</b>			
<i>Dennis Wells</i>	<i>Chair, BSK Associates</i>	2014	<i>present</i>
<i>Ken Yeomans</i>	<i>TestAmerica Labs</i>	2014	<i>present</i>
<i>Marsha Farooqui</i>	<i>Portland Water Bureau</i>	2015	<i>present</i>
<i>Scott Dickman</i>	<i>Alexin Analytical</i>	2015	<i>present</i>
<i>Steve Thompson</i>	<i>Clean Water Services</i>	2015	<i>Not present</i>
<i>Chuck Lytle</i>	<i>City of Portland</i>	2013	<i>present</i>
<i>William Michalek</i>	<i>OELA</i>	2013	<i>present</i>
<i>Darrell Auvil</i>	<i>Apex Labs, Secretary</i>	2013	<i>present</i>
<b>ORELAP STAFF:</b>			
<i>Greg Pettit</i>	<i>DEQ Lab Administrator</i>	<i>Not present</i>	
<i>Chris Redman</i>	<i>DEQ ORELAP Lead</i>	<i>Not present</i>	
<i>Michael Skeels</i>	<i>Public Health Laboratory Director</i>	<i>Not present</i>	
<i>Gary K. Ward</i>	<i>ORELAP Administrator</i>	<i>Present</i>	
<i>Rita Youell</i>	<i>Public Health Lab., Lab. Compliance</i>	<i>Not present</i>	
<b>GUESTS:</b>	<i>John Hoppner (City of Corvallis)</i> <i>Keith Chapman (former City of Salem)</i>		

1. **Welcome / Additions to Agenda:** Dennis called meeting to order just after 10am.
2. **Review of last meeting summary:** April meeting minutes were approved.
3. **Membership Notes:** None.
4. **ORELAP Implementation Report:** Gary provided a chart showing laboratories getting reports within 30 days, average is 27 days.

Gary has observed ORELAP/ Lab relationship as improving, less adversarial. ORELAP is there to advise and help.

The shorter time in getting responses also helps both parties as the assessment is fresh in peoples' minds.

Labs sending multiple responses slows the process down, 1 complete response would be best.

Gary is / will be assessing Iowa State Labs.

He is also very nearly able to do most anything while off-site.

ORELAP is scheduled to do 30+ assessments/ year which equates to about 2 ½ per month.

#### 4. (cont'd)

Gary officially an AB for cryptosporidium. Only 4 people are accredited.

Gary will be attending all but 2 assessments.

NEFAP is progressing and will be a NEFAP accrediting body soon. It will be priced similarly to the ORELAP assessment. Some figure/rumor that it would be \$20,000, which is not the case. 3<sup>rd</sup> party assessments regularly cost more.

Plan would be to do both ORELAP/NEFAP assessments together.

The summer TNI meeting will have a course for NEFAP ABs, with Gary and Shannon S.

Marsha F. volunteered the PWB for NEFAP.

Some of what a NEFAP AB will do would be to go to the sampling site(s) to monitor the sampling technique. Check field equipment, SOPs, in-line meters/monitors, pH, cond, TSS, res. Cl-, and so forth.

Florida is still looking for a 3<sup>rd</sup> Party AB, and contracts have been awarded to 3 companies as we understand it.

New funded position to help Gary was approved.

DEQ assessors were cut from 8 → 2 DEQ is experiencing cuts and re-shuffling of staff

5. **ODIE:** Is about 2 weeks from an update, should fix errors.  
IT would like screen shots if possible.

Searching for methods and analytes will sometimes turn off analytes, email Gary.

Idea was floated that it would be a good to do an actual ODIE demonstration at some of the conferences.

Gary removed FAQs from the website.

Gary still says to email him if you have ODIE issues, since he is connected pretty well when travelling, he can help if out of town.

6. **The NELAC Institute:** Gary is on chemistry committee.  
Shannon S. is on the Quality Systems Committee

DEQ has reduced presence lately.

TNI/NEMC Conference Aug. 5-9.

7. **Joe Carlson** for DEQ and the drinking water program was scheduled to talk about some of the new DW forms, but had to cancel, maybe in August.

8. **Communication:** Dennis started a discussion about how to get our message out.  
Emailing lists: OELA→ Keith  
ORELAP/DEQ→Gary  
WQLA→Nora has a large list

Post the minutes online?  
Who to administer?  
Possibly help from ORELAP IT, Gary and Pam.  
Social Media? Was decided against at this point.

9. **Next meeting August 15th, Beaverton TestAmerica 10am.**

\*\*\*\*\***NOTE, this is a change from normal meeting time of August 8<sup>th</sup>**\*\*\*\*\*