



Meeting Summary, February 19th, 2015
Meeting Location – Willow Lake WWTP, Salem, Oregon

OTAC Members			
<i>Dennis Wells</i>	<i>Chair, BSK Associates</i>	<i>2017</i>	<i>Present</i>
<i>Ken Yeomans</i>	<i>TestAmerica Labs</i>	<i>2017</i>	<i>Present</i>
<i>Marsha Farooqui</i>	<i>Portland Water Bureau</i>	<i>2015</i>	<i>Present</i>
<i>Scott Dickman</i>	<i>Alexin Analytical</i>	<i>2015</i>	<i>Present</i>
<i>Steve Thompson</i>	<i>Clean Water Services</i>	<i>2015</i>	<i>Present</i>
<i>Chuck Lytle</i>	<i>City of Portland</i>	<i>2016</i>	<i>Present</i>
<i>William Michalek</i>	<i>OELA</i>	<i>2016</i>	<i>Present</i>
<i>Darrell Auvil</i>	<i>Apex Labs, Secretary</i>	<i>2016</i>	<i>Present</i>
ORELAP STAFF:			
<i>Stephanie Ringsage</i>	<i>Public Health Laboratory</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>Shannon Swantek</i>	<i>ORELAP</i>	<i>Present</i>	
GUESTS:	<i>Rory White (formerly with Analytical Labs, Eugene) Jennifer Shackelford, City of Portland</i>		

1. **Welcome / Additions to Agenda:** Dennis called meeting to Order at 10:10am.
2. **Review of last meeting summary:** December Meeting Minutes were approved.
3. **ORELAP Implementation Report:** Average of 22 days. Going well. Gary got approval of notebooks for staff. Ability to upload data. Invoicing 2 months ahead of lab audits and certificates are issued a month ahead of expiration. Very busy. Applying to get 2 more staff. More out of state labs. Lots of travel. ORELAP program retains a good reputation nationally. More California labs are coming. Gary and Shannon have quarterly assessor training. Though there appears to be few, if any requirements for Assessor qualification.
4. **The NELAC Institute:** Gary is chair on the chemistry committee. Calibration module is up for proposed changes. Lots of discussion. Some items; 5 or 6 point minimum curves, "MDL" language to remain unchanged. Re-quantifying calibration curve, with control limits? LOD/LOQ new changes on Feb 5th in the Federal Register p. 361?. 608 and 625 methods to require opening and closing CCVs. Have loosened some limits. Surrogates +/- 30%.

4. **The NELAC Institute;** 2015 TNI standard to be out in 2016. No changes to quality systems. Some changes: adding Retention time module, add calibration module, add MDL, additional radiochemistry, and changes to microbiology regarding plate counts. Microbiology needs certified standards.

Field Activities Committee: mobile labs are certified differently by states; some do by VIN # and others certify lab locations. No reciprocity between states. ORELAP accredits by the "home" lab locations. Primary accreditation should be by the state operated in. More discussion to come.

NEFAB Committee: did not have much activity. Needs a legislative? Or other driver to push this along...

5. **Cannabis Testing/Accreditation:** Needs PT providers. Currently 1 company, but 2 more are apparently coming.
6. **Office of Drinking Water:** Assessor training? Assessing all methods. Some labs are combining 524/525, which is a no-no. New database will not be accepting any qualifiers or qualified data. No longer able to qualify out of temperature occurrences for microbiology. No hold time failures to be accepted, re-sampling will be required. Fatal qualifiers are temperature and hold times.
Review of National Functional Guidelines for Data Review; c. 1984/86
Discussion of QA officers and technical directors being assessed for competency. Certification for them?
7. **ORELAP Financials:** Motion was made from Chuck to draft a letter to request more accounting details and information on the ORELAP program. Motion was voted on, and approved by OTAC committee. What OAR codes are involved? Gary provided some specific accounting, but we did not know what some of the items were. Some specific accounting details we would like to see are the, "Indirect-OHA" costs and others. Committee discussed some specifics on the language of the letter. Dennis will be drafting a letter based on comments from the committee. Dennis will email draft to the committee for edits and comments. A final version will be sent to the executive committee for their consideration.
8. **Method Update Rule:** some brief discussion on 2015 update. Vol. 80, #33; 40 CFR 136 ?
9. **Notes:** Longtime VP/Tech Director at TestAmerica Charlie Carter has recently passed on, he will be missed.
10. **Next meeting: 10am on Thursday April 9th; Oregon Public Health Laboratory, NW 229th Avenue, Conference Room.**