



Meeting Summary, February 15, 2013
Meeting Location – Willow Lake WWTP, Salem, OR.

OTAC Members			
<i>Dennis Wells</i>	<i>Chair, Pace Analytical</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>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>
ORELAP STAFF:			
<i>Greg Pettit</i>	<i>DEQ Lab Administrator</i>	---	<i>absent</i>
<i>Chris Redman</i>	<i>DEQ ORELAP Lead</i>	----	<i>absent</i>
<i>Michael Skeels</i>	<i>Public Health Laboratory Director</i>	---	<i>absent</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>absent</i>
GUESTS:	<i>Jennifer S (City of PDX) Renee C (PWB) Keith Chapman (retired, City of Salem, WWTP)</i>		

1. **Welcome / Additions to Agenda:** Dennis called meeting to order at 10am.
- 2----**Review of last meeting summary:** Minutes not officially approved, but no objections were noted.
3. **Membership Notes:** Marsha F is officially added to the OTAC committee, Welcome!
4. **ORELAP Implementation Report:** Gary provided a chart showing laboratories getting reports within 30 days.

Average # of days to reporting is 27 days, NELAC standard is 30 days.

Will be in Bend in April, Auditing Umqua and City of Bend

TestAmerica Portland Audit in late February

Brian Boling has taken on added duties and will not be assessing.

Gary did not get to TNI workshop due to injury.

Iowa St. Hygiene has 3 labs, newly added for out of state assessment.

NEFAP is a sampling accrediting body.

Some states require NELAP/NELAC if not then private ABs can and will accredit, although Gary is staunchly opposed to non-govt. ABs.

5. ODIE: Has been updated.

Gary says it is OK to send him email if missing an analyte, or method or equivalent methods. ODIE still not overly intuitive.

A sequence of applications should be:

- 1) add contacts
- 2) add matrix
- 3) add methods
- 4) add analytes, move over to next window and use the delete button, just deletes the checked boxes. People were hesitant to use the "delete" function.
- 5) After loading all the analytes, need use the "apply" button
- 6) Save changes near bottom of the page.

A Flow chart was suggested....Gary?

Gary does have access when out of town, so send email. He can "unlock" Odie if needed.

6. Budget Update: No budget update yet, maybe in April??

7. Drinking Water forms were handed about for review, once approved, won't make changes.

8. Ethics: Scott D. raised a question regarding "field fraud" citing an article in New Jersey where Someone was altering water flow by shutting down certain wells and then taking samples.

Something more close to home are real estate agents with bacti samples, or Scott noted he Has smelled bleach in some bacteria testing samples.

"What is the responsibility of the lab to pursue, detect etc, client/sampling fraud?"

Difficult to prove the lab had knowledge of the client/sampling fraud.

When dealing with lab fraud, intent is a critical element, so it would be hard to prove intent on this.

Do labs have a policy or guidance document? Should they have one?

Sample and/or client rejection. Scott noted he has refused samples before.

9. TNI Webinar was attended by Chuck and Jennifer, regarding Technical Director Duties vs. Lab Manager, but was poorly done. Chuck was frustrated.

What is the TNI standard for: Tech Director, Lab Manager, QA Manager

Small labs are required to fill multiple positions under one person.

10. Gary is accrediting labs for cryptosporidium and giardia.

Only one of three states to accredit for it.

11. OTAC Public Involvement

Dennis is doing the ethics training WEF short school.

Gary is doing OTAC presentation at short school.

OELA – May 16—Eola Viticulture Center.

A tentative agenda was started.

12. AQWA board meeting attended by Steve and Chuck. Steve noted that most wastewater plants Were NOT wanting accreditation. Noting they do the DMRQA and DEQ inspections.

13. Next meeting scheduled for 2nd Thursday in April, the 11th. But is currently being discussed to be on the 18th, in Beaverton, TestAmerica.