

US EPA ARCHIVE DOCUMENT

**SUMMARY OF THE
ENVIRONMENTAL LABORATORY ADVISORY BOARD MEETING**

Teleconference: 866-299-3188/9195415544#

May 20, 2015; 1:00 – 3:00 p.m. EDT

The U.S. Environmental Protection Agency's (EPA) Environmental Laboratory Advisory Board (ELAB or Board) teleconference was held on May 20, 2015. The agenda for this meeting is provided as Attachment A, a list of the participants is provided as Attachment B, and action items from the teleconference are included as Attachment C. The official certification of the minutes by the Chair or Vice-Chair is included as Attachment D.

AGENDA ITEMS:

1. ROLL CALL/INTRODUCTION OF GUESTS

Ms. Patty Carvajal, Chair of ELAB, and Ms. Lara Phelps, Designated Federal Official (DFO) of ELAB, welcomed participants to the teleconference and called an official roll of the Board members and guests.

2. OPENING REMARKS FROM DFO

Ms. Phelps reported that the Board's Charter renewal documents had been submitted and are being processed. The paperwork should be approved prior to ELAB's July face-to-face meeting.

3. APPROVAL OF APRIL MINUTES

Ms. Carvajal asked whether any members had comments regarding the Board's April meeting minutes; no comments were offered. Ms. Aurora Shields moved to accept the minutes, and Dr. Mike Delaney seconded the motion. ELAB approved the April minutes unanimously with one abstention and no discussion.

4. UPDATES ON CURRENT TOPICS

Methods Update Rule (MUR)

Because comments regarding the Agency's proposed MUR were due to the EPA docket by the end of the day, the focus of the Board's discussion was on its letter and comments regarding the MUR. Ms. Kristen LeBaron made the changes discussed by the ELAB members directly into the document via Adobe Connect.

Ms. Shields moved that the Board's MUR letter include the paragraph regarding ELAB's review and support of other organizations' MUR comments. Dr. Mahesh Pujari seconded the motion, which was approved unanimously.

Following the Board's discussion on the MUR letter and comments, Ms. Michelle Wade moved that the Board accept the revised MUR document and, following Ms. LeBaron's editorial review, submit the MUR letter and comments to EPA's docket by the end of the day. Ms. Shields seconded the motion. The ELAB members approved the motion unanimously.

Updates for all other Task Groups will be provided by the group leaders via email no later than Friday, May 22, 2015.

5. NEW TOPICS/ISSUES FOR CONSIDERATION

Ms. Carvajal noted that the July face-to-face meeting, to be held in Chicago, Illinois, is approaching quickly. She has begun to develop the PowerPoint slide presentation regarding the Board's activities and will need input from Task Group leaders. Ms. Phelps can waive the conference registration fee for any Board member who will be attending only ELAB's session at the conference. Ms. Carvajal might plan an ELAB meet-and-greet on the Sunday evening prior to the face-to-face meeting.

Ms. Rachel McIntosh-Kastrinsky will run the Board's June meeting in Ms. Phelps' absence. Any ELAB member who needs assistance from Ms. Phelps prior to the next meeting must contact her no later than June 12, 2015.

6. WRAP-UP/REVIEW ACTION ITEMS

Ms. LeBaron reviewed the action items identified during the meeting, which are included in Attachment C.

7. CLOSING REMARKS/ADJOURNMENT

Ms. Wade moved to adjourn the meeting; Mr. Michael Flournoy seconded the motion. The Board members voted unanimously to adjourn the meeting at 2:21 p.m.

Attachment A

**AGENDA
ENVIRONMENTAL LABORATORY ADVISORY BOARD**

Monthly Teleconference: 866-299-3188/9195415544#

May 20, 2015; 1:00 – 3:00 p.m. (EDT)

Roll Call/Introduction of Guests	Carvajal/LeBaron
Opening Remarks From DFO	Phelps
Approval of April Minutes	Carvajal
Updates on Current Topics	All
Method Update Rule (MUR): Root	
To allow focus on the MUR discussion, all other updates will be provided via email by the Task Group leaders no later than Friday, May 22	
New Topics/Issues for Consideration	Carvajal
July Face-to-Face Meeting Agenda	
Wrap-Up/Review Action Items	Carvajal/LeBaron
Closing Remarks/Adjournment	Carvajal

Attachment B**MEMBERSHIP LISTING AND GUESTS****ELAB TELECONFERENCE****May 20, 2015; 1:00 p.m. – 3:00 p.m. EDT**

Attendance (Y/N)	Name	Affiliation
Y	Ms. Patricia (Patty) Carvajal (Chair)	San Antonio River Authority Representing: Watershed/Restoration
Y	Dr. A. Dallas Wait (Vice- Chair)	Gradient Corporation Representing: Consumer Products Industry
Y	Ms. Lara Phelps, DFO	U.S. Environmental Protection Agency Representing: EPA
Y	Dr. Michael (Mike) Delaney	Massachusetts Water Resources Authority Representing: Massachusetts Water Resources Authority
Y	Mr. Michael Flournoy	Eurofins Environment Testing USA Representing: American Council of Independent Laboratories
N	Mr. Keith Greenaway	ANSI-ASQ National Accreditation Board Representing: The NELAC Institute
N	Dr. Deyuan (Kitty) Kong	Chevron Energy Technology Company Representing: Chevron
N	Ms. Sylvia (Silky) Labie	Environmental Laboratory Consulting & Technology, LLC Representing: Third-Party Assessors
N	Dr. Henry Leibovitz	Rhode Island State Health Laboratories Representing: Association of Public Health Laboratories
Y	Dr. Mahesh Pujari	City of Los Angeles Representing: National Association of Clean Water Agencies
Y	Ms. Patsy Root	IDEXX Laboratories, Inc. Representing: Laboratory Product Developers
Y	Ms. Aurora Shields	City of Lawrence, Kansas Representing: Wastewater Laboratories
Y	Ms. Michelle Wade	Kansas Department of Health and the Environment Representing: Laboratory Accreditation Bodies

Attendance (Y/N)	Name	Affiliation
Y	Ms. Kristen LeBaron (Contractor)	The Scientific Consulting Group, Inc. (SCG)
Y	Ms. Rachel McIntosh-Kastrinsky (EPA ASPPH Fellow)	EPA
Y	Mr. Joe Lapcevich (Guest)	First Energy
Y	Ms. Penny Shamblin (Guest)	Hunton & Williams, LLP

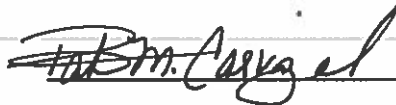
Attachment C

ACTION ITEMS

1. Ms. LeBaron will finalize the April meeting minutes and send them to Ms. Phelps via email.
2. Ms. LeBaron will incorporate the changes to the MUR letter and comments discussed during the call, edit the document, and send the finalized MUR document to Ms. Phelps and Ms. Carvajal, who will submit the letter and comments to the EPA docket by the end of the day.
3. Any ELAB member who needs assistance from Ms. Phelps prior to the June Board meeting will contact her no later than June 12, 2015.
4. Task Group leaders will provide the ELAB members with an update on their Task Groups' activities via email no later than Friday, May 22, 2015.

Attachment D

I hereby certify that this is the final version of the minutes for the Environmental Laboratory Advisory Board Meeting held on May 20, 2015.



Signature Chair

Ms. Patricia Carvajal

Print Name Chair