

Laboratory Certification Standards Review Council Meeting Minutes From 8/14/2012

Attendance

Council Members: Randy Thater (Chair) , Kirsti Sorsa (Vice-Chair), Kurt Birkett (Secretary) (via LIVEMeeting, Jennifer Peth (via LIVEMeeting), Pat Gorski, Paul Harris, Paul Junio
DNR Staff: Camille Turcotte, Rick Mealy
Others in Attendance: Craig Martin (WE Energies)
Others via LiveMeeting: Tom Hungerford (S-F Analytical) (via LIVEMeeting)

New Member Introductions

- o Pat Gorski, Paul Harris, and Paul Junio were introduced as the new representative for the State Lab of Hygiene, representative with Demonstrated Interest in Lab Certification, and Commercial Lab representative respectively.

Minutes from meeting of May 8, 2012

- o **Action:** *A motion (Harris/Junio) to approve the May 8, 2012 minutes as presented was unanimously approved.*

Program Performance Status Report for FY 2012 Close Out

- Audits - Commercial/Public Health: **21** (34); Municipal/Industrial: **83** (94)
- Reports - Commercial/Public Health: **22** (34); Municipal/Industrial: **84** (94)
 - o Reports Due - Commercial/Public Health: **0**; Municipal/Industrial: **6**
- Closures - Commercial/Public Health: **29** (34); Municipal/Industrial: **92** (94)
 - o Open Cases - Commercial/Public Health: **7**; Municipal/Industrial: **44**
- o For the fiscal year ending June 30, 2012, **78.0%** of reports for audits conducted were issued within 30 days

Program Performance Status Report for FY 2013 Year-to-Date

- Audits - Commercial/Public Health: **0** (32); Municipal/Industrial: **9** (93)
- Reports - Commercial/Public Health: **3** (32); Municipal/Industrial: **6** (93)
 - o Reports Due - Commercial/Public Health: **0**; Municipal/Industrial: **6**
- Closures - Commercial/Public Health: **1** (32); Municipal/Industrial: **6** (93)
 - o Open Cases - Commercial/Public Health: **7**; Municipal/Industrial: **44**
- o For fiscal year 2013 to-date, insufficient data was available for report turnaround time.
- o The program has had 12 labs withdraw from the program since the renewal period began.
- o Paul Harris noted that the data look good and wondered if performance was enhanced by our contract auditor.
- o Paul Junio asked if it would be easy to show the historical number of labs audited versus the number of audit staff.

Auditor Consistency

- o Camille Turcotte indicated that she is looking at commercial/public health lab audit reports with “new” tentative deficiencies. Then she shares the decision of whether to cite the practice as a deficiency or not.
- o Paul Harris wants to be sure that audit quality remains high, that we do not sacrifice quality/effectiveness/detail of the audit to meet goals.
- o Camille Turcotte reported that she will be trying to do more audit “shadows” this year.
- o A discussion of the 30 day audit report turnaround requirement took place. A 60 day turnaround time seemed palatable.
- o Randy Thater questioned whether this topic needs to be a standing agenda item.
- o **Action:** *A motion (Harris/Junio) to eliminate auditor consistency a standing agenda item was unanimously approved.*

Budget Variance Report

- The following information was reported to the Council for the fiscal year ending June 20, 2012:

	<u>Spent \$</u>	<u>Budgeted \$</u>	<u>% of Budget</u>
Beginning structural deficit	(\$ 141,623)		
FY 2012 BUDGET	\$ 602,694	\$ 598,259	100.7%
Salary/Fringe	\$ 507,519	\$ 514,059	98.7%
Supplies & IT	\$ 95,175	\$ 84,200	113.0%

Allocables through June 2012: \$120,598 (20% of total budget, 43% of salary line.

A bureau transfer of \$200,459 was made to eliminate the program's structural deficit.

- The council asked if there was anything they could do to ask the agency to re-evaluate the allocables issue.

Other DNR Business

- Variations - No variance requests were received.
- NR 149 update – Slowly moving forward; Governor signed paperwork to begin the rule process.
- NR 219 – Approval has been given to move forward and remove SW-846 methods as approved methods for all tables except table EM (Sludge). We will also update all federally approved methods.
- NR 809 – We received approval to add a statement which would refer back to NR 149 and we would publish a list of methods that are approved at the federal level yet which have not been incorporated into NR 809. This should occur this fall.
- Wisconsin Act 167- This regulation establishes application processing timelines and outlines situations where application fees would be refundable. Application delays have not been a problem for us, but we will monitor progress.
- Web update- The new agency website will “go live” September 1, 2012. We've made major revisions to our pages to comply with the new format. We also revised Operator Certification and Lab Services pages.
- Conflict of Interest- All auditors have submitted annual declarations of any conflict of interest for lab audits.
- Brandy Baker-Muhich- Our newest staff member has passed the Drinking Water Certification Officer training and now has a full workload.
- PT Provider concern- Turcotte informed the council of a pending issue with one of the approved PT providers. A formal complaint will be filed.

Council Member Issues

- Operator Certification – Lisa Bushby is doing very well. Jack Saltes hopes to have NR 214 changes out for public comment yet this fall. The education aspect is exciting as there are many new developments. Northeast Wisconsin Technical Institute and Waukesha Tech will both offer new wastewater/public water supply operator programs.
- Program Vacancy – Paul Harris asked if we still plan on hiring a new auditor. Turcotte indicated that was the case and that she would start the paperwork in September or October. A follow-up asked whether we would retain our contract auditor. Turcotte indicated that we would retain the position as long as we can. Program cannot “sit” on a vacancy too long without running the risk of losing the position.
- Hexavalent chromium – Pat Gorski commented that the EPA plan on adding hexavalent chromium to its “UCMR3” package. It will require analysis by method 218,7, a low level ion chromatography procedure.

Next Meeting Date

- **Action:** *The next Council meeting was tentatively scheduled for Tuesday, November 13, 2012 at the DNR Science Operations Center (2801 Progress Road, Madison).*

The meeting was adjourned at 11:53 am, CDT