

Welcome ELTAC Members

May 11, 2016
ELTAC Meeting

ITEM 1

Call to Order/Roll Call

ITEM 2

Public Comments on Items Not on Agenda

ELTAC may not discuss or take action on any item during this public comment session, except to decide whether to place the matter on the agenda of a future meeting

ITEM 3

Approval of Minutes

March 23, 2016 ELTAC Meeting

ITEM 4

DELAPO Report

Resolution to Fund Training Contract

- Board approval to enter into a contract for up to \$1.5 M for ELAP Training - April 19, 2016
- Drafting Request for Proposal / Will brief ELTAC
- State Public Bidding process
- Award contract September 2016

Staffing Updates

- Robert Brownwood, Assistant Deputy Director, Division of Drinking Water / Appointed April 18, 2016
- Nickolaus Knight, Attorney III, Office of Enforcement

Bagley-Keene Open Meeting Act

- ELTAC member emails

ITEM 5

Field of Testing

Worksheet Review

INFORMATIONAL ITEM

1,2,3 Trichloropropane
Detection Limit Reporting
Dr. William Draper

ITEM 6

Discussion of Laboratory Standards

Facilitated by:

Gita Kapahi, Director
Office of Public Participation

ITEM 7
**ELTAC Constituency/
By-Laws Expectations**

ITEM 7

Auditor Checklists

Background

- March 2015 Expert Review Panel (ERP) Meeting
- ERP recommended reenergize ELTAC
- ERP requested ELAP staff review all ELTAC method checklists against current methods
- ELTAC checklists were inconsistent - written broadly and subject to interpretation e.g. method procedures
- ELAP staff developed checklists starting from the method as baseline (Virginia's checklists follow methods line by line)
- Policy decision made not to distribute until consultation with ELTAC

ELAP Website Screenshot

October 2014

Cal/EPA

State and Regional Water Boards' Map

Board Priorities

Laws/Regulations

Plans/Policies

Programs

ELTAC - Method Audit Checklists

Last Update: April 21, 2009

The following checklists were prepared by the [Environmental Laboratory Technical Advisory Committee's](#) (ELTAC's) subcommittee on analytical methods checklists. Part of ELTAC's charge is to play a role in the exchange of technical information.

The checklists have not been reviewed or endorsed by the [Environmental Laboratory Accreditation Program](#) (ELAP) management, and thus do not represent an official statement of ELAP's views or policy. Posting these materials does not indicate ELAP adoption or endorsement of the information contained herein.

Checklists are posted for informational purposes only and are offered as providing the environmental laboratory community a common set of procedures/standards to conduct internal quality control reviews and as tools to help prepare for audits from ELAP and other external auditing authorities or regulatory authorities.

Some checklists are for analytical methods that may no longer be EPA-recognized or approved.

ELAP has provided the following comments related to these checklists:

The checklists are not part of the Department's requirements for certification. The checklists could be used by laboratories on a routine basis for checking on the performance of the analytical methods used. The lists, however, are not comprehensive and do not cover all methods used nor their recent updates. Laboratories should not misinterpret the posting of these checklists as being officially approved by the Department.

Furthermore, these checklists are no substitutes for the on-site inspection and audits conducted by ELAP when all aspects of the diverse functions of environmental testing laboratories are reviewed for compliance with the law, including but not limited to documentation related to laboratory operations and quality assurance, methods and SOPs used, accuracy and reliability of data, data review, supervisor review, corrective actions, records, and reporting requirements. (see statutes, regulations, and draft revised regulations on the [ELAP webpage](#).)

A checklist for microbiological methods is also included. It is 2004 ELAP document that is to be updated and revised. Nonetheless, it can be used as a guidance document for laboratories to check their practices. ELAP will replace it when an updated version is available.

EPA 100 Series	EPA 500 Series FOT 104	HAZMAT
→ USEPA 120.1 Conductivity (Excel, New Window)	→ USEPA 502.2 VOC CG (Excel, New Window)	→ SW846 6010B ICP-AES (Excel, New Window)
→ USEPA 150.1 pH (Excel, New Window)	→ USEPA 504.1 EDB, DBCP, 123TCP GC-ECD Rev 1.1 (Excel, New Window)	→ SW846 6020B ICP-MS (Excel, New Window)
→ USEPA 160.1 TFR (Excel, New Window)	→ USEPA 505.2 EDB, DBCP, 123TCP GC-ECD Rev 2.1 (Excel, New Window)	→ SW846 9050 Conductivity (Excel, New Window)
→ USEPA 160.2 NFR (Excel, New Window)	→ USEPA 524.2 VOC GC-MS (Excel, New Window)	→ SW846 9056 Ion Chromatography (Excel, New Window)
→ USEPA 160.3 TR (Excel, New Window)		
→ USEPA 160.4 VR (Excel, New Window)		
→ USEPA 180.1 Turbidity (Excel, New Window)		
	FOT 110	SM 3000 Series FOT 103-109
EPA 200 Series FOT 103-109	→ SM 6210B VOC GC-MS (Excel, New Window)	→ SM 3111B Air FAAS (Excel, New Window)
→ USEPA 200.7 ICP-AES (Excel, New Window)	→ SM 6220B Aromatics CG-PID (Excel, New Window)	→ SM 3111D NO2 FAAS (Excel, New Window)
→ USEPA 200.8 ICP-MS (Excel, New Window)	→ SM 6230B Halocarbons GC-ELCD/MCD (Excel, New Window)	→ SM 3112B CVAAS (Excel, New Window)
		→ SM 3113B GFAAS (Excel, New Window)
		→ SM 3114B HGAAS (Excel, New Window)

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Considerations

- Continue ELTAC ownership of checklists
- ELAP own/update - not method experts
- Harness ELTAC's technical expertise and mission to assist ELAP

ITEM 7

Draft Regulations on Fee Structure

Proposed Timeframe

- Now: Form subcommittees
- June: state budget adopted, have new structure ideas formed/rough outline, ELTAC meeting
- July: vet ideas, stakeholder outreach/work, ELTAC meeting
- August: stakeholder meeting to present plan that is going to the Board
- September: Go to Board with recommendation

ITEM 8

Review Action Items

Next ELTAC Meeting:

June 15, 2016