
State Water Resources Control Board

Division of Drinking Water

**NOTICE OF ENVIRONMENTAL LABORATORY TECHNICAL ADVISORY
COMMITTEE (ELTAC) MEETING**

**March 23, 2016
9:00 a.m. – 5:00 p.m.
(or until completion of business)
California Environmental Protection Agency Building
1001 I Street, Room 2540
Sacramento, CA 95814**

The Environmental Laboratory Accreditation Program (ELAP) will hold a meeting of its technical advisory committee, Environmental Laboratory Technical Advisory Committee (ELTAC), as noted above. The notice and agenda for this meeting and others can be found at www.waterboards.ca.gov/elap. For further information regarding this agenda, see below or contact ELAP at elapca@waterboards.ca.gov or (916) 323-3431.

This meeting is available via teleconference and webcast. See connection information below.

AGENDA

ITEM #1 - Call to Order/Roll Call

ITEM #2 - Public Comments on Items Not on Agenda
(The Committee will not take any action but will consider placing any item raised on the agenda at a future meeting.)

ITEM #3 - Welcome

1. Division of Drinking Water Executive Staff remarks
2. Designated ELAP Officer remarks
3. Introductions of committee members

ITEM #4 - Procedural Review

1. Establish ground rules for all meetings
2. Review By-Laws to clarify the role of ELTAC
3. Discuss development of Mission Statement
4. Review Bagley-Keene Open Meeting Act requirements

FELICIA MARCUS, CHAIR | THOMAS HOWARD, EXECUTIVE DIRECTOR

1001 I Street, Sacramento, CA 95814 | Mailing Address: P.O. Box 100, Sacramento, CA 95812-0100 | www.waterboards.ca.gov

5. Review Robert’s Rules of Order
6. ELTAC Members’ roles and responsibilities
7. Reporting procedures

ITEM #5 - Laboratory Accreditation Standard

1. Presentation and discussion of the three laboratory accreditation standard options in the Expert Review Panel report

ITEM #6 - Field of Testing Lists

1. Presentation of revised FOT lists

ITEM #7 – Future ELTAC Planning

1. Alignment with Work Plan
2. Discuss ELTAC advisory plan
3. Meeting dates and agenda items

ITEM #8- Chairperson Nomination process

ITEM #9 - Close

1. Review action items

Connection Information

Webcast	www.calepa.ca.gov/broadcast
Web Meeting	https://stateofcaswrcbweb.centurylinkccc.com/CenturylinkWeb/KatelynMcCarthy
Dial-in option	1-877-279-0026, Passcode 675535#

**All meetings of the Environmental Laboratory Technical Advisory Committee comply with Government Code Section 11120-11132, known as the Bagley-Keene Open Meeting Act.*