

February 25, 2019

CA QMS Meeting

Attendees:

OCSD:

Ron Coss (OCSD), Huy Do (OCSD), Sushmitha Reddy, (City of Redlands), Dr. Yu-Li Tsai (OCSD), Bill Ray (Davis), Paul Monroy, Amber Baylor (SOCWA)

Vacaville

Josie Tellers (City of Davis), Mindy Boele (City of Vacaville)

1. Minutes -move to approve minutes (Amber), second (Sushmitha); approval of the minutes with the addition of the (s) to Josie Teller, add Amber Baylor to the list of attendees at the 2/25/19 meeting
2. CA QMS with TNI Review

Suggested Changes: Requirements & Editorial

Article 1: Definitions

Group reviewed the definitions included in the draft CA QMS with TNI

(a)

(2) DL should be changed to MDL; DL does not include DLR

(4) Laboratory Manager change from 3<sup>rd</sup> draft

(5) LOQ definition to include DLR spelled out; RL included applicable to hazardous waste

(6) Add 'or a public agency'

(9)(10)(12) – asterisk to review further in the articles

Other definitions to be included:

“Batch” should be included in the definitions section due to the difference in preparation batch versus analytical batch. Group recommends inclusion to address small laboratory concerns. Josie will send Bill the WI definition.

(b)

Recommendations: Including the 3<sup>rd</sup> Draft Regulations with CA QMS TNI Based

Article 2: Accreditation Process

64802 (a) format change to (1) or (2); add in the “application package”

(b) to update the language to include ELAP oversight

64802.05 a) 2) update 64812 to change to 64810;

64802.10

c) Add 'ELAP should provide notice to the accredited laboratory 30 days prior to the certification's expiration date.

Moving locations?

Article 9: 2) On site assessment are “at least 3 years apart”; change to no more than;

Review of the TNI & non-TNI CA QMS to upload to the Sharepoint Site by 2/24/2019;

Next Meeting: 3/11/19 OCSD/Vacaville

Meeting concluded at 12pm.