

Laboratory Certification & Registration Standards Review Council Meeting Minutes

Tuesday, January 27, 2026

Attendance (24)

- 9 Council members (8) – Kris Rigotti (industrial rep), Shawn Keesey (small WWTP rep), Jon Anderson (vice-chair and commercial rep), Matt Schmeichel (public water utility rep), Na Zhang (WSLH rep), Jennifer Buchholz (solid & hazardous waste disposal rep), Alex Zenner (secretary and livestock farmer rep), Tony Roche (demonstrated interest rep)
 - Absent: Christine LesCamela (chair and large WWTP rep)
- 6 DNR staff (5): Zana Sijan (manager), Tom Trainor (chemist), Brenda Anderson (auditor), Rebecca Fahney (lab coordinator), Matthew Stowe (auditor)
 - Absent: Patty Doerflinger (auditor)
- Guests (13): Autumn Farrell (WEC), Juli Bowling (WEAL), Mike Tienor (NLS), RT Kruger (NLS), Royce Rissen (WSLH), Kristen Hannon (WSLH), Rick Mealy (RGM Consulting), Mary Powers (Madison MSD), Jacob Olson (NLS), Paul Junio (Pace), Alfredo Sotomayor (Milwaukee MSD), Jessica McCammon (Madison MSD), Steve Hefter (NLS)

Agenda Repair (Jon)

- No agenda repair.

Review and approve minutes from November 18, 2025 (Jon)

- Matt made a motion to approve the minutes as written. Alex seconded the motion. No oppositions were received from the Council members. Jon indicated that the minutes were approved as written.

Lab Cert program auditing status report (Tom)

- Large Scope Labs: July 2025 – December 2025 (FY26 partial)
 - 93% of labs were audited, 73% of reports were submitted, 67% of audits were closed.
 - 9 revised application audits were performed.
 - Audit backlog has increased from 15 labs to 17 labs.
 - 100% of reports were submitted in 60 days.
- Small Scope Labs: July 2025 – December 2025 (FY26 partial)
 - 79% of labs were audited, 114% of reports were submitted, 121% of audits were closed.

- 3 revised application audits were performed.
- Audit backlog has increased from 16 labs to 26 labs.
- 97% of reports were submitted within 30 days. 3% were submitted within 60 days.
- One lab auditor position is still vacant.
- There are two labs with audits that are still open that are older than 1 year from report submittal; both are waiting on lab responses.
- 17 large scale labs are overdue for their audit. 26 small scale labs are overdue.

Council Members with 2026 Expiring Terms (Tom)

- Christine LesCamela's term is expiring in July 2026. The Council is looking for a large municipal WWTP representative to serve in this position. If interested, please submit a current resume and letter of interest by Feb 15, 2026, to Tom Trainor. If Council members are aware of anyone who may be interested, please let Tom know and he will reach out to them.

January 2026 Council Elections (Jon)

- Council Chair, Vice-Chair, and secretary positions were up for annual election. Matt motioned for Jon to be elected as Chair. Alex seconded. Motion passed for Jon to be the Chair.
- Vice Chair and secretary elections took place but due to an error in the motioning portion of the voting process, these votes were considered invalid using Roberts Rules of Order. As a result, these two position elections were reconducted during the public comment period. See below.

2026 Variance Review (Tom)

- NR149 states that the department will seek the advice of Council when granting variances. The Department will prepare a summary of variances issued for review by Council. The Department may approve variances from non-statutory requirements of this chapter when the Department determines that the variances have no effect on the Department's objectives. The Department will annually review approved variances and may repeal those where the initial justification for the variance no longer applies.
- There is one active variance. In 2022, WSLH requested to perform a non-aqueous PCB PT in lieu of an aqueous PT because the laboratory does not perform analyses of PCBs in the aqueous matrix. The Program still feels that this variance is justified and allowed to continue. Tom asked if Council had any questions or issues with this current variance. There were no Council comments.

- There is a new request for variance. Pace Analytical Services (Minneapolis) is requesting a variance from NR 149.24 (5)(a), which states for aqueous and non-aqueous matrices acceptable PT sample results from a water pollution study are required for each combination of technology and analyte or analyte group for which the department has identified that PT samples are required. The laboratory does not perform hexavalent chromium by ion chromatography in the aqueous matrix, only in the non-aqueous matrix. The laboratory is requesting an exemption from having to submit a PT altogether or an exemption to submit a non-aqueous PT in lieu of the aqueous PT. There is an active application waiting on this decision. Tom asked for comments from the Council. Alex stated that the lab should complete the non-aqueous PT in lieu of the aqueous PT, as allowed with the current WSLH approved variance. Jon supported this statement. Tom said this is also the Programs opinion. The Program approves this variance.

FY 2027 Laboratory Accreditation Program budget (Tom)

- The FY27 Laboratory Accreditation Program budget will be presented to the NRB at the April 2026 meeting. Tom requested that the Council approve the presented budget at today's Council meeting.
- Total FY 2027 (July 1, 2026 – June 30, 2027) budget expenses are \$718,156. This has decreased approximately \$12,000 from the previous projected FY27 budget values presented at the November meeting - due to a rejection in proposed salary and fringe raises.
- Total FY 2027 budget RVUs are 8350. This number is lower than what was presented at the November Council meeting due to obtaining more current data. Previously presented RVUs was 8396.
- The final proposed FY 2027 cost per RVU is now \$86.00. This is a \$1 increase (1.2%) from FY 2026. Previously a \$2 increase was presented.
- Tom asked Jon for comments on the presented FY27 Program budget. Jon said he had no comments and opened the discussion to the board for discussion. Alex asked why the anticipated salary and fringe benefits decreased from the previously presented budget in November. Tom answered that the Program was anticipating a salary increase that did not come to fruition. There were no other comments from the Council. Tom asked for Jon to proceed to a vote. A vote occurred but due to an error in the motioning portion of the voting process, the vote was considered invalid using Roberts Rules of Order. As a result, the budget vote was reconducted during the public comment period. See below.

Council member issues (Jon)

- No issues from Council members.

Public comment period (Jon)

- Paul asked if the total number of reports performed to date, on slide 6, was correct. After reviewing slide 6, Tom agreed that the total number was incorrect, and it should be 11 instead of 5. This was an oversight on Tom's part when updating the slide. Tom will change the spreadsheet to auto calculate moving forward so an oversight like this doesn't occur again.
- Paul stated that Robert's Rule of Order are not being followed correctly. Paul said the Chair cannot make a motion (first or second). Jennifer agreed that the Chair cannot make motions. Zana and Tom both thanked Paul for that clarification. Zana asked that we reconduct any votes that were performed in error at this meeting.
 - Jenifer made a motion to approve the budget. Alex seconded the motion. All Council members were in favor. Jon indicated that the budget was approved as written.
 - Tom asked for clarification on the second motion. Paul stated that the Chair cannot make a first or second motion. Tom asked Rebecca to review the minutes for any other impacted votes. Rebecca stated that the election for vice chair and secretary should be reconducted due to this error.
 - Jon asked for a motion for Jennifer to serve as the Vice Chair. Matt made the first motion, Alex and Na seconded. All Council members were in favor. The motion passed for Jennifer to serve as Vice Chair.
 - Jon asked for a motion for Alex to serve as secretary. Jennifer made the first motion, Matt seconded. All Council members were in favor. The motion passed for Alex to serve as secretary.
 - Tom asked Paul if there were any other items that needed to be changed. Paul said he would send Zana and Tom an email with further comments.

Next meeting date is April 28, 2026, at 9:00 AM