

Laboratory Certification & Registration Standards Review Council Meeting Minutes

Tuesday, January 21, 2025

Attendance – 30 participants

- **9 Council members (7):** Tad Schwartzhoff (industrial rep), Jon Anderson (commercial rep), Craig Obry (*Vice Chair* – small WWTP rep), Na Zhang (WSLH rep), Matt Schmeichel (public water utility rep), Brooke Klingbeil (demonstrated interest rep), Jennifer Buchholz (solid & hazardous waste disposal rep)
 - *Absent - Christine LesCamela (Chair – large WWTP rep), Alex Zenner (livestock farmer rep)*
- **7 DNR staff (5):** Zana Sijan (manager), Tom Trainor (chemist), Autumn Farrell (auditor), Brenda Anderson (auditor), Matthew Stowe (auditor)
 - *Absent – Patty Doerflinger (auditor), Rebecca Fahney (WSLH liaison)*
- **Guests (18):** Paul Junio (Pace), Camille Danielson (WSLH), Erin Mani (WSLH), Mary Powers (Madison MSD), Ronesha Strozier (Public Health Madison & Dane County), Amanda Kordus (Badger), Kristen Hannon (WSLH), Jessica McCammon (Madison MSD), Steve Hefter (NLS), RT Kruger (NLS), Juli Bowling (WEAL), John Larson (Badger), Mike Tienor (NLS), Alfredo Sotomayor (Milwaukee MSD), Julie Klimek (Davy), Andrew Dennerlein (Racine WWTP), Grace Ogle (DNR), Natalia Hernandez (DNR)
- **Agenda repair**
 - No changes
- **November 12, 2024, minutes**
 - No changes
- Zana introduced Matthew Stowe as our new advanced auditor, filling the Brandy Baker-Muhich vacant position.
- **Lab Cert program auditing status report (July '24 - December '24)**
 - **FY 2025 partial, July 2024 – December 2024: Large Scope**
 - ✓ Audited = 88%, Reports Issued = 88%, Closed = 94%, Revised Application Audits = 3.
 - ✓ Backlog of labs = 9, down 3 from last meeting.
 - ✓ Reports issued within 60 days = 93%.
 - ✓ Audits not closed over 1 year from report date = 1.
 - ✓ Active labs = 117.
 - ✓ New labs applied to program since last meeting = 1.
 - ✓ Labs dropped from program since the last meeting = 0.
 - **FY 2025 partial, July 2024 – December 2024: Small Scope**
 - ✓ Audited = 85%, Reports Issued = 80%, Closed = 105%, Revised Application Audits = 3.
 - ✓ Backlog of labs = 18, up from 2 at last meeting.
 - ✓ Reports issued within 30 days = 97%.
 - ✓ Audits not closed over 1 year from report date = 0.
 - ✓ Active labs = 207.
 - ✓ New labs applied to program since last meeting = 0.
 - ✓ Labs dropped from program since the last meeting = 0.

○ Other business

- FY 2026 budget final
 - ✓ Expenses: 90% of total expenses are from salary and fringe costs. Supply and service expenses are based on actual costs from previous fiscal years. Tom removed the EPA CO course cost which reduced the overall expenses enough to decrease the total cost/RVU.
 - ✓ Revenue: Total RVUs is now 8300. Total cost/RVU is \$85.00, a \$4.50 increase from the previous year and a 5.6% increase. This is due to staff getting raises last year and hiring an advanced chemist instead of a senior chemist.
 - ✓ Tom asked council to recommend the proposed budget to the NRB for approval. The budget was approved by council. Tom will send the resolution document to Christine for signature.
- EPA SDWA CO chemistry course
 - ✓ Brenda and Matt will be going to the course March 24-27, 2025.
- 2025 Council member terms review
 - ✓ Matt Schmeichel's 1st term is up this year. Matt agreed to serve a 2nd term.
 - ✓ Tad Schwartzhoff's 2nd term is up this year. No one in the meeting requested to fill this position.
 - ✓ Craig Obry's 2nd term is up this year. No one in the meeting requested to fill this position.
 - ✓ Tom said that guests on the call have one week to let Tom or Zana know if they are interested in filling these positions. If no one reaches out to us, Lab Cert staff will see who in the lab community may be interested.
- 2025 Council position elections
 - ✓ Christine has indicated to Tom that she would like to continue as chairperson.
 - ✓ Brooke expressed interest to be the vice-chairperson.
 - ✓ Brooke nominated Alex Zenner for secretary. Al was not present, but he accepted after the meeting.
 - ✓ All three candidates were voted in by the council.
- 2025 Variances review
 - ✓ Two variances are active.
 - ✓ WSLH request to perform a non-aqueous PCB PT instead of an aqueous PT.
 - ✓ SRN request to perform a non-aqueous BNA PT instead of an aqueous PT.
 - ✓ There is no new justification to discontinue these variances so they shall remain valid.
- MyWisconsinID
 - ✓ Grace Ogle indicated that the WAMS portals are transitioning to MyWisconsinID. Transition dates are not solidified, but the goal is by the summer of 2025. MyWisconsinID allows users to securely access various participating online state services using one user ID and password. Each user will need their own MyWisconsinID credentials. No shared accounts. Users are required to verify their identity through multi-factor authentication. The login page will look different. Most communications about the transition will go out through GovDelivery. The very first time you log in with MyWisconsinID, you will be given opportunity to link the WAMS ID to MyWisconsinID. This will help pull all your historical WAMS records over to MyWisconsinID. There will not be a paper mail step required with MyWisconsinID. Any questions, reach out to Grace Ogle at grace.ogle@wisconsin.gov
- 2025 Technical bulletin
 - ✓ Tom indicated that a technical bulletin from the Lab Cert program is coming.
 - ✓ The bulletin will be emailed out to each laboratory main contact in our program.
 - ✓ Topics in the bulletin to include: PFAS, CWA test qualifying, TSS updates, lab electronic reporting responsibilities, public drinking water sample receipt updates, explosives by LC/MS, chemical preservation, BOD, TCLP, total toxic organics, miscellaneous EPA method requirements clarifications, DW qualifying – electronic data submittals, sludge testing requirements, and CBI.

- ✓ Paul asked what the plan is for updating NR 219, especially with the EPA rescinding EPA 1664A. Tom said that as soon as EPA 1633A is promulgated by the EPA, the DNR will begin updating NR 219. Paul said he understands that it is likely that the EPA is to expect legal action on EPA 1633A so it might be a while before we get there.
- ✓ Kristen said that she has had feedback from wastewater operators that they don't understand what samples fall under CWA. Tom should include a clarification between CWA and WPDES. CWA and WPDES permitted samples are synonymous for Wisconsin.

○ Council member issues

- None.

○ Guest issues

- None.

○ Next meeting will be held April 22, 2025, at 9 am.

A reminder for all of us. Robert's Rules of Order.

- *Need a council members quorum.*
- *When ideas are presented that need to be voted on, motions are used to make the ideas become reality.*
- *Steps in handling motions:*
 - *Make a motion - "I move that (state motion)."*
 - *Second a motion - "I move to second the motion (state motion)."*
 - *Stating the motion for the floor – Chair - "I open the motion (state motion) for discussion."*
 - *Discuss the motion if needed.*
 - *Vote on motion – Chair - "I put the motion (state motion) to vote."*
 - *All in favor of the motion, please say "aye."*
 - *All opposed of the motion, please say "nay."*
 - *A 2/3 majority is needed to pass a motion.*
 - *Chair announces the results of the motion.*