The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES

Robert R. Scott, Commissioner

AUG 03 '21 PM 1:02 RCVD

84

dam

August 2, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Environmental Services to **RETROACTIVELY** pay The NELAC Institute (TNI), (VC #172872-B001), Weatherford, TX in the amount of $7,000.00 for National Environmental Laboratory Accreditation Program Annual Accreditation membership fee for the period of July 1, 2021 to June 30, 2022, effective upon Governor & Council approval. 100% Lab Accreditation Fee Funds.

Funding is available in the account as follows.

	FY 2022
03-44-44-442010-6641-026-500251 Dept Environmental Services, Lab Certification, Organizational Dues	$7,000.00

EXPLANATION

TNI is a non-profit/voluntary organization that has the basic goal of establishing a national environmental laboratory accreditation program. Participants include private citizens, municipalities, states and federal agencies. The New Hampshire Environmental Laboratory Accreditation Program (NH ELAP) provides accreditation to environmental laboratories in New Hampshire, as well as out-of-state, to ensure sufficiently accurate, precise, and consistent results of tests, analyses, and measurements. NELAC has requested payment of dues which are essential for New Hampshire to maintain its ability to coordinate and recognize reciprocity among laboratory accreditation programs in other states. This allows laboratories in New Hampshire to provide services to customers outside of New Hampshire. It is also critical because it provides New Hampshire public water systems with additional laboratory capacity by allowing use of out-of-state laboratories that are accredited. This request is **retroactive** because the program manager assigned this new responsibility, was under the impression that this request could not be processed until after the FY22/23 Operating Budget had been signed into law. The delay in processing this approval request was in error and will be rectified by processing the invoice upon receipt by the Department in the future.

1. **How long has this organization been in existence and how long has this agency been a member of this organization?**

   The NELAC Institute (TNI) was formed in 2006. It existed under different structures and organizational names in prior years. NH ELAP has participated in this organization since its inception and been a formal member since 2000.

2. **Is there any other organization which provides the same or similar benefits which your agency belongs to?**

   No. The NELAC Institute (TNI) has gone through many changes since the late 1990s. It continues to be a program that involves many interested parties working towards a national laboratory accreditation program among the applicable state entities.

3. **How many other state's belonging to this organization and is your agency the sole New Hampshire state agency that is a member?**

   There are 13 state laboratory accreditation programs. NH ELAP is the only NH agency that has direct involvement in laboratory accreditation.

4. **How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc)**

   It is a flat fee of $7,000 for each state (member). The fee is based on benefit and evaluation costs.

5. **What benefit does the state receive from participating in this membership?**

   Membership covers: copies of new laboratory accreditation standards as they are issued, the cost of the triennial NH program evaluation, NH ELAP staff travel costs when participating as an evaluation team member of another state agency and travel costs for one member of NH ELAP to attend the winter TNI meeting.

6. **Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.**

   Training or educational/research materials are not included in membership. Membership discounts may be applicable in some cases. Some free training/guidance material is supplied through the TNI website or state agency websites.

7. **Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.**

   No, it is not required for the listed items. It is required if NH ELAP intends to maintain a relationship with other similar state agencies that will grant recognition of each other's laboratory accreditations.

8. **Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.**

   TNI meetings are held twice a year. The locations vary across the country in order to accommodate different state travel policies. Membership covers the cost of one party attending the winter meeting.

The NELAC Institute
PO Box 2439
Weatherford, TX 76086
817-598-1624
suzanne.rachmaninoff@nelac-institute.org
http://nelac-institute.org

THE NELAC INSTITUTE

INVOICE

BILL TO
New Hampshire ELAP
State of New Hampshire
29 Hazen Drive
Concord, NH 03302

INVOICE # 5671
DATE 04/28/2021
DUE DATE 06/27/2021
TERMS Net 60

DESCRIPTION	AMOUNT
Accreditation Body fee for the period July 1, 2021 through June 30, 2022	7,000.00

Please make checks payable to The NELAC Institute and remit to the address listed above, or contact us with credit card information at (817) 598-1624.

BALANCE DUE **$7,000.00**

TNI Tax ID: 81-0554715