

**SUMMARY OF THE
TNI CHEMISTRY EXPERT COMMITTEE MEETING**

OCTOBER 4, 2017

The Committee held a conference call on Wednesday, October 4 2017, at 2:00 pm EST. Chair Valerie Slaven led the meeting.

1 – Roll call

Francoise Chauvin, NYC DEP (Lab)	Present
Eric Davis, Austin Water Utility (Lab)	Present
Deb Gaynor, Phoenix Chemistry Services (Other)	Present
Shawn Kassner, Neptune (Other)	Absent
Scott Siders, PDC Labs (Lab)	Present
Valerie Slaven, Consulting Services (Other)	Present
Gale Warren, NYSDOH (Accreditation Body)	Absent
Colin Wright, Florida DEP (Lab)	Present
Ken Jackson, Program Administrator	Present

Associate Committee Members present: Arthur Denny; Anand Mudambi, Chuck Neslund; Reed Jeffery.

2 – Previous Minutes

The minutes of August 8, the committee meeting at the Forum on Environmental Accreditation in Washington DC, were considered. On Ken's suggestion the partial list of Associate Committee Members present was deleted. Every TNI member present at the meeting was, by definition, an Associate Committee Member. In Section 4 ("Text Revision for V1M4, in process") it was agreed to add a statement to make it clear that these were comments from the participants. The sixth bullet stated "If the laboratory is not running routine samples, it must run demonstration of competency (DOC), along with LOQ determination, annually for each analyte." To clarify this was a participant's opinion and not a statement from the committee, it was agreed to precede the sentence with "Even...". The bullet "Several NELAP ABs will not maintain accreditation for a method/analyte combination if the LOQ verification is not performed annually", was modified to state it was a laboratory's accreditation that was being referred to. Ken was also asked to correct several typographical errors. With these changes in place, it was moved by Deb and seconded by Scott to approve the minutes.

3 – Guidance Documents

The committee had been working on two guidance documents: calibration; and detection/quantitation. Both had been placed into abeyance for several months pending the committee's work in developing a new Voting Draft Standard (VDS) for Volume 1 Module 4. Now that the VDS was out for vote, the committee was able to resume discussion on the guidance documents. Val said the calibration document was essentially complete and would just need to be reviewed in case of needed changes. Comments received from the Laboratory Accreditation System Executive Committee (LASEC) on the detection/quantitation document needed to be considered. Also, the editorial changes made to the 2016 standard needed to be incorporated. Val and Colin volunteered to work on the document and circulate it

to the committee. The changes in the newer version of the standard, currently at the VDS stage, would need to be considered subsequently for an updated version of the guidance document.

4 – Adjournment

There being no further business, the meeting was adjourned at 2:45 pm EDT. It was agreed to hold the next call on October 18, to expedite consideration of any comments received on the VDS (voting to close on October 15).