

**SUMMARY OF THE  
TNI CONSENSUS STANDARDS DEVELOPMENT PROGRAM  
EXECUTIVE COMMITTEE MEETING  
AUGUST 10, 2010**

The Board held a meeting during the Environmental Measurement Symposium in Washington D.C. on Tuesday August 8, 2010, at 12:00 pm ET. Chair Bob Wyeth led the meeting.

**Agenda item 1 – Roll call**

**Attendance:**

Bob Wyeth, Chairman, At Large Member	present
John Gumper, On-Site Assessment	present
Silky Labie, Quality Systems	present
Ken Jackson, At Large Member	absent
JoAnn Boyd, At Large Member	present
Joe Aiello, Accreditation Body	absent
Maria Friedman, Stationary Source Audit Sample	present
Marlene Moore, Field Activities	present
Kirstin McCracken, Proficiency Testing	present
Jane Wilson, TNI Staff	present

Guests in attendance:  
Lynn Bradley

**Agenda Item 2 – Expert Committee Reports**

- Proficiency Testing

Kirstin reported the committee is considering the development of more TIAs to address issues with radiochemistry, microbiology, and WET. FOPTs for WET were adopted quickly last year in the absence of specific PT requirements in the TNI standard, which is now causing problems. Draft TIAs will be presented at the committee meeting later this week. The committee has learned that FoPT and standard development need to be in sync and interactions with the PT Executive Committee need to be refined. FoPTs can be developed much quicker than action can be taken on standards. The TIAs will get rolled into a Working Draft Standard (WDS) over fall and winter.

The PT frequency issue also will be discussed as Judy Morgan reviews the results of her survey of ABs.

- Quality Systems

Silky explained that the approved TIA for radiochemistry and the many requests for interpretation about the TNI standard prompted changes being proposed as WDS for the QS

modules. The TNI Standard hasn't been tested in practical implementation yet. Committee didn't want to propose substantive changes, but instead clarify sections that appeared to be causing confusion or that were being mis-interpreted. Some of the points of confusion are that demonstration of capability (DOC) is analyst-driven, not lab-driven. For method validation/selection requirements, QS is putting back in some ISO sections that were not used and providing additional explanations. The committee is also moving existing language from the technical modules to the QS module for clarity. The committee is not changing the standard, but is making it more clear. The committee also inadvertently used old ISO 17025 language from 1999 rather than the 2005 version. Marlene noted some questions have been raised to her on that topic. Method validation language may be causing confusion such as when to do MDL studies for analytes such as pH. This is also highlighting differences in AB requirements.

- On-Site Assessment

John Gumpfer noted that the current charter for OSA has been fulfilled. Right now have little to work on, but the updated strategic plan is coming and it will have work for OSA. Also implementation issues are likely to arise that will be referred to OSA. John added that the committee leadership is getting input from committee members, but not some are not active in terms of completing work items.

The committee will be discussing a NELAP Accreditation Council and TNI question about assessor training on the technical areas which they are assessing. NELAP AC would like to see an option for assessors to test out. The committee believes the assessors need the training to understand how to interpret the data and understand the method – it's their "DOC". Lynn Bradley noted it is an issue to be resolved in the Evaluation SOP. The question is how to showcase knowledge from one technical discipline to another and it is hard to assess and teach this.

- Stationary Source Audit Sample

Maria Friedman explained the committee is still awaiting EPA finalization of new regulations that will impact this new program. A SSAS subcommittee is developing an update of the SSAS table. SSAS expects that EPA will review the TNI standards and other SSAS program elements. SSAS will also review the new regulation when it's done for consistency with the EPA regulations.

- Field Activities

Marlene explained that FAC has not been very active since most of the Field Activities work is at the level of the NEFAP Accreditation Council. FAC is mostly working on advocacy for NEFAP.

There is a major problem with TNI FSMO Standard in that it uses the term "registrar" – which has a very specific meaning and can't be used under ILAC signatories. The term needs to be changed to "Accrediting Body. Historical records indicate the committee didn't intend for it to be "registrar" according to ISO language. Marlene will probably need to do a TIA or get input on whether it is an editorial change.

FAC is also starting to get requests for interpretations. There is a recommendation one of the NEFAP AC members to call it “applications” of the standard rather than “interpretation”. The NELAP AC has drawn a line between interpretation and application of the standard (going to implementation of the requirements). They have recognized a distinction between the two – Marlene just wants to recognize it as another way of helping someone understand and implement the standard.

Other subcommittees are being formed for FAC to address different technical issues – stack testing, different media-specific issues, etc.

Marlene also explained the need to figure out NELAP boundaries for mobile labs and different state jurisdictions for mobile lab accreditations. Currently NELAP is dealing with the federal level requirements and NEFAP is dealing with state issues.

- Accreditation Body

No representative of the AB committee was present.

Bob Wyeth noted other issues before the CSDP executive committee will be dealt with via email and he intends to start regular meetings again. The guidance process has been developed via the Policy Committee. Kirstin indicated she is not available for a Sept 9<sup>th</sup> meeting, but will find a substitute for presentation of the PTs and TIAs.

**2010 Meeting Schedule**

1:00 pm ET to 2:30 pm ET

January 14	July 8
January 28 – Chicago forum (cancelled)	August 12
February 11	Washington DC forum
March 19	September 9
April 8	October 14
May 13	November 11
June 10	December 9

**LIST OF PREVIOUS ACTION ITEMS TO BE COMPLETED**

<b>Item No.</b>	<b>Date Proposed</b>	<b>Action</b>	<b>Assigned to:</b>	<b>To be Completed by:</b>
2	9/11/08	Investigate mechanism for posting response to appeal as an interpretation	Ken	On going
8	3/12/09	Determine sector and volume information for SSAS standards	Jane	Volume info complete – need TNI Board decision on sector
16	9/10/09	Policy Committee status on guidance documents	Bob	On going – needs development procedure
22	11/12/09	Coordinate a communication regarding the need for committee membership review and charter updates	Bob	Complete after TNI reorganization?
25	1/14/2010	Discuss version control and document archive issues with Jerry and Alfredo	Bob	3/11/2010
26	2/11/2010	Re-review for style issues and send finalized changes to SOP 2-101 to Policy Committee	Bob	4/8/2010