

**SUMMARY OF THE
TNI CONSENSUS STANDARDS DEVELOPMENT
EXECUTIVE COMMITTEE MEETING
AUGUST 9, 2013**

The Executive Committee met on Friday, August 9, 2013, at 8:00 am CDT, at the Environmental measurement Symposium, San Antonio, TX. Chair Bob Wyeth led the meeting.

Agenda item 1 – Roll call and Introductions

Attendance:

Jeff Flowers, Accreditation Body	Absent
JoAnn Boyd, At Large Member	Absent
Justin Brown, Field Activities	Absent
Richard Burrows, Chemistry	Present
Robin Cook, Microbiology	Present
Jessica Evans, At Large Member	Present
Maria Friedman, Stationary Source Audit Sample	Present
Paul Junio, Quality Systems	Present
Shawn Kassner, Proficiency Testing	Present
Bob Shannon, Radiochemistry	Absent
Bob Wyeth, Chairman, At Large Member	Present
Ken Jackson, Program Administrator	Present

Bob Wyeth welcomed the attendees, and gave an overview of the session's agenda. The Committee Members introduced themselves. Bob welcomed Shawn Kassner as the new chair of the Proficiency Testing Expert Committee

Agenda Item 2 – Expert Committee reports

Chemistry. Richard reported the edits to the MDL procedure were now complete and the document would be published on the TNI website. The committee met on Tuesday August 6 and presented the comments received during the voting session on its Calibration Voting Draft Standard. The next steps will be to modify the standard in response to the persuasive comments received. Four new Committee Members had been appointed (2 AB and 2 Lab).

Stationary Source Audit Sample. Maria said an updated charter had been approved. The SSAS standard for providers was being reviewed and it was anticipated a Working Draft Standard would be presented at the Louisville meeting. Some audit sample ordering problems had been reported, and the committee planned to invite laboratories to a conference call to hear the problems.

Proficiency Testing. Shawn said a revised charter would be presented, with him as committee chair. During its session on Monday August 5, discussion of the Modified Working Draft Standard on V1M1 and V2M2 continued from an earlier webinar. The committee would work

next on V3, the PT Provider volume. All providers are accredited to ISO 17043 and Guide 34, so the volume would contain only the additional TNI requirements. Work on V4 (PT Provider Accreditors) would be conducted at the same time. The goal was to have all 4 Modules and Volumes ready for voting in 1 year.

Microbiology. The committee had opened the standard for revision of the quality systems microbiology module. About 4 or 5 items in the standard had been identified for initial review, and 3 or 4 points of inconsistency had been noted in the small laboratory handbook. Deb Waller would be heading a subcommittee for Cryptosporidium and Giardia, and Robin noted the Quality Systems General requirements module would not require changes to accommodate Cryptosporidium accreditation. The committee planned to present a Working Draft Standard at the Louisville or Washington DC meeting. They have 5 openings for additional Committee Members, and they are looking for people in the “Other” category.

Quality Systems. The committee was working on the Quality Manual Template. Paul said they need to identify where in the standard the template items come from and get rid of those not required. The committee had not yet completed its review of the small laboratory handbook. Committee member applications were being considered, and Scott Siders had resigned from the committee so he could join the Chemistry Committee.

Field Activities. Bob Wyeth gave a report on Justin’s behalf. The Voting Draft Standard was now an Interim Standard and the next stage would be editorial review. The NEFAP brochure was to be updated. The committee planned to work on tools at the Louisville meeting.

There were no reports from the **Laboratory Accreditation Body** or **Radiochemistry** committees.

Agenda Item 3 – Review of Version 2.0 of SOP 2-100

Bob presented the draft document that had been prepared in response to the corrective action task force recommendations. He described each modification, mostly being the standards development process. Bob explained that all recommendations of the task force had been incorporated, and that the Consensus Standard Development Executive Committee (CSDEC) had voted to accept it on July 13, 2013, with 9 members in favor.

There followed discussion on the process for Tentative interim Amendments (TIA). It was suggested the time limit of 2 years for a TIA to remain in effect before being voted in as a permanent change to the standard was too restrictive. Consequently, Section 5.9 was changed to read “A Tentative Interim Amendment will remain in effect until the next modification of the standard. Within this time period, the section or subsection of the standard that incorporates the Tentative Interim Amendment will be re-introduced as an Interim Standard which will proceed through steps 5.4.2 through 5.4.5 before being accepted as a TNI standard.” There was general agreement on this change, and Bob said it would be sent out to the CSDEC Members for vote by e-mail. It was commented by Shawn Kassner that a consistent format is needed for TIAs. Ken said he would work on that.

Ken explained the modified SOP would require review by the Policy Committee and approval by the TNI Board of Directors. It would then have to be approved by ANSI. Jessica suggested including with the submission to ANSI a summary of the changes made to the original SOP that they had approved.

Agenda Item 4 – Other business

Sharon Mertens requested the committee consider when all new Environmental Sector standard modules and volumes will be compiled to produce a new TNI standard. There was general agreement that this should all happen at the same time rather than piecemeal adoption as the voting is completed on each module/volume. There was some question on how soon the Chemistry Committee will complete its standard on detection and quantitation, but Richard said that should not be allowed to hold up adoption of the rest of the standard. It was suggested 2015 might be a realistic target for including everything else that is under development. There was some concern that NELAP adoption of the 2009 standard was being delayed by some ABs until the new PT standard is available, so the PT modules and volumes should be adopted as soon as possible. However, Shawn said 2015 would be a realistic date for all 4 PT volumes and modules to be finished. Bob said the CSDEC would consider this. If 2015 is set as the target, they will decide what new standards can realistically be included at that time.

Bob said the CSDEC needs a vice-chair and this will be considered.

Carl Kircher said ISO 17011 is scheduled for systematic review. Bob said he would draft a formal review process so TNI could provide comments.

Adjournment

There being no further business, the meeting was adjourned at 9:45 am CDT.