

**SUMMARY OF THE  
TNI CONSENSUS STANDARDS DEVELOPMENT  
EXECUTIVE COMMITTEE MEETING  
FEBRUARY 1, 2012**

The Executive Committee met on Wednesday February 1, 2012, at 1:15 pm EST at the Forum on Laboratory Accreditation, Sarasota FL. Ken Jackson led the meeting.

Agenda item 1 – Roll call

Attendance:

Joe Aiello, Accreditation Body	present
JoAnn Boyd at Large Member, and for Justin Brown, Field Activities	present
Richard Burrows, Environmental Measurement Methods	absent
Maria Friedman, Stationary Source Audit Sample	present
Silky Labie, Quality Systems	present
Mitzi Miller, Proficiency Testing	present
Jane Wilson, At Large Member	absent
Bob Wyeth, Chairman, At Large Member	absent
Ken Jackson, Program Administrator	present

Ken explained the role of the Executive Committee and said the reason for this meeting was to obtain Expert Committee reports on the meetings that were held during the Sarasota forum.

Agenda Item 2 – Committee Reports

- Field Activities

JoAnn reported the committee presented its SOP for training and advocacy. This will require a brochure, abstracts, white papers and newsletters. A potential TIA was discussed. The committee worked through PT suggestions for the standard. She reported 4 abstracts had been prepared and 6 talks are scheduled for 2012. There was discussion of possible guidance for entities that want to be accredited,

- Proficiency Testing

Comments were received on V1M1 and V2M1 of a proposed Working Draft Standard (WDS). It is expected that proficiency test reporting limit (PTRL) will replace LOQ for reporting. Care is being taken to remove inconsistencies; e.g., 2 different definitions of Accreditation Body are in the existing standard. One of these is the ISO 17011 definition which must be used, and it is noted this definition does not specify that an AB will be a government authority. The committee expects to have a WDS for all volumes before the August meeting. Work is continuing with the PT Executive Committee on the revised FoPT tables. A TIA on Whole Effluent Toxicity (WET), if adopted, will return WET to the 2003 NELAC standard requirements.

- Quality Systems

The committee had voted to release a VDS, and this was posted on January 11 so the voting period was continuing. More than 70 comments had been received so far, and during the meeting the Committee considered all negative comments and some of the positive comments, voting them persuasive or non-persuasive. The committee will resolve all persuasive comments and present its findings at the Washington DC meeting in August. Silky also reported 5 Committee members will be rotating off and 4 new Committee Members are being appointed. Sharon Mertens asked if the Uniformity of Standards Committee is being re-constituted to make sure the changes are consistent with the rest of the standard. Ken said he will bring this to the attention of Bob Wyeth.

- Stationary Source Audit Sample

Maria provided background on the new standard, and reported FAQs are available. During the committee's session, a demonstration of the audit sample calculation tool was presented. She reported there is now one accredited audit sample provider and at least one more is expected very soon. Method 25 is a problem method and there are not yet concentration ranges and acceptance criteria the testers can meet. However, during the meeting a tester described a study his laboratory has conducted on an audit sample, with satisfactory results. He provided data for consideration.

- Accreditation Body

The committee has generated a draft generic application that still needs work, but will be presented to the Accreditation Council for consideration at its next meeting. They are working with Dan Hickman to get Fields of Accreditation done electronically. They also considered how TNI can support the use of 3<sup>rd</sup>-party assessors by an Accreditation Body. They intend to ask the 3<sup>rd</sup>-party assessor community to provide input for a list of assessor experience and qualifications. This will be given to TNI to use. The question of whether TNI should credential 3<sup>rd</sup>-party assessors is to be discussed in the future. Mitzi Miller was concerned how the 3<sup>rd</sup>-party information will be protected to avoid incorrect use, and how the information will be updated and maintained. A suggestion was to have a standardized form for the assessors to submit to states when they contract with them. Joe also reported the new committee charter is complete. In response to a question, Joe said shared resources among state accreditation bodies was not discussed. The LASC and Accreditation Council are considering it.

- Environmental Measurement Methods

Ken reported that the Committee had presented 13 items for possible inclusion in the calibration section of V1M4 (QS Chemistry Module). Following discussion and input from the floor, the Committee approved 6 of the items to go in the standard. It was also discussed whether some of the items not to be included in the standard should be presented as guidance. The next steps will be drafting of suitable language for the approved items.

### Agenda Item 3 – Other Business

It was suggested the Executive Committee should prepare a summary of the CSDP plans for laboratory accreditation standard updates with projected time-frames, and submit this to the NELAP Accreditation Council.

### Adjournment

The meeting was adjourned at 3:15 pm EST

**LIST OF 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>
1	2/1/12	The Uniformity of Standards Committee should be re-constituted	Committee	Not yet determined
2	2/1/12	The Executive Committee should prepare a summary of the CSDP plans for laboratory accreditation standard updates with projected time-frames, and submit this to the NELAP Accreditation Council.	Committee	Not yet determined



Consensus Standard Development Executive Committee  
Meeting  
February 1, 2012; 1:15 PM EST  
At the Forum on Laboratory Accreditation, Sarasota FL  
AGENDA

1. Roll Call
2. Expert Committee Reports
3. Other Business