

**SUMMARY OF THE  
TNI ENVIRONMENTAL MEASUREMENT METHODS EXPERT COMMITTEE  
MEETING**

**JUNE 3, 2011**

The Committee held a conference call on Friday, June 3, 2011, at 1:00 pm EST.

**1 – Roll call**

Richard Burrows, Test America (Lab)	Present
Brooke Connor, USGS (Other)	Present
Dan Dickinson, NYSDOH (Accreditation Body)	Present
Tim Fitzpatrick, Florida DEP (Lab)	Present
Nancy Grams, Advanced Earth Technologists, Inc. (Other)	Absent
Anand Mudambi, USEPA (Other)	Absent
John Phillips, Ford Motor Co., (Other)	Present
Lee Wolf, Columbia Analytical Services (Lab)	Present
Ken Jackson, TNI administrative support staff	Present

The following Associate Committee members were also present: Arthur Denny;  
Francoise Chauvin

**2 – Approval of Minutes from May 6, 2011**

The committee had approved these minutes by e-mail, with 7 Members voting in favor. Action items were reviewed and updated. As a follow up to completed action item 18 (Brooke’s draft expanded introduction), Anand will be asked to include this in the document. Regarding item 23, it was noted that several comments had been received on John’s definitions, but only Richard had commented on Anand’s document.

**3 – Definitions**

Richard stated the Committee needs to conform with the existing TNI definitions, however, if any are believed to be wrong then it will be appropriate to approach the Quality Systems Committee with a recommendation for change. Other definitions beyond the TNI list may be added, and John’s list will be very useful. Dan suggested doing nothing further with the list until the standard has been drafted, and then revisiting it since many definitions might not be used. Richard said that should also be done with the background document, and there was general agreement. Meanwhile the Committee Members should review John’s latest version of the list.

**4 – Draft document “Minimum Practices for Scientifically Valid Calibration Procedures and Assessment (May 9, 2011)”**

The written comments on this latest version were discussed.

Richard's suggested edits on the layman's definition of calibration were accepted.

Section 2 (Background). Richard asked members to send in any comments if they believe it needs changing.

Section 3 (Scope). Regarding the comment that this is unclear, Richard will expand the paragraph.

Section 5 (Calibration Procedures).

After discussion of the comments on 5.3.2.1, it was agreed they can all be removed..

Richard had re-worded the paragraph on unweighted linear calibration to state that it is frequently a poor choice for environmental analysis. It was commented that a lot of wastewater laboratories use unweighted linear calibration, and it will be difficult to stop them from doing so. Since the Committee does not like unweighted linear calibration, the text should state why. Richard will add appropriate wording.

The proposed changes to 5.3.4.1 and 5.3.4.2 were agreed.

It was suggested the third bullet in 5.5 should be moved to the proposed "new methods" section. Regarding the last sentence of this bullet, it was questioned whether published methods have ever had a statistical evaluation of the "best calibration model". Brooke wondered how the "best calibration model" would be defined. The last bullet of 5.5 (calibration verification) was discussed. This is not currently a NELAC 2003 or TNI 2009 requirement, and it was suggested this would be too much to mandate, especially for GCMS methods. This needs further discussion, and if it is to be included, criteria need to be defined.

Richard's P/A language has not yet been added to 5.6. Tim asked for his comment to be removed.

Section 6 (Calibration Assessment).

Richard confirmed the equation in 6.2 is correct.

The "Recommended Practices" section was left for future discussion.

Richard asked all Committee Members to look at Section 5 for further changes. Richard will ask Anand to add the missing language, including P/A.

Section 7 (Approach to Calibration Design)

Richard will write language for #3.

## **5 – Development of Outline for TNI Standard**

Richard will draft the headings for discussion during the next call. It was agreed this will have to be in place in preparation for starting to develop the draft standard during the working session at the August meeting. Brooke asked if it will be a separate standard or merged into the quality systems standard. This was discussed briefly without any conclusion being reached.

## **6 – Other Business**

An e-mail message from Marlene Moore was discussed. She had suggested the committee should expand its numbers to 15, to allow inclusion of a member from the field activities community while maintaining balance. Marlene believes the Committee is not receiving input from all stakeholders by failing to include field measurements in its work. However, the Committee is writing a standard for the laboratory community, and is not planning to prescribe calibration requirements for instruments that are used only in field measurements. Richard will draft a response to Marlene.

## **7 – Adjournment**

The meeting adjourned at 2:15 pm. The next call will be July 8 at 1:00 pm EDT.

**LIST OF ACTION ITEMS**

<b>Item No.</b>	<b>Date Proposed</b>	<b>Action</b>	<b>Assigned to:</b>	<b>To be Completed by:</b>
17	5/6/11	The TNI laboratory standard with ISO language will be provided to the Committee Members	Ken	Complete
18	5/6/11	Brooke will draft an expanded "Introduction".	Brooke	Complete
19	5/6/11	Section 5a should be reviewed in detail for discussion on the next call	All Committee Members	Complete
20	5/6/11	Section 1.1 will be further developed	Richard	6/1/11
21	5/6/11	The Minimum Practices document will be revised and distributed to Committee Members	Anand	Complete
22	5/6/11	A new list of definitions will be distributed.	John	Complete
23	5/6/11	Members should provide comments on Anand's and John's documents before the next call.	All Committee Members	Complete
24	6/3/11	Committee members should review John's latest version of the list of definitions	All Committee Members	7/8/11
25	6/3/11	Text will be added to Section 5.3.2.3 to state why unweighted linear calibration should not be used.	Richard	7/8/11
26	6/3/11	All Section 5 should be reviewed in detail for discussion on the next call	All Committee Members	7/8/11
27	6/3/11	Language will be drafted for "3" under Section 7	Richard	7/8/11
28	6/3/11	Headings will be drafted for a TNI standard.	Richard	7/8/11
29	6/3/11	The Minimum Practices document will be revised and distributed to Committee Members	Anand	7/1/11