

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

**JULY 8, 2011**

The Committee held a conference call on Friday, July 8, 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)	Absent
Tim Fitzpatrick, Florida DEP (Lab)	Present
Nancy Grams, Advanced Earth Technologists, Inc. (Other)	Present
Anand Mudambi, USEPA (Other)	Present
John Phillips, Ford Motor Co., (Other)	Absent
Lee Wolf, Columbia Analytical Services (Lab)	Absent
Ken Jackson, TNI administrative support staff	Present

The following Associate Committee members were also present: Justin Brown; Arthur Denny

**2 – Approval of Minutes from June 3, 2011**

The committee had approved these minutes by e-mail, with 6 Members voting in favor.

**3 – Calibration Standard Outline**

Richard had expanded the outline of a proposed TNI standard on calibration, by adding some text based on the list of contents. He asked the members to look at it prior to the Bellevue meeting, when the main focus will be development of the standard.

**4 – Draft document “Minimum Practices for Scientifically Valid Calibration Procedures and Assessment”**

Brooke reported she had revised the introduction and had e-mailed this out to the committee.

There was some discussion on the best way to continue development of the document. Nancy suggested having a point person for each section to receive comments and then edit it. Anand suggested people could be assigned to work on sections, and then send to him to combine all the work and send it out to the committee. Richard said this is the “low-tech” way that might be the best approach for the time being. However, a “high-tech” way should be investigated. Tim suggested a web-site where only one person can work on it at a time. Anand indicated APHL does that, and he volunteered to send details

of an APHL contact to Ken, who will then research this and similar approaches. Nancy said ASTM had tried it, but it did not get much use. However, software may be better now.

Nancy had circulated comments on the document, and these were discussed. It was remarked that Section 5.5 is key, and the committee should go through the bullets which are the pieces of the calibration puzzle; i.e., a list of the things you need to think about. Richard stated that the document serves two purposes: (i) it tells the committee what needs to go into the standard; and (ii) it is a guidance document. Therefore, the committee does not need to focus on a systematic approach, since that is what the standard does. Tim suggested as the standard is developed it might help flush out Section 5.5. Richard suggested titling Section 5.5 “Calibration in Environmental Analysis”. It was agreed the Section should not be limited to chemistry, but should address any testing for which calibration is required. This includes P/A micro testing. There was some discussion on a better name for P/A testing, since it is really testing to determine if a concentration is above or below an actionable level; i.e., “detected or not detected at a certain level”. For this testing, it may be preferable to have just one calibration standard at the actionable level.

The committee decided to create a new outline so it flows better, with the following assignments:

Sections 1-4 (outline and text) – Brooke  
Sections 5 and 6 (outline only) – Anand  
Section 7 – leave for later.

Brooke will take some of the weaknesses (now in Section 5.2) and put them in her sections.

## **5 – Other Business**

There was no other business.

## **6 – Adjournment**

The meeting adjourned at 2:00 pm. The next call will be August 5 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>
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	Complete
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	Complete
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	Ongoing
26	6/3/11	All Section 5 should be reviewed in detail for discussion on the next call	Complete	Complete
27	6/3/11	Language will be drafted for "3" under Section 7	Richard	Ongoing
28	6/3/11	Headings will be drafted for a TNI standard.	Richard	Complete
29	6/3/11	The Minimum Practices document will be revised and distributed to Committee Members	Anand	Complete
30	7/8/11	Approaches for web-based collaborative editing will be investigated	Ken	8/5/11
31	7/8/11	The Minimum Practices document will be re-drafted.	Brooke (Sections 1-4) Anand (Sections 5 and 6)	8/5/11