

**SUMMARY OF THE
TNI ENVIRONMENTAL MEASUREMENT METHODS STEERING COMMITTEE
MEETING
OCTOBER 26, 2010**

The Committee held its first meeting, via teleconference, on Tuesday October 26, 2010, at 2:30 pm EDT.

1 – Roll call

Attendance:

| | |
|------------------------|---------|
| Richard Burrows | present |
| Tim Fitzpatrick | present |
| John Phillips | present |
| Ken Jackson, TNI staff | present |

2 – Introduction and Overview of the Committee

Ken explained this is an *ad-hoc* steering committee for a proposed Environmental Measurement Methods Expert Committee. The expert committee will be charged with developing measurement tools, including those for limit of detection, limit of quantitation, and calibration. This work will meet the measurement tool requirements of the EPA cooperative award “*Support to develop Measurement Tools, Accreditation Standards, and Technical Support*”. It will be the work of the steering committee to lay the groundwork and write a draft charter for the proposed expert committee. The expert committee can only be formed after meeting the TNI requirement of posting on the website for 30 days the intent to develop a new standard.

3 – Election of Chair

The steering committee members voted unanimously for Richard Burrows to be the chair.

4 – Draft Charter

The committee completed the attached draft charter (attachment 1). It was agreed this had sufficient detail to allow the steering committee to move forward. When the expert committee is formed, it will be presented with the draft charter for its consideration and completion.

5 – Preliminary Discussion of Committee Activities

Ken was tasked with posting notice of the proposed expert committee and its standards development activity on the TNI website, as required in Section 3.2 of the Procedures Governing Standards Development (SOP 2-100). With the posting will be an invitation for people to nominate themselves for the expert committee. The steering committee discussed several names of people who might be useful members of the expert committee.

Ken will inquire whether EPA has data available from its test study on the single laboratory DL QL Procedure v2.4, as recommended by the FAC on Detection and Quantitation.

The general approach that should be followed on detection and quantitation was discussed. It was agreed that, rather than start from scratch, the committee should start from the FAC on Detection and Quantitation procedures and/or from the MDL procedure text. It was also agreed that consideration of national quantitation limits was inadvisable.

6 – Resources

The committee will request funding to support laboratory testing of the tools developed, and travel funds for periodic face-to-face meetings. Ken will check on the resources available to the committee.

7 –Next Meeting

The steering committee will meet monthly by teleconference until the expert committee has been formed and can take over.

The next teleconference was scheduled for Thursday December 2, 12:00 – 1:30 pm EST.

8-Adjournment

The meeting was adjourned at 1:55 pm EDT

LIST OF ACTION ITEMS TO BE COMPLETED

| Item No. | Date Proposed | Action | Assigned to: | To be Completed by: |
|-----------------|----------------------|--|---------------------|----------------------------|
| 1 | 10/26/10 | Post notice of proposed expert committee and standards activity on the website | Ken | 11/1/10 |
| 2 | 10/26/10 | Investigate availability of data on EPA study on the single laboratory DL QL Procedure v2.4. | Ken | 11/30/10 |
| 3 | 10/26/10 | Investigate resources available to the committee | Ken | 11/30/10 |

