

**MINUTES OF
THE NELAC INSTITUTE'S
PROFICIENCY TESTING EXPERT COMMITTEE
SUPPLEMENTAL PT CALL
December 14, 2010**

Agenda Item 1: Standing Committee Operations

The Proficiency Testing (PT) Expert Committee of The NELAC Institute (TNI) met by conference call on December 14, 2010. Committee Chairperson Kirstin McCracken led the call.

Call to Order: The teleconference was called to order at 1:34 PM ET.

The following committee members were present for this call:

Stacie Metzler
Shawn Kassner
Jim Webber
Scott Hoatson
Lisa Touet
Joe Pardue
Kirstin McCracken
Dan Tholen
Roger Kenton
Judy Morgan – joined after minute's approval.

The following associate members were present for this call:

Gary Dechant

Agenda Item 1: Standing Committee Operations

10/19/10: Scott moved to approve the minutes from 10/19/10. Joe seconded the motion. 9 committee members voted to approve the minutes and there was 1 abstention.

11/09/10: Jim moved to approve the minutes from 11/09/10. Scott seconded the motion. 3 voted to approve the minutes (those present on the call); the remaining committee members abstained from the vote because they were not present on the call.

11/30/10: Jim moved to approve the minutes from 11/30/10. Kirstin seconded the motion.
Action Item: 9 committee members voted to approve the minutes and there was 1 abstention.

Agenda Item 2: SIR #118

The SIR has been returned to the committee for additional review because the initial response did not specify that the response provided by the committee applied specifically to laboratories that already have NELAC accreditation. The committee worked through each of the questions and compared back to the NELAC and TNI standard. In this review it was found that the TNI has inconsistencies that require further review by the committee before an interpretation can be issued. Scott has volunteered to draft a new interpretation and forward to the group for review. Kirstin will forward Scott the new draft of the TIA for editing.

Agenda Item 3: WDS –

Stacie provided an update from the AC call regarding WET. The AC consensus is to use the language from the appendix of the 2003 standard.

It is unknown at this time if the new language will be submitted as a TIA or WDS.

Shawn and Stacie met by conference call with Susan Wyatt and Aaren Alger to review the AC concerns. What follows is a summary of that call provided by Shawn:

- **Analysis Date:** States cannot track analysis date due to insufficient resources – closing date is easier to track. This led to further discussion about the reason behind the time-frame requirement which is that the Abs do not want to receive successive PT reports out of chronological order. This prompted the question: should closing date or report date be the specification? Both closing date and report date have negative consequences for the laboratories but of the two options, closing date is preferable.
- **LOQ Reporting:** If an analyte is spiked into a sample and if a less than value is reported by the laboratory and the less than value is higher than the value of the lower acceptance limit, the AB would prefer that this result be qualified with an “*” to denote further review by the AB is required; but they will not require that the result be scored “not acceptable”. The qualifier is a compromise. It has also been proposed that labs be allowed to continue to report PT samples same way as samples and to remove the specific language regarding PT reporting from VIM1. This raised a concern for Roger who does not think labs should be compelled to report lower than the LOQ in a PT sample. The committee agreed that labs would not be required to evaluate to an LOD or report values less than the LOQ except at each laboratory’s discretion. Reporting of “estimated” values (i.e. Values between a laboratory’s established detection limit and LOQ) will be allowed at the laboratory’s discretion and only if the laboratory has established LOD for the test method. Laboratories are not required to establish LOD if the lab does not report outside calibration range and even labs with established LOD do not always report estimated values in project samples. Basically, the lab should report the PT using the same procedure it typically uses. If a lab sometimes reports estimated values, it may do so for the PT; or not, the decision is up to each laboratory. The discussion on this topic was tabled to be continued at the next call.
- **Use non-accredited PTP for FoPT:** AC needs this clause removed because some AB cannot accept PT results from a non-accredited PTP. After discussion it was agreed that PT samples must be obtained from accredited PTP and if a FoPT is on an accreditation table and no accredited PTP is available laboratories are exempt from the requirement to analyze the FoPT until such time as there is an accredited PTP for the FoPT. Kirstin will draft a statement for this item.
- **Experimental Analytes:** AC wants the language related to experimental PT removed because there are too many differences in implementation between ABs. The committee agrees that the requirement for analysis of experimental PTs should be removed from the modules but believes that there must be language in the standard to allow the addition of and or removal of FoPT using an established procedure. Shawn: Develop language at the same time and ask question at the same time. Shawn has volunteered to draft and will touch base with Gary.

Agenda Item 4: Committee Terms

Kirstin asked if anyone was interested in rotating off the committee; nobody was. Service terms for current members end in December 2011-2013.

Kirstin asked for nominations for committee chair. Scott, Dan, Shawn, Joe and Judy removed their names from consideration. After discussion it was decided that Kirstin will continue as Chair until the Seattle 2011 meeting at which time the topic will be revisited. This decision was made to continue with current structure until the AC concerns, TIA and WDS are on a solid path for completion. Judy made the motion to approve Kirstin as committee chair for an additional 6 months, Shawn seconded the motion. All present on the call voted in favor of the motion.

Kirstin moved that Shawn continue as Vice-Chair for the same time-frame, Scott and Judy seconded the motion. All present on the call voted in favor of the motion and the motion passed.

Adjourned 3:35 pm

Attachment A

**ACTION ITEMS
TNI PROFICIENCY TESTING COMMITTEE**

| Item | Action Item | Assigned To | Due Date | Date Complete |
|-------------|---|-------------------------|-----------------|----------------------|
| 1 | Forward Scott draft SIR for editing | Kirstin | 12/15/10 | |
| 2 | Draft language to replace non-accredited PTP clause | Kirstin | TBD | |
| 3 | Draft language for experimental PT | Shawn / Gary-reassigned | TBD | |

Attachment B

TNI PROFICIENCY TESTING COMMITTEE MEMBERS

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