

**SUMMARY OF THE
TNI LABORATORY PROFICIENCY TESTING EXPERT COMMITTEE MEETING**

JANUARY 17, 2014

The Committee met by teleconference on Friday, January 17, 2014, at 11:00 am EST. Chair Shawn Kassner led the meeting.

1 – Roll call

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| Fred Anderson, Advanced Analytical Solutions (Other) | Present |
| Stephen Arpie, Absolute Standards (Other) | Present |
| Kareen Baker, Independent (Other) | Present |
| Yumi Creason, PA DEP (AB) | Present |
| Rachel Ellis, NJ DEP (AB) | Absent |
| Scott Hoatson, Oregon DEQ (AB) | Present |
| Shawn Kassner, Phenova (Chair; Other) | Present |
| Roger Kenton, Eastman Chemical Co. (Lab) | Present |
| Stacie Metzler, Hampton Roads San. Distr. (Lab) | Absent |
| Mitzi Miller, Dade Moeller Assocs. (Other) | Present |
| Judy Morgan, Env. Science Corp. (Lab) | Present |
| Virgene Mulligan, Amrad (Lab) | Present |
| Joe Pardue, P2S (Other) | Present |
| Jim Todaro, Alpha Analytical (Lab) | Present |
| Lisa Touet, MA DEP (AB) | Present |
| Ken Jackson, Program Administrator | Present |

Associate Committee Members present: Nicole Cairns, NYSDOH; Audrey Cornell, ERA; Brian Stringer, ERA.

2 – Previous Minutes

It was moved by and seconded by to approve the December 6 and December 20, 2013 minutes. In the absence of a quorum, Shawn announced he would call for an e-mail vote on the minutes.

3 – Subcommittees

Shawn said the Microbiology subcommittee would be meeting within a week. During the previous meeting, held in December 2013, they went through V1M1 and V2M2 and decided nothing needed to be added for Cryptosporidium or Giardia. Next the subcommittee would look at V3. Joining the subcommittee will be someone from the University of Wisconsin who runs their Cryptosporidium and Giardia PT program. Shawn had sent the WET subcommittee an e-mail concerning their scoring criteria which they would be considering during their January call. Mitzi volunteered to liaise with Matt Sica and Randy Querry on V4. Shawn suggested, to be consistent with the other PT volumes, V4 should be tied in to ISO 17011. Others agreed. Shawn said he would ask Jerry for copies of ISO

17011 for the committee. Mitzi said she would contact Dan Tholen for notes he had made during joint audits with Mitzi, and then she would prepare a first draft of V4.

4 – Volume 3

Shawn said he was having difficulties with a system of page numbering and he had contacted Ilona for help. He asked for a motion to accept V3 as a Working Draft Standard, subject to page numbers being added. This was moved by Judy and seconded by Mitzi. The motion was opened for discussion, and Scott suggested 5.1.2, “The PT providers shall be accredited to ISO 17043 (General Requirements for Proficiency Testing) by a TNI approved PTPA” would be more appropriate in Section 4 (PT Provider Accreditation). It was agreed to make this change, which was editorial. All present were in favor of the motion. Shawn said he would then send the standard out to the Committee for e-mail vote and then send it to TNI for publication.

5 – Standard Interpretation Requests

SIR 184. There continued to be confusion in the response to this SIR over the circumstances in which a laboratory’s accreditation would be revoked and the circumstances under which it would be suspended for failure to participate in PT studies. Shawn and Scott agreed to re-write the response and bring it back to the committee for consideration.

SIR 185. The ABs had rejected the PT committee’s response, the main objection being the last sentence suggesting the ABs establish better communication with the laboratories. Judy emphasized that the committee must ensure the discrepancy of times between analysis dates is corrected in the new Working Draft Standard, and an affirmation of this should be included as a comment in the response. She also cautioned against the phrase “The intent of the standard”, because a SIR should not speculate on intent, but state what the standard means.

6 – V1M1 and V2M2

Scott said there were a few loose ends to be tied up before these modules could be released from the Committee, and he and Ken were working on this.

7 – Plans for the Louisville Meeting

Shawn suggested he present a review of Committee activities in 2013. Then V3 would be presented as a WDS for discussion. It was hoped the SIRs could also be presented. Mitzi suggested the committee should have another (short) conference call before Louisville to review the agenda. A call on January 17 at 11:00 am EST would be scheduled.

Adjournment

The meeting was adjourned at 12:00 pm EDT.