

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

APRIL 11, 2014

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

1 – Roll call

Fred Anderson, Advanced Analytical Solutions (Other)	Absent
Stephen Arpie, Absolute Standards (Other)	Absent
Kareen Baker, Independent (Other)	Present
Yumi Creason, PA DEP (AB)	Present
Rachel Ellis, NJ DEP (AB)	Present
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)	Present
Mitzi Miller, Dade Moeller Assocs. (Other)	Present
Judy Morgan, Env. Science Corp. (Lab)	Absent
Virgene Mulligan, Amrad (Lab)	Absent
Joe Pardue, P2S (Other)	Absent
Jim Todaro, Alpha Analytical (Lab)	Absent
Lisa Touet, MA DEP (AB)	Present
Ken Jackson, Program Administrator	Present

Associate Committee Member present: Bob O'Brien, Sigma-Aldrich

2 – Previous Minutes

It was moved by Scott and seconded by Mitzi to approve the March 14, 2014 minutes. All present were in favor.

3 – Volume 1 Module 1 and Volume 2 Module 2

Ken reported the TNI Board of Directors had asked that all committees take care to ensure Volume 1 is written in such a way that laboratories will have all the information they need in that volume without having to buy additional volumes. The PT Expert Committee had already kept this in mind, and on reading V1M1 he had found only two minor areas where information might be missing.

First, V3 requires PT Providers to release to laboratories, on request, the results of the provider's assigned value verification, homogeneity, and stability testing for any PT sample/analyte for which results were submitted to a laboratory AB. He suggested adding similar wording in a new section 4.3.8 of V1M1.

Second, V2M2 authorizes an AB to suspend or revoke accreditation through PT failure or failure to participate in PT studies. He suggested appropriate wording be added to Section 5.2.1.1 of V1M1.

After some discussion, it was move by Mitzi and seconded by Kareen, to add appropriate wording. All were in favor.

Also, in Section 6 of V2M2, it was pointed out that the language makes it unclear whether an AB must or may suspend or revoke. The different regulatory requirements in States allow some of them to suspend/revoke where other States cannot do so. It was agreed, therefore that the language should say “may”.

Ken volunteered to make appropriate changes to V1M1 and V2M2 as discussed above, to formulate the two modules as Voting Draft Standards (VDS) suitable for posting, and to circulate them to the committee. The goal would be to vote these VDS’s out of committee during the next conference call.

Shawn said, after V1M1 and V2M2 had been posted, he would prepare slides for their presentation to interest groups, including the NELAP Accreditation Council.

4 – Volume 3 Working Draft Standard

Although V3 had already been posted as a Working Draft Standard (WDS), Mitzi pointed out changes in ISO 17043 that might require further modification of V3. It was agreed the committee will submit those proposed changes as comments along with other comments received from the membership.

A webinar had been scheduled for May 6 for the committee to present its V3 WDS, and Shawn said he would have some proposed slides for the webinar ready for discussion during the committee’s next conference call.

5 – Volume 4

Shawn volunteered to make the latest changes and circulate them to the committee.

Adjournment

The meeting was adjourned at 12:00 pm EDT.