

**MINUTES OF
THE NELAC INSTITUTE'S
PROFICIENCY TESTING COMMITTEE
CONFERENCE CALL
DECEMBER 5, 2006**

The Proficiency Testing (PT) Committee of The NELAC Institute (TNI) met by conference call on December 5, 2006 at 1:00 p.m. Eastern Time (ET). The call ended at 1:45 PM ET. Chairman Dr. Anand Mudambi of the US EPA led the meeting. A list of action items is given in Attachment A. The list of the committee members is given in Attachment B.

Introduction

The following members attended this call:

1. Anand Mudambi
2. RaeAnn Haynes
3. Kirstin McCracken
4. Curtis Wood

Associate Members

1. Mike Miller (State of New Jersey)
2. Tom Chepiga (State of New Jersey)

Status of action items from November 28, 2006 conference call

The status of the action items from that call are given below:

Item No.	Action	Status
1.	RaeAnn Haynes and Kirstin McCracken will have a conference call on December 4, 2006 to finalize Volumes 1 and 2 based on the input from today's call and forward the revised volumes to the committee.	December 6, 2006 (pending)

Discussion regarding Volume 3 (PT Provider Requirements)

Curtis Wood led the discussion regarding the revised Volume 3 sent to the committee by him. In general the requirements in this volume had now been made consistent with those in Volume 4 PT Oversight. Two sections in particular were brought to the committee's attention. Section 10.3.11 which gives the requirements for the reporting of analytes which are not spiked or less than the Proficiency Testing Reporting Limit (PTRL) and Section 6.2.2 which gives some general requirements regarding the constituents of the matrix for solid PT samples.

Section 10.3.11 has not been changed and is the same as the requirement in the 2003 NELAC standard (which is currently being implemented by the NELAC states). RaeAnn Haynes (Oregon) and Mike Miller (New Jersey) agreed that this requirement should not be changed based on the following rationales:

- the accrediting bodies need to evaluate any results reported by the laboratory (even if they are less than the PTRL) in the context of the AB's program requirements.

- this reporting requirement is similar to the reporting of regular samples and is thus consistent with the Volume 1 requirement that the laboratories analyze and report PT samples like regular samples.

Section 6.2.2 will also not be changed based on the input received from the PT providers and PT Board and further information regarding solid PT samples is available.

Next Call

The next PT committee call will take place on Thursday December 7, 2006 at 100 PM ET to discuss Volumes 1 and 2.

Attachment A

**ACTION ITEMS
TNI PROFICIENCY TESTING
DECEMBER 5, 2006**

Item No.	Action	Date to be Completed
1.	Curtis Wood will send the final Volume 3 incorporating all comments received from the committee.	December 14, 2006
2.	Dan Tholen will send the final Volume 4 incorporating all comments received from the committee.	December 14, 2006

Attachment B

TNI PROFICIENCY TESTING COMMITTEE MEMBERS

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