

**MINUTES OF
THE NELAC INSTITUTE'S
PROFICIENCY TESTING COMMITTEE
CONFERENCE CALL
MAY 7, 2007**

The Proficiency Testing (PT) Committee of The NELAC Institute (TNI) met by conference call on May 1, 2007 at 1:00 p.m. Eastern Time (ET). The call ended at 1:30 PM ET. Chairman Dr. Anand Mudambi of the US EPA led the meeting. The list of the committee members is given in Attachment B.

Introduction

The following members attended this call:

- Anand Mudambi
- Matt Sica
- Curtis Wood

The following associate members attended this call:

- Mike Miller (State of New Jersey, Trenton, NJ)

Status of action items from the May 1, 2007 conference call

Item No.	Action	Date to be Completed
1.	Kirstin will make revisions discussed during the May 1 teleconference (as well as April 10 and 24 calls) and will send to committee by May 4 th .	Completed
2.	Curtis will make needed revisions to Volume 3 and will send to committee by May 4 th .	Completed
3.	Anand will provide definition the TNI PT Board for the PT volumes.	Completed (see below).

Call Status

RaeAnn Haynes, Tom McAninch, Kirstin McCracken, Jim Pletl, and Dan Tholen could not be on this call due to prior engagements.

Minutes from April 24 and May 1st Calls

The committee finalized the minutes from the April 24 and May 1 conference calls.

TNI PT Board Definition

The committee decided not to provide a definition for the TNI PT Board in the PT Modules since the Board is part of TNI.

Action Items

There are no action items from this conference call.

Next Calls

The next conference calls will take place on May 8 and 9 to work on coordination and consistency between the various volumes. These meetings have already been scheduled (see minutes of April 24 conference call).

Attachment A

**ACTION ITEMS
TNI PROFICIENCY TESTING
MAY 7, 2007**

Item No.	Action	Date to be Completed
	No Action Items	

Attachment B

TNI PROFICIENCY TESTING COMMITTEE MEMBERS

Name	Affiliation	Address
Anand Mudambi, Chairman	USEPA/OSWER	T: (703) 603-8796 F: (703) 603-9135 E: mudambi.anand@epa.gov
RaeAnn Haynes	Oregon Department of Environmental Quality	T: (503) 229-5983 ext 227 F: (503) 229-6924 E: HAYNES.Raeann@deq.state.or.us
Thomas McAninch	Laboratory Consulting Services	T: (903) 757-4269 F: (903) 234-9781 E: mcaninch@cabllynx.com
Kirstin McCracken	STL Burlington	T: (802) 923-1019 F: (802) 660-1919 E: kmccracken@stl-inc.com
James Pletl	Hampton Roads Sanitation District (HRSD)	T: (757) 460-4246 F: (757) 460-2372 E: jpletl@hrsdc.com
Matthew Sica	Maine Laboratory Certification Program	T: (207) 287-1929 F: (207) 287-4172 E: matthew.sica@maine.gov
Dan Tholen	A2LA	T: (231) 929-1721 F: (610) 374-7234 E: dantholen@charter.net
Curtis Wood	Environmental Resource Associates	T: (303) 431-8454 F: (303) 421-0159 E: cwood@eraqc.com