

**MINUTES OF
THE NELAC INSTITUTE'S
PROFICIENCY TESTING COMMITTEE
CONFERENCE CALL
AUGUST 14, 2007**

The Proficiency Testing (PT) Committee of The NELAC Institute (TNI) met by conference call on August 14, 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
- Dan Tholen
- RaeAnn Haynes
- Kirstin McCracken
- Jim Pletl
- Jane Wilson (Program Administrator)

Status of action items from the May 21, 2007 conference call

Item No.	Action	Date Completed
1.	Anand will send the PT Draft Interim Standard to the Consensus Standards Development Board.	Completed (May 24, 2007)

TNI Voting on the Draft Interim Standard

a. The TNI voting on the Draft Interim Standards (DIS) ended in the beginning of August. The committee discussed the voting on the DIS PT Volumes/Modules (dated June 15, 2007). Issues with the voting process will be brought to the attention of the TNI Webmaster (John Applewhite).

b. Jane Wilson will ask the TNI Webmaster to send the comments received on the DIS PT Volumes/Modules (broken down by Volume) to the PT Committee. The committee only has to respond to the No votes with comments.

TNI Meeting in Cambridge, MA next week

The TNI committee will be discussing the comments received on the DIS PT Volumes/Modules at the Forum on Laboratory Accreditation next week in Cambridge, MA (August 23). The following committee members are planning to be present: Anand Mudambi, Dan Tholen, Kirstin McCracken, Matt Sica, and Jim Pletl.

Action Items

The list of action items from this call are given in Attachment A.

Attachment A

**ACTION ITEMS
TNI PROFICIENCY TESTING
AUGUST 14, 2007**

Item No.	Action	Date To Be Completed
1.	TNI Webmaster to send comments received on DIS PT Volumes/Modules	August 17, 2007

Attachment B

TNI PROFICIENCY TESTING COMMITTEE MEMBERS

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