

**MINUTES OF
THE NELAC INSTITUTE'S
PROFICIENCY TESTING COMMITTEE
CONFERENCE CALL
SEPTEMBER 11, 2007**

The Proficiency Testing (PT) Committee of The NELAC Institute (TNI) met by conference call on September 11, 2007 at 1:00 p.m. Eastern Time (ET). The call ended at 1:40 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
- RaeAnn Haynes
- Kirstin McCracken
- Curtis Wood

The following associate members attended this call:

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

Matt Sica could not attend this call due to a prior commitment.

Status of Actions from September 4, 2007 call

Item No.	Action	Date to be Completed
1.	Anand will send the comments received on the PT DIS to Carol Batterton (LASC)	Pending

Comments on Quality Systems Modules

The committee did a quick overview of the comments received on the Draft Interim Standards (DIS). Some comments received on the PT modules actually pertain to the Quality Systems modules. Anand will send them to the Bob DiRenzo (Chair, Quality Systems Committee).

Timeline to Review Comments

Comments received will be reviewed by the following committee and associate members and will be discussed on the following calls:

September 25: Review comments received on Volumes 1 and 2.

October 2: Review comments received on Volume 3.

Voting on Accepting or Rejecting Changes

The committee members will e-mail their issues if they cannot participate in the conference calls. The committee members will keep a redline/strikeout version of the Standards as they incorporate accepted comments.

Unclear Comments

The committee members wanted to know how to address comments that were unclear or confusing. Anand will bring this issue up at the next Consensus Standards Development Board call.

Action Items

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

Next Call

There will be no call on September 18. The next teleconference will take place on September 25, 2007 at 100 PM ET.

Attachment A

**ACTION ITEMS
TNI PROFICIENCY TESTING
SEPTEMBER 11, 2007**

Item No.	Action	Date to be Completed
1.	Anand will send the comments received on the PT DIS to Carol Batterton (LASC)	Pending
2.	Anand will send the Quality Systems comments to Bob DiRenzo	September 25, 2007
3.	Resolution of Unclear Comments (Anand)	September 25, 2007

Attachment B

TNI PROFICIENCY TESTING COMMITTEE MEMBERS

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