

**MINUTES OF
THE NELAC INSTITUTE'S
PROFICIENCY TESTING EXPERT COMMITTEE
April 26th, 2011**

Agenda Item 1: Standing Committee Operations

The Proficiency Testing (PT) Expert Committee of The NELAC Institute (TNI) met by conference call on April 26, 2011. Committee Chairperson Kirstin McCracken led the call. This was supplemental call with the purpose of review of proposed changes to V2M2.

Call to Order: The teleconference was called to order at 1:30 PM ET.

The following committee members were present for this call:

Kirstin McCracken
Shawn Kassner
Stephen Arpie
Judy Morgan
Lisa Touet
Scott Hoatson
Joe Pardue
Mitzi Miller
Roger Kenton

The following associate members were present for this call:

Agenda Item 1: NY Letter

The committee discussed the letter than NY submitted a letter to the TNI Board of Directors stating that LOQ reporting is inconsistent with their regulation.

Agenda Item 2: WDS Review

The committee continued their review of V2 of the WDS.

There is a discrepancy in the definition of FoPT in the 2003 standard. The glossary has one definition but the text of Chapter 2 has a different definition. The NELAC glossary defines FoPT as matrix, technology, analyte/analyte group and the Section 2.1.3 defines FoPT as matrix, technology/method, analyte/analyte group. The TNI standard uses the definition from Section 2.1.3 of the NELAC standard. The committee discussed if the definition should change in the WDS, specifically in its application to the Note in V1M1 Section 5.1.1. After discussion the committee agreed that is not the intent to require laboratories to analyze a PT per method; but if a lab does so, a failure for a method should be specific to that method since the definition of FoPT includes "method". The definition allows evaluation by technology or method. The language in this section will be reworked and re-reviewed by the committee in the final draft of the WDS.

V2M2, Section 4.1.1, Clause e and f: The committee discussed these clauses and debated implementation. Shawn said he will contact National Database and the AC to determine how they planned to follow these requirements which would provide information on the way the clauses should be written.

V2M2, Section 4.1.2: Kirstin proposed that this clause be moved to Section 7.0 because it is a requirement for the evaluation of a laboratory.

Kirstin asked what the purpose of Notes are in the standards. Are notes guidance, clarification, requirements? She will seek clarification from the CSDEC.

V2M2, Section 6.0: Those present on the call agreed the title of this section should be changed to identify these are items that the AB must review during the on-site assessment.

V2M2, Section 6.2: Steve raised a concern about this clause. After review of the wording the committee decided the language does not clearly state the intent of the clause – which ultimately is to forbid laboratories from analyzing QC not normally analyzed with PT samples to optimize laboratory performance for the FoPT. After debate the group decided to keep the clause but change language to be clear with intent. New language will be drafted by Kirstin and presented for review in the final draft of the WDS.

The group spent the remaining call discussing the time-frame between successive PT studies. The group discussed open/close dates, ship dates, analysis dates and the purpose for the requirement. Kirstin proposed that a different time-frame be applied for initial and expansion of scope and for corrective action PT. The group was amenable to the idea and it was decided that new language will be drafted and presented for review in the final draft of the WDS.

Attachment A

ACTION ITEMS TNI PROFICIENCY TESTING COMMITTEE

Item	Action Item	Assigned To	Due Date	Date Complete
1				
2				
3				

Attachment B

TNI PROFICIENCY TESTING COMMITTEE MEMBERS

Member	Affiliation	Email	Phone	Category
Stephen Arpie	Absolute Standards, Inc.	stephenarpie@absolutestandards.co	800-368-1131	Other (PTP)
Stacie Metzler	Hampton Roads Sanitation District	smetzler@hrsd.com	757-460-4217	Lab
Shawn Kassner	ERA-A Waters Company	skassner@era.qc.com	303-463-3531	Other (PTP)
Scott Hoatson	Oregon DEQ	hoatson.scott@deq.state.or.us	503-693-5786	AB (NELAC)
Roger Kenton	Eastman Chemical Company	rogerk@eastman.com	903-237-6882	Lab
Mitzi Miller	Dade Moeller & Associates	mitzimi@charter.net	509-531-2055	Other (Assessor)
Matt Sica	Maine CDCP	matthew.sica@maine.gov	207-287-1929	AB (Non-NELAC)
Lisa Touet	Massachusetts DEP	lisa.touet@state.ma.us	978-682-5237 x364	AB (Non-NELAC)
Kirstin McCracken (Chair)	TestAmerica, Inc.	KirstinL.McCracken@testamericainc	802-923-1019	Lab
Judy Morgan	Environmental Science Corp	Jmorgan@esclabsciences.com	615-773-9657	Lab
James Webber, Ph.D.	New York State DOH	webber@wadsworth.org	518-474-0009	AB (NELAC)
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