

**SUMMARY OF THE
TNI LABORATORY PROFICIENCY TESTING EXPERT COMMITTEE MEETING
JANUARY 5, 2018**

The Committee met by teleconference on Friday, January 5, 2018, at 11:00 am EST. Chair Nicole Cairns led the meeting. **This was a closed meeting to consider applicants for committee membership.**

1 – Roll call

Fred Anderson, Advanced Analytical Solutions (PT Provider)	Present
Nicole Cairns, NYSDOH (Chair; Laboratory)	Present
Rachel Ellis, NJ DEP (AB)	Present
Patrick Garrity, KYDOW (AB)	Present
Craig Huff, ERA (PT Provider)	Present
Susan Jackson, SC DHEC (AB)	Present
Tim Miller, Phenova (PT Provider)	Present
Donna Ruokenen, Microbac (Lab)	Present
Ken Jackson, Program Administrator	Present

Associate Committee Members present: Jim Brownfield, ESC; Reggie Morgan, HRSD.

2 – Previous Minutes

It was moved by Fred and seconded by Donna to approve the minutes of December 1, 2017. All were in favor.

3 – Introduction of Applicants

Two applicants, Jim Brownfield and Reggie Jackson, had been invited to the call, and introduced themselves. Nicole explained the functions of the PT Expert Committee, describing its responsibility for 4 volumes/modules of the Environmental Sector Standard, and for standards interpretation requests. She anticipated little standards writing in 2018, but the committee would be considering how the PT standard would apply to Whole Effluent Toxicity Testing. The Department of Defense (DoD) had not adopted the PT sections of the TNI standard, and the committee had been charged to investigate the differences between the DoD and TNI standards. At the upcoming Forum on Laboratory Accreditation in January, PT frequency would be discussed and this might result in further work by the committee. At this point Jim Brownfield and Reggie Morgan left the call, to allow confidential discussion of their applications by the committee.

4 – Discussion and Committee Vote

Following discussion, it was moved by Fred and seconded by Tim to appoint both applicants as Committee Members. All were in favor. Ken would ask Bob Wyeth to confirm the appointments, and subsequent to the call, Bob provided that confirmation.

5 – Adjournment

The meeting was adjourned at 11:25 am EST.