

**SUMMARY OF THE
TNI LABORATORY PROFICIENCY TESTING EXPERT COMMITTEE MEETING**

APRIL 1, 2016

The Committee met by teleconference on Friday, April 1, 2016, at 11:00 am EDT. Chair Shawn Kassner led the meeting.

1 – Roll call

Fred Anderson, Advanced Analytical Solutions (Other)	Present
Nicole Cairns, NYSDOH (Other)	Present
Rachel Ellis, NJ DEP (AB)	Present
Patrick Garrity, KYDOW (AB)	Present
Scott Hoatson, Oregon DEQ (AB)	Absent
Craig Huff, ERA (Other)	Present
Shawn Kassner, Neptune (Chair; Other)	Present
Stacie Metzler, Hampton Roads San. Distr. (Lab)	Absent
Mitzi Miller, Dade Moeller Assocs. (Other)	Absent
Tim Miller, Phenova (Other)	Present
Judy Morgan, Pace (Lab)	Absent
Joe Pardue P2S (Vice-Chair; Other)	Present
Donna Ruokenen, Microbac (Lab)	Absent
Ken Jackson, Program Administrator	Absent

Associate Committee Members present: Amanda Bruggeman, Phenova; Chandra Thekkekalathil Chandrasekhar, FLDEP; Bob O'Brien, Sigma-Aldrich.

2 – Previous Minutes

It was moved by Fred and seconded by Rachel to approve the minutes of March 11, 2016, with Shawn's affiliation updated to "Neptune". All were in favor.

3 – Volume 1, Module 1

Nicole suggested an editorial change in Clause 4.3.7 by adding the word "each" before "chemistry". With this change in place it was then moved by Nicole and seconded by Rachel to approve the module and release it as a Final Standard. All were in favor except Tim and Craig who abstained. Shawn said he would put this out to the absent committee members for their e-mail vote. Subsequent to the meeting, Scott and Stacie gave their approval by e-mail. The Committee Members all expressed agreement with the response to comments document.

4 – Volume 2, Module 2

Nicole pointed out a numbering error in Clause 5.2, where the reference should be changed from 5.1 to 5.1.1. With this change in place it was then moved by Fred and seconded by Nicole to approve the module and release it as a Final Standard. All were in favor except Tim and Craig who abstained. Shawn said he would also put this out to the absent committee members for their e-mail vote. Subsequent to the meeting, Scott and Stacie gave their approval by e-mail. The Committee Members all expressed agreement with the response to comments document.

4 – Adjournment

The meeting was adjourned at 11:30 am, with the next meeting to be scheduled on April 29.