

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

**APRIL 17, 2015**

The Committee met by teleconference on Friday, April 17, 2015, at 11:00 am EST. Chair Shawn Kassner led the meeting.

**1 – Roll call**

Fred Anderson, Advanced Analytical Solutions (Other)	Present
Kareen Baker, Independent (Other)	Present
Yumi Creason, PA DEP (AB)	Present
Nicole Cairns, NYSDOH (Other)	Present
Rachel Ellis, NJ DEP (AB)	Present
Scott Hoatson, Oregon DEQ (AB)	Present
Shawn Kassner, Phenova (Chair; Other)	Present
Stacie Metzler, Hampton Roads San. Distr. (Lab)	Absent
Mitzi Miller, Dade Moeller Assocs. (Other)	Absent
Judy Morgan, Env. Science Corp. (Lab)	Absent
Joe Pardue, P2S (Vice-Chair; Other)	Present
Jim Todaro, Alpha Analytical (Lab)	Absent
Lisa Touet, MA DEP (AB)	Absent
Ken Jackson, Program Administrator	Present

Associate Committee Members present: Rob Knake, A2LA; Jeff Lowry, Phenova; Shari Pfalmer, ESC.

**2 – Previous Minutes from April 10**

It was moved by Scott and seconded by Joe to approve the minutes. All were in favor.

**3 – Volume 1 Module 1, Volume 2 Module 2, and Volume 4**

Shawn said he was about half way through the Volume 1 Module 1 comments, and hoped to finish within a week. Scott, working on Volume 2 Module 2, was combining all the comment spreadsheets and this was not yet complete.

Shawn, after obtaining Matt Sica's agreement, had removed Section 4.3 from Volume 4. This was done because complaints were adequately covered in ISO 17011. Also in Volume 4, Nicole pointed out the definition of FoPT in section 3.1 needed to be updated. There was discussion of the wording of Section 5.1.2 a. Rob Knake said IAF was not applicable, while APLAC MRA covered all three standards (ISO 17025, ISO 17043, and Guide 34). ILAC covered only ISO 17025. Therefore, he proposed the following language:

*“is a signatory of the International Laboratory Accreditation Cooperation (ILAC) mutual recognition arrangement for ISO/IEC 17025 and the Asia Pacific Laboratory Accreditation Cooperation mutual recognition arrangement (APLAC) for ISO Guide 34 and ISO/IEC 17043.”*

With these changes to Volume 4 in place, it was moved by Fred and seconded by Scott to move Volumes 3 and 4 to the Voting Draft Standard stage. Ken said he would format them and submit for posting on the TNI website as soon as possible.

The date of the next conference call would be decided when Volume 1 Module 1 and Volume 2 Module 2 were ready for discussion

### **Adjournment**

The meeting was adjourned at 11:45 am EST.