

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

**AUGUST 21, 2015**

The Committee met by teleconference on Friday, August 21, 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)	Absent
Nicole Cairns, NYSDOH (Other)	Present
Rachel Ellis, NJ DEP (AB)	Absent
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)	Present
Judy Morgan, Pace (Lab)	Present
Joe Pardue, P2S (Vice-Chair; Other)	Present
Jim Todaro, Alpha Analytical (Lab)	Absent
Lisa Touet, MA DEP (AB)	Present
Ken Jackson, Program Administrator	Present

Associate Committee Members present: Chandra Thekkekalathil Chandrasekhar, FLDEP; Audrey Cornell, ERA; Rob Knake, A2LA; Shari Pfalmer, ESC; Brian Stringer, ERA.

**2 – Previous Minutes**

It was moved by Scott and seconded by Fred to approve the minutes of July 10, July 13, and July 31, 2015. All were in favor except Lisa who abstained from all 3 sets of minutes.

**3 – Committee Membership**

Shawn said he would be able to continue as Committee Chair through completion of the 2015 standard. He said the committee needed to appoint an Accreditation Body person, a PT Provider, and a Laboratory person. Two associate members on the call indicated their interest in becoming Committee Members. They had applied previously, and Shawn would ask Ilona to find their applications. Shawn would also contact an AB person who had shown interest in the committee.

**4 – Volumes 3 and 4**

Shawn had e-mailed 10 call participants, giving them assignments to handle selected comments from V3 and V4. He said the V3 comments would be reviewed during the next conference call. He anticipated being able to deal with the V4 comments within 4 – 6 weeks. Scott asked Shawn to circulate the latest version of the Voting Draft Standards.

**5 – Volumes 1 and 2**

Ken said he would look through the comments received on the Interim Standards, and would indicate any comments that had been made on sections/clauses that could not be dealt with because they had received no comments at the VDS stage; i.e., they had already been approved by the voters.

**Adjournment**

The meeting was adjourned at 11:30 am EDT.