

**TNI Chemistry FoPT Subcommittee
Meeting Summary
October 30, 2008**

1. Roll call:

Chairman of the PT Board, Carl Kircher, called the first meeting of the Chemistry FoPT Subcommittee to order on October 30, 2008, at 3:30PM EST. Attendance is recorded in Attachment A.

2. Introduction

An SOP was distributed via e-mail (SOP: 4-001 - Recommendation of Acceptance Limits for the Chemical, Radiochemical, and Microbiological Components of Proficiency Tests and Guidelines for Calculation of Acceptance Limits for Chemical, Radiochemical, and Microbiological Components of Proficiency Tests.) This SOP was a previous attempt to capture what was done the last time limits were updated. One of the responsibilities of this committee will be to update this SOP. Subcommittee members should review this SOP and send comments to Carl via e-mail.

The subcommittee charge (Attachment B) was reviewed and discussed.

Further discussion centered on whether the subcommittee should approach the task analyte by analyte or look at classes of analytes. It was decided that this could be determined once data is received and the committee can see if it supports a class of analytes approach. Carl thought this might work for metals and VOA, but not SVOA.

3. Chair Election, Membership, Meeting Schedule

a) Carl Kircher and Brian Boling were selected as Co-Chairs.

Motion: Jeff Lowry

Second: Chuck Wibby

Unanimously approved by subcommittee members.

b) Membership: Stephen Arpie needs to be added to the membership list. Work is in progress to get a DW/GW person to join the subcommittee. Ilona will look into the possibility of an announcement letting the TNI membership know the subcommittee has been formed and is looking for additional members.

c) It was discussed that monthly meetings should initially be sufficient. When summary data starts coming in the frequency may need to increase – probably in January.

d) Meetings will occur the third Tuesday of each month at 11am EST. Calls will be scheduled for 90 minutes.

4. Request for Summary Data

- Need to decide on the date range of the data to be requested. A suggestion is in the subcommittee charge, but it is up to the subcommittee to make a final decision. Last 3 years? Back to 2000? Jeff suggested that the subcommittee decide on a window and that the window only be expanded if there is not enough data for a particular analyte or group.
- Carl will prepare a DRAFT request for data from the PT providers. This will be distributed to the subcommittee members for review and comment prior to mailing. Carl will use the letters sent last time as templates for the current requests. Need to be sure to request PCBs in oil. This was missed last time.
- Carl's letter should include a request for failure rates on compounds the subcommittee is concerned about? Need number of participants and number of failures.

5. Open Discussion

- It was suggested that the TNI membership be asked if there are analytes they are interested in. Carl mentioned that there have been no analyte requests since formation of the PT Board.
- Eric asked if the group would consider changing the acceptance criteria for DW VOA to 30% (from 20%). The current limit is very tight with low concentrations. Jeff suggested that this should be brought to ELAB. Jeff volunteered to bring this up on Eric's behalf. The subcommittee will need to provide him with data to support this type of change.
- Eric mentioned that the PT Board is considering a question that came to them through the Standard Interpretation Request process. In looking at solutions, Eric suggested that the groupings in acceptance tables need to be looked at. Need to examine which analytes must be run for which "methods." Eric will forward this information to the subcommittee.
- The subcommittee also needs information from the lab community (QC limits and reporting limits.) Need to decide what is needed.
- The subcommittee will need an update from the PT Board after they have their discussion on Experimental PTs.

- Chuck raised the question about what standard the subcommittee should be working off of – 2003 or new TNI? There are differences between these two standards (e.g., Experimental PTs.) Carl mentioned that the subcommittee can consider preparing a request for necessary changes to the 2003 standard. This request should be sent to the PT Board. The PT Board will review and decide whether to approach the TNI Board.

There were concerns expressed about using the 2003 standard when a new standard is about to be adopted.

6. Next Meeting

The next meeting of the Chemistry FoPT Subcommittee is Tuesday, November 18, 2008, at 11AM EST.

Action Items are included in Attachment C and Attachment D includes a listing of reminders.

The meeting was adjourned at 4:45 PM EST.

Attachment A

**Participants
TNI
Chemistry FoPT Subcommittee**

Members	Affiliation	Contact Information
Carl Kircher, Co-Chair Present	Florida DOH	904-791-1574 carl_kircher@doh.state.fl.us
Brian Boling, Co-Chair Present	Oregon DEQ	Boling.Brian@deq.state.or.us
Amy Doupe Present	Lancaster Laboratories, Inc.	717-656-2300 x1812 aldoupe@lancasterlabs.com
Jeff Lowry Present	ERA	303-431-8454 jlowry@eraqc.com
Chuck Wibby Present	Wibby Environmental	303-940 -0033 cwibby@wibby.com
Eric Smith Present	TestAmerica	615-726-0177 x1238 eric.smith@testamericainc.com
Dan Tholen Absent	A2LA	231-929-1721 Tholen.dan@gmail.com
Stephen Arpie Absent	Absolute Standards, Inc.	203-281-2917 stephenarpie@mac.com
Ilona Taunton, Program Administrator Present	TNI	828-712-9242 tauntoni@msn.com

Attachment B

TNI PT Board Subcommittee for Chemistry FoPTs

Subcommittee Charge:

The 2003 version of the NELAC Standards, Appendix C.1 to Chapter 2 requires the PT Board to review analyte acceptance limits on an annual basis, for limits that have been set by this Board. Some acceptance limits are set in regulations by US EPA, such as at 40 CFR Part 141 for Drinking Water matrix Fields of Proficiency Testing (FoPTs). The other accreditation analytes, experimental analytes, and acceptance limits were set by the PT Board when it was under the auspices of the National Environmental Laboratory Accreditation Conference (NELAC). Since then, NELAC was involved in the process of becoming self-sufficient, and the current PT Board heads one of the core programs established within The NELAC Institute (TNI). During this time, no further work has been done in reviewing the acceptance limits for PT samples issued for Chemistry FoPTs.

The charge for this Subcommittee is to provide a consensus recommendation to The NELAC Institute's (TNI) PT Board on the listing and contents for a Fields of Proficiency Testing (FoPTs) accreditation tables and experimental analytes tables for Chemistry analytes. This Subcommittee is asked to provide a consensus recommendation as to the recommended concentration ranges, PT Reporting Limits, and acceptance criteria for each FoPT to be listed or added. The Subcommittee is also asked to provide formulation recommendations for these PT samples, so that this Table will satisfy or surpass any applicable US EPA requirements under the Safe Drinking Water Act or the Clean Water Act.

The PT Board has developed a Standard Operating Procedure (SOP) for evaluating PT acceptance limits, which the Subcommittee should use unless any departures from the SOP can be justified. In addition, it was brought to the PT Board's attention that Accreditation Bodies are not implementing consistent requirements for accredited laboratories to analyze the Experimental analytes; therefore, this Subcommittee should make every effort to elevate the analytes in the Experimental tables to the Accreditation analytes tables.

The NELAC Standards currently require PT acceptance criteria to be devised from PT data from at least 20 valid PT studies with at least 10 participant laboratories in each study. The Subcommittee will need PT data from accredited providers, preferably within the last 3 years, to base its recommendations. The Subcommittee should advise the PT Board as soon as practicable if insufficient PT studies or inadequate PT data are made available to accomplish the work requested in this charge.

I recommend that the Subcommittee be convened to an introductory teleconference to verify that all requests for consensus recommendations are clearly defined and understood by all the members. I will happy, as Chair of PT Board, to organize this first teleconference, lead the preliminary discussions, and ascertain the number meetings and

meeting frequency that may be needed. Please let me know what your schedules are during the first two weeks of October so that I can organize the best time for all.

Afterward, I hope that the Subcommittee will be able to operate independently without undue influence from the PT Board. If the Subcommittee requests, other members of the PT Board can participate in your meetings, either as an observer or to provide information as needed.

I do not feel a need to impose any particular deadlines at this time. Even though we would like to receive recommendations sooner rather than later, the PT Board prefers good (quality) recommendations over hasty recommendations. Thank you very much for your willingness to serve on this Subcommittee, and the PT Board looks forward to receiving your recommendations when ready.

Sincerely yours,
Carl C. Kircher, Chair
TNI PT Board

Attachment C

Action Items – Chemistry FoPT Subcommittee

	Action Item	Who	Expected Completion	Actual Completion
1	Prepare DRAFT request for summary data from PT Providers.	Carl	11/14/08	
2	Forward ideas on groupings in tables to subcommittee members.	Eric	11/14/08	11/15/08
3	Find out if an announcement can go out to let the TNI membership know that the subcommittee has formed and is still looking for members.	Ilona	11/14/08	11/14/08

Attachment D

Backburner / Reminders – Chemistry FoPT Subcommittee

	Item	Meeting Reference	Comments
1	Review summary data to see if it supports a change in the acceptance criteria for DW VOA (30% instead of 20%). If data is supportive, Jeff Lowry will approach ELAB.	10-30-08	
2			
3			
4			
5			

Next Months Agenda:
SOP Update
Which Standard Should the Subcommittee Use?