

**TNI Chemistry FoPT Subcommittee
Meeting Summary
November 18, 2008**

1. Roll call and Meeting Minutes:

Co-Chairs Brian Boling and Carl Kircher called the Chemistry FoPT Subcommittee to order on November 18, 2008, at 3:30PM EST. Attendance is recorded in Attachment A.

Minutes from the October 30, 2008 meeting were approved for posting on the TNI website. (Motion: Eric Second: Steve) Ilona will have minutes posted.

2. Use of 2003 vs TNI Standard

- This issue was raised during the October 30th meeting. Carl distributed a crosswalk comparing these two standards. Subcommittee members should have received a copy of this document via e-mail.
- There were no strong preferences voiced. One comment was made ... if the group uses the 2003 standard, all results will need to be able to hold-up under both standards.
- The committee decided that they will follow the SOP (TNI # 4-001) and have the PT Board raise any concerns about what standard should be used.

3. Request to PT Providers for Data

- The following information will be requested:
 - Data should be limited based on groups that are 10 or more.
 - Analyte Code, Method Code
 - Data should be in ASCII format.
 - Due date for data should be January 31, 2009.
 - Lower and upper acceptance limits will not be requested.
 - Brian will accept the data from each provider and then mask it. Once masked, Jeff will load into database.
- Carl will e-mail a final DRAFT of the letter to subcommittee members. Members will have 3 days to review and comment. Carl will consider any comments and then send out a final letter to the PT Providers.

4. SOP Update

- Update of the SOP (TNI #4-001) will be done via e-mail. Dan Tholan will make a first attempt in updating the SOP to reflect actual practices in updating limits. The DRAFT will be distributed to subcommittee members before 12-15-08. The DRAFT will be reviewed during the 12-16-08 meeting. The group would like to expedite this review so that the final draft can be submitted to the PT Board for approval prior to the end of January.
- Steve commented that he was looking for gravimetric in the definitions, but could not find it.

5. Open Discussion

- During the previous meeting, 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. There is a need to examine which analytes must be run for which “methods.” Headers need to have meaning. Eric forwarded this information to the subcommittee members and asked for comments during this meeting. This will be further discussed at the next meeting on December 16, 2008. This topic will be discussed at the next PT Board meeting and Eric will provide the subcommittee with an update.

6. Next Meeting

The next meeting of the Chemistry FoPT Subcommittee is Tuesday, December 16, 2008, at 11AM EST.

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

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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 Absent	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 Present	A2LA	231-929-1721 Tholen.dan@gmail.com
Stephen Arpie Present	Absolute Standards, Inc.	203-281-2917 stephenarpie@mac.com
Ilona Taunton, Program Administrator Present	TNI	828-712-9242 tauntoni@msn.com

Attachment B

Action Items – Chemistry FoPT Subcommittee

	Action Item	Who	Expected Completion	Actual Completion
1	Prepare DRAFT request for summary data from PT Providers. Submit to committee members for review.	Carl	11/14/08 11/25/08	DONE
4	Forward final request for summary data to PT Providers.	Carl	12/2/08	DONE
5	Provide comments on TNI SOP #4-001 to Dan Tholan by 12/2/08.	Subcommittee Members	12/2/08	
6	Update TNI SOP #4-001 and provide DRAFT to subcommittee members.	Dan Tholan	12/15/08	

Attachment C

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			