

TNI FoPT Formatting Subcommittee Meeting Summary

January 23, 2015

1. Roll call and approval of minutes:

The TNI FoPT Formatting Subcommittee meeting was called to order on January 23, 2015 at 2:05 PM Eastern. Attendance is recorded in Attachment A – 3 subcommittee members were present. One member called in and had to leave the call early. Affiliates Present: None

Call for vote on minutes from previous call--- Motion: Shawn; Second: Nicole. Vote to approve: unanimous.

2. Discussion:

Presentation of methods:

After discussion on the format/presentation of the DW FoPT table, it was agreed that our formatting approach for the DW FoPT table was acceptable.

Relative to the listing of analytical methods by analyte, we agreed that we would group the methods together with their respective core analyte lists (eg., VOC's, Metals, Pesticides etc.). Because these core analyte lists shared a lot of the same analytical methods—grouping them together would eliminate redundancy. It was noted that some analytes within the core groups also have separate approved methods that are specific to these analytes only, but not the core group as a whole. We agreed to make an exception for these circumstances and list the analyte specific method(s) next to their respective analytes.

It was agreed that due to the large number of method revisions that exist, we would list only the parent methods without revision numbers/dates and footnote accordingly.

Microbiology methods discussion:

Nicole, Shawn & Craig agreed that we would each have our internal microbiology experts review and comment on which methods are appropriate and how best to present the microbiology methods in this FoPT table (by technology).

After review and agreement on the “Presentation of methods” approach stated above, we would divide up the DW FoPT table by core analyte groups amongst ourselves and populate methods accordingly. Upon completion and final review of the populated table, we will submit this as our deliverable to the PTPEC for comment (prior to submission as a voting draft).

3. Action Items:

-See Attachment B

4. Next Meeting

Attachment C

Backburner / Reminders – TNI FoPT Formatting Subcommittee

	Item	Meeting Reference	Comments
	Discuss the incorporation of Method Codes in the table	See Andy's comment above	Further clarification from PTPEC?