

Minutes, PT Frequency Subcommittee
DATE: November 7, 2008 at 1:00 p.m. EST

Subcommittee members in attendance (5): D Tholen (chair), J Lowry, J Morgan, G DeChant, C Wibby

Guest, ex officio: K McCracken: Chairman PT Committee

Associate members: A VanLangenhove

Subcommittee members absent (2) M Karapondo, R Karimi, R haynes

Dan Tholen opened the meeting at 1:15p.m. (EDT). He noted that with five members present there is a quorum and decisions can be made.

The Agenda and three documents had been distributed prior to the meeting:

- Draft minutes from October 24 teleconference
 - Revised duplicate study analysis from J Lowry
 - Revised description of New Jersey study, for posting
1. Minutes from October 24 meeting were approved (DeChant/Morgan), with typing corrections.
 2. The group reviewed the duplicates analysis provided by Jeff. This was an extension of the previous analysis to add more classes, including volatiles. There were relatively few replicates in the 1PT/yr group (0%-6%), than in the 2PT/yr group (1%-34%). In all classes and matrices, there were only small changes in the test statistics, and no changes in the differences between groups. Therefore the study will not be redone to eliminate replicates. This report will be sent to TNI for posting with the NJ study reports.
 3. The group reviewed the revised document that describes the NJ study, for posting on the TNI website. Dan presented the new paragraph concerning the duplicates, and the revised conclusions section. The group agreed the changes reflected the recommendations from last meeting, and the document could be sent to TNI.
 4. It was noted that the raw data for the New Jersey had not been posted; Dan will check with TNI to see that the raw data get posted.
 5. The study of Maine labs had been put on hold pending further information from Matt Sica. Matt informed us that there is a difference in Maine for the SDWA labs, where the labs are certified to a different standard, but are required to participate in PT twice a year. The Subcommittee agreed that the study should go forward, for drinking water only, comparing results from 16 Maine SDWA labs with NELAP-accredited labs. The results will be based on few labs for any given class of analytes, so the results will have to be presented very carefully. Dan will forward the list of labs and a revised request to the approved PT providers.
 6. Dan will contact Diane Drinkman at Wisconsin to request data on 3 groups of laboratories:
 - a. Labs that test samples from their facility (primarily municipal laboratories), that are required to take PT once per year;
 - b. Labs that take samples from outside sources (primarily commercial labs) that are required to take PT 2 times per year;

- c. Labs that are accredited by NELAP (PT 2 times per year).
7. Judy Morgan reported that she has not yet written a report about her survey of State accrediting authorities.
 8. Judy's survey of labs will go out in a few days. She will send it to all NELAP labs, which there are 1300-1500. .
 9. Dan will contact Reza concerning the draft of the discussion paper on economic impact of a change in PT frequency. This paper is intended to present the major issues and request that the PT Expert Committee clarify their request to the Frequency subcommittee. In discussion before the meeting, we were informed that the Advocacy Committee would like to participate in the discussion of economic impact. There is a concern that all costs need to be considered, not just purchase price for PT or lab costs to process samples. Other lab QA costs need to be considered, such as for reference materials and QC samples. Costs also need to be defined for regulatory needs (public costs).
 10. Dan will prepare a report for the PT Committee's January meeting to review activities so far. The report will include an update of international activity concerning frequency of PT.
 11. The next conference call will be on Nov. 21.

Call adjourned at 2:00 pm EST

Item	Action Item activity	Person Resp.	Date to be completed
1	Revise Oct 24 call minutes, send to Kirstin	Dan	11/07
2	Prepare draft minutes of this meeting, schedule next call for Nov 21.	Dan	11/07
3	Send revised descriptive document and new pdf sheet to TNI for posting	Dan	11/07
5	Request TNI post raw data from NJ	Dan	11/14
7	Request PT providers to conduct Maine summary	Dan	11/10
8	Contact Wisconsin concerning data summaries for 3 groups of labs	Dan	11/14
9	Report on AA survey	Judy	1/11/09
10	Discussion paper on economic impact, 1 st draft	Reza	11/21
11	Report on activity to PT Committee, 1 st draft	Dan	11/14
12	Schedule next conference call for November 21	Dan	11/07

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1. Greetings, roll call
2. Approval of agenda
3. Approval of minutes for call 10 (October 24, 2008) <sent>
4. Review of Action items from last calls, <attached>:
 - i. Release of raw data and modified description (Tholen)
 - ii. Study of Maine labs (Tholen, Lowry)
 - iii. Study of Wisconsin labs (Tholen)
 - iv. Report for Survey of State AAs (Morgan)
 - v. Discussion Paper on Economic Impact (Karimi)
 - vi. Progress on Lab Survey (Morgan)
5. Report to PT Committee at TNI meeting (Tholen)
6. Next calls November 21, Dec 4 (Thurs), Dec 19 ?
7. Other business
8. Adjourn