

Final
Minutes, PT Frequency Subcommittee call 17
DATE: March 20, 2009 at 1:00 p.m. EST

Subcommittee members in attendance (7): D Tholen (chair), J Lowry, G DeChant, M Karapondo, C Wibby, J Morgan, R Haynes
Associate members: K McCracken

Dan Tholen opened the meeting at 1:05p.m. (EST). He noted that with 7 of the 8 members in attendance, there is a quorum.

The minutes of call 16 were approved without change (Dechant/Morgan).

1. The group discussed Judy's survey of NELAP laboratories. The survey asked questions on cost to purchase PT and to process the samples; it also included questions concerning the usefulness of PT and the current requirements. The discussion on cost centered on the general conclusion that lab costs to process PT samples were typically 1.5 to 2.0 times the costs to purchase the samples. The extra costs were primarily due to the needs for non-routine handling of these samples. The responses to opinion questions in the Survey were very similar across lab types and lab size, although there were statistical differences in analysis of responses by lab size. Judy will send summaries of the raw data to Dan for his review and suggestions on analysis. Dan will then propose text on the study findings for the PT Frequency Final Report, to be discussed at the next meeting.
2. Diane Drinkman at Wisconsin has sent summaries to Chuck and he has forwarded these to Dan, along with the related correspondence. Interpretation may be difficult due to the way that the results were summarized. Dan and Chuck will work together to extract what information is there relative to the Subcommittee Charter and report back at the next meeting.
3. There was an extensive discussion about the study of unacceptable rates in every state. The group discussed the spreadsheet that Chuck proposed, which combines all results by study type (WS, WP, Soil). The group agreed that for simplicity, the study should be for TNI Chemistry analytes only (no microbiology, no non-TNI analytes). NELAP-accredited labs will be separated by State, and combined if appropriate. All "other" labs will be combined, with no separate breakout of DMRQA labs. All PT providers will be asked to respond and to send data to Dan. Dan will combine all responses from all PT providers, so that no one else will see responses from particular providers. Dan will contact each provider to encourage participation.
4. Dan noted the draft final report that he distributed prior to the meeting. This draft included some edits from Jim and Jeff; he has since received an edit request from Michella. Dan led a discussion on the Conclusions section – particularly whether the report should include recommendations to the PT Expert Committee. There were no further comments on the Conclusions in the draft and there were no objection to having the Subcommittee offer recommendations. Dan requested that

- all members review the report again and send edits to him. Jeff requested that the next draft should use Track Changes to show the edits made to the previous version.
5. The group discussed Dan's proposed document to clarify statements made in Jeff Flowers' "White Paper". The group agreed that it was important for the subcommittee to respond, since there was a great deal of interest in the "White Paper", and there were some conclusions in the paper that might not be correct. Kirstin asked whether any of the conclusions were related to an incomplete explanation of the New Jersey study, and everyone agreed that the statements were not due to an unclear description of what the Subcommittee had prepared; rather, the statements and analyses of concern were extensions to the analysis, made by Dr. Flowers. The group agreed that the subcommittee should work to prepare a common paper on clarifying the study. The group also directed Dan to send a notice to Lara Autry and ELAP to alert them that we had concerns and would be preparing a document to clarify issues.

There being no further business, the call was adjourned at 2:10 pm EDT

Item	Action Item activity	Person Resp.	Date to be completed
1	Prepare minutes for meeting 17	Dan	3/20
2	Send Minutes of call 16 to Kirstin	Dan	3/20
3	Revise draft final report per comments from M.K.	Dan	3/20
4	Send preliminary NELAP lab study findings to Dan (cost data and opinions)	Judy	Not completed
5	Review Wisconsin data concerning performance for NELAC and other WI labs	Chuck, Dan	Not completed
6	Request participation in the study of performance by State, with data from all PT providers.	Dan	4/09
7	Notify ELAB about concerns with the "White Paper" distributed by Jeff Flowers, and the Subcommittee decision to prepare a document to clarify issues.	Dan	3/20
8	Review draft report, suggest edits	All	4/01
9	Review "clarification" document for "White Paper"	All	3/23
10	Schedule next meeting for April 10	Dan	3/20

completed

Agenda, PT Frequency Subcommittee - call 17
 March 20, 2009 1:00 EST

1. Greetings, roll call
2. Approval of agenda
3. Approval of minutes for call 16 (February 27, 2009)
4. Review of Action items from last calls (below):
 - i. Study of Wisconsin labs (Wibby)
 - ii. State-by-State study (Tholen, Lowry)
 - iii. Draft Final Report to PT Committee (Tholen)
5. Explanatory notes for Flowers "White Paper"
6. Next call April 10?
7. Other business
8. Adjourn

Item	Action Item activity	Person Resp.	Date to be completed
1	Prepare minutes for meeting 16	Dan	3/18
2	Revise report per comments	Dan	3/18
3	Report on NELAP lab study findings	Judy	??
4	Obtain Wisconsin data concerning performance for 3 groups of labs	Chuck	2/08
5	Propose design for study of performance by state, by lab group, with data from all PT providers.	Dan	3/19
6	Schedule next meeting	Dan	3/17

completed