

TNI PT Board Meeting Summary October 16, 2008

1. Roll call and approval of minutes:

Chairman Carl Kircher called the TNI PT Board to order on October 16, 2008, at 1PM EST. Attendance is recorded in Attachment A. Associate members Randy, Chuck Wibby, and Dan Tholan were also present.

Minutes from the September 18, 2008 meeting were approved for posting on the TNI website.

2. Update to Fields of Proficiency Testing with PTRLs - Drinking Water

The update to the DW FoPT Table was approved (Minutes - 9/18/08.) Carl has forwarded the Table to the NELAP Board for approval.

3. A2LA

a) Kirstin and Gary's review is progressing and travel plans are being made for the on-site visit. Gary said they hope to give A2LA a final report at the end of the visit. (Added 11/3/08: The on-site visit is planned for 11/10-11/08.)

b) Gary commented on checklists – both the one used by the PT Board and the one used by A2LA. There are some poorly defined or vague criteria that will require work by both the PT Board and A2LA so that the checklists can actually be completed. He felt this will probably involve some interpretation by TNI, the PT Board and A2LA, but until the standard is released this will have to wait. An update is needed to help perform consistent audits.

c) A2LA's review of PT Providers is also moving along. There were some initial delays. They are working on staggering anniversary dates to avoid delays in the future.

4. Crosswalk

Carl distributed the Crosswalk. The 2003 NELAC Standards for PT Providers and PTPA's show up in the TNI PT Standards Volumes 3 and 4. New Standards in the TNI volumes (i.e., which are not in the NELAC Standards) are also identified, and NELAC Standards that are not present in the TNI PT Standards are listed. This document should aid in the adoption and transition to the TNI Standards for the PT Program and for the current evaluation of A2LA as PTPA.

5. Chemistry FoPT Subcommittee

a) Carl is still working on adding volunteers for this subcommittee and will be setting up an initial meeting late October/early November.

b) Tom Coyner voiced some concerns regarding the charter of this subcommittee:

I would like to simply remind the PT Board as they review the draft charter of the Chemistry FOT Committee that the protocol approved by the PT Board for development of acceptance limits far exceeds the latitude given in the 2003 NELAC Chapter 2 Appendix C and as such is an unauthorized action. Similarly, the PT Board needs to be aware of the fact that many of the currently approved NELAC FOT Acceptance Limits were calculated on data sets much smaller than required by the 2003 NELAC Standard Chapter 2 Appendix C guidelines. I believe that these are important issues which need to be considered since approval of the Draft in its present form would authorize the FOT Committee to develop guidelines outside of the consensus standard that has been adopted by TNI.

The committee members offered the following comments:

- Is Tom's concern more about the SOP or the charge for the Chemistry FoPT?

- Is there anything in the charge that exceeds NELAC 2003 authority of the PT Board?

Gary – It doesn't necessarily follow a rigorous mathematical formula. There were other things considered when these were developed.

Carl - Never fully documented how acceptance criteria were developed. As subcommittee does its work, this information should be recorded and clear. Do this moving forward, don't go back at this point.

Dan – Supports Carl's comments. Don't need to have it all mathematical – but results need to be reasonable. Be flexible, but realistic. It will be expensive to do what Tom is asking for – need a specialist in statistics/mathematics. There is nothing in the standards that calls for this level of evaluation.

Carl will respond to Tom's e-mail and convey the views of the PT Board.

6. Standards Interpretation Requests

Requests were distributed to the Board members for their comments. Ilona compiled the comments and distributed a summary table to be used in today's meeting.

a) Question #7

The issue raised in this question was previously addressed by NELAC Board Policy 16 and the EPA Criteria Document. NELAC Board Policies were not necessarily adopted into TNI. The Policy needs to be reviewed and "reissued" as a TNI Policy. RaeAnn also mentioned that EPA feels the criteria document needs to be retired. Based on this information, it was decided that Chuck Wibby will draft a new policy that will be issued by TNI that incorporates information from the NELAC Board

Policy #16 and the EPA criteria document. He will aim to complete this prior to the next meeting. Eric Smith will draft a response to Question #7 and send it out to the Board members for comment and approval.

b) Question #26

The PT Expert Committee also worked on this question. Curtis, Eric and Kirstin will meet within the next 2 weeks to prepare a draft response to send to the Board members for comment and approval.

7. New PT Board Members

The Board will be losing a Lab (Kirstin), AB (RaeAnn) and Other (Gary) representative. Carl contacted the potential replacement candidates and all were willing to serve.

After some discussion, a motion was made by Gary to:
Appoint Stacie Metzler and Amy Doupe to the PT Board as of Jan 1, 2009. Also, re-appoint Gary Dechant for another three year term.

Second: Matt

Approved by Board.

Carl will forward appointments to the TNI Board and then contact the candidates.

8. Subcommittee Updates

a) WET FoPT Subcommittee

The WET FoPT subcommittee is working to finalize the format for the acceptance criteria to be posted on the TNI website. We hope to populate the fields in the Table before our next teleconference, review the Table at our next teleconference and perhaps the one following. We plan to vote for the final draft Table the first week in December and forward these criteria to the PT Board for review before the January meeting. We have been working with the DMRQA EPA Coordinator, Patrick Yellin, and are hoping to get an EPA WET expert onto the subcommittee in January. The subcommittee plans to continue work on the WET PT limits after our first submission to look at other ways to further improve the WET PT test for the TNI community.

b) AE FoPT Subcommittee

Completed a DRAFT table format that currently reflects EPAs requirements. This information is being prepared for SSAS to use as they see fit. Also, prepared another draft FoPT Table that will form the basis of air-matrix proficiency testing for the NELAP Program. Subcommittee will need to collect and analyze actual PT data in order to formulate the limits.

9. Action Items

Action items were reviewed and the table was updated.

10. Next Meeting

The next meeting of the PT Board is Thursday, November 20, 2008, at 1PM EST.

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

The meeting was adjourned at 2:37 PM EST.

Attachment A

**Participants
TNI
Proficiency Testing Board**

Members	Affiliation	Contact Information
Carl Kircher, Chair Present	Florida DOH	904-791-1574 carl_kircher@doh.state.fl.us
Ilona Taunton, Program Administrator Present	TNI	828-712-9242 tauntoni@msn.com
Gary Dechant Present	Analytical Quality Associates, Inc.	970-434-4875 gldechant@aol.com
Steve Gibson Present	Texas Comm. on Env. Quality	512-239-1518 jgibson@tceq.state.tx.us
RaeAnn Haynes Present	Oregon DEQ Laboratory	503-693-5757 haynes.raeann@deq.state.or.us
Svetlana Isozamova Present	Accutest Laboratories – Southeast Division	407-425-6700 svetlani@accutest.com
Michella Karapondo Present	USEPA	513-569-7141 karapondo.michella@epa.gov
Kirsten McCracken Absent	TestAmerica	802-655-1203 x216 kirstenl.mccracken@testamericainc.com
Matt Sica Present	State of Maine	207-287-1929 matthew.sica@maine.gov
Eric Smith Present	TestAmerica	615-726-0177 x1238 eric.smith@testamericainc.com
Curtis Wood Present	Environmental Resource Associates	303-431-8454 cwood@eraqc.com

Attachment B

Action Items – TNI PT Board

	Action Item	Who	Expected Completion	Actual Completion
8.	Gather additional names for newly formed Chemistry FoPT Subcommittee.	Carl	On-going until membership is about 14.	
10.	Let the new Chemistry FoPT Subcommittee know that information is available from NY regarding extraction/prep methods and PT results.	Carl	When Chemistry FoPT Subcommittee is formed.	
16.	Forward names of new PT Board Members to TNI Board for confirmation.	Carl	10/24/08	DONE
17.	Work on language for new TNI policy based on NELAC Policy #16 and EPA Criteria Document.	Chuck	11/17/08	
18.	Work on language to answer Standard Interpretation Request #7. Distribute to Board members for approval.	Eric	10/30/08	DONE
19.	Work on language to answer Standard Interpretation Request #26. Distribute to Board members for approval.	Eric, Curtis, Kirstin	11/6/08	
20.	TNI Newsletter Announcement of PT Caucus to be held at Miami TNI meeting. Send to Jerry and William for publication.	Carl/Ilona	10/16/08	10/16/08
21.	Respond to Tom Coyner's e-mail and convey the views of the PT Board.	Carl	10/18/08	DONE

Attachment C

Backburner / Reminders – TNI PT Board

	Item	Meeting Reference	Comments
1	Check with the PT providers to confirm there are no objections to using their data to compare Performance Range vs. Existing Acceptance Criteria.	9/18/08	This discussion will be added to the Miami meeting agenda.
2			
3			
4			
5			