

TNI PT Program Executive Committee Meeting Summary

December 19, 2013

1. Roll call and approval of minutes:

Chair, Stacie Metzler, called the TNI PT Program Executive Committee (PTP EC) meeting to order on December 19, 2013, at 1:03 PM EST. Attendance is recorded in Attachment A – there were 12 Executive Committee members present. Associate members present: Shawn Kassner and Jeff Lowry.

The meeting minutes from November will be reviewed and voted on by e-mail or at the next meeting.

2. Committee Leadership

Stacie and Eric will be stepping down from their roles and new nominations for Chair and Vice-Chair are needed. The committee would like to vote new leadership into place at the next month. Stacie asked people to contact here with any questions about these roles.

4. Chemistry FoPT Table Subcommittee

Carl and Dan Dickinson are handling the compilation of new data for FoPT updates. They have already started putting information together and Jeff Lowry offered to have a conference call to help finalize the first batch of data.

Though Carl will be rotating off of the PTP EC in January, he will continue as the chair of the Chemistry FoPT Subcommittee.

5. Formal Compliant (TNI #14)

Complaint:

Reference	Jul 1, 2013, rev.1 Non-Potable Water FoPT
Description of Issue	X has noticed other changes to the July 1, 2013, rev. 1, effective October 3, 2013, Non-Potable water FoPT table, other than the approved Total Suspended Solids changes.

	There is an additional footnote (18) addressing bis (2-Chloroisopropyl) ether, analyte code 5780, which is not on the original July 1, 2013 table and the Purge and Trap Organic Parameters/Extractable Organic Parameters headers are gone, these later changes are not insignificant. These changes were not addressed in Stacie's letter of September 23, 2013, nor are they indicated by color changes on the table.
Description of Actions	email sent 11/19/13 to Stacie Metzler & Ilona Taunton with no response.
Description of Remedy Sought	Please let me know if these changes were accidental or if these are in fact changes that were approved are currently in affect.

Stacie described what happened:

- The original table the PTP EC voted on had headers. Stacie received a note from Aaron (Chair – NELAP AC) that the headers needed to be removed for the NELAP AC to approve the table. She looked back at the table currently posted from 2010 and saw there were no headers – so made what she thought was an editorial change and resent the table on 1/11/13 without the headers.
- The NELAP AC approved this table without the headers and without Footnote 18.
- The table was sent to William to pre-post on the website with an effective date of July 1, 2013. Unfortunately the table she sent to William was the previous version with the headers. The wrong table got posted.
- When the TSS update was made, Carl used the version of the table that did not have the headers and added Footnote 18 which was approved for addition to the table in December 2012 if needed.

Stacie asked what impact “no headers” is causing PT Providers. Carl commented that the headers implied that the PT was only needed for the method/technology in the header and this is not something the NELAP AC can support.

Carl thinks Footnote 18 still needs to be worked on if it is placed on the table. Footnote 18 should not be on the table at this time because it was not approved by the NELAP AC.

Andy and other committee members commented that headers are critical. It is not practical to run high level PTs with low-level methods. Pat thinks the headers also make reporting PT data easier. Susan (AB – South Carolina) would like to see the headers added. It helps them determine which PTs are appropriate for which methods/technologies.

After much discussion, the committee thought the appropriate response to the complainant would be to state the facts and future efforts.

Stacie will prepare a response that will be reviewed by Eric and Ilona. It will include:

- The 2010 table did not have headers.
- The table that is posted is correct with the exception of Footnote 18 which will be removed.
- We will continue to work with the NELAP AC regarding headers.
- There is a committee currently working on a long term solution by reformatting the current table to include method/technology.

A motion was made by Jen to respond to complaint including the four bullet points described above. The motion was seconded by Pat.

Vote:

For – 11 Against – 0 Abstain – 1 (Carl was not opposed to the concept, but wanted to see the full text before he felt he could vote.)

The motion passed and Stacie will prepare the letter for submission.

6. Application for New FoPT

The data Jeff submitted was originally submitted as DW data. The PT matrix is the same whether it is a DW PT or NPW PT, so he feels this is appropriate.

Cost Impact: Lab may need to buy additional PTs to run the lower concentration PTs. Jeff commented that he believes the cost will go down because they will now be in a routine PT instead of a custom PT.

Susan motioned to send the application to the Chemistry FoPT Subcommittee for consideration. The motion was seconded by Joe and unanimously approved.

Carl asked if there is a deadline for addition? The SOP states it can take 18 months to complete the entire process. This will be discussed at the January 14th Chemistry FoPT meeting. Jeff will request data from two other providers and everyone will send the information to Carl for masking and preparation for discussion.

7. SOP Subcommittee

The subcommittee is working on the SOP to update limits.

8. Kentucky Meeting

A phone line has been requested so that subcommittee chairs who did not have time to report today can report at the January meeting in Kentucky.

9. Metribuzin Acceptance Criteria

Stacie forwarded an email with questions to the committee. The email included example data. The committee should review the information and be prepared to discuss it in January.

Metrobuzin acceptance criteria. Will look to see if it can be discussed in January – or it will be discussed in February.

10. Action Items

- See Attachment B.

11. Next Meeting

The next meeting will be in Kentucky late January. Ilona has requested a phone line for the subcommittee chairs that cannot attend.

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

The meeting was adjourned at 2:25pm EST. Susan motion Andy second.
Unanimously approved.

Attachment A

**Participants
TNI**

Proficiency Testing Program Executive Committee

Members	Affiliation	Contact Information
Stacie Metzler (2009) CHAIR Present	HRSD	757-460-4217 smetzler@hrsd.com
Ilona Taunton, Program Administrator Present	TNI	828-712-9242 tauntoni@msn.com
Eric Smith (2010) VICE-CHAIR Present	ALS Environmental	904-394-4415 eric.smith@alsglobal.com
Justin Brown (2011) Present	Environmental Monitoring and Technologies, Inc.	847-875-2271 jbrown@emt.com
Susan Butts (2012) Present	South Carolina DHEC	(803)896-0978 buttse@dhec.sc.gov
Carl Kircher (2010) Present	Florida DOH	904-791-1574 carl_kircher@doh.state.fl.us
Patrick Brumfield (2012) Present	Sigma-Aldrich RTC	(307) 721-5488 Pat.Brumfield@sial.com
Michella Karapondo (2011) Present	USEPA	513-569-7141 karapondo.michella@epa.gov
Jennifer Loudon (2013) Present	Raritan Township Municipal Utilities Authority	(908) 782-7453 x19 JLoudon@rtmua.com
Nicole Cairns (2012) Present	NY State DOH	(518) 473-0323 nlc02@health.state.ny.us
Joe Pardue (2011) Present	Pro2Serve, Inc.	423-337-3121 joe_pardue@charter.net
Dr. Andy Valkenburg (2011) Present	Energy Laboratories, Inc.	avalkenburg@energylab.com 406-869-6254
Ron Houck Present	PA DEP	Need Information
Matt Sica Absent	ACLASS	Need Information

Attachment B

Action Items – TNI PT Executive Committee

	Action Item	Who	Expected Completion	Actual Completion
165	Follow-up on need for NEFAP EC approval of the FSMO FoPT Table.	Eric	Next Meeting	4/18/13: Ilona – will ask NEFAP EC if they need to approve the Lead table.
185	Send updated DW table with Footnote 15 to NELAP AC for approval.	Stacie	4/1/12	Stacie submitted this. Need to confirm approval.
196	Prepare final response to Complaint and forward to committee for approval.	Stacie	10-18-12	
205	Follow-up on membership candidates.	Stacie	6/19/13	In progress.
208	Work with Dan Hickman on any method code issues regarding Tin and Cyanide issues.	Stacie	8/6/13	
213	Update FoPT Subcommittee lists and give to Ilona for corrections on the website.	Stacie	Next Meeting	
214	Update Tin, Total Xylene and Total Cyanide on FoPT tables and submit for approval.	Carl Stacie	Next Meeting	In Progress
215	Complete vote on SOP 4-107 by email.	Stacie	11/19/13	Complee
216	Review analyte application.	All	11/19/13	Complete
217	Cyanide and Footnote 15 needs to be updated on the DW table. There is a question about analyte code. This	Michella	January Meeting	

	Action Item	Who	Expected Completion	Actual Completion
	needs to be researched and a proposed update made to the PTP EC to complete this action item.			
218	Complete response to Complaint #14.	Stacie, Eric, Ilona	12/31/13	
219	Send application and information for new analytes to Chemistry FoPT Subcommittee.	Stacie	12/31/13	

Attachment C

Backburner / Reminders – TNI PT Executive Committee

	Item	Meeting Reference	Comments
7	Add the Field PT Subcommittee to the limit update SOP during its next update.	3/4/10	
11	Evaluate how labs are accredited for analytes that co-elute.	5-19-11	
12	PTPA Evaluation Checklist needs to be updated prior to next round of evaluations.	8-6-13	
13	Charter needs to be updated in November.	Ongoing	