

**TNI PT Executive Committee
Special Meeting Summary
(DRAFT)
March 10, 2011**

1) Roll call:

The following PT EC members were in attendance:

Michella Karaondo
Joe Pardue
Curtis Wood
Andy Valkenburg
Matt Sica
Gary Dechant
Eric Smith

2) PTPA Database

Gary provided an overview of the work the PTPA subcommittee did.

Notes from Subcommittee:

The first step in evaluating the options for the TNI PT provider database is to define the functions and expectations of the database. The following are specifically identified as functions of the database in Vol. 3 and Vol. 4. Volume 3 also has some guidance in how to evaluate PT studies.

- 1) *To evaluate the homogeneity, stability and validity of each study. This will include:*
 - *Assurance that concentrations are distributed throughout the specified analyte ranges;*
 - *Confirmation of the required minimum number of analytes included in groups such as volatiles, semi-volatiles, herbicides, etc;*
 - *Approval of documentation for any change in the initial assigned value during a study;*
 - *Confirmation of the correct calculation of assigned values (prior to study) and acceptance limits as appropriate per analyte;*
 - *Verification of the prepared or assigned value;*
 - *Appropriate homogeneity testing prior to the study;*
 - *Appropriate stability testing.*
- 2) *To evaluate PT provider laboratory analyte failure rates.*

The following functions have also been discussed in the past as being a goal for the database:

- 1) *To collect and evaluate method/analyte performance – acceptance limits.*
- 2) *To define and evaluate the overall PT program performance (fopt tables).*

3) To help evaluate laboratory and analytical performance in supporting the environmental industry.

4) Help state accrediting authorities evaluate laboratory performance.

Various options for moving forward were discussed. Discussion included ensuring that what is requested is consistent with what the standard requires and that more SOPs are needed to better define the process.

Curtis will DRAFT a recommendation based on today's discussion by March 21st. This will be reviewed by the PT EC by e-mail and then forwarded to the TNI Board by April 6th.

3) Review Open Action Items

Next meeting.

4) New Business

None

5) Next Meeting

The next regular meeting of the PT Executive Committee will be March 17, 2011.

The meeting was adjourned at 2:20 EST. (Motion: Curtis Second: Gary Unanimously approved.)