

## **TNI PT Board Meeting Summary September 3, 2009**

### 1. Roll call and approval of minutes:

Chairman Eric Smith called the TNI PT Board to order on September 3, 2009, at 1:00 PM EST. Attendance is recorded in Attachment A. Associate members, Randy Querry, RaeAnn Haynes and Jeff Lowry were also present. The meeting was adjourned at 1:40 PM EST.

Minutes from the August 20, 2009 meeting and this meeting will be reviewed at the next PT Board meeting on September 17, 2009.

### 2. WETT

The group is ready to get moving again on the WETT FoPT Tables. The subcommittee will elect their own chair and let the PT Board know the result.

The current design on the tables needs some work. The hope is that dose response curves will be added instead of specific numbers where appropriate. Carl provided RaeAnn with some suggestions on moving forward – contact laboratories and review their actual data. Make sure you are comparing apples with apples.

One of the issues the group is looking at is organisms – different states are interested in different organisms.

### 3. Adoption of Volume 3 and Volume 4 of the New TNI Standard

Eric asked for comments. Carl noted that the PT Board should be ready to move forward with these new standards.

Motion: Gary – Motion to adopt Volume 3 and Volume 4 of the TNI Standard. It will be adopted when the final voting tally is complete. Carl seconded.

Send out for an e-mail vote. Target deadline is next Thursday, 9-10-09.

Action Item: Report the final tally in the minutes and communicate the adoption in the minutes. (*See results below.*)

PT Board E-mail Vote:

	Yes	No	Abstain	No Vote
Amy	x			
Steve	x			
Matt	x			
Stacie	x			
Eric	x			
Gary	x			
Carl	x			
Curtis	x			
Svetlana				x
Michella				x

The motion was passed.

4. Fix Typo in WS Table

OK to go ahead and fix in the table.

**Original E-mail from Chuck Wibby on 8-19-09:**

We would like to bring to your attention a minor typo in the WS Accreditation tables currently posted on the TNI web site.

The units for Specific Conductance in the table are listed as  $\mu\text{mhos}$ . Specific conductance is measured and reported in water samples as the conductivity in a given distance. The units for this analyte,  $\mu\text{mhos/cm}$ , are correct in the WP Accreditation table and we would like to request that the units in the WS table be changed to  $\mu\text{mhos/cm}$ .

5. Membership –

Curtis (other), Carl (AB) and Eric (Lab) are slated to rotate off. All members are eligible for renewal.

Must post open spots by October. Review applications in November. Need to submit list of new members by December 1<sup>st</sup> to the TNI Board.

Board members who are on the Board need to fill out an application for the open positions. Ilona will ask Jerry where forms need to be turned in. Will a general announcement go out to the membership letting them know about open positions? If so, this announcement should include directions on how to submit an application.

Curtis is a PT provider representative and he feels that a provider should be on the Board.

Eric asked if a nominating subcommittee should be formed to review the applications? Or should the whole Board review membership applications? Based

on the size of the PT Board, it was decided that it should be handled by the whole PT Board.

#### 6. New Items

- If we accept Vol 3 and Vol 4 – we need to notify A2LA and request their new checklist. Eric should contact A2LA once the result of the vote is complete.
- Eric is working on language for the letter to the NELAP Board regarding the 3 standard deviation approach to experimental analytes. He will distribute to Carl Kircher and Jeff Lowry before the letter goes out.
- Eric also sent a letter to the NELAP Board on August 21st to let them know that the PT Board is looking at adopting Volume 3 and 4 of the TNI Standard. They have not yet responded to Eric.

#### 7. Open Action Items

The Action Items table was reviewed and updates were made directly into the table.

#### 8. Next Meeting

The next meeting of the PT Board will be Thursday, September 17, 2009, at 1pm EST.

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

**Attachment A**

**Participants  
TNI  
Proficiency Testing Board**

<b>Members</b>	<b>Affiliation</b>	<b>Contact Information</b>
Eric Smith, Chair (2009) <b>Present</b>	TestAmerica	615-726-0177 x1238 <a href="mailto:eric.smith@testamericainc.com">eric.smith@testamericainc.com</a>
Ilona Taunton, Program Administrator <b>Present</b>	TNI	828-712-9242 <a href="mailto:tauntoni@msn.com">tauntoni@msn.com</a>
Gary Dechant <b>Present</b>	Analytical Quality Associates, Inc.	970-434-4875 <a href="mailto:gldechant@aol.com">gldechant@aol.com</a>
Amy Doupe <b>Absent</b>	Lancaster Laboratories, Inc.	717-656-2300 x1812 <a href="mailto:aldoupe@lancasterlabs.com">aldoupe@lancasterlabs.com</a>
Steve Gibson <b>Present</b>	Texas Comm. on Env. Quality	512-239-1518 <a href="mailto:jgibson@tceq.state.tx.us">jgibson@tceq.state.tx.us</a>
Svetlana Isozamova <b>Absent</b>	Accutest Laboratories – Southeast Division	407-425-6700 <a href="mailto:svetlani@accutest.com">svetlani@accutest.com</a>
Michella Karapondo <b>Absent</b>	USEPA	513-569-7141 <a href="mailto:karapondo.michella@epa.gov">karapondo.michella@epa.gov</a>
Carl Kircher <b>Present</b>	Florida DOH	904-791-1574 <a href="mailto:carl_kircher@doh.state.fl.us">carl_kircher@doh.state.fl.us</a>
Stacie Metzler <b>Absent</b>	HRSD	757-460-4217 <a href="mailto:smetzler@hrsd.com">smetzler@hrsd.com</a>
Matt Sica <b>Absent</b>	State of Maine	207-287-1929 <a href="mailto:matthew.sica@maine.gov">matthew.sica@maine.gov</a>
Curtis Wood <b>Present</b>	Environmental Resource Associates	303-431-8454 <a href="mailto:cwood@eraqc.com">cwood@eraqc.com</a>

**Attachment B**

**Action Items – TNI PT Board**

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
10.	Let the new Chemistry FoPT Subcommittee know that information is available from NY regarding extraction/prep methods and PT results.	Carl / Ilona	When Chemistry FoPT Subcommittee is formed.	Describe what this is. Soil in metals too? SVOA.
17.	Work on language for new TNI policy based on NELAC Policy #16 and EPA Criteria Document.	Chuck	Eric will follow-up with Chuck to determine a date.	
31	Update PTPA Review SOP.	All	After San Antonio Meeting	
42	Submit modified footnote based on the micro discussion during the 3/19/09 meeting.	Eric	Before tables are finalized.	
55	Carl reminded the group that the A2LA Scope needs to reflect Vol 3 and Vol 4 when the Standard is finalized. Dan thinks this has been covered, but he will confirm.	Dan will remind Randy.	9/17/09	
58	Carl noted that Appendices E-H were not addressed in the TNI standard. Eric will bring this up with Kirstin (Chair, PT Expert Committee).	Eric	9/17/09	
59	SOP 4-001 talks about the submission of data from the PT Providers, but the procedures need to be clarified. Eric asked Carl if he could provide this language.	Carl		Chem FoPT Subcommittee will work on this.
60	Post SOP 4-001 on the PT Board's website when finalized.	Ilona	When finalized.	
61	Prepare e-mail vote, collect data and include in 9/3/09 minutes.	Ilona	9/16/09	Complete
62	Request new A2LA Checklist.	Eric	9/30/09	
63	Letter to NELAP Board.	Eric	9/16/09	

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
64	Fix typo in WS Table.	Eric	9/17/09	
65	Ask Jerry who applications forms need to be turned in to?	Ilona	10/1/09	

**Attachment C**

**Backburner / Reminders – TNI PT Board**

	<b>Item</b>	<b>Meeting Reference</b>	<b>Comments</b>
3	Send A2LA a formal request to ask PT Providers if PT data can be shared with the Board. Needs to be done before 8/09.	1/14/09	San Antonio
5			