

TNI PT Program Executive Committee Meeting Summary

January 19, 2017

1. Roll call and approval of minutes:

Chair, Maria Friedman, called the TNI PT Program Executive Committee (PTPEC) meeting to order on January 19, 2017, at 1:01 PM Eastern by teleconference. Attendance is recorded in Attachment A – there were 11 Executive Committee members present. Associate Members Present: Carl Kircher, Craig Huff and Shawn Kassner.

Maria confirmed that everyone received the meeting information she sent this morning.

The December meeting minutes were reviewed by the committee. A motion was made by Nicole to approve the December 15, 2016 minutes with two clerical corrections. The motion was seconded by Dixie and unanimously approved. Two clerical corrections – “be” is “by”, and RTC is MilliporeSigma.

2. Updates

Maria asked for an extension on the Internal Audit Checklist. Ilona responded that the Board is aware that PTP will need additional time.

There was a TDS Complaint that has been discussed by email. Maria asked that committee members review the information and respond. She hopes to complete this task through email due to confidentiality. Dixie, Eric and Andy have already commented.

Maria checked to see who will be in attendance in Houston. Joe, Justin, Jennifer, Dixie, Craig, Shawn and Nicole will be there. Andy, Susan, Gil, Matt and Patrick will not be there. Carl will be in Houston, but has a conflicting meeting with PTPEC. In Houston, Maria expects to be looking at the Internal Audit Checklist, DW FoPT Table, and the Charter.

The NELAP AC has reviewed the ARA and they support it. The checklist is complete.

- A motion was made by Gil to accept the ARA submitted by Rachel Ellis from the New Jersey DEP OQA. The motion was seconded by Justin and it was unanimously approved. Maria will notify Rachel that the ARA has been approved and she will check with Carl to find out what data is needed to begin work on the ARA.

The committee should begin work on the PTPA Checklist and then provide an update to the PTP Checklist. The PTPAs do not have to use the PTP Checklist provided by the

PTPEC. Shawn asked if the PTPEC would like both of the PTPA's to use the same checklist. Nicole noted that some PTPA's may have additional items they want to look at and Ilona commented that NEFAP and NELAP do not require use of the TNI assessment checklist. Shawn and Ilona will work on a DRAFT PTPA Checklist and submit it to the PTPEC for review and finalization. They will report on progress during the March meeting.

3. Membership

Maria thanked Joe, Justin and Andy for their work on the PTPEC the last 6 years. They will be rotating off the committee on January 31, 2017.

There are a few applications being looked at. Two applicants are FSMOs. Scott Haas is applying to be the liaison with the FAC as they begin work on a Standard update that will likely contain more PT information. Jennifer Mullins is also still interested in being a committee member.

Maria is now working for California and her stakeholder designation will be changed to AB. This needs to be changed in Attachment A. She will also start using her Water Board email address.

4. Houston Presentation

Maria shared the DRAFT opening presentation with the committee. Updates were made as needed. Maria will forward the presentation that can be found in Attachment D to Jerry Parr.

5. Volume 3 and 4 of the 2016 Standard

Maria put copies of the expected clerical corrections to Volume 3 and 4 on screen and then confirmed that the corrections were made.

A motion was made by Gil and seconded by Andy to approve Volume 3 of the 2016 TNI Environmental Laboratory Standard as amended. A role call vote was taken:

Justin – For
Susan – For
Nicole – For
Gil – For
Jennifer – For
Patrick – For
Michella – For
Dixie – For
Joe – For

Andy – For
Maria – For

The motion passed and Volume 3 was approved.

A motion was made by Gil and seconded by Joe to approve Volume 4 of the 2016 TNI Environmental Laboratory Standard as amended. A role call vote was taken:

Justin – For
Susan – For
Nicole – For
Gil – For
Jennifer – For
Patrick – For
Michella – For
Dixie – For
Joe – For
Andy – For
Maria – For

The motion passed and Volume 4 was approved.

Shawn thought the next step was to inform the PTPA's that the volumes have been adopted and begin negotiating an implementation date.

6. DW FoPT Table

Gil had a question he sent by email about the table: Line 11 column E & J CFU/100mL. Why should it not also be CFU (MPN)/100 mL for consistency? This will be discussed in Houston.

7. Subcommittee Report

FoPT Format Subcommittee

Craig will have a deadline to discuss in Houston.

Chemistry FoPT Subcommittee

They are still waiting for the Radiochemistry data, so this subcommittee has not started meeting again yet.

SOP Subcommittee

No report.

Microbiology FoPT Subcommittee

All the data should be received and it will be ready for review this month.

8. New Business.

None.

9. Action Items

The action items can be found in Attachment B. They were reviewed and notes are included on the table.

10. Next Meeting

The next PTPEC meeting will be held in Houston, TX on January 24, 2017 at 8am Central.

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

Maria adjourned the meeting at 2:06pm Eastern. (Motion: x Second: x Unanimously approved.)

Attachment A

Participants TNI

Proficiency Testing Program Executive Committee

Members	Rep	Affiliation	Contact Information
Maria Friedman (2017*) Present	AB	California Water Board	949-307-0949 Maria.Friedman@waterboards.ca.gov
Ilona Taunton, Program Administrator Present		TNI	828-712-9242 tauntoni@msn.com
Eric Smith (2019) Absent	Lab	ALS Environmental	904-394-4415 eric.smith@alsglobal.com
Justin Brown (2017) Present	FSMO	Environmental Monitoring and Technologies, Inc.	847-875-2271 jbrown@emt.com
Susan Jackson (2018) Present	AB	South Carolina DHEC	(803)896-0978 jacksosb@dhec.sc.gov
Nicole Cairns (2018) Present	Lab	NY State DOH	(518) 473-0323 nicole.cairns@health.ny.gov
Joe Pardue (2017) Present	Other	Pro2Serve, Inc.	423-337-3121 joe_pardue@charter.net
Dr. Andy Valkenburg (2017) Present	Lab	Energy Laboratories, Inc.	406-869-6254 avalkenburg@energylab.com
Jennifer Duhon (2019*) Present	Other	Millipore Sigma	307-3897218 jennifer.duhon@sial.com
Matt Sica (2017*) Absent	AB	ANAB, ANSI-ASQ National Accreditation Board	msica@anab.org
Dixie Marlin (2018*) Present	Other	Marlin Quality Management, LLC	513-309-3593 marlinquality@gmail.com
Gil Dichter (2018*) Present	Other	IDEXX Water	207-556-4687 gil-dichter@idexx.com
Patrick Garrity (2019*) Present	AB	Kentucky DEP	502-319-4040 patrick.garrity@ky.gov
Michella Karapondo (2019*) Present	Other	USEPA	513-569-7141 karapondo.michella@epa.gov

Attachment B

Action Items – TNI PT Executive Committee

	Action Item	Who	Expected Completion	Actual Completion
185	Send updated DW table with Footnote 15 to NELAP AC for approval.	Stacie Maria	4/1/12	Stacie submitted this. Need to confirm approval. Action: Look to see if this got done. 8/20/15: Maria will follow-up.
214	Update Tin, Total Xylene and Total Cyanide on FoPT tables and submit for approval.	Carl Stacie	Next Meeting	In Progress Ilona will look for this stuff. 8/20/15: Maria thinks Cyanide is done, but need to find status on Xylene and Tin. 11/19/15: Ilona reviewed minutes and provided notes to Carl and Maria. 11/17/16: Ilona will forward again.
257	Email to SOP Subcommittee regarding clarification on how limit updates due to issues should be addressed.	Maria	12/12/14	Maria prepared it, but is waiting for a chair for this subcommittee.
295	Moved from Backburner: PTPA Evaluation Checklist needs to be updated prior to next round of evaluations. (Originally discussed 8/6/13)	PTPEC	TBD	In Progress Handled as committee business.
310	Coordinate the update of the SCM	Maria	3/24/16	3/24/16:

	Action Item	Who	Expected Completion	Actual Completion
	FoPT table with Carl and send to NELAP AC for approval.			Working through Cyanide issue first. 11/17/16: Cyanide issue addressed and Maria is sending table with other updates this month. COMPLETE
326	Check with Jerry regarding missing PT Provider data. TNI assistance in obtaining this data.	Maria	9/21/16	In progress
330	Add updated footnotes to the DW Table and tag analytes as appropriate.	Maria	11/14/16	11/17/16: Still in progress
333	Lead FoPT table needs to be archived.			
335	Send ARA to NELAP AC for confirmation.	Maria	12/31/16	
336	Notify Rachel that ARA has been accepted and send request to Carl regarding data needed.	Maria	2/13/17	

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	In Progress
11	Evaluate how labs are accredited for analytes that co-elute.	5-19-11	
13	Charter needs to be updated in November.	Ongoing 2016	This activity has been postponed until new charter procedures are received from TNI.
16	<p>Moved back to Backburner (originally discussed 2/20/14) :</p> <p>When new limits are established for the FoPTs, what is considered to be a statistically significant change to the old rates? At what point is it appropriate to question new limits? This lends to the TSS discussion a few months ago.</p> <p>Patrick commented that it would make sense to look at changes to pass/fail rates 6 months after new limits are effective. This possible addition to procedures should be evaluated when updating the limit acceptance SOP.</p>	2/20/14	
17	Discuss possible procedural changes to how limits are updated. Maria talk to SOP Subcommittee.		Need to look at PT database implications.

Attachment D: Annual Report Monday Presentation at Houston



Mission

Establish and maintain certain elements of a national Proficiency Testing (PT) Program to support TNI's Accreditation Programs and other TNI activities

PT Program Key Elements

- TNI-accredited PT Provider Accreditors (PTPAs)
- PTPA-accredited PT Providers
 - Posted on TNI website
- Fields of Proficiency Testing (FoPT) Tables
 - Analytes, Matrices, Concentrations, and Acceptance Limits appropriate for the scope of monitoring performed
 - Used by NELAP and NEFAP
 - Used by other states and DMR-QA

PTPEC Membership

- Membership composition
 - PT Providers
 - PT Provider Accreditors
 - NELAP and Non-NELAP Accreditation Bodies
 - Laboratories and FSMO
 - Other Stakeholders


PT Provider Accreditors and Accredited PT Providers

American Association for Laboratory Accreditation (A2LA)	ANSI-ASQ National Accreditation Board (ANAB)
<ul style="list-style-type: none"> ➢ Advanced Analytical Solutions ➢ Waters/ERA ➢ New York State DOH ➢ Phenova 	<ul style="list-style-type: none"> ➢ Absolute Standards ➢ MilliporeSigma ➢ NSI Solutions

Fields of Proficiency Testing Tables



- NELAP FoPT Tables
 - Drinking Water (DW)
 - Chemistry and Microbiology
 - Radiochemistry
 - Non-Potable Water (NPW)
 - Chemistry and Microbiology
 - Whole Effluent Toxicity
 - Solid and Chemical Materials (SCM)

Attachment D: Annual Report Monday Presentation at Houston





Fields of Proficiency Testing Tables

- Other FoPT Tables
 - Lead Field Testing - archived
 - Protozoa for Drinking Water





2016 PTPEC Accomplishments

- Approved updates to Non-Potable Water (NPW) FoPT Table
 - Notable Changes
 - Removed 3,3-Dichlorobenzidine
- Approved updates to Solid and Chemical Materials (SCM) FoPT Table
 - Notable Changes
 - Added Aroclors 1221, 1232, 1248 to Aroclors in Oil
 - Added cis- and trans-1,3-Dichloropropene at low and medium concentration ranges





2016 PTPEC Accomplishments

- Initiated review of updates to the Drinking Water (DW) FoPT Table
 - Notable Changes to date
 - Clarified that all analytes regulated under the US EPA's Safe Drinking Water Act must be spiked at non-zero Assigned Values with the exception of supplemental PTs
 - Added PT sample design criteria for Corrosivity
- Initiated review of Protozoa FoPT Table
 - In consultation with US EPA, no updates needed





2016 PTPEC Accomplishments

- Initiated review of Analyte Request Application (ARA) re. Most Probable Number (MPN) in Non-Potable Water (NPW) and Drinking Water (DW) FoPT Tables
- Approved responses to two Standard Interpretation Requests




2016 PTPEC Accomplishments

- Initiated review of 2016 TNI Standard Volumes 3 and 4 (regarding requirements for PT Providers and PT Provider Accreditors, respectively)
- Initiated new process for receiving PT Data for FoPT evaluations from PT Providers




PTPEC Plans - 2017

- Complete review of 2016 TNI Standard Volumes 3 and 4
- Conduct gap analysis on 2016 TNI Standard Volumes 3 and 4 to determine which requirements that were formerly contained in the TNI Standard must now be written into committee SOPs
- Work with TNI IT to establish secure and confidential means to receive PT data on TNI server without manual processing





Attachment D: Annual Report Monday Presentation at Houston





PTPEC Plans - 2017

- Update PTPA Evaluation Checklist
- Review TNI's Internal Audit Checklist
- Continue development and update of procedures for updating FoPT Tables going forward



PTPEC Plans - 2017

- Continue development and update of FoPT Table Format:
 - Add CAS numbers to all FoPT tables
 - Review Analyte and Method Codes for consistency with TNI's Laboratory Accreditation Management System (LAMS)



PTPEC Meetings

- Conference calls the third Thursday of the month from 1:00-2:30 Eastern Time
- Face-to-Face with attendee participation at conferences
- Public meeting
 - Subcommittee updates
 - Attendee comments and input

Tuesday,
8:00 – 12:00

