

TNI PT Program Executive Committee Meeting Summary

February 19, 2015

1. Roll call and approval of minutes:

Chair, Maria Friedman, called the TNI PT Program Executive Committee (PTPEC) meeting to order on February 19, 2015, at 1PM Eastern. Attendance is recorded in Attachment A – there were 6 Executive Committee members present. Associate Members present: Shawn Kassner, Jeff Lowry, Carl Kircher, and Rob Knake.

Maria reviewed the handouts everyone should have received for today's meeting.

The December 18, 2014 minutes were reviewed. A motion was made by Susan to approve the minutes with Matt's change in contact information. Pat seconded the motion and it was unanimously approved.

The February 3, 2015 minutes were reviewed. Andy raised a concern that the compound naming issue had not been resolved as stated in the minutes. Jeff noted that Dan Hickman thought he had the right name, but the wrong CAS number. He also thinks this has not been resolved. Ilona will add an addition to the minutes in italics that states: There were further concerns raised after the meeting that lead to further discussion on this issue and thus it is not currently resolved. Ilona will make the addition to the minutes and they will be reviewed and voted on by email or at the next meeting.

2. Chair Update

SIRs

Maria talked to Aaren Alger and was told the following: If it is a sample for a SVOA method, it should not need to be run for a VOA method. When something like this comes up, the laboratory must formally request an exemption or an exception. The lab needs to follow what is in the FoPT table, but a lab can request an exception and provide supporting documentation. Aaren said the ACs will not force the labs to run something that will hurt their instrumentation.

Ilona noted that the response is not consistent with what is actually being done at this time. Shawn also noted that they get many questions like this and historically he has gotten a different response from the AC.

Shawn would like to know what type of documentation they are looking for. This information should be passed on to the laboratory so they know how to request an exception.

Carl commented that he does not think the PTs have damaged any instrumentation, so there would be no need for an exception. Labs are currently running the PTs. He also commented that the Chemistry FoPT Subcommittee has tried to deal with the issues described in the SIRs, but there hasn't been sufficient data to establish a new FoPT analyte/level.

Jeff Lowry requested that this committee send the NELAP AC an example template for an exception report. Jeff and Shawn will Draft something for the PTPEC to review and submit it to the NELAP AC.

Carl proposed a response to the SIR that he gave to Maria. Maria will take today's conversation and Carl's input into consideration and put a DRAFT response together after working with the NELAP AC.

Andy asked if an SIR can be used to provide guidance on this issue. SIRs cannot be used this way, but as noted at the last meeting, the LASEC is working on a guidance document that can be considered.

WET Testing FoPT Table

Maria summarized what has been done to date to get the WET Testing FoPT Table update approved by the NELAP AC. The issue is with Footnote 3.

ELAB had suggested contacting all the DMR QA Coordinators asking how the PT samples should be run. She has received a few responses and is finding that they prefer to see PTs be run as per their permits.

Jeff noted that it states in the EPA instructions that if a lab's parameters don't match the parameters of the PT Provider – the PT Provider's instructions must be followed. He also said there are too many variations in permits across the country. It is not possible to run the PTs by all the different procedures in all the permits. There would be far too many options. Shawn will send Maria the EPA instructions.

Based on Maria's conversations with the subcommittee, they believe the labs are being asked to run these PTs in different ways and the goal of the Subcommittee was to provide enough information that it is clear how it should be run – so the labs will all run it the same way.

Jeff noted that all results are sent to the PT Providers and they are not getting multiple results from labs running multiple methods. They are only getting one response, so he does not understand the subcommittee's issue. The labs' follow their client requirements – run like the permit for clients and run as per PT Provider instructions when it is a PT.

Carl asked if the issue is that the PT Provider instructions are different than how the lab normally runs the samples – so is the lab having an issue with treating the PTs differently than their normal sample analysis? The committee did not think this was the concern being raised by the subcommittee.

Shawn does not think Footnote 3 is needed. It is redundant to add a note about needing to follow the method/Standard. The DMR QA letter gives specific instructions and the PT Providers send instructions based on the DMR QA letter. This covers it. The method does not state a specific temperature, so this is included in the instructions. This removes the need for labs to run multiple PTs at different temperatures.

Maria will talk to the WET Testing FoPT Table Subcommittee and show them the DMR QA Letter. She will then ask if there is any need for Footnote 3.

Shawn provided Maria with a contact when further questions about the DMR QA are raised. Brian Kraus is responsible for EPA's DMR QA Program. He is in Washington, DC. His information is in the cover letter Shawn sent Maria.

The subcommittee put together a list of replicates and volumes needed in the methods. Jeff asked that this be given to the PT Providers. Maria will provide this.

Compound Naming and Identification Inconsistency - (2,2'-oxybis (1-chloropropane) vs. bis (2-chloroisopropyl) ether

Maria spoke with Dan Hickman in VA and he said he plans to follow the IRIS database: bis-2-chloromethylethyl ether with a CAS number of #108601. On 2/12/15, Maria got a message from Dan saying he is still working on this with Jerry Parr. They are now planning to use the 2,2'-oxybis(1-chloropropane) – a synonym for the name on the IRIS database.

There is still no resolution. Once TNI decides what to put in their database, the PTPEC will update the FoPT table.

MicroSubcommittee

Maria extended an invitation to Jennifer Best to work with the Microbiology FoPT Subcommittee. She has volunteered to be the Chair. Ilona has been asked to set-up a subcommittee call.

FoPT Table Format Subcommittee

Maria talked to Aaren and she expressed concern about adding methods to the DW FoPT table. If specific methods are put in the table - this will cause problems. There were concerns raised by the PTPEC regarding this comment and Maria will go back to Aaren to understand if these are her individual comments or whether the comments represented the NELAP AC. This is in conflict with what this committee thought had to be done.

3. Analyte Additions

Maria reviewed SOP procedures for adding analytes to FoPT tables.

A request to add analytes was received from Jennifer Best (EPA): Drinking water EPA code 0254 (NELAC codes: 2500 and 2525). There needs to be a further subdivision of these codes: “MPN-multiple tube” and “MPN – multiple well”.

There was a request received from Carl Kircher: SCM FoPT Table addition of Aroclor 1221, Aroclor 1232 and Aroclor 1248 to the “PCPs in Oil” grouping.

There was a request received from Jeff Lowry: SCM FoPT Table addition of (4570) DBCP, (4585) EDB and (5180) 1,2,3-Trichloropropane.

The PTPEC acknowledged receipt of all three of these requests.

MPN Request (Jennifer Best)

It was noted that personal opinions need to be taken out of the request prepared by Jennifer. Maria will send a request to Jennifer and ask her to remove any references to a company or a person. This is an issue because of the emails attached to the application. This really shouldn't have gone to this group in this condition.

Maria went through the SOP and reviewed that everything needed to proceed was available.

Andy said the data is in existence because it is DW and it is by method. Carl noted that the data will need to be requested and he will DRAFT a request.

Carl asked if this will also apply to NPW? Maria asked that Carl submit an email to her asking about the need to include additional analytes.

Maria will notify ABs of the request.

The other two requests will be reviewed at the next meeting.

4. New Business

- None.

5. Action Items

- See Attachment B.

6. Next Meeting

The next PTPEC teleconference will be held on 3-19-2015 at 1:00pm EDT.

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

The meeting was adjourned at 2:34 pm EST. Andy motioned, Dixie seconded. Unanimously approved.

Attachment A

Participants

TNI

Proficiency Testing Program Executive Committee

Members	Affiliation	Contact Information
Maria Friedman (2014) - Present	TestAmerica	949-260-3201 maria.friedman@testamericainc.com
Ilona Taunton, Program Administrator Present	TNI	828-712-9242 tauntoni@msn.com
Eric Smith (2010) Absent	ALS Environmental	904-394-4415 eric.smith@alsglobal.com
Justin Brown (2011) Absent	Environmental Monitoring and Technologies, Inc.	847-875-2271 jbrown@emt.com
Susan Butts (2012) Present until 1:30	South Carolina DHEC	(803)896-0978 buttsse@dhec.sc.gov
Patrick Brumfield (2012) Present	Sigma-Aldrich RTC	(307) 721-5488 Pat.Brumfield@sial.com
Nicole Cairns (2012) Absent	NY State DOH	(518) 473-0323 nicole.cairns@health.ny.gov
Joe Pardue (2011) Absent	Pro2Serve, Inc.	423-337-3121 joe_pardue@charter.net
Dr. Andy Valkenburg_(2011) Present	Energy Laboratories, Inc.	406-869-6254 avalkenburg@energylab.com
Ron Houck Present	PA DEP	rhouck@pa.gov
Matt Sica Absent	ANAB, ANSI-ASQ National Accreditation Board	msica@anab.org
Dixie Marlin (2015) Present	Environmental Science Corporation	DMarlin@esclabsciences.com

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	4/1/12	Stacie submitted this. Need to confirm approval.
214	Update Tin, Total Xylene and Total Cyanide on FoPT tables and submit for approval.	Carl Stacie	Next Meeting	In Progress
233	Review complaint process.	Maria Ilona	5/14/14	In Progress
246	Rewrite request to the Chemistry FoPT subcommittee and send to Ilona for distribution.	Maria	10/6/14	
249	Meet with PTPAs to discuss issues surrounding receiving data for FoPT Limit Updates and complaints. Determine if issue exists and whether subcommittee is needed to address this issue.	Maria	11/13/14	In progress.
251	Follow-up with Rami to provide support to solve footnote issue on WET FoPT Table.	Maria	10/30/14	Still in Progress
252	Set-up meeting with Aaren (NELAP AC) to discuss approving the WET FoPT Table as is.	Maria	12/5/14	Complete
253	Check with EPA attorney on requirement that Vinyl Chloride cannot be “0”.	Michella	12/15/14	
254	Review PT SOP comments by the Policy Committee and add to agenda as appropriate.	Maria Ilona	12/15/14	Waiting for comments.
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

	Action Item	Who	Expected Completion	Actual Completion
				subcommittee.
260	Amend FoPT Table Format Subcommittee Scope and distribute for review.	Maria	12/12/14	
261	Bring naming and ID inconsistency issue to the IT Committee.	Maria	12/12/14	Complete
263	Look into new website design and see if there is an FAQ section that the committee can use to summarize some of their processes – complaint, addition/deletion of analyses to FoPT tables, etc. Talk to IT Committee.	Maria	12/12/14	
264	Update Complaint SOP to reflect Standard requirement that PTPA be contacted.	TBD	TBD	
265	Send out request for a volunteer to Chair the SOP Update Subcommittee.		2/1/15	
266	Compound Naming and Identification issue will be brought to ELAB/Patsy Root.	Maria	2/6/15	Complete
267	Prepare Excel Template and letter to send to PT Providers to facilitate discussion at PT Provider meeting.	Ilona	1/25/15	Complete
268	Prepare DRAFT example template to request exceptions to running PTs.	Jeff Lowry Shawn Kassner	3/19/15	
269	Prepare DRAFT response to SIRs after meeting with NELAP AC.	Maria	TBD	
270	Share DMR QA letter with WET FoPT Subcommittee and see if footnote is still needed.	Maria	3/19/15	
271	Provide list of replicates and volumes from WET Subcommittee	Maria	3/19/15	

	Action Item	Who	Expected Completion	Actual Completion
	to PT Providers.			
272	Send email to Jennifer Best to remove inappropriate identifications from her analyte request.	Maria	3/19/15	
273	DRAFT request to receive data from PT Providers to review data for analyte addition.	Carl	TBD	
274	Notify NELAP AC about analyte requests.	Maria	3/19/15	
275	Submit letter explaining need to include NPW with MPN analyte request.	Carl	3/19/15	

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	
14	<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> <p>3/20/14: Eric noted that there are some logistics with doing a 6 month review. This may need to be a separate committee so it does not hamper the progress of the Chemistry FoPT Subcommittee.</p>	2/20/14	
15	Correct FoPT tables for 2,2'-oxybis(1-chloropropane) once LAMS is updated. It could take 3-6 months.	2-3-15	