

# **TNI PT Program Executive Committee Meeting Summary**

**September 22, 2016**

## 1. Roll call and approval of minutes:

Chair, Maria Friedman, called the TNI PT Program Executive Committee (PTPEC) meeting to order on September 22, 2016, at 1:03 PM Eastern by teleconference. Attendance is recorded in Attachment A – there were 7 Executive Committee members present. Associate Members Present: Jennifer Best, Craig Huff, Lauren Smith and David Kilhefner.

Maria confirmed that everyone received the meeting information she sent on September 20, 2016. She also sent an updated 2016 PT Standard Volume 3 comparison this morning.

The August 25, 2016 meeting minutes were reviewed by the committee. A motion was made by Dixie to approve the August 25, 2016 minutes as written. The motion was seconded by Susan and unanimously approved.

## 2. Chair Updates

- Protozoa – Jennifer checked in on the need to update the table and found that there is no need to do this at this time. Ilona will provide an update on Lead at the next meeting.
- Ilona provided the PTPA checklists for review. Ilona noted that it looks like PT and NEFAP will need to go ahead and start working on the combined onsite evaluation for this next round. She also noted that she and Jerry are working on the extension of the PTPA certificates.
- Further discussions re. future FoPT update/review process will be postponed so that the PTPEC can focus on review of the 2016 PT Standard Volumes 3 and 4.
- SIR 26 and 80 – No update.

## 3. Footnotes in DW Table (1:14)

Footnote 1 language needs to be looked at. Based on Nicole's comments during last month's meeting, from the Standard (see below), the PTPEC can use "must" instead of "should". Nicole noted then that it is difficult to use the word "should" because it makes implementing the Standard difficult.

2016 Standard (Volume 3, Section – 5.5.3.1, 5.5.3.2) and in the 2009 Standard (Sections 6.3.1 and 6.3.2):

- 6.3.1 PT providers shall prepare samples that are compliant with the criteria defined by the PT Board and published in the TNI FoPT Tables on the TNI website.
- 6.3.2 When the PT Board makes changes to the PT sample design criteria, PT providers shall comply with the revised requirements per the PT Board's implementation schedule.

Michella would prefer it be "must". She reminds states during training to only use providers that do spike these analytes into PTs.

Andy noted that if it is "should" there may be a reason for it and there may be a need for some exceptions due to PT design issues. Andy's concern is that if written as a "must", all analytes have to be spiked into one sample. Toxaphene shouldn't be spiked with the PCBs. Craig does not read it that way. They do not have to all be in one PT sample and they usually are not.

A motion was made by Michella to change Footnote 1 to: All analytes regulated under the US EPA's Safe Drinking Water Act must be spiked at non-zero Assigned Values with the exception of the supplemental PTs. The motion was seconded by Susan and roll call vote was taken:

Susan - For  
Gill - For  
Jennifer - For  
Michella - For  
Dixie - For  
Andy – Against  
Maria - For

The vote will be completed by email since there needs to be a 2/3 membership vote taken.

Maria confirmed with Michella that it is only the primary analytes that will have this footnote and not the secondary. She confirmed.

After further discussion, Andy noted he would change his vote with the following language change:

All analytes regulated under the US EPA's Safe Drinking Water Act must be spiked at non-zero Assigned Values, except when not required for evaluation in a supplemental PT study and when specified in the footnotes below.

Michella agreed to this amendment to her original motion and Susan also agreed to the amendment. The committee re-voted:

Susan - For  
Gill - For  
Jennifer - For

Michella - For  
Dixie - For  
Andy – For  
Maria - For

Maria will send this out to the missing committee members to collect their votes.

*(Addition: Additional votes:*

*Justin = 10-14-2016*

*Nicole = 10-14-2016*

*Eric = 10-17-2016*

*Patrick = 10-21-2016*

*Joe = no vote*

*Matt = no vote*

*The motion passed.)*

#### 4. Volume 3 of the 2016 TNI Standard

Maria reviewed the document she sent to all the committee voting members. She highlighted the changes and asked for any comments.

Section 3.15: Andy noted that you have the required spike concentration and the PTRL is the lowest accepted concentration for evaluation. PTRL is a reporting limit requirement, but is not necessarily the spike concentration. Maria took note of this. This will be further discussed.

Section 4.2: Andy asked what happens when there is a new analyte and the accreditation list doesn't include the new analyte yet. Andy wanted it noted, but is not objecting. He just wants it to be thought about. Maria noted this will be further discussed.

Sections 3.15, 3.18 and 4.2 will be further discussed.

#### 5. PT Table Analyte Code Question

Maria received the following note from Tyler Croteau:

*Hi Maria,*

*I recently found a discrepancy between the NPW PT Table and the TNI analyte codes/descriptions. The NPW PT Table lists the following analyte code and description:*

*1935 Non-polar Extractable Material (TPH) The TNI codes and descriptions are*

*as follows:*

*1935 Total Recoverable Petroleum Hydrocarbons (TRPH) 9503 Non-polar Extractable Material (TPH) 1853 Non-polar Extractable Material (TPH)*

*SVOC-Hydrocarbons SVOC-Hydrocarbons Non-Metal Inorganics*

*I wanted to see if anyone was aware of this. It seems to me that the PT table should be updated to list 1853 rather than 1935.*

*Thanks,*

*Tyler Croteau*

*Program Specialist - NH ELAP*

Maria let Tyler know that there is a subcommittee looking at LAMS and our FoPT tables, but their work is not complete. Maria asked Craig if the committee still plans to complete this task by September 2016. The subcommittee will be looking at discrepancies and bringing them to the PTPEC for review but not in September.

Maria opened the tables and reviewed the information. Craig mentioned that there are states that will only accept 1935 for the same test and won't accept 1853 and vice versa. He agrees it needs to be cleaned up.

Maria will ask Dan Hickman why there are two codes that mean the same thing. Craig will summarize the issues found during the subcommittee review.

## 6. Subcommittee Report

### FoPT Format Subcommittee

Craig will let Maria know the expected timing for completion. He thinks September may be ambitious.

### Chemistry FoPT Subcommittee

The subcommittee will not be meeting until they have specific action items. Maria will follow-up with Carl.

### SOP Subcommittee

The committee is working on SOP 4-105. They have started reviewing and addressing the Policy Committee comments.

### Microbiology FoPT Subcommittee

People are working on the data that has been collected. She is still waiting for a response to the question of whether there is enough data. Maria sent a reminder to Jerry, but she has not heard back. She will contact him again.

#### 7. Action Items

The action items can be found in Attachment B. Action items were reviewed during the September meeting. The Action Table was reviewed and updated.

#### 8. Next Meeting

The next PTPEC teleconference will be October 20, 2016. Ilona asked about using Webex for the next couple of meetings and the committee will try it in October with the review of the Standard.

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

Maria adjourned the meeting at 2:34pm Eastern. (Motion: Andy, Second: Gil Unanimously approved.)

## Attachment A

### Participants TNI

#### Proficiency Testing Program Executive Committee

Members	Affiliation	Contact Information
Maria Friedman (2014) <b>Present</b>	n/a	949-307-0949 <a href="mailto:gamfriedman@gmail.com">gamfriedman@gmail.com</a>
Ilona Taunton, Program Administrator <b>Present</b>	TNI	828-712-9242 <a href="mailto:tauntoni@msn.com">tauntoni@msn.com</a>
Eric Smith (2010) <b>Absent</b>	ALS Environmental	904-394-4415 <a href="mailto:eric.smith@alsglobal.com">eric.smith@alsglobal.com</a>
Justin Brown (2011) <b>Absent</b>	Environmental Monitoring and Technologies, Inc.	847-875-2271 <a href="mailto:jbrown@emt.com">jbrown@emt.com</a>
Susan Jackson (2012) <b>Present</b>	South Carolina DHEC	(803)896-0978 <a href="mailto:jacksosb@dhec.sc.gov">jacksosb@dhec.sc.gov</a>
Nicole Cairns (2012) <b>Absent</b>	NY State DOH	(518) 473-0323 <a href="mailto:nicole.cairns@health.ny.gov">nicole.cairns@health.ny.gov</a>
Joe Pardue (2011) <b>Absent</b>	Pro2Serve, Inc.	423-337-3121 <a href="mailto:joe_pardue@charter.net">joe_pardue@charter.net</a>
Dr. Andy Valkenburg_(2011) <b>Present</b>	Energy Laboratories, Inc.	406-869-6254 <a href="mailto:avalkenburg@energylab.com">avalkenburg@energylab.com</a>
Jennifer Duhon (2019) <b>Present</b>	Millipore Sigma	<a href="tel:307-3897218">307-3897218</a> <a href="mailto:jennifer.duhon@sial.com">jennifer.duhon@sial.com</a>
Matt Sica <b>Absent</b>	ANAB, ANSI-ASQ National Accreditation Board	<a href="mailto:msica@anab.org">msica@anab.org</a>
Dixie Marlin (2015) <b>Present</b>	Marlin Quality Management, LLC	513-309-3593 <a href="mailto:marlinquality@gmail.com">marlinquality@gmail.com</a>
Gil Dichter (2015) <b>Present</b>	IDEXX Water	207-556-4687 <a href="mailto:gil-dichter@idexx.com">gil-dichter@idexx.com</a>
Patrick Garrity (2019) <b>Absent</b>	Kentucky DEP	502-319-4040 <a href="mailto:patrick.garrity@ky.gov">patrick.garrity@ky.gov</a>
Michella Karapondo (2019) <b>Present</b>	USEPA	<b>513-569-7141</b> <a href="mailto:karapondo.michella@epa.gov">karapondo.michella@epa.gov</a>

## Attachment B

### Action Items – TNI PT Executive Committee

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
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.
233	Review complaint process.	Maria Ilona	5/14/14	<b>Complete</b>
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.
264	Update Complaint SOP to reflect Standard requirement that PTPA be contacted.	TBD	TBD	<b>Complete</b>
271	Provide list of replicates and volumes from WET Subcommittee to PT Providers.	Maria	3/19/15	<b>Delete</b>

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
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 FoPT table with Carl and send to NELAP AC for approval.	Maria	3/24/16	3/24/16: Working through Cyanide issue first.
317	Provide Carl/Chem FoPT Subcommittee with information to make updates to the DW table.	Maria	6/15/16	Complete
322	Check with EPA on whether DW footnote should be specific to primary analytes.	Michella	8/25/16	Complete
323	Ask Chem FoPT Subcommittee to add Footnote 16 to Footnote 13.	Maria	8/1/16	Complete
325	Check with Stacie and get blank copy of last PTPA Evaluation.	Ilona	9/21/16	Complete
326	Check with Jerry regarding missing PT Provider data. TNI assistance in obtaining this data.	Maria	9/21/16	In progress
327	Update Outline (Att D – 8/25/16) and send to committee.	Maria	9/21/16	
328	Send out Footnote language for final email vote.	Maria	10/15/16	
329	Check on reason for two analyte codes for the same thing – TPH.	Maria	10/19/16	

**Attachment C**

**Backburner / Reminders – TNI PT Executive Committee**

	<b>Item</b>	<b>Meeting Reference</b>	<b>Comments</b>
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	
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.