

SUMMARY
TNI CHEMISTRY EXPERT COMMITTEE MEETING
July 1, 2020

The Chemistry Expert Committee (CEC) met by teleconference on Wednesday July 1, 2020 at 2:00 PM ET. The teleconference was recorded solely for the purpose of preparation of the minutes. The recording will be deleted immediately upon generation of the draft summary of the committee meeting. Chair Valerie Slaven led the meeting.

Roll Call

Valerie Slaven, PDC (Lab) – Chair	Present
Jay Armstrong, VA DGS (AB)	Present
Paula Blaze, NJ DEP (AB)	Present
Eric Davis, Horizon (Other)	Present
Deb Gaynor, Independent Consultant (Other)	Present
Shawn Kassner, Pace (Lab)	Present
Max Patterson, UT DOH (AB)	Present
Charles Neslund, Eurofins (Lab)	Present
Colin Wright, Florida DEP (Lab)	Present
Calista Daigle, Quality Consulting (Other)	Present
Tony Francis, Saw Environmental (Other)	Present
Ali Boren, State of Vermont (AB)	Present
Lee Wolf, Consultant (Other)	Present
Chad Stoike, ALS Global (Lab) – Vice Chair	Present
Michelle Wade, A2LA (AB)	Present
Robert Wyeth, Program Administrator	Present

The attached agenda (Attachment 1) was presented. The Agenda was approved by the committee without corrections or addition. A quorum was present and the meeting proceeded. Associate members present were Kelvin Yuen, David Smith, Karna Holquist, Nicole Cairns, Joseph Manzella, Amy Pollard, Arthur Denny and Derek Sirico.

New associate members Joseph Manzella and Derek Sirico were welcomed and introduced themselves to the other meeting attendees.

June Meeting Minutes

The June 3, 2020 minutes (Attachment 2) were presented. After a correction of the meeting date, motion to accept the June minutes was made by Shawn and seconded by Max. With an abstention the committee unanimously approved the June minutes. Minutes will be forwarded to William for posting on the TNI website.

Training Reminder

Bob reminded participant of on-line training for committee members. The training is being revised but participants were still requested to review the aged training documents (<http://nelac-institute.org/eds/download/ChairTraining.php>).

Internal Audit Review and Approval

Valerie reviewed the corrective action plan for the Chemistry Expert Committee and to the best of her recollection believes it is acceptable. Bob reported that he prepared the action plan based upon available records which were lacking in certain areas of the committee's compliance with TNI SOPs and Policies, not necessarily because of a failure to perform said tasks but rather because documentation of such activity was unavailable due to the unexpected passing of the PA (Ken Jackson).

Hoping to improve the accuracy of the corrective action response, Bob will forward a copy to committee members and include in meeting minutes from this call. While the document is rather involved (as Bob explained), it is reasonably self explanatory. He requested that members take a look at the document and provide, if possible, any clarifying information.

Notification of Intent to Modify EL V1M4

The question was raised as to whether or not it is appropriate to initiate the Notice of Intent process? Generally, believed an NOI should be delayed at least until resolution of SIRs 297 and 339. Bob will begin the process of developing the NOI for review by the committee but there is no reason to submit an NOI until the committee is further down the line.

Status of AC/LASEC review of SIRs 297 and 339

It has been reported that the chemistry committee will receive additional comments from LASEC/AC on SIRs 297 and 339. Nothing has been received to date; no action was required.

DOC Standards Language

Valerie's revised language per our previous calls on Section 1.5 (Attachment 4) was distributed after the June meeting.

Michelle, Shawn and Calista provided input to Valerie's proposed language. Michelle's suggestions were in 1.5.1 to add statement of retention requirements for validation /verification data and in 1.5.1.1c) where PT sample should be samples. Apparently, this retention issue is frequently seen in audits and should be "5 years past the date of last use". QS is also attempting to address this issue as well.

Calista's input was primarily editorial/grammatical and is presented in Attachment 5.

Neither QS nor chemistry module define validation or verification but these are included in the glossary; however, the definitions are virtually indistinguishable and require clarification and further explanation as to the use of these terms. Verification and validation have been used virtually identically in the existing module. Revisions to ISO 17025 introduced the verification concept to the standard.

Shawn volunteered to propose definitions of validation, verification and retention period for the committee's consideration. Resolution could be included in section 1.5.1 or create a separate section in the module to address record retention requirements.

Jay asked a fundamental question regarding 1.5.1.1 c); as PTs are required for accreditation, why is there a consideration of PTs here, is it duplicative potentially suggesting additional requirements; should there be additional clarification? Could addition of the word “document” PT sample results clarify the issue (with some rewording)?

Questioned in section 1.5.1.1. if all steps (a, b, and c) are required? Suggested adding “and” to clarify.

Shawn’s comments suggested that in 1.5.1.1.c, reader is directed to the next section which in turn directs reader to yet another section; suggested to make a direct reference to the specific relevant section. In 1.5.1, second sentence add “and verification”. Is first sentence even necessary; agreed it is awkward?

Should PTs be included in validation as well as verification; generally agreed it should be included.

Valerie has redrafted the 1.5.1 section including all comments from this meeting and supplied them prior to creation of these minutes and they are subsequently attached (as Attachment 6) for committee review.

Tabled further PCB discussion until a later date.

Final question; what is the definition of consecutive? Are LCS and LCS-dup considered as part of a consecutive series of analyses; tabled for further discussion? Further clarification regarding consecutive and the appropriate criteria need to be addressed.

Old/New Business

- **Technical Manager**

Bob requested that agenda item be maintained and be addressed at a future time.

Committee member are directed to the Minutes of the April 1, 2020 meeting for previous discussions and status of discussions.

The meeting of the committee concluded at 3:50 PM ET on a motion by Calista and a second by Shawn. The next scheduled conference call for the committee is Wednesday August 5, 2020 at 2:00 PM ET.

Attachment 1

Chemistry Expert Committee Meeting
July 1, 2020; 2:00 PM ET
Call in: (712) 832-8330, code: 822 174#
Agenda
Valerie Slaven, Chair
Chad Stoike, Vice-Chair

1. Roll call
2. Approval/modifications of agenda
3. Introduction of new associate committee members
4. Review of June 3,2020 committee minutes
5. Training reminder
6. Internal Audit review and approval
7. Notice of Intent to Modify EL V1M4
8. Status of AC/LASEC review of SIRs 297 and 339
9. Continuing review of DOC language
 - a. Review of re-drafted language
10. Old/New Business
 - a. Technical Manager input to QS

Attachment 2



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Attachment 3



CEC Corrective
Action Resonse to Int

Attachment 4



ISO standard update
language clean copy_

Attachment 5



ISO standard update
language clean copy_

Attachment 6



ISO standard update
language clean copy ;

