

**Consumables Task Force Meeting Summary
January 12, 2021**

The Consumables Task Force (CTF) met on January 12, 2021 by teleconference at 2:00 PM ET. The meeting was recorded for the sole purpose of creation of the meeting minutes. The Program Administrator is the only person with access to the recording which is deleted immediately after said minutes are produced. Ms. Judy Morgan Chairs the Task Force and led the meeting. The agenda for the meeting is presented as Attachment 1. No additions and/or deletions were proposed for the agenda.

Roll Call

Judy Morgan, Pace Analytical Services (Task Force Chair)	Present
Robert Benz, Horizon LIMS	Present
Kathryn Chang, Eurofins CalScience	Present
Eric Davis, Horizon LIMS	Absent
Andy Hata, JMR Environmental Services	Absent
Kimberly Kostzer, The Coca-Cola Company	Absent
William Lipps, Shimadzu Scientific Instruments	Present
Tami Minigh, City of Daytona Beach	Present
Amy Pollard, Occidental Chemical	Absent
Patsy Root, IDEXX Laboratories, Inc	Absent
David Smith, Environmental Express	Present
Lauren Stainback, NSI Lab Solutions	Present
Sarah Purtell, Suburban Laboratories	Absent
Mike Booth, Inorganic Ventures	Present
Shawn Kassner, Pace Analytical Services	Absent
Jack Farrell, Analytical Excellence, Inc.	Absent
Debbie Lacroix, Marcom, LLC	Absent
Robert Wyeth, TNI Program Administrator	Present

Summary Minutes of December 8, 2020 conference call (embedded in Agenda)

The minutes from the December meeting of the Task Force were presented prior to the call. These minutes were approved and forwarded to William Daystrom, TNI’s webmaster for posting

Brainstorming Session; Categorization and Common Consumables across laboratories

Judy presented the consolidated spreadsheet that she has updated since presentation of the file contained in the agenda. This updated spreadsheet is presented below:



Copy of General Services Dec mtg chg:

Column G, H and I on the spreadsheet represents the majority of changes made in addition to movement off (or to the bottom of the table) of a few items previously determined to not fit the “general services” category.

Judy's attempt at obtaining more information from the Radiochemistry Expert Committee has yet to be received. Bob will address the CSDEC for assistance from the expert committee. Asbestos did provide some information regarding microscopes but more involvement from these committees will be necessary.

Bob advised the task force that he had received information on Geiger counters. Geiger counters are used only for worker safety. There is no calibration but rather observation of the counter response to a non-hazardous commercially available radioactive source.

Discussion moved to what would be required for verification of acceptable performance prior to acquisition. Judy initiated the discussion by presenting the second tab on the spreadsheet illustrating informational needs of certificates that suppliers should provide to the laboratory.

While information gathered to date is of significant value and necessary for the Task Force, Bob suggested that information has yet to answer the basic question of "what does a lab acquiring such a service or supply have to know or obtain from the vendor to ensure compliance with TNI requirements to produce data of known and documented quality". For example, what does a lab need to know in terms of buying "S" weights as reference materials. William responded that to ensure the lab obtains a certificate from the supplier stating compliance with NRC tolerances for "S" class weights. If the provider cannot provide such assurances, the lab would have to contract an outside service to provide such certification. This illustrates the need for and significance of the information is the 2nd tab of the spreadsheet.

The ideal situation would be for TNI accredited labs to purchase supplies and services from TNI accredited providers (which currently do not exist...is this an eventual possibility?).

The second tab on the spreadsheet presently addresses services and needs to be expanded to supplies.

Another potentially applicable criteria for labs would be to use ISO 17025 approved vendors where available. Shawn also pointed out certificate requirements presented in ISO Guide 31 which he will review further.

It was noted that numerous standards/criteria exist (i.e., +/- 2%) for both services and supplies from ISO, ASTM, NIST, etc. documents. Shawn with access to these documents volunteered to review the spreadsheet and insert said standards/criteria which should "consolidate" the listed items for further classification. Shawn will provide to Bob his revised/consolidated spreadsheet and distribute it to the Task Force members.

The meeting adjourned at 3:15 PM ET. The next meeting of the Task Force is scheduled for 2:00 PM ET on Tuesday February 9, 2021.

Attachment 1

**TNI Consumables Task Force
Meeting Agenda
Tuesday January 12, 2021 2:00PM ET**

(712) 832-8330; 822174#

Judy Morgan, Chair

- 1. Roll call**
- 2. Review Minutes of December 8, 2020 conference call**



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- 3. Brainstorming Session**
 - a. Categorization**
 - b. Common Consumables across laboratories**