

**SUMMARY OF THE  
TNI CONSENSUS STANDARDS DEVELOPMENT  
EXECUTIVE COMMITTEE MEETING  
NOVEMBER 12, 2015**

The Executive Committee held a conference call on Thursday, November 12, 2015, at 1:00 pm EDT. Vice-Chair Paul Junio led the meeting.

Agenda item 1 – Roll call

Attendance:

Carl Kircher, LAB	Absent
JoAnn Boyd, At Large Member	Present
Justin Brown, Field Activities	Absent
Richard Burrows, Environmental Measurement Methods	Present
Robin Cook, Microbiology	Present
Jessica Evans, At Large Member	Absent
Tom Widera, Stationary Source Audit Sample	Present
Paul Junio, Quality Systems	Present
Shawn Kassner, Proficiency Testing	Absent
Rami Naddy, WET	Absent
Bob Shannon, Radiochemistry	Present
Bob Wyeth, Chairman, At Large Member	Absent
Ken Jackson, Program Administrator	Present
Ilona Taunton	Present

In the absence of a quorum, only two agenda items were considered

Agenda Item 7 - Expert Committee Reports.

**Field Activities.** There was no report.

**Proficiency Testing.** Ken reported that the committee was continuing to consider voters' comments on its V3 and V4 Voting Draft Standards. Comments on its V1M1 and V2M2 Interim Standards would be considered next.

**Quality Systems.** Paul said some Standard Interpretation Requests (SIR) were being considered. The Voting Draft Standard (VDS) on support equipment (V1M1 Section 5.5.13.1) was published for voting on October 14, and voting would be complete on November 27. A preliminary list of 3 negative comments had been received. These should not be difficult to address, and may include a persuasive comment or this could have been a misunderstanding.

**Chemistry.** Voting on the detection/quantitation (V1M4, Sections 1.5.1 and 1.5.2) Interim Standard was open from September 27 through November 10. Richard said the committee would have a conference call the next week to consider comments. Nancy Grams (“Other” interest category) had resigned and the committee was starting to look for new members. The committee had been sharing ideas on future revision of the Demonstration of Capability section of V1M4.

**Laboratory Accreditation Body.** There was no report.

**Stationary Source Audit sample.** Tom reported that mercury on filter had been added to the analyte list after data had been provided to EPA, who had issued approval effective December 16, 2015.

**Microbiology.** The Interim Standard was open for voting from October 22 through December 6. So far, no negative comments had been submitted. Robin said the committee was now working on a chapter for the small laboratory handbook.

**Whole Effluent Toxicity (WET).** There was no report.

**Radiochemistry.** Bob Shannon reported that the committee had formed subcommittees for the checklist and training. The best approach for starting the checklist was discussed. Bob said he would put a preliminary draft together and share it with the Accreditation Bodies. Training may be considered at the Tulsa meeting.

Agenda item 5 – Standards Activity Spreadsheet

Ken had circulated a revised spreadsheet to the committee chairs, asking them to fill in the missing information. Several chairs said they would send updates to Ken.

Adjournment

The meeting was adjourned at 1:30 pm EST.

Consensus Standard Development Executive Committee  
Conference Call

November 12, 2015; 1:00 PM EDT

1-605-475-6333; code 822174#

AGENDA

1. Roll Call
2. Review/approval of Minutes from October 8, 2015 CSDEC conference call
3. Chair and Committee Member Training (<http://nelac-institute.org/eds/download/ChairTraining.php>) - reminder
4. Changes to Committee Charters- please submit as necessary
5. Standards Activity Spreadsheet –Update?
6. SRC activity
  - a. EL-V1M1 and EL-V2M2 (final vote of SRC pending)
7. Expert Committee Reports
  - a. Field Activities
  - b. Proficiency Testing
  - c. Quality Systems
  - d. Accreditation Body
  - e. Stationary Source Audit Sample
  - f. Chemistry
  - g. Microbiology
  - h. Whole Effluent Toxicity
  - i. Radiochemistry
8. New Business
  - a. Glossary of terms; Work Group Leadership
9. Old Business
  - a. Status of Guidance Document for Development and Maintenance of Standards regarding structure, formatting and Style (no change; still tabled by Policy Committee)