

**MINUTES OF
THE NELAC INSTITUTE'S
PROFICIENCY TESTING EXPERT COMMITTEE
March 8, 2011**

Agenda Item 1: Standing Committee Operations

The Proficiency Testing (PT) Expert Committee of The NELAC Institute (TNI) met by conference call on March 8, 2011. Committee Chairperson Kirstin McCracken led the call.

Call to Order: The teleconference was called to order at 1:35 PM ET.

The following committee members were present for this call:

Joe Pardue
Lisa Touet
Amy Doupe
Scott Hoatson
Shawn Kassner
Kirstin McCracken (Chair)
Stephen Arpie
Jim Weber
Judy Morgan

The following associate members were present for this call:

Rachel Ellis
Gary Dechant

Agenda Item 1: Approve Minutes 02/15/11

The minutes from 02/15/11 were reviewed. Joe made a motion to approve the minutes as written. The motion was seconded by Scott, all members present on the call voted to approve the minutes.

Agenda Item 2: Charter Review

The 2011 revisions to the committee charter were reviewed. Jim moved to approve the Charter, Shawn seconded the motion, all members present on the call voted to approve the charter. Kirstin will forward the committee charter to the CSDB.

Agenda Item 3: New Members

Kirstin told the committee that applications for 2 members had been received. One of the applications cannot be considered at this time because the stakeholder is a laboratory and the committee does not have any openings for this group, which is fine, because the applicant is more interested in serving on the FoPT Subcommittee of the PT Executive Committee.

The other applicant, Michael Wiseroch, would represent the "Other" category but the committee is unfamiliar with his background. Kirstin will request Mr. Wiseroch to submit a biographical sketch for further review.

Agenda Item 4: Experimental Analytes

Kirstin notified the call attendees that the experimental FoPT had been removed from the website. Gary confirmed and indicated that the FoPT were replaced with a Memo and that some FoPT will be moved to the accreditation tables but those where there was insufficient data are now obsolete.

Agenda Item 5: TIA Tables

The committee discussed the feedback received from the AC regarding the “issues” for which the AC requested TIA. It was decided that TIA would not be issued for experimental analytes, analysis dates, clause for unaccredited PTP and LOQ. These “issues” will be resolved in the next working draft standard and any questions about LOQ can be answered with a standards interpretation request.

The AC indicated a need for TIA for WET so Kirstin will submit the TIA to the CDSEC this week.

The next step is to begin work on the WDS. Kirstin will revise the WDS to include the language discussed in Savannah for review at the April call.

New Topics: What is going on with FL? Government intends to privatize FL DOH program. Will SDWA allow this? Judy Morgan indicated that at the AB Task Force in Savannah Greg Carrol indicated it would be OK to have 3rd party accreditation. Are any other states in same position? LA will not offer primary accreditation for out of state labs. Mitzi indicated that this was initially due to lack of resources for assessors but this position has since changed. How does this situation impact PT frequency? Should PT frequency be reconsidered? Discussion ensued. In general the real problem is that resources are scarce and this is true regardless of PT frequency. Some voiced the opinion that resources should be focused on audits rather than tracking PT; others pointed out that PTs provide an assessment tool between audits and this is a primary objective of PTs as identified from last year’s AB survey. The committee discussed the need for tools to assist the states evaluate PT and the possibility of standardizing exports for each state. Each state does something slightly different, however, ultimately these types of activities are not standards development activities so the group turned focus back to the working draft standard and decided that the WDS will be revised first to address the immediate AC concerns.

It was suggested that the committee use survey monkey when it is time to vote on the WDS.

The meeting adjourned at this point.

Attachment A

ACTION ITEMS TNI PROFICIENCY TESTING COMMITTEE

Item	Action Item	Assigned To	Due Date	Date Complete
1	Create WDS for Each Section	Kirstin	04/01/11	In Progress
2	Contact Michael Weisrock	Kirstin	04/01/11	04/01/11
3	Send TIA to CSDEC	Kirstin	03/10/11	03/10/11

Attachment B**TNI PROFICIENCY TESTING COMMITTEE MEMBERS**

Member	Affiliation	Email	Phone	Category
Stephen Arpie	Absolute Standards, Inc.	stephenarpie@absolutestandards.co	800-368-1131	Other (PTP)
Stacie Metzler	Hampton Roads Sanitation District	smetzler@hrsd.com	757-460-4217	Lab
Shawn Kassner	ERA-A Waters Company	skassner@era.qc.com	303-463-3531	Other (PTP)
Scott Hoatson	Oregon DEQ	hoatson.scott@deq.state.or.us	503-693-5786	AB (NELAC)
Roger Kenton	Eastman Chemical Company	rogerk@eastman.com	903-237-6882	Lab
Mitzi Miller	Dade Moeller & Associates	mitzimi@charter.net	509-531-2055	Other (Assessor)
Matt Sica	Maine CDCP	matthew.sica@maine.gov	207-287-1929	AB (Non-NELAC)
Lisa Touet	Massachusetts DEP	lisa.touet@state.ma.us	978-682-5237 x364	AB (Non-NELAC)
Kirstin McCracken (Chair)	TestAmerica, Inc.	KirstinL.McCracken@testamericainc	802-923-1019	Lab
Judy Morgan	Environmental Science Corp	Jmorgan@esclabsciences.com	615-773-9657	Lab
James Webber, Ph.D.	New York State DOH	webber@wadsworth.org	518-474-0009	AB (NELAC)
Amy Doupe	Lancaster Laboratories	adoupe@lancasterlabs.com	717-656-2300 x181	Lab

