

**MINUTES OF
THE NELAC INSTITUTE'S
PROFICIENCY TESTING COMMITTEE
CONFERENCE CALL
OCTOBER 9, 2007**

The Proficiency Testing (PT) Committee of The NELAC Institute (TNI) met by conference call on October 9, 2007 at 1:00 p.m. Eastern Time (ET). The call ended at 2:00 PM ET. Dr. Anand Mudambi of the US EPA led this meeting. The list of the committee members is given in Attachment B.

Introduction

The following members attended this call:

- Anand Mudambi
- Kirstin McCracken
- Tom McAninch
- Curtis Wood

The following associate members attended this call:

- Mike Miller (State of New Jersey, Trenton, NJ)

Status of Action Items from October 2, 2007 call

Item No.	Action	Date to be Completed
1.	Curtis Wood will send all committee members Tom Coyner's e-mail	Completed 10/09/2007

October 2, 2007 Conference Call: Comments Received on Volumes 3 and 4

Curtis Wood summarized last week's conference call. The committee agreed to respond to Mr. Coyner's additional comments sent to TNI in a memorandum (received separately from the comments received on the TNI ballots). Curtis will also draft responses to the additional comments received on Volume 3 in Mr. Coyner's memorandum.

Dan Tholen has sent the draft responses to the comments received on Volume 4.

Proficiency Testing Reporting Limit (PTRL) Discussion

The committee discussed rewriting the language for the Proficiency Testing Reporting Limit. Kirstin, Tom, and Jim will draft the language to address the situation when laboratories routinely operate above the PT spiking ranges. Mike Miller said that these situations really need multi-level PT samples in order to effectively evaluate laboratories.

Suspension and Revocation of Laboratories

The committee reviewed the e-mail drafted by Kirstin to the NELAP Board in order to get some guidance in responding to comments received on Volumes 1 and 2 regarding suspension and revocation of laboratory accreditation by Accrediting Bodies as well as a laboratory appeals process. Kirstin will send it to the NELAP Board.

Action Items

The list of action items from this call are given in Attachment A.

Next Call

The next teleconference will take place on October 16, 2007 at 100 PM ET.

Attachment A

**ACTION ITEMS
TNI PROFICIENCY TESTING
OCTOBER 9, 2007**

Item No.	Action	Date to be Completed
1.	Kirstin will send an e-mail to the NELAP Board regarding guidance on suspension and revocation of laboratories as well as a laboratory appeal process.	October 20, 2007

Attachment B

TNI PROFICIENCY TESTING COMMITTEE MEMBERS

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