MINUTES OF
THE NELAC INSTITUTE’S
PROFICIENCY TESTING COMMITTEE
CONFERENCE CALL
NOVEMBER 13, 2007

The Proficiency Testing (PT) Committee of The NELAC Institute (TNI) met by conference call on November 13, 2007 at 1:00 p.m. Eastern Time (ET). The call ended at 1:30 PM ET. Kirstin McCracken of TestAmerica Laboratories led the meeting. The list of the committee members is given in Attachment B.

Introduction

The following members attended this call:
• Kirstin McCracken
• Jim Pletl
• Dan Tholen

The following associate members attended this call:
• Mike Miller (State of New Jersey, Trenton, NJ)
• Chuck Wibby (Wibby Associates)

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Action</th>
<th>Date to be Completed</th>
</tr>
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<td>RaeAnn will send the revised Volume 2 (based on the response to comments) to the committee</td>
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<td>3.</td>
<td>Curtis will draft responses to Mr. Coyner’s comments and distribute them to the committee.</td>
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<td>4.</td>
<td>Anand will ask Greg Carroll (EPA) if there are any updates to the drinking water reporting requirement.</td>
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PT Sample Frequency and Experimental PT samples Discussion

The meeting attendees discussed PT Sample frequency and experimental PT samples. Jim Pletl said that both topics had brought to the attention of the Environmental Laboratory Advisory Board (ELAB). Kirstin said both these items are also under discussion by the PT Board. Dan Tholen said that these items should be a topic for the PT Forum. Kirstin will present these items as discussion topics to the Carl Kircher (Chair, TNI PT Board) at the next PT Board call.

Action Items

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

Next Call

The next teleconference will take place on November 20, 2007 at 100 PM ET.
## Attachment A

### ACTION ITEMS

**TNI PROFICIENCY TESTING**

**November 13, 2007**

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### TNI Proficiency Testing Committee Members

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<tr>
<th>Name</th>
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</table>
| Anand Mudambi, Chairman | USEPA/OW                                           | T: (202) 564-2817  
F: (202) 566-0055  
E: mudambi.anand@epa.gov |
| RaeAnn Haynes       | Oregon Department of Environmental Quality        | T: (503) 229-5983 ext 227  
F: (503) 229-6924  
E: HAYNES.Raeann@deq.state.or.us |
| Thomas McAninch     | Laboratory Consulting Services                    | T: (903) 757-4269  
F: (903) 234-9781  
E: mcaninch@cablelynx.com |
| Kirstin McCracken   | TestAmerica Burlington                            | T: (802) 923-1019  
F: (802) 660-1919  
E: KirstinL.Mccracken@testamericainc.com |
| James Pletl         | Hampton Roads Sanitation District (HRSD)          | T: (757) 460-4246  
F: (757) 460-2372  
E: jpletl@hrsd.com |
| Matthew Sica        | Maine Laboratory Certification Program            | T: (207) 287-1929  
F: (207) 287-4172  
E: matthew.sica@maine.gov |
| Dan Tholen          | A2LA                                             | T: (231) 929-1721  
F: (610) 374-7234  
E: dantholen@charter.net |
| Curtis Wood         | Environmental Resource Associates                 | T: (303) 431-8454  
F: (303) 421-0159  
E: cwood@eraqc.com |