

**MINUTES OF
THE NELAC INSTITUTE'S
PROFICIENCY TESTING COMMITTEE
April 13, 2010**

Agenda Item 1: Standing Committee Operations

The Proficiency Testing (PT) Committee of The NELAC Institute (TNI) met by conference call on April 12, 2010 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:

Kirstin McCracken (KM)
Stacie Metzler (SM)
Judy Morgan (JM)
Stephen Arpie (SA)
Dan Tholen (DT)
Amy Doupe (AD)
Roger Kenton (RK)
Lisa Touet (LT)

The following associate members were present for this call:

Gary Dechant (GD)
Rachel Ellis (RE)
Chuck Wibby (CW)
Mike Miller (MW)

Gary – Question: Volume 1 – Requirements for Corrective Action for PT – the standard states that supplemental PT may be used but does not specifically address what happens – is the corrective action PT is included in the performance history evaluations? Yes. Should clarification be included in guidance document? Yes. Consensus – if the supplemental PT is used to restore performance history and/or if results are sent to AB, the supplemental PT is counted in performance history. If lab is using the PT for internal purposes and is not reporting results to the state – it is not.

Can labs's run QC standards with the PT? Consensus – cannot run the QC standard with the PT sample unless it is run with every batch – cannot substitute PT QC for routine LCS.

Agenda Item 1: Standing Committee Operation Items

The minutes from the 03/09/10 teleconference were reviewed. Dan Tholen moved to accept the minutes as written, Roger seconded the motion. 7 Yes, 0 No, 0 Abstain.

Agenda Item 2: Subcommittee

Amy / Air: Subcommittee will review PT data from 1st NJ study and then determine if any changes are needed but the subcommittee is not recommending TIA at this time.

Shawn / RAD: Shawn sent materials to committee and feedback has been given.

Chuck / Micro: Drafting language on P/A method – to review next month.

Stacie / WET: Drafted appendix to V1 – similar to NELAC 2003. PT Frequency = 1 per year and subcommittee removed references to DMRQA, corrective action scenario for failure. Added assessor requirements that mirrored V1- WET study 75 days instead of 45. Can DMRQA not be used? DMRQA has longer time frame. Can frequency of analysis be specified on FoPT tables- can SIR go conflict with a standard requirement? Kirstin to check with Jerry. Next steps – set up call with Chair of NELAP Board, TNI Board, and Executive Director. These cannot be handled through V3 – can they be addressed through SIR? Action Item: Next week – set up call. Revise and issue for review.

Agenda Item 3: AB Survey

Judy has reviewed last set of revisions – there are still some concerns about questions being biased especially with regards to PT frequency. Many questions clarified – is it time to beta test? Stacie – let's test. Kirstin moved to send survey out for beta testing – Stacie seconded motion. 7 Yes, 0 No, 0 Abstain.

Meeting was adjourned: 2:34 PM

Attachment A

**ACTION ITEMS
TNI PROFICIENCY TESTING COMMITTEE**

Item	Action Item	Assigned To	Due Date	Date Complete
1	Micro TIA for V3	Chuck	In Progress	
2	Draft Guidance	Scott, Mitzi, Shawn	April	
3	Send AB Survey out for beta test	Judy	April	
4				
5				

Attachment B

TNI PROFICIENCY TESTING COMMITTEE MEMBERS

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