

**SUMMARY OF THE
TNI LABORATORY PROFICIENCY TESTING EXPERT COMMITTEE MEETING**

JANUARY 4, 2019

The Committee met by teleconference on Friday, January 4, 2019, at 11:00 am EST. Chair Nicole Cairns led the meeting.

1 – Roll call

Rachel Bailey, Advanced Analytical Solutions (PT Provider)	Present
Jim Brownfield, ESC (Laboratory)	Present
Nicole Cairns, NYSDOH (Chair; Laboratory)	Present
Thekkekalathil Chandrasekhar (Chandra), FLDEP (Laboratory)	Present
Matthew Sica, ANAB (AB)	Absent
Patrick Garrity, KYDOW (AB)	Absent
Craig Huff, ERA (PT Provider)	Present
Susan Jackson, SC DHEC (Laboratory)	Absent
Tim Miller, Phenova (PT Provider)	Present
Reggie Morgan, Hampton Roads San. Distr. (Lab)	Present
Ken Jackson, Program Administrator	Absent

Associate Committee Members present: Shawn Kassner, Neptune; Brian Stringer, ERA

2 – PTRL Guidance Document

Nicole provided an update on the status of the PTRL guidance document. LASEC and NELAP AC approved the document. The Policy Committee had requested that document include section numbers. This was being completed and would be sent back to Policy with no other changes.

3 – Standard Interpretation Request (SIR) Reviews

Nicole had discovered one additional SIR that had not been finalized when the committee started their review, but it had since been approved. The committee considered this final SIR and then voted again to approve the whole, final table to send back to Jerry.

4 – Meeting in Milwaukee

Nicole presented the Milwaukee power point presentation to the committee via Webex for comment. Minor editorial changes were made.

5 – Adjournment

The meeting was adjourned.