

## Proficiency Testing Expert Committee

### Meeting Summary January 8, 2021

The Committee met via teleconference on Friday, January 8 at 11:00 AM ET. Chair Kirstin Daigle led the meeting. The call was being recorded for the sole purpose of preparation of meeting minutes. The recording will be deleted immediately upon creation of said minutes. The agenda for the meeting is provided as Attachment 1. The agenda was approved by the committee as presented.

#### Roll call

Nicole Cairns, NYSDOH (Laboratory)	Present
Thekkekalathil Chandrasekhar (Chandra), FLDEP (Laboratory)	Present
Patrick Garrity, KYDOW (AB)	Present
Craig Huff, ERA (Vice-Chair; PT Provider)	Present
Susan Jackson, SC DHEC (Laboratory)	Present
Tim Miller, Phenova (PT Provider)	Present
Reggie Morgan, Hampton Roads San. Distr. (Laboratory)	Present
Rachel Bailey, Advanced Analytical Solutions (PT Provider)	Present
Amy Pollard, Occidental Chemical (Laboratory)	Present
Kirstin Daigle, Pace Analytical (Chair; Laboratory)	Present
Sennett Kim, A2LA (AB)	Present
Rachel Ellis, NJ DEP (AB)	Present
Amy DeMarco, NYSDOH (PT Provider)	Present
Mike Blades, ERA (PT Provider)	Present
Jim Todaro, Alpha Analytical (Lab)	Present
Robert Wyeth, Program Administrator	Present

Associate Committee Members Brian Stringer, Audrey Cornell, Danielle Pearman, and Shawn Kassner. With a quorum present the meeting proceeded.

#### Welcome New Members

Kirstin welcomed new committee members; Mike Blades, Amy DeMarco and Jim Todaro to the Expert Committee and thanked everyone for their participation. PTEC members elected their 2021 leadership. Said leadership will be provided by Kirstin Daigle as Chair and Craig Huff as Vice-Chair.

#### Training Reminder

Bob reminded all members of the availability of training materials on the TNI website and requested any member who have not done so to visit the following link for training; <http://nelac-institute.org/eds/download/ChairTraining.php>. This training is admittedly old and is being revised by the CSDEC and will be available in early 2021 and will be required of all committee participants.

### **Review and approve December 2020 minutes**

December 4, 2020 minutes were reviewed. A motion was made by Tim and seconded by Craig to accept the minutes. The motion was unanimously approved. T minutes will be forwarded to William for posting on the TNI website.

### **Winter Meeting Reminder**

Kirstin reminded all committee members of the TNI Winter meeting, The Forum on Environmental Accreditation, being held virtually from January 25- 29, 2021. The PTEC session is scheduled for Thursday January 28<sup>th</sup> at 2:00 PM ET. Committee members were encouraged to register as soon as possible for the meeting. The PTEC will also contribute to and participate in the joint meeting of the PTPEC and Whole Effluent Toxicity committee in a session on Monday, January 25<sup>th</sup> at 2:00 PM ET. Finally, in regards to the Forum, the PTEC is also providing input to the Mentor session on Tuesday January 26<sup>th</sup> at 2:00 PM ET regarding “Effectively Managing your PT Program”.

Kirstin continued with a discussion of her plans for the presentation during the PTEC session. Training is being provided by Ilona for those presenters unfamiliar with Webex. Bob reminded the committee that their PowerPoint presentation is due to Suzanne Rachmaninoff by January 19, 2021.

### **Review of PT Standards**

- **5\_Comments – Review of PT Standards 12.04.2020 Update**

- i. Spreadsheet Rows 8, 11-13**

The committee then continued with the review of the previously prepared spreadsheet of potential issues for consideration for modification in modules of the standard for which this committee is responsible.

The process began with item 8 on the spreadsheet and continued with discussion on issues presented in lines 11-13. The updated spreadsheet resulting from the 1/8/2021 meeting is presented below. Inspection of the spreadsheet for Items 8 and 11-13 provides the outcome of the committee deliberations. The issues on the spreadsheet are primarily related to EL V1 M1; the committee will also begin to investigate potential needed changes in EL V2 M2.



Copy of 5\_Comments  
- Review of PT Standa

## **New Business**

No new business was presented.

The PTEC meeting adjourned at 12:20 PM ET on a motion by Tim and a second by Craig. The motion passed unanimously. The next meeting of the PTEC is scheduled for 11:00 AM ET on February 5, 2021.

## **Attachment 1**

### **TNI Proficiency Testing Expert Committee Agenda**

**01/08/21**

**11:00 AM – 12:30 PM EST**

Dial-in using your phone:

United States: **+1 712-832-8330**

Access code: **822 174**

1. Recording Disclosure - Bob
2. Roll Call
3. Welcome New Members
4. Training Reminder
5. Review and approve minutes from previous meetings:
  - TNI\_PTEC\_12-04-2020\_draft\_
6. Winter Meeting Reminder
7. Review of PT Standards
  - 5\_Comments – Review of PT Standards 12.04.2020 Update
    - i. Spreadsheet Rows 8, 11-13
8. New Business

