

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

**MARCH 3, 2017**

The Committee met by teleconference on Friday, March 3, 2017, at 11:00 am EST. Chair Nicole Cairns led the meeting.

**1 – Roll call**

Fred Anderson, Advanced Analytical Solutions (Other)	Present
Nicole Cairns, NYSDOH (Chair; Other)	Present
Rachel Ellis, NJ DEP (AB)	Present
Patrick Garrity, KYDOW (AB)	Present
Craig Huff, ERA (Other)	Present
Susan Jackson, SC DHEC (AB)	Present
Stacie Metzler, Hampton Roads San. Distr. (Lab)	Absent
Tim Miller, Phenova (Other)	Absent
Joe Pardue P2S (Vice-Chair; Other)	Present
Donna Ruokonen, Microbac (Lab)	Absent
Ken Jackson, Program Administrator	Present

Associate Committee Members present: Amy Blum, NY City DEP; Joe Boatright, BSK Associates; Thekkekalathil Chandrasekhar, FLDEP; Audrey Cornell, ERA; Scott Hoatson, OR DEQ; Shawn Kassner, Neptune; Brian Stringer, ERA.

**2 – Previous Minutes**

It was moved by Joe and seconded by Fred to approve the minutes from the Houston meeting on January 25, 2017. All were in favor. It was moved by Joe and seconded by Fred to approve the minutes of February 3. All were in favor.

**3 – Charter and Workplan**

Nicole had sent out to the committee a summary of the new charter format, and had drafted and circulated a draft of the new charter that followed the new format. This was discussed. Tim had suggested clarifying whether Associate Committee members have voting privileges, but it was decided this was not necessary since it is already specified elsewhere that they do not. He also asked if the date and time of monthly teleconferences should be stated, but Nicole said she had been told not to do so, since dates and time might change and this was intended to be a permanent document. However, Nicole said she would need to get the date and time updated on the TNI website. Scott wondered if the charter should just specify regular conference calls rather than monthly calls, since the committee had been meeting every two weeks, but this was thought not to be necessary. In response to a question by Ken, it was agreed that it should be stated meetings are open to the general public. Reference to the EPA cooperative agreement was removed, since this was no longer in effect.

Under “Objectives”, Nicole asked if success measures for the manufacture of PT samples should include measurement of failure rates as an indicator of PT Provider consistency. Fred thought this was appropriate. Craig suggested adding, as an extra success measure, the consistency of application of the TNI standard across PT Providers, but Nicole wondered how that would be

evaluated by the PTPAs. Shawn asked how success measures could then be applied to ABs and laboratories in their consistency of application of the standard. This would fall under item 4 of the charter (Collaborate with the PTPEC to ensure successful and consistent implementation of PT standards). Scott questioned if the implementation was really within the scope of this committee, and it was agreed to change the wording to say the committee would support the PTPEC rather than collaborate with its members. Objective #3 stated: “Develop and maintain consensus standards that support PT sample design and scoring criteria (analyte, matrix, concentration and acceptance criteria) appropriate to evaluate a participant’s competency in the field(s) of accreditation for which the PT sample was manufactured.” The success measures were “Successful accreditation of PT Providers showing compliance with design and scoring criteria specified in the standards and on the Fields of Proficiency Testing (FoPT) tables approved by the PTPEC and applicable TNI programs.”. It was suggested changing “successful” to “continued”.

Under “Decision Making”, Nicole proposed “Decisions of the PTEC are generally made by a majority vote in the presence of a quorum during teleconferences, face-to-face meetings, or by electronic voting unless an alternative voting procedure is determined to be necessary by the committee.”

There was no further discussion and Nicole e-mailed a revised version of the charter to the committee. Following its review, it was moved by Fred and seconded by Craig to approve the charter. All were in favor. Nicole said she would now send the charter to the Consensus Standards Development Executive Committee.

#### **4 – Standard Interpretation Requests**

##### **SIR 266**

This had been discussed in the meeting of October 30, 2015. The SIR asked if a laboratory reports PT results on an analyte by two separate methods, whether a failure in one of them would also constitute failure of the other if both methods were of the same technology. The committee had confirmed this was so, citing Clause 5.1.1 in the 2009 standard. Nicole had also drafted a new, though similar, response to this SIR. It was moved by Rachel and seconded by Fred to approve Nicole’s response. All were in favor.

##### **SIR 275**

This had also been discussed on October 30, 2015. It asked if the requirement of an AB to inform all secondary ABs of laboratory revocation also applied to partial revocation. Again, the committee was asked to decide whether to approve Shawn’s original response or a response written by Nicole. Nicole was asked if it should be added that this did not apply to suspension, and she thought it should be strictly limited to the question being asked; i.e., revocation. The ABs on the call agreed. It was moved by Rachel and seconded by Craig to approve Nicole’s response. All were in favor.

Nicole said she would send both SIRs back to LASEC.

#### **5 – PT Committee website page**

Nicole identified some updates needed. It was agreed to remove superfluous and outdated information, including documents under “Documents and Presentations”, and to update conference call times and committee chair contact.

## **6 – Adjournment**

The meeting was adjourned at 12:00 pm EST, with the next call to be scheduled on April 7, when the Small Laboratory Handbook would be considered.