

**SUMMARY OF THE  
TNI LABORATORY PROFICIENCY TESTING EXPERT COMMITTEE MEETING  
MARCH 20, 2015**

The Committee met by teleconference on Friday, March 20, 2015, at 11:00 am EST. Chair Shawn Kassner led the meeting.

**1 – Roll call**

Fred Anderson, Advanced Analytical Solutions (Other)	Present
Kareen Baker, Independent (Other)	Present
Yumi Creason, PA DEP (AB)	Absent
Nicole Cairns, NYSDOH (Other)	Present
Rachel Ellis, NJ DEP (AB)	Absent
Scott Hoatson, Oregon DEQ (AB)	Present
Shawn Kassner, Phenova (Chair; Other)	Present
Stacie Metzler, Hampton Roads San. Distr. (Lab)	Absent
Mitzi Miller, Dade Moeller Assocs. (Other)	Present
Judy Morgan, Env. Science Corp. (Lab)	Present
Joe Pardue, P2S (Vice-Chair; Other)	Present
Jim Todaro, Alpha Analytical (Lab)	Absent
Lisa Touet, MA DEP (AB)	Present
Ken Jackson, Program Administrator	Absent

Associate Committee Members present: Thekkekalathil Chandrasekhar, FLDEP; Shari Pfalmer, ESC; Brian Stringer, ERA.

**2 – Previous Minutes**

It was moved by Fred and seconded by Judy to approve the minutes of March 6, 2015. All were in favor.

**3 – Volume 1 Module 1, Volume 2 Module 2, and Volume 4**

Shawn had circulated the modified versions to the committee, and he asked for volunteers to read through them to check if all agreed changes had been made. Fred volunteered to cover Volume 4, Judy said she would go through Volume 1 Module 1, and Scott said he would go through Volume 2 Module 2. Shawn said he would forward all the comments to the volunteers, and asked them to complete the task before the next call.

In response to a question from Nicole, Shawn said he had not yet received feedback from Matt Sica over Volume 4, Section 4.3, and he would again contact him.

**Adjournment**

The meeting was adjourned at 11:25 am EST.