

Proficiency Testing Expert Committee

Meeting Summary May 3, 2019

The Committee met by teleconference on Friday, May 3, 2019, at 11:00 AM EST. Chair Nicole Cairns led the meeting. The agenda for the meeting is attached as Attachment 1.

1 – Roll call

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

A quorum was present and the meeting proceeded.

Associate Committee Member present: Audrey Cornell and Amanda Grande

A 2019 roster of PTEC membership was forwarded to William for purposes of updating the TNI website.

2 – Approve Minutes

The minutes from the April 5, 2019 conference call was presented. No corrections or additions were made. A motion to approve the minutes was made by Chandra and seconded by Craig. Minutes were approved by committee members with an abstention from Tim. Minutes will be posted on the TNI website

3. - PTRL Guidance Document

The PRTL guidance document was approved and posted on the TNI website.

<https://nelac-institute.org/content/NELAP/interpret.php>

4 – V2M2 Checklist

PTEC previously reviewed and prepared input on the V2M2 checklist for “NELAP Checklist to Determine Accreditation Body Compliance” and sent their product to the LAB. The LAB expert committee reviewed the product provided by the PTEC and as a courtesy provided their “near final” version of the checklist prior to their approval of

this checklist. This “near final” document from LAB showed some minor changes and revisions in format to that suggested by PTEC. PTEC had no further comments on the checklist in its current form.

5 – PT Requirements – DoD vs TNI

As little has been included in the latest DoD/DOE QSM regarding PT issues, the PTEC prepared a comparison of the two “standards” . The comparison of DoD/DOE QSM requirements to the 2016 TNI Standard was completed and approved by the committee during their previous call and subsequently presented to TNI staff. Jerry considered this a valuable document and accepted the PTEC offer to prepare a companion document comparing requirements of the TNI Standard to those of the DoD/DOE QSM.

The preparation of this companion document will likely illustrate the difference in approach of TNI and the DoD/DOE regarding overall PT practices.

The effort to produce the companion document will focus on Sections 4, 5, 6, 7, and 8 (accreditation requirements, PT frequency, corrective action, compliant resolution and reinstatement, respectively) of the TNI Standard. Tim volunteered to prepare the Section 4 comparison. Craig volunteered to prepare the Section 5 comparison while Chandra will complete the process for Sections 6, 7, and 8. The format used in the original comparison will be utilized for the companion comparison document. Nicole will assume the task of merging the 3 “pieces” together.

It is anticipated that the comparison documents will be finalized by the July PTEC call and in time for submission to Jerry prior to the Jacksonville meeting.

6 – NEMC – Conference Agenda – Jacksonville, FL.

Committee will only meet for 1 hour in Jacksonville in August. Discussed use of this time at the conference; options were PTRL, or SIR update. Nicole will confirm the 1 hour time allotted (confirmed by Jerry on 5/3/2019). Will announce PTRL webinar recording available through the website, will provide some brief PTRL guidance and will provide a review of applicable SIRs. On the June call committee will review and prepare the SIRs to present in Jacksonville.

8 – Adjournment

The meeting was adjourned on a motion by Tim, a second by Craig and unanimously approved at 11:30 AM ET.

The next call with **not** be on June 7, 2019 as normally scheduled. Due to unavailability of the Chair, the next call will be at 11am Eastern time on **June 14, 2019**.

Attachment 1

TNI Proficiency Testing Expert Committee Agenda

05/03/19

11:00 AM – 12:30 PM EST

1. Review and approve minutes from 04/05/19.
2. Website Updates – Committee Members
 - Remove Donna, Fred and Rachell Ellis; Add Rachel Bailey, Chandra, and Matt
3. PTRL Guidance Document – Approved – Posted on TNI website
<https://nelac-institute.org/content/NELAP/interpret.php>
4. V2M2 Checklist – Final
 - Color-coded to match other two V2 modules
 - A note was moved into the item it's related to (now item 249)
 - Where a paragraph included multiple subparts (i.e., a, b, c), the introductory portion is now included with the first requirement, so that all numbered items are a specific requirement
5. PT Requirements – TNI vs DOD requirements
6. NEMC – Conference Agenda – Jacksonville, FL