

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

MAY 9, 2014

The Committee met by teleconference on Friday, May 9, 2014, at 11:00 am EST. Chair Shawn Kassner led the meeting.

1 – Roll call

| | |
|--|---------|
| Fred Anderson, Advanced Analytical Solutions (Other) | Present |
| Stephen Arpie, Absolute Standards (Other) | Present |
| Kareen Baker, Independent (Other) | Present |
| Yumi Creason, PA DEP (AB) | Present |
| Rachel Ellis, NJ DEP (AB) | Absent |
| Scott Hoatson, Oregon DEQ (AB) | Present |
| Shawn Kassner, Phenova (Chair; Other) | Present |
| Roger Kenton, Eastman Chemical Co. (Lab) | Absent |
| Stacie Metzler, Hampton Roads San. Distr. (Lab) | Absent |
| Mitzi Miller, Dade Moeller Assocs. (Other) | Absent |
| Judy Morgan, Env. Science Corp. (Lab) | Present |
| Virgene Mulligan, Amrad (Lab) | Absent |
| Joe Pardue, P2S (Other) | Absent |
| Jim Todaro, Alpha Analytical (Lab) | Absent |
| Lisa Touet, MA DEP (AB) | Present |
| Ken Jackson, Program Administrator | Present |

Associate Committee Members present: Nicole Cairns, NYSDOH; Jeff Lowry, Phenova; Bob O'Brien, Sigma-Aldrich; Brian Stringer, ERA.

2 – Previous Minutes

It was moved by Fred and seconded by Kareen to approve the April 25, 2014 minutes. All present were in favor.

3 – Volume 3

Shawn reported the webinar on the V3 WDS went well, and comments were coming in. Those received so far centered on independent reference material/second source standards, conformance with ISO 17025, need for a PTP audit trail, and adding the study matrix to provider reports. As more comments were received, Shawn would send them to Ken who would cut-and-paste them onto the comment forms and return them to Shawn.

3 – Volume 1 Module 1 (V1M1) and Volume 2 Module 2 (V2M2)

Ken had sent the Voting Draft standards for website publication and voting. He expected them to be posted very soon. Scott was concerned that “semi-annually” had been reinserted into the section on PT frequency, thinking it would lead to confusion. It was suggested he could send in a comment on this when he voted.

4 – Volume 4 Working Draft Standard

The committee was asked if there should be further discussion on this. Since there was none it was moved by Fred and seconded by Judy to move the Volume 4 Working Draft Standard out of committee. All were in favor. Ken said he would format it and submit it for website posting as a Working Draft Standard.

Adjournment

The meeting was adjourned at 11:25 am EDT.