

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

MAY 23, 2014

The Committee met by teleconference on Friday, May 23, 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)	Absent
Kareen Baker, Independent (Other)	Absent
Yumi Creason, PA DEP (AB)	Present
Rachel Ellis, NJ DEP (AB)	Present
Scott Hoatson, Oregon DEQ (AB)	Present
Shawn Kassner, Phenova (Chair; Other)	Present
Roger Kenton, Eastman Chemical Co. (Lab)	Present
Stacie Metzler, Hampton Roads San. Distr. (Lab)	Absent
Mitzi Miller, Dade Moeller Assocs. (Other)	Absent
Judy Morgan, Env. Science Corp. (Lab)	Absent
Virgene Mulligan, Amrad (Lab)	Present
Joe Pardue, P2S (Other)	Absent
Jim Todaro, Alpha Analytical (Lab)	Absent
Lisa Touet, MA DEP (AB)	Present
Ken Jackson, Program Administrator	Absent

Associate Committee Member present: Al Ramsey, ERA.

2 – Previous Minutes

It was moved by Scott and seconded by Roger to approve the May 9, 2014 minutes. All present were in favor, except Rachel and Virgene who abstained. Since a quorum was not present, Shawn said he would send the draft minutes out for e-mail vote.

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

Shawn reminded everyone to vote on these modules.

3 – Volume 4 Working Draft Standard

Shawn said he was working with Ilona to have this posted and to set a date for the webinar, and he would then forward that information to the committee. Several comments had already been received to add the audit trail to this standard.

4 – Volume 3 Working Draft Standard

Shawn had received comments from the microbiology subcommittee on adding Protozoans. He would put those into the correct format and circulate them together with the other comments. A start could then be made on reviewing the comments during the next conference call. He asked committee members to be familiar with Volume 3 in readiness for the next call.

5 – Scheduling future calls

It might be necessary to change the weeks of the bi-weekly calls due to at least one member being furloughed every other Friday. Shawn suggested discussing this during the next call.

Adjournment

The meeting was adjourned at 11:15 am EDT.