

Proficiency Testing Expert Committee

Meeting Summary November 1, 2019

The Committee met by teleconference on Friday November 1, 2019 at 11:00 AM ET. Chair Nicole Cairns led the meeting.

Roll call

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

Associate Committee Member Audrey Cornell, Brian Stringer, and Danielle Pearman were also present. With a quorum present the meeting proceeded. Attachment 1 presents the agenda for the meeting.

Review and approve minutes from October 11, 2019

The minutes from the October 11, 2019 conference call/meeting were presented and discussed. No changes were made and on a motion by Susan, second by Rachel and a unanimous vote of the members present, the October minutes were approved. Tim abstained from the vote as he was not present for the October call. Minutes will be forwarded to William for posting.

PTEC Membership – look forward

Nicole reminded members that she would be vacating her chair position at the end of 2019 while remaining a committee member through the end of her term in 2020. A volunteer to succeed her was discussed and any interested committee members should discuss the duties and responsibilities of this role with her directly.

Conference Agenda – Newport Beach, CA

Nicole advised committee members of the need to begin planning the agenda for the TNI winter meeting in Newport Beach. She volunteered to chair the meeting, if necessary, as the past chair of the PTEC. Suggestions were for an open meeting of the committee and seeking any feedback from the recent implementation of the 2016 Standard. A question was asked as to the availability of a conference line for the open meeting. Nicole

indicated that based on the anticipated topics for discussion and their lack of urgency, a line, at this point, would not be requested. The issue was tabled for further discussion if needed during the December committee call. At this juncture Nicole will plan for a regular committee meeting with a broader introduction as to committee activity and Q&A on the standard.

Consolidated Comments for Standard Review

- **Comments - Review of PT Standards 10.11.19.xlsx**

Based upon comments from the October meeting Nicole created a spreadsheet of potential concerns going forward for the committee/standard and presented then with a rank of major or minor. Attachment 2 presents this spreadsheet of comments/suggestions for future topics in the next revisions of the standards. Comments will also be looked at relative to the need for correspondence with the LASEC and/or AC to initiate the discussion.

Nicole requested from Jerry copies of the applicable ISO standards for potential concerns as the committee presents modifications to the standard. The issue of how the reference to an ISO requirement would be addressed was discussed and the issue/concern will be added to the spreadsheet in Attachment 2. The issue of Supplemental PTs and the need for second column confirmation will also need to be addressed.

Minor comments and suggestions were made to the spreadsheet which Nicole will redistribute prior to the next call.

The next meeting of the PTEC is scheduled for December 6, 2019 at 11:00 AM ET. Committee members will be advised as to the need for this December meeting, which at this time was being considered as potentially unnecessary. The committee will still meet in January prior to the winter meeting.

The meeting adjourned at 11:45 PM ET on a motion by Tim, a second by Rachel and a unanimous vote of the committee.

Attachment 1

TNI Proficiency Testing Expert Committee Agenda

11/01/19

11:00 AM – 12:30 PM EST

1. Review and approve minutes from 10/11/19
 - TNI_PTEC_10-11-2019_draft.2.docx
2. PTEC Chair
3. Conference Agenda – Newport Beach, CA
4. Consolidated Comments for Standard Review
 - Comments - Review of PT Standards 10.11.19.xlsx

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United States: +1 641-426-1600

Access code: 822 174

Attachment 2



Copy of Comments -
Review of PT Standar