

TNI PT Board Meeting Summary March 18, 2010

1) Roll call and approval of minutes:

Chairman Eric Smith called the TNI PT Board meeting to order on March 18, 2010, at 1:00 PM EST. Attendance is recorded in Attachment A – there were 8 Board members present during voting. Associate members Jeff Lowry, Aruna Kaveeshwar, Chuck Wibby and Randy Querry were also present. The meeting was adjourned at 2:35 EST (Motion: Steve Second: Carl Unanimously approved.)

The minutes from the February 18, 2010 and March 4, 2010 were reviewed. Gary motioned that the minutes be approved with the editorial changes Eric e-mailed on 3-17-10. The motion was seconded by Steve and was unanimously approved.

2) DW FoPT Table

The recommended effective date is still July 1, 2010. We need to see when the NELAP Board approves it to make sure that the date will still work. The PT Board should also confirm with the providers that the recommended date is doable.

Eric asked whether the additional Excel file should be sent. The Board agreed to send it. Eric will also highlight information about the dual purpose analytes in the cover letter.

3) SOP Updates

Eric provided information about what Jerry did to update the format of the PT Board SOPs.

The Board felt the updates should be given a new revision number. Iona will contact Jerry about the numbering system and then Eric will send them out to the Board members for an e-mail vote.

4) A2LA Question Regarding the Use of the PT Database

Some PT Providers expressed concern about A2LA sharing data from the database with the PT Board. Perhaps the request should be reworded? The PT Providers should be asked if there is any data that the PT Providers feel is inappropriate to share from the database.

Randy could not think of anything that is included in the database that should be of great concern. Participants on the call said they were concerned about sharing the number of studies, “n”. Jeff clarified that it is an issue of knowing “n” and the identification of the provider. Other providers also want to be sure that the information is only being used to set control limits. Eric noted that the information might be used for historical trending, examining outliers, etc ... The provider’s identity is not needed.

It would be simpler to get the data for FoPT updates from A2LA then having to go through individual providers.

Randy noted we first need to have agreement from the PT Providers and then we need to add the option of providing this information to the A2LA – TNI agreement. Randy does not believe this is in the current Scope of Work (SOW). Randy will look at the SOW and confirm that providing this information does not require an update.

Gary thought that A2LA was supposed to periodically update the limits based on information in the database and provide them to the FoPT Subcommittees for review versus what is currently in the tables. This information would be used to evaluate the need to update limits in the FoPT table. Carl did not remember this. Curtis pointed out that there is a lot more that happens in the FoPT subcommittees when setting limits and that A2LA should only provide the data to the subcommittees.

Chuck noted that he would like A2LA to provide only the data specific to limit updates and not other information that might be proprietary. Carl noted that the FoPT subcommittees request specific information for the limits and it could be confirmed that the PT providers don’t have a problem with any of the request. Chuck commented that they have a problem providing “n”, so maybe A2LA could be asked to only provide data above a certain “n”. There is usually plenty of data, but providing the data this way may become a possible issue when an analyte is first being added to the table. Sometimes there are not enough studies in the requested window of time.

It was suggested that perhaps PT Providers should be required to provide data – add requirement to the Standard. Eric felt PT providers should be able to voluntarily provide data. If it becomes a problem in the future, this could be considered.

A2LA will go back to the PT providers and specifically let them know what needs to be provided. Eric will prepare Draft language and send it to the Board for comment. Carl asked that this draft include a discussion about “n” – A2LA can provide info on studies with “n” above a certain number. Occasionally we may need additional data when “n” is less than the SOP requirement. Eric will provide this information within the next day.

5) Adopting Volume 3 and 4

There are certain aspects of Volume 3 that can be implemented immediately and others that may not be fully implemented until July 2011.

A2LA wants to use the new standard for the next round of PT Provider evaluations. It is an improved standard. Reporting and scoring may be an issue, but these potential disagreements would still be fewer than what they saw during the last round of evaluations using the old standard. A2LA is not sure they would cite a difference as a deficiency. It might be an observation. It could be corrected in July 2011 and then they could do a paper audit to confirm the correction.

Jeff agreed that an observation would be preferred. Chuck disagreed – he can't implement some items until after July 2011. The audit needs to look at proof of implementation. It would cost his company additional money to prepare for an audit this way. There won't be anything to audit, because they will not have proof of implementation.

The new standard has different scoring criteria and manufacturing criteria. The PT Providers are required to respond to the A2LA checklist and provide proof of implementation.

Randy's understanding is that there are only a few spots where there is a conflict between the 2003 and the new TNI standard. In those areas – would A2LA assess what is being done if it does not meet the new checklist or would they just write it as an observation? Randy said they could assess the current process and at the 2011 date they would request that each provider show objective evidence of how it meets the new standard requirement.

PT providers have seen the draft checklist and have provided comments. A copy of the checklist will be provided to the PT Board for the April call. Carl noted that he provided a crosswalk between Volume 3 and 4 and the NELAC 2003 standard. This can be used to help with this issue. It could provide A2LA with some guidance on where PT providers should be given some allowance. A2LA needs to prepare a transition plan. Carl will resend the crosswalk to the Board and associate members on the call.

6) Realigning TNI Operations

Eric prepared comments that he passed along to Jerry Parr. He did not think there was a need for a PT Caucus given the format of the current meetings. He asked the Board if they had any additional comments. None were provided.

7) Remaining Agenda Items

The remaining agenda items will be covered on the next call. These items include:

- Subcommittee member question regarding SCM FoPT table review.
- Review NPW FoPT table info provided by subcommittee (Please review and send e-mail comments during the month.)

8) New Items

- Carl and Gary will continue working on the PTPA Assessment SOP. Jerry provided the new format for this SOP.

9) Open Action Items

The table will be reviewed at the next meeting.

10) Next Meeting

The next meeting of the PT Board will be Thursday, April 15, 2010, at 1:00pm EST.

Action Items are included in Attachment B and Attachment C includes a listing of reminders.

Attachment A

Participants TNI Proficiency Testing Board

Members	Affiliation	Contact Information
Eric Smith, Chair (2009) Present	TestAmerica	615-726-0177 x1238 eric.smith@testamericainc.com
Ilona Taunton, Program Administrator Present	TNI	828-712-9242 tauntoni@msn.com
Gary Dechant Present (1-1:45pm)	Analytical Quality Associates, Inc.	970-434-4875 gldechant@aol.com
Amy Doupe Present	Lancaster Laboratories, Inc.	717-656-2300 x1812 aldoupe@lancasterlabs.com
Steve Gibson Present	Texas Comm. on Env. Quality	512-239-1518 jgibson@tceq.state.tx.us
Svetlana Isozamova Absent	Accutest Laboratories – Southeast Division	407-425-6700 svetlani@accutest.com
Michella Karapondo Present	USEPA	513-569-7141 karapondo.michella@epa.gov
Carl Kircher Present	Florida DOH	904-791-1574 carl_kircher@doh.state.fl.us
Stacie Metzler Present	HRSD	757-460-4217 smetzler@hrsd.com
Matt Sica Absent	State of Maine	207-287-1929 matthew.sica@maine.gov
Curtis Wood Present (1-1:39pm)	Environmental Resource Associates	303-431-8454 cwood@eraqc.com

Attachment B

Action Items – TNI PT Board

	Action Item	Who	Expected Completion	Actual Completion
10.	Let the new Chemistry FoPT Subcommittee know that information is available from NY regarding extraction/prep methods and PT results.	Carl / Ilona	When Chemistry FoPT Subcommittee is formed.	Describe what this is. Soil in metals too? SVOA.
17.	Work on language for new TNI policy based on NELAC Policy #16 and EPA Criteria Document.	Chuck	Eric will follow-up with Chuck to determine a date.	Looking for volunteer to help Chuck.
70	Reassess need to contact PT Providers to give them a heads-up on the FoPT table updates.	Eric	Ongoing	Complete
97	Make a recommendation to address evaluation of “less than” (<) reporting. Distribute to Board for consideration.	Carl	2/18/10	Next call’s agenda.
100	Send e-mail to IT Committee regarding concerns about changing and retiring analyte codes.	Eric	3/18/10	
101	Follow-up on e-mail to NELAP Board regarding SIR #72.	Eric	3/18/10	Complete
102	Highlight analytes that are listed more than one time in FoPT tables.	Curtis	3/18/10	
103	Request vote on DW FoPT Table from missing Board members.	Ilona	3/4/10	Complete
104	Forward approved DW FoPT Table to the NELAP Board for approval.	Eric	Before next meeting.	
105	Update PTPA Assessment SOP.	Carl	June 2010	
106	Prepare list of IT Committee recommendations.	Eric	Before next meeting.	
107	Follow-up on PT Provider Assessment Checklist from A2LA.	Eric	Before next meeting.	

	Action Item	Who	Expected Completion	Actual Completion
108	Prepare PT Board SOPs for an e-mail vote.	Eric	4-15-10	
109	Prepare request to PT Providers for use of A2LA database information.	Eric Randy	3-25-10	
110	Distribute crosswalk between the 2003 Standard and Volume 3 and 4.	Carl	3-25-10	
111	Prepare transition plan for PT Provider evaluations.	Randy	4-15-10	
112	Distribute PT Provider Evaluation checklist to PT Board.	Randy	4-15-10	
113	Review and comment on NPW FoPT Table by e-mail.	All	4-15-10	
114	Review SOW to see if an update is needed to provide data from the database.	Randy	4-15-10	

Attachment C

Backburner / Reminders – TNI PT Board

	Item	Meeting Reference	Comments
3	Send A2LA a formal request to ask PT Providers if PT data can be shared with the Board. Needs to be done before 8/09.	1/14/09	Complete
5	Update PTPA Review SOP.	n/a	Remove
6	DW Table Micro Total Coliform Rule Request	10/15/09	9 out of 10 vs. 10 out of 10
7	Add the Field PT Subcommittee to the limit update SOP during its next update.	3/4/10	