

TNI PT Board Meeting Summary August 20, 2009

1. Roll call and approval of minutes:

Chairman Eric Smith called the TNI PT Board to order on August 20, 2009, at 1:00 PM EST. Attendance is recorded in Attachment A. Associate members, Dan Tholan, Chuck Wibby and Jeff Lowry were also present. The meeting was adjourned at 2:30 PM EST (Motion made by Carl, seconded by Gary and unanimously agreed upon.)

Minutes from the July 16, 2009 meetings were distributed to PT Board members for review and comment. A motion to approve the minutes was made by Michella. Second: Gary Unanimously approved. Ilona will have these posted to the website.

2. Experimental PTs

The time table for eliminating Experimental PTs is by July 2010. (*9-3-09-Note: New information from the NELAP Board indicates that this time table has been moved to September 2010.*) The tables need to be finalized by December in order to give people (NELAP Board, TNI Board) time to comment and approve the tables. The PT Providers also need time to implement the changes. Curtis suggested that as new FoPT tables are finalized, the Board should look at the complexity of the changes being made and, if necessary, survey the providers, and set the implementation date accordingly. For some simple changes, e.g. the units change for Conductivity, changes can be implemented immediately. For more complex changes, e.g. significant changes to analyte lists and concentration ranges, a 3 to 6 month implementation period may be needed. Eric suggested that something like this should be written into an SOP or policy.

Carl asked if Jeff Lowry could present which analytes have issues and which may not make it into the accreditation tables. Jeff has reviewed much of the data and this information has already been sent to Eric. Eric will distribute the information to the PT Board and the Chemistry FoPT Subcommittee. They will both be able to review which analytes have insufficient data. The PT Board will need to provide the list to the NELAP Board to receive any feedback on potential issues that could arise from eliminating these analytes. The Chemistry FoPT Subcommittee should focus on the analytes that do have sufficient data and make sure that they are moved to the accreditation tables quickly.

Carl noted that if the NELAP Board has any issues with the removal of any analytes, then the PT Board can consider what impact moving to the new standard will have. Curtis noted that perhaps all the experimental analytes should be reviewed by the

NELAP Board. He noted that these analytes were initially placed on the Experimental Tables by the ABs ... so shouldn't they look at all of them. Or, since they will look at the complete tables anyway, just go ahead and move forward with the plan of mean +/- 3 standard deviations and then have them tell the PT Board if anything is not needed at the end of the process.

Eric noted that the next PT Board meeting is September 17th. He asked the group if an earlier meeting is needed. Eric noted that the Chemistry FoPT Subcommittee will meet twice before the next PT Board meeting.

Direction to the Chemistry FoPT Subcommittee is to look for analytes that do not have sufficient data to be placed on the Accreditation Tables. This list will be examined by the subcommittee and then a list of analytes that should be considered for dropping will be forwarded to the PT Board. The subcommittee should consider the effect of adopting the new TNI Standard and provide options to the PT Board. The subcommittee is also asked to review and update the Limit SOP based on the new TNI Standard.

On August 14, 2009, the PT Board was told by the TNI Board that they had the OK to move to the new TNI Standard. Dan Hickman stated that the NELAP Board decided that they would not approve any FoPT tables that contain experimental analytes.

Eric will communicate the direction the PT Board is taking on this issue to the NELAP Board prior to their next meeting.

A motion was made to

- allow the Chemistry FoPT Subcommittee to review their Limit Update SOP and update it based on the new TNI Standard – Vol 3 and 4 and
- look at the list of current analytes and recommend a list to drop from the program.

Motion: Curtis Second: Svetlana Unanimously approved.

3. Adoption of TNI PT Standards

Eric asked if anyone has any issues on voting on the adoption of the new TNI Standard today. A concern was expressed that there are TIAs that may have affected the standard and they would like some time to review the information.

Iona will talk to Jerry Parr to confirm that the PT Board can receive a copy of the standard with the TIAs and editorial changes incorporated. A copy of the standard will be distributed for PT Board review and a conference call will be held on September 3, 2009 to discuss the standard. The vote will be taken on the conference call and PT Board members not present will be given the opportunity to vote via e-mail.

4. Future Planning

Potential topics for the PT Board to work on over the next 6 months:

- Need to revise the PTPA Evaluation SOP.
- Need to consider membership as people rotate off the Board.
- Is another assessment of the PTOB and PTPA needed because we are moving to a new standard?
- Receive a new checklist from A2LA based on the new standard. Expected in the Fall.
- Request status from A2LA on how ongoing monitoring of PT Providers is going.
- Decide on need for PT Caucus in January 2010. Carl asked if a PT Caucus is still a requirement. If we continue with Program meetings in the summer, this should cover the caucus format.

Let Eric know about any more items that should be added to the list.

5. New Business:

Analyte and Method Codes. Who is in charge? The community needs a way to get these. Ilona will include this issue in her Program Administrator Report next month.

6. Open Action Items

The Action Items table was reviewed and updates were made directly into the table.

7. Next Meeting

The next meeting of the PT Board will be Thursday, September 3, 2009, at 1pm EST. The focus of this meeting will be the review Vol 3 and Vol 4 of the new standard.

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	Analytical Quality Associates, Inc.	970-434-4875 gldechant@aol.com
Amy Doupe Absent	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 Present	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 Present	State of Maine	207-287-1929 matthew.sica@maine.gov
Curtis Wood Present	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.	
31	Update PTPA Review SOP.	All	After San Antonio Meeting	
42	Submit modified footnote based on the micro discussion during the 3/19/09 meeting.	Eric	Before tables are finalized.	
55	Carl reminded the group that the A2LA Scope needs to reflect Vol 3 and Vol 4 when the Standard is finalized. Dan thinks this has been covered, but he will confirm.	Dan will remind Randy.	9/17/09	
58	Carl noted that Appendices E-H were not addressed in the TNI standard. Eric will bring this up with Kirstin (Chair, PT Expert Committee).	Eric	9/17/09	
59	SOP 4-001 talks about the submission of data from the PT Providers, but the procedures need to be clarified. Eric asked Carl if he could provide this language.	Carl		Chem FoPT Subcommittee will work on this.
60	Post SOP 4-001 on the PT Board's website when finalized.	Ilona	When finalized.	
61				

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	San Antonio
5			