# TNI PT Program Executive Committee Meeting Summary

## **January 19, 2017**

#### 1. Roll call and approval of minutes:

Chair, Maria Friedman, called the TNI PT Program Executive Committee (PTPEC) meeting to order on January 19, 2017, at 1:01 PM Eastern by teleconference. Attendance is recorded in Attachment A – there were 11 Executive Committee members present. Associate Members Present: Carl Kircher, Craig Huff and Shawn Kassner.

Maria confirmed that everyone received the meeting information she sent this morning.

The December meeting minutes were reviewed by the committee. A motion was made by Nicole to approve the December 15, 2016 minutes with two clerical corrections. The motion was seconded by Dixie and unanimously approved. Two clerical corrections – "be" is "by", and RTC is MilliporeSigma.

#### 2. Updates

Maria asked for an extension on the Internal Audit Checklist. Ilona responded that the Board is aware that PTP will need additional time.

There was a TDS Complaint that has been discussed by email. Maria asked that committee members review the information and respond. She hopes to complete this task through email due to confidentiality. Dixie, Eric and Andy have already commented.

Maria checked to see who will be in attendance in Houston. Joe, Justin, Jennifer, Dixie, Craig, Shawn and Nicole will be there. Andy, Susan, Gil, Matt and Patrick will not be there. Carl will be in Houston, but has a conflicting meeting with PTPEC. In Houston, Maria expects to be looking at the Internal Audit Checklist, DW FoPT Table, and the Charter.

The NELAP AC has reviewed the ARA and they support it. The checklist is complete.

- A motion was made by Gil to accept the ARA submitted by Rachel Ellis from the New Jersey DEP OQA. The motion was seconded by Justin and it was unanimously approved. Maria will notify Rachel that the ARA has been approved and she will check with Carl to find out what data is needed to begin work on the ARA.

The committee should begin work on the PTPA Checklist and then provide an update to the PTP Checklist. The PTPAs do not have to use the PTP Checklist provided by the

PTPEC. Shawn asked if the PTPEC would like both of the PTPA's to use the same checklist. Nicole noted that some PTPA's may have additional items they want to look at and Ilona commented that NEFAP and NELAP do not require use of the TNI assessment checklist. Shawn and Ilona will work on a DRAFT PTPA Checklist and submit it to the PTPEC for review and finalization. They will report on progress during the March meeting.

### 3. Membership

Maria thanked Joe, Justin and Andy for their work on the PTPEC the last 6 years. They will be rotating off the committee on January 31, 2017.

There are a few applications being looked at. Two applicants are FSMOs. Scott Haas is applying to be the liaison with the FAC as they begin work on a Standard update that will likely contain more PT information. Jennifer Mullins is also still interested in being a committee member.

Maria is now working for California and her stakeholder designation will be changed to AB. This needs to be changed in Attachment A. She will also start using her Water Board email address.

#### 4. Houston Presentation

Maria shared the DRAFT opening presentation with the committee. Updates were made as needed. Maria will forward the presentation that can be found in Attachment D to Jerry Parr.

#### 5. Volume 3 and 4 of the 2016 Standard

Maria put copies of the expected clerical corrections to Volume 3 and 4 on screen and then confirmed that the corrections were made.

A motion was made by Gil and seconded by Andy to approve Volume 3 of the 2016 TNI Environmental Laboratory Standard as amended. A role call vote was taken:

Justin – For

Susan – For

Nicole – For

Gil – For

Jennifer – For

Patrick – For

Michella – For

Dixie – For

Joe – For

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Andy – For
Maria – For
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The motion passed and Volume 3 was approved.

A motion was made by Gil and seconded by Joe to approve Volume 4 of the 2016 TNI Environmental Laboratory Standard as amended. A role call vote was taken:

Justin - For

Susan – For

Nicole - For

Gil – For

Jennifer – For

Patrick - For

Michella – For

Dixie – For

Joe – For

Andy – For

Maria – For

The motion passed and Volume 4 was approved.

Shawn thought the next step was to inform the PTPA's that the volumes have been adopted and begin negotiating an implementation date.

#### 6. DW FoPT Table

Gil had a question he sent by email about the table: Line 11 column E & J CFU/100mL. Why should it not also be CFU (MPN)/100 mL for consistency? This will be discussed in Houston.

#### 7. Subcommittee Report

#### FoPT Format Subcommittee

Craig will have a deadline to discuss in Houston.

### **Chemistry FoPT Subcommittee**

They are still waiting for the Radiochemistry data, so this subcommittee has not started meeting again yet.

#### **SOP Subcommittee**

No report.

## Microbiology FoPT Subcommittee

All the data should be received and it will be ready for review this month.

### 8. New Business.

None.

#### 9. Action Items

The action items can be found in Attachment B. They were reviewed and notes are included on the table.

### 10. Next Meeting

The next PTPEC meeting will be held in Houston, TX on January 24, 2017 at 8am Central.

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

Maria adjourned the meeting at 2:06pm Eastern. (Motion: x Second: x Unanimously approved.)

# Attachment A

# Participants TNI

**Proficiency Testing Program Executive Committee** 

Members	Rep	Affiliation	Contact Information
Maria Friedman (2017*)	AB	California Water	949-307-0949
		Board	Maria.Friedman@waterboards.ca.gov
Present			
Ilona Taunton,		TNI	828-712-9242
Program Administrator			tauntoni@msn.com
Present Eric Smith (2019)	Lab	ALS Environmental	904-394-4415
Enc Smith (2019)	Lab	ALS Environmental	eric.smith@alsglobal.com
Absent			enc.smith@aisglobal.com
Justin Brown (2017)	FSMO	Environmental	847-875-2271
(== :: ,		Monitoring and	jbrown@emt.com
Present		Technologies, Inc.	
Susan Jackson (2018)	AB	South Carolina	(803)896-0978
		DHEC	jacksosb@dhec.sc.gov
Present			
Nicole Cairns (2018)	Lab	NY State DOH	(518) 473-0323
Draggert			nicole.cairns@health.ny.gov
Present Joe Pardue (2017)	Other	Pro2Serve, Inc.	423-337-3121
30e Faidde (2017)	Other	F1023erve, IIIC.	joe_pardue@charter.net
Present			joe_parade@charter.net
Dr. Andy Valkenburg	Lab	Energy Laboratories,	406-869-6254
(2017)		Inc.	avalkenburg@energylab.com
Present			
Jennifer Duhon (2019*)	Other	Millipore Sigma	307-3897218
			jennifer.duhon@sial.com
Present	•		
Matt Sica (2017*)	AB	ANAB, ANSI-ASQ National	msica@anab.org
		Accreditation Board	
Absent (0040*)	Other		540,000,0500
Dixie Marlin (2018*)	Other	Marlin Quality Management, LLC	513-309-3593 marlinguality@gmail.com
Dunnant		ivialiagement, LLC	maninquality@gmail.com
Present Gil Dichter (2018*)	Othor	IDEXX Water	207-556-4687
Gii Dicriter (2018")	Other	IDEVY MAIGL	gil-dichter@idexx.com
Present			gii-diontenwidexx.com
Patrick Garrity (2019*)	AB	Kentucky DEP	502-319-4040
Taulok Gailly (2019)	ΛD	Nontucky DEF	patrick.garrity@ky.gov
Present			pation.gainty@ity.gov
	Other	USEPA	513-569-7141
IVUCDENA KATADODOO	()IDAr		
Michella Karapondo (2019*)	Other	USEFA	karapondo.michella@epa.gov

# **Attachment B**

# **Action Items – TNI PT Executive Committee**

	Action Items – TN	III DACCUU		Actual
	Action Item	W/h a	Expected	
105		Who	Completion	Completion
185	Send updated DW table with	Stacie	4/1/12	Stacie
	Footnote 15 to NELAP AC for	M .		submitted this.
	approval.	Maria		Need to
				confirm
				approval.
				Action: Look
				to see if this
				got done.
				8/20/15: Maria
				will follow-up.
214	Update Tin, Total Xylene and Total	Carl	Next Meeting	In Progress
	Cyanide on FoPT tables and submit	Stacie		Ilona will look
	for approval.			for this stuff.
				8/20/15: Maria
				thinks Cyanide
				is done, but
				need to find
				status on
				Xylene and
				Tin.
				11/19/15: Ilona
				reviewed
				minutes and
				provided notes
				to Carl and
				Maria.
				11/17/16: Ilona
				will forward
				again.
257	Email to SOP Subcommittee	Maria	12/12/14	Maria prepared
	regarding clarification on how limit			it, but is
	updates due to issues should be			waiting for a
	addressed.			chair for this
				subcommittee.
295	Moved from Backburner:	PTPEC	TBD	In Progress
	PTPA Evaluation Checklist needs to			Handled as
	be updated prior to next round of			committee
	evaluations. (Originally discussed			business.
	8/6/13)			
	, and the second			
310	Coordinate the update of the SCM	Maria	3/24/16	3/24/16:

	Action Itom	Who	Expected	Actual
	Action Item  FoPT table with Carl and send to NELAP AC for approval.	Who	Completion	Completion  Working through Cyanide issue first. 11/17/16: Cyanide issue addressed and Maria is sending table with other updates this month. COMPLETE
326	Check with Jerry regarding missing PT Provider data. TNI assistance in obtaining this data.	Maria	9/21/16	In progress
330	Add updated footnotes to the DW Table and tag analytes as appropriate.	Maria	11/14/16	11/17/16: Still in progress
333	Lead FoPT table needs to be archived.			
335	Send ARA to NELAP AC for confirmation.	Maria	12/31/16	
336	Notify Rachel that ARA has been accepted and send request to Carl regarding data needed.	Maria	2/13/17	

## **Attachment C**

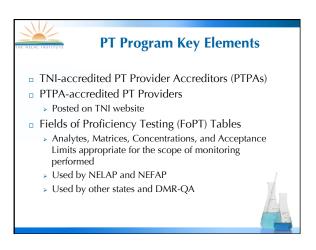
# **Backburner / Reminders – TNI PT Executive Committee**

	Dackburner / Reminuers – Third I Executive Committee					
	Item	Meeting Reference	Comments			
7	Add the Field PT Subcommittee to the limit update SOP during its next update.	3/4/10	In Progress			
11	Evaluate how labs are accredited for analytes that co-elute.	5-19-11				
13	Charter needs to be updated in November.	Ongoing 2016	This activity has been postponed until new charter procedures are received from TNI.			
16	Moved back to Backburner (originally discussed 2/20/14): When new limits are established for the FoPTs, what is considered to be a statistically significant change to the old rates? At what point is it appropriate to question new limits? This lends to the TSS discussion a few months ago.  Patrick commented that it would make sense to look at changes to pass/fail rates 6 months after new limits are effective. This possible addition to procedures should be evaluated when updating the limit acceptance SOP.	2/20/14				
17	Discuss possible procedural changes to how limits are updated. Maria talk to SOP Subcommittee.		Need to look at PT database implications.			

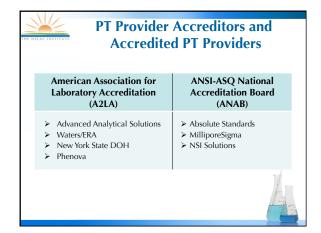
## **Attachment D: Annual Report Monday Presentation at Houston**

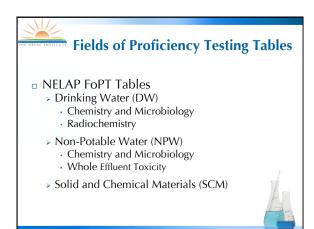




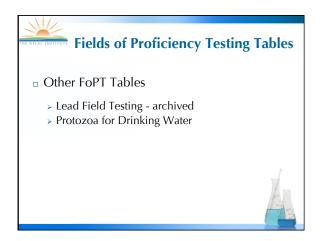


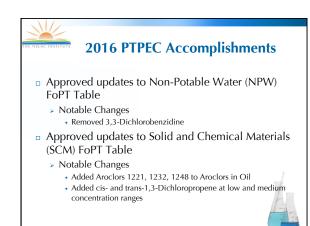


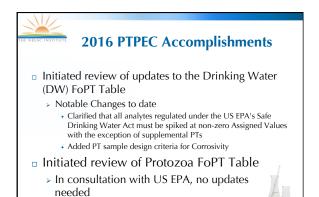


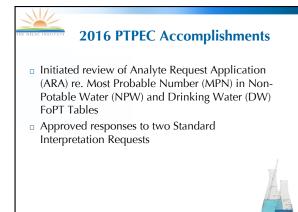


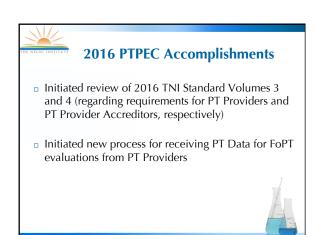
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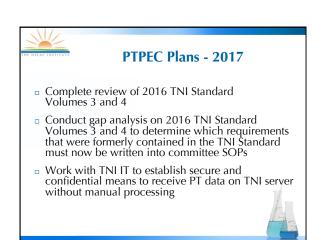












## **Attachment D: Annual Report Monday Presentation at Houston**





