

# **TNI PT Program Executive Committee Meeting Summary**

**January 21, 2021**

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

Chair, Shawn Kassner, called the TNI PT Program Executive Committee (PTPEC) meeting to order at 1pm Eastern on January 21, 2021 by teleconference. The meeting was only for voting members in order to discuss committee membership. Attendance is recorded in Attachment A – there were nine (9) members present.

Shawn asked for confirmation that everyone received the agenda and meeting information.

The December meeting minutes were distributed by email for review. Shawn decided to review minutes at the next meeting in order to focus on membership today.

There were no changes made to the agenda.

## 2. Update

Shawn sent updates to the NELAP AC for the Drinking Water , Non-Potable Water and Solid Chemical Materials FoPT tables with an effective date of March 1, 2021. These were sent 1/19/21. There was also a Radiochemistry Drinking Water table edit to update references from NELAC to TNI. Lynn Bradley let Shawn know the NELAP AC would not be able to look at them until after March 1<sup>st</sup> and expressed some concern about why the NELAP AC wasn't being asked to approve the tables. Shawn clarified that the NELAP AC does not need to approve tables for the PTPEC and that he will discuss the effective date with the PTPEC. The NELAP AC would like to delay implementation since they will not have had time to review or comment.

## 3. Committee Membership

A motion was made by Fred and seconded by Jennifer Duhon to approve second Committee terms for Carl Kircher and Andy Valkenburg. There was no further discussion the motion passed unanimously.

A motion was made by Fred to have Shawn Kassner continue as Chair of the PTPEC. Michella seconded the motion. There was no further discussion and the motion passed unanimously.

Shawn asked if there was interest in the Vice-Chair role. Fred Anderson expressed interest. Andy made a motion to accept Fred Anderson as Vice-Chair of the PTPEC. The motion was seconded by Patrick. There was no further discussion and the motion passed unanimously.

Shawn sent copies of applications to the voting members. Jennifer Duhon noted that Tom Dziedzic (a chemist from Millepore Sigma) is also interested and she sent Shawn an application. Tom has a different role from Jennifer in Millepore Sigma. He is in product development and answers technical questions.

Applications:

Adam Kinion

Prasanth Ramakrishnan

Sennett Kim

Patrick Selig

Tom Dziedzic – Still needs to apply on TNI website.

There are currently 3 – AB. 4 – Other and 3 – Lab/FSMO

A motion was made by Fred to accept Prasanth Ramakrishnan, Sennett Kim and Patrick Selig as new voting members of the PTPEC. The motion was seconded by Any and unanimously approved.

Shawn will reach out to Adam Kinion to invite him to join the Committee as an associate member. Shawn will also watch for Tom's application.

The new members will need to be approved by the Chair of the TNI Board of Directors. Ilona will forward this information to Alfredo. There will now be: 6 – AB, 4 – Other and 3 – Lab/FSMO. *(Addition: The new membership was approved on 2/8/21 by email.)*

Shawn noted that Michella's membership terms will be ending next January. The Committee should discuss how to keep her involved.

#### 4. New Business.

None

#### 5. Action Items

The action items can be found in Attachment B.

## 6. Next Meeting

The next meeting will be the Virtual Conference on January 28, 2021 at 3:45pm Eastern. People registered for the conference will get an invitation to the conference portal in order to join the meeting.

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

Adjourned at 1:52pm Eastern. (Motion: Fred. Seconded: Carl – Unanimous).

**Attachment A**  
**Participants**  
**TNI**  
**Proficiency Testing Program Executive Committee**

<b>Members</b>	<b>Rep</b>	<b>Affiliation</b>	<b>Contact Information</b>
Shawn Kassner (2023*) (Chair) <b>Present</b>	Lab	Pace	shawn.kassner@pacelabs.com
Dixie Marlin (2021) (Vice-Chair) <b>Absent</b>	Other	Marlin Quality Management, LLC	marlinquality@gmail.com
Ilona Taunton, Program Administrator <b>Present</b>		TNI	tauntoni@msn.com
Carl Kircher (2024) <b>Present</b>	AB	Florida Department of Health	Carl.Kircher@flhealth.gov
Andy Valkenburg (2024) <b>Present</b>	Other	QASE Inc.	cvalkenbur@aol.com
Jennifer Duhon (2022) <b>Present</b>	Other	Millipore Sigma	jennifer.duhon@sial.com
Patrick Garrity (2022) <b>Present</b>	AB	Kentucky DEP	patrick.garrity@ky.gov
Michella Karapondo (2022) <b>Present</b>	Other	USEPA	karapondo.michella@epa.gov
Fred Anderson (2023) <b>Present</b>	Other	Advanced Analytical Solutions, LLC	Fred@advancedqc.com
Jennifer Bordwell (2023) <b>Absent</b>	Lab	Upper Occoquan Service Authority	jennifer.bordwell@uosa.org
Scott Haas (2023) <b>Absent</b>	FSMO	Environmental Testing, Inc.	shaas@etilab.com
Rachel Ellis (2022*) <b>Present</b>	AB	New Jersey DEP	rachel.ellis@dep.nj.gov

## Attachment B

### Action Items – TNI PT Executive Committee

	Action Item	Who	Date Added	Expected Completion	Comments/ Actual Completion
295	Moved from Backburner: PTPA Evaluation Checklist needs to be updated prior to next round of evaluations. (Originally discussed 8/6/13)	Shawn Ilona		New Date: 5/31/19	In Progress (will use 2016 TNI Standards and current SSAS Standards)
349	Review LAMS/FoPT Table Differences document. Provide comments by email and next meeting.  Follow-up on subcommittee reports from WET and the FoPT Table Format Subcommittee.	ALL	4/20/17	4/25/17  2/28/18 – For WET? June 2018 for all tables.  New target date: 4/30/19	In Progress WET is still being reviewed. Update 1/23/18: Subcommittee expects to have updated FoPT tables with CAS #'s and LAMS changes by 3/15/18. 2/22/19: Still in progress. 6/21/18: Still working with Rami. 3/21/19: Stacie asked if the group should be working on this while ELAB is working through this. 2/20/20- ONGOING - Waiting for WET.
352	Moved from Backburner (originally discussed 2/20/14) : When new limits are established for the	All	2/20/14	TBD (see #350)  <del>350: Prepare format</del>	In Progress – Update of SOP 4-101

	<b>Action Item</b>	<b>Who</b>	<b>Date Added</b>	<b>Expected Completion</b>	<b>Comments/ Actual Completion</b>
	<p>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.</p> <p>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.</p>			<i>request to SOP Subcommittee regarding updating FoPT tables and applicable backburner items just moved to the Action Items table (#352, 353)</i>	<p>6/21/18: Gil noted that this SOP will be worked on again at the next meeting. An expected completion date will be given at July meeting.</p>
361	Analyte Code changes needed in LAMS. (TKN)	Maria Dan Hickman	7/20/17	9/30/17	<p>Still need to look into TKN issue. 2/22/18 – Maria will confirm. 10/18/18: Maria still needs to confirm. She just got something. 2/20/20 – Maria will report next meeting.</p>
363	Discuss procedural change in how changes are made to LAMS. Consider notifying PTPEC before relevant changes are made and provide a summary of changes at some frequency.			1/31/17	<p>Will talk to IT about getting this in an SOP. 12/21/17: Maria will follow-up on this. 3/20/18: Maria will check this week.</p>

	<b>Action Item</b>	<b>Who</b>	<b>Date Added</b>	<b>Expected Completion</b>	<b>Comments/ Actual Completion</b>
					6/21/18 – still being worked on. 2/28/19 – Maria will follow-up. 2/20/19 – Maria will take care of.
368	Forward Jerry's question to Chemistry FoPT Subcommittee. (Analyte code change for the non-polar extractable materials.)	Maria	8/24/17	9/1/17	Maria will resend to Carl. 6/21/18 – Maria will send to Ilona. 10/18/18: Maria will send Dan's new info. 11/15/18 – Ilona received the info and needs to review it. (April PTPEC meeting.) 2/20/20- Maria working with Dan Hickman on this.
384	Meet with Dan Hickman to get Analyte Codes and then prepare final DRAFT of Micro DW and WW tables. Send to Jennifer for review.	Maria	4/19/18	5/15/18	MTF version of the analytes have been added to the NPW and DW tables.
389	Present recommended LAMS updates to Dan Hickman.	Maria	5/17/18	5/20/18	FoPT format subcommittee provided recommendations . In Progress. Maria sent him tables this month (2/20/20)
400	<del>Follow up on subcommittee reports from WET and the FoPT Table Format Subcommittee.</del>	Maria	11/15/18	12/18/18	In Progress – combined with 349.

	<b>Action Item</b>	<b>Who</b>	<b>Date Added</b>	<b>Expected Completion</b>	<b>Comments/ Actual Completion</b>
422	Send Isomer ARA data to Carl so Chem FoPT Subcommittee can begin work on this.	Maria	6/20/19	7/17/19	2/20/20 -Pending  Needs to still be sent to Subcommittee.
430	Review FoPT Table Titles and website headers to be consistent.	TBD	10/31/19	TBD	2/20/20 - Pending
431	Discuss with IT Committee the need for LAMS updates to be communicated to the PTPEC.	Maria	10/31/19	11/20/19	2/20/20 – Maria will talk to Dan Hickman.
432	DW FoPT Table – Lines 17-26 need to be reviewed with LAMS Administrator. PTPEC is going to use what was originally in the table instead of what is currently in LAMS.	Maria	10/31/19	11/20/19	2/20/20 – Pending. Maria will talk to Dan.
433	Send final version of SOPs 4-102, 4-105, 4-107 and 4-108 to Ilona for finalization and distribution to the Policy Committee.	Maria	1/23/20	2/19/20	2/20/20 – Maria will still do this.  1/21/21: These SOPs were sent to Policy in 2020. Complete
437	Reach out to Sennet Kim and ANAB to confirm there is still an issue related to SCM FoPT table metals footnotes for fixed limits.	Shawn	3/26/20	4/15/20	



	<b>Action Item</b>	<b>Who</b>	<b>Date Added</b>	<b>Expected Completion</b>	<b>Comments/ Actual Completion</b>
439	Send committee applications to PTPEC Voting Members for review.	Shawn	3/26/20	4/15/20	
441	Send formal requests to Chem FoPT Subcommittee: Xylenes ARA (#422) and Uranium Analyte Number	Shawn	5/28/20	6/6/20	9/17/20 – Carl sent FoPT update to Shawn. To be discussed at 10/15/20 meeting.
445	Send PCB survey to Ilona so she can arrange to have it sent out.	Shawn/Ilona	6/18/20		9-17-20: Shawn is working on this and will get to Ilona.
446	Review WET information distributed by Shawn for October meeting.	All	9/17/20	10/15/20	
447	Update Xylenes in FoPT table.	Shawn	9/17/20	10/15/20	See 441.
448	Check in with the PT Providers and NELAP AC regarding effective date for PCB footnote update.	Shawn	11-19-20	12-16-20	
449	Send request to Chemistry FoPT Subcommittee to be working on PFAS ARA.	Shawn	11-19-20	12-16-20	
450	Meet with Kirstin regarding PTRL definition.	Shawn	12-17-20	1-18-21	
451	Send agenda for WET meeting to Suzanne, Kirstin and Rami.	Shawn	12-17-20	1-11-21	Complete
452	Update FoPT tables with Xylenes, PCB footnote, etc ...	Shawn	12-17-20	1-18-21	Sent to NELAP AC on 1/19/21.

	<b>Action Item</b>	<b>Who</b>	<b>Date Added</b>	<b>Expected Completion</b>	<b>Comments/ Actual Completion</b>
453	Work on response to TNI Board regarding PCBs and PFAS for next monthly report.	Shawn Ilona	12-17-20	1-11-21	Complete

**Attachment C**

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

	<b>Item</b>	<b>Meeting Reference</b>	<b>Comments</b>
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 reviewed/updated in November.	Ongoing	
18	Shawn noted that PTPEC should have some specific measurements. This should be passed along to the PTP SOP Subcommittee. Nicole noted that we need to determine which items to measure.	6-29-17	