

TNI PT Program Executive Committee Meeting Summary

January 29, 2019

1. Roll call, approval of minutes and overview:

Chair, Maria, called the TNI PT Program Executive Committee (PTPEC) meeting to order at 1pm Central in Milwaukee, WI. Attendance is recorded in Attachment A – there were 7 members present.

2. Update

Maria prepared a slide presentation to update attendees on PTPEC business. These slides can be found in Attachment D – slides 1-16.

3. Subcommittee Reports

A review of the subcommittee reports can be found in Attachment D – slides 17-21.

4. Implementation of the 2016 TNI Environmental Standard.

Maria guided attendees through slides to provide background for today's discussion on the implementation of Volumes 3 and 4 of the TNI Environmental Standard (Attachment D – slides 22-33).

The NELAP AC has set January 31, 2020 as the implementation date for the 2016 TNI Environmental Standard. The PT Providers and PTPAs have been working with the PTPEC to establish an implementation date for Volume 3 and 4 of the Standard. They would prefer one implementation date after which all PT data will be analyzed using the 2016 TNI Standard. After much discussion and input from PT Providers, PTPAs, the TNI Board of Directors and Jerry Parr, the committee is considering a DRAFT letter to the NELAP AC regarding PT Providers implementing Section 5.9 of Volume 3 on the same date set for Volume 1 implementation. "Those NELAP ABs that have an earlier implementation date may choose to evaluate laboratory results according to the 2016 standard if they choose or may simply accept the evaluations done by the PT Providers. Those NELAP ABs who do not implement the standard by the date set by the Council may choose to evaluate laboratory results according to the 2009 standard if they choose or may simply accept the evaluations done according to the 2016 standard by the PT Providers."

One issue that was previously raised during this discussion is the concern that the PT Providers will report they are accredited to the 2009 Standard, but will be using the 2016 TNI Standard to analyze the results. There have been previous discussions about adding a footnote to PT Provider reports clarifying the implementation of Section 5.9 of the 2016 Volume 3 Standard. This clarification is needed because the PTPA's will not have audited all the PT Providers prior to the implementation of the 2016 Environmental Standard.

Draft language for the footnote was reviewed and some concerns were expressed that it didn't include enough information. A laboratory was also concerned that the footnote might create problems for labs that have accreditations in other states that are not NELAP. Andy commented that PT Providers have provided multiple reports in the past.

The PTPEC discussed sending notifications to all states or adding additional information to the footnote to avoid issues with other states. Craig Huff commented that TNI needs to prepare a written statement on implementation of the 2016 TNI Environmental Standard. Wording for PT Provider news releases would be helpful. It needs to be consistent wording.

Matt Sica will provide another draft of the PT report footnote and send it to Maria, Nicole Cairns, Shawn Kassner and Jason Poore. After review by this group, Maria will send the final DRAFT to the PTPEC for review by email.

Evaluations/Assessments

PTPA evaluations are currently done every 4 years, but we are currently behind on these because the evaluation process for NGABs is being combined with NEFAP. Should the PTPA's be evaluated this year to Volume 4 of the 2009 Standard or 2016 Standard?

There was general agreement that it would be preferred that the PTPA's be evaluated to the 2016 Standard. Shawn and Ilona will take a look at what this will entail since they are developing the evaluation checklists.

There was general agreement that all PT Providers after 1/1/2020 will be assessed to Volume 3 of the TNI Standard. Nicole noted that the PT Expert Committee could prepare a checklist for the 2016 Volume 3 Standard. Matt noted he might be done with the checklist before they can get to it.

Nicole noted that they don't require PT Providers to be accredited to all of ISO/IEC 17025.

New or Updated SOPS

Ilona reminded the group that when the PT Expert Committee finished the 2016 TNI Standard, they noted that many procedures previously in Volume 4 were removed so the PTPEC could use SOPS to document their procedures. Some these procedures may

require new SOPs or updates to previous SOPs. Maria took a look at this and thinks the PTPEC will need to prepare the following SOPs: Confidentiality, Ethics, Fields, etc ... Shawn noted that all of it does not need to be done before implementation of Volume 4. Maria and Shawn will work with the PT Program SOP Subcommittee to make sure they know what needs to be added. Shawn is a member of this SOP Subcommittee.

5. Overview

Maria provided information on PTPEC membership and TNI support for the PT Program (Attachment D – slides 34-38).

6. New Business.

- None

7. Action Items

The action items can be found in Attachment B. The action items will be reviewed at the next meeting.

8. Next Meeting

The next meeting will be on 2/21/19, Thursday, at 1pm Eastern by teleconference.
(Addition: The meeting was rescheduled to 2/28/19.)

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

Maria adjourned the meeting at 2:25pm Central.

Attachment A

Participants

TNI

Proficiency Testing Program Executive Committee

Members	Rep	Affiliation	Contact Information
Maria Friedman (2020) (Chair) Present	AB	California Water Board	Maria.Friedman@waterboards.ca.gov
Dixie Marlin (2018*) (Vice-Chair) Present	Other	Marlin Quality Management, LLC	marlinquality@gmail.com
Ilona Taunton, Program Administrator Present		TNI	tauntoni@msn.com
Eric Smith (2019) Absent	Lab	ALS Environmental	eric.smith@alsglobal.com
Carl Kircher (2021*) Absent	AB	Florida Department of Health	Carl.Kircher@flhealth.gov
Andy Valkenburg (2021*) Present	LAB	Energy Laboratories	avalkenburg@energylab.com
Jennifer Duhon (2019*) Present	Other	Millipore Sigma	jennifer.duhon@sial.com
Matt Sica (2020) Present	AB	ANAB, ANSI-ASQ National Accreditation Board	msica@anab.org
Patrick Garrity (2019*) Absent	AB	Kentucky DEP	patrick.garrity@ky.gov
Michella Karapondo (2019*) Absent	Other	USEPA	karapondo.michella@epa.gov
Fred Anderson (2020*) Present	Other	Advanced Analytical Solutions, LLC	Fred@advancedqc.com
Jennifer Mullins (2020*) Present	Lab	Upper Occoquan Service Authority	jennifer.mullins@uosa.org
Scott Haas (2020*) Absent	FSMO	Environmental Testing, Inc.	shaas@etilab.com

Attachment B

Action Items – TNI PT Executive Committee

	Action Item	Who	Date Added	Expected Completion	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: 8/31/18	In Progress (will use 2009 TNI Standards and current SSAS Standards)
349	Review LAMS/FoPT Table Differences document. Provide comments by email and next meeting.	ALL	4/20/17	4/25/17 2/28/18 – For WET? June 2018 for all tables. New target date: 7/15/18	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.
352	Moved from 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	All	2/20/14	TBD (see #350) <i>350: Prepare formal request to SOP Subcommittee regarding updating FoPT tables and applicable backburner items just</i>	In Progress – Update of SOP 4-101 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.

	Action Item	Who	Date Added	Expected Completion	Actual Completion
	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.			<i>moved to the Action Items table (#352, 353)</i>	
353	Discuss possible procedural changes to how limits are updated. Maria talk to SOP Subcommittee. (Need to look at PT database implications.)	All		TBD	In Progress – Update of SOP 4-101 Maria will send a copy to close this item. 10/18/18: Maria will resend to Eric and Ilona.
358	Send request to SOP subcommittee to consider what happens when ARA's are rescinded. There is no formal process.	Maria	6-29-17	7/19/17	Maria will resend to Gil and this item will be closed. 3/15/18: Still in progress. 10/18/18: Resend to Eric to close out.
361	Analyte Code changes needed in LAMS. (TKN)	Maria Dan Hickman	7/20/17	9/30/17	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.
363	Discuss procedural change in how changes are made to LAMS. Consider notifying			1/31/17	Will talk to IT about getting this in an SOP.

	Action Item	Who	Date Added	Expected Completion	Actual Completion
	PTPEC before relevant changes are made and provide a summary of changes at some frequency.				12/21/17: Maria will follow-up on this. 3/20/18: Maria will check this week. 6/21/18 – still being worked on.
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.
373	Carl will notify the PTPEC when Bob and Keith complete their comparison table to the Radiochemistry FoPT work the Chemistry FoPT Subcommittee has already prepared.	Carl	12-21-17	3-31-18	In Progress
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	Still in Progress
385	Send Micro DW and WW tables to PTPEC for review and vote at next meeting.	Maria	4/19/18	5/15/18	Still in Progress


	Action Item	Who	Date Added	Expected Completion	Actual Completion
389	Present recommended LAMS updates to Dan Hickman.	Maria	5/17/18	5/20/18	Agenda item for November.
395	Let Shawn Kassner and Ilona know whether to use 2009 or 2016 Standard for combined evaluation checklist.	PTPEC	9/20/18	10/31/18	
396	Jennifer to talk to Keith Ward and Maria regarding FoPT tables. She will also look at completing a new vote on the Microbiology FoPT table in it final form.	Jennifer Best Keith Ward Maria	10/18/18	11/15/18	In Progress
397	Discuss Vol 3 and 4 implementation with NELAP AC.	Maria	10/18/18	11/15/18	In progress.
398	Pull previous discussions on DBT breakdown and send to committee.	Ilona	11/15/18	12/18/18	
399	Discuss 2016 Standard Implementation options with NELAP AC.	Jerry Parr	11/15/18	12/18/18	
400	Follow-up on subcommittee reports from WET and the FoPT Table Format Subcommittee.	Maria	11/15/18	12/18/18	
401	Send DW table to William for posting.	Maria	12-20-18	1/16/19	
402	Update Microbiology FoPT Table with MPN additions and send to Committee for final review.	Maria	12-20-18	1/16/19	

	Action Item	Who	Date Added	Expected Completion	Actual Completion
403	Work on new committee membership for next meeting discussion.	Maria/Ilona	12-20-18	1/16/19	
404	Prepare slides for Annual Presentation.	Maria/Ilona	12-20-19	1/21/19 – Due to Jerry Parr.	
405	Forward MPN tables for DW and NPW to the NELAP AC.	Maria	1/24/19	2/21/19	
406	Forward Rachel's Resume to Chair of TNI Board and request confirmation.	Maria	1/24/19	2/21/19	
407	Prepare DRAFT footnote for PT Provider reports to Maria, Shawn, Nicole and Jason Poore.	Matt	1/29/19	2/6/19	
408	Send DRAFT footnote for PT Provider reports to Committee for review.	Maria	1/29/19	2/8/19	

Attachment C



Backburner / Reminders – TNI PT 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 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	

Agenda



- Review of PTPEC Mission / Purpose
- Review of PTPEC Activities
- Review of PTPEC Plans
- Committee Business
- Acknowledgments
- Public Comments

Mission



The purpose of the Proficiency Testing Program Executive Committee (PTPEC) is to establish and maintain certain elements of a national PT Program to support TNI's Accreditation Programs and other TNI activities. Those elements include:

- Fields of Proficiency Testing (FoPT), consisting of analytes, concentrations, matrices, and acceptance limits, that are appropriate for the scope of environmental monitoring performed in the United States
- A listing of PT Provider Accreditors (PTPAs) that are TNI recognized
- A listing of organizations that are accredited by TNI's recognized PTPAs as competent to provide PT samples to laboratories






PTPEC Meetings

- Conference calls the third Thursday of the month from 1:00-2:30 Eastern
- Face-to-Face with attendee participation at annual Environmental Measurement Symposium and Forum on Environmental Accreditation Conferences






Review of PTPEC Activities September 2018 – January 2019

PTPEC Activities FoPT Table Updates



- Approved updates to the NPW and SCM FoPT Tables
 - In response to ARA, coliforms FoPTs separated into MPN-Multiple Tube and MPN-Multiple Well
 - To be sent to NELAP AC for review







PTPEC Activities FoPT Table Updates

- Drinking Water (DW) FoPT Table
 - Updated footnote to clarify “Cyanide” includes all forms of Cyanide
 - Effective July 1, 2019



PTPEC Activities FoPT Table Updates

- All FoPT Tables
 - Standardized formatting and use of colors and logos
 - Added a change log for future updates



PTPEC Activities

- Reviewed changes to SOP for combined NEFAP/PTPEC Evaluation of PTPAs
 - Retired PTPEC’s SOP on PTPA Evaluation






PTPEC Activities

- Discussed implementation of 2016 TNI Standard Volume 3 with PT Providers, PTPAs, and members of NELAP AC
 - Still in progress






Review of PTPEC Plans for 2019

PTPEC Plans for 2019



- Complete Microbiology ARA
- Create/publish guidance/technical solution to the dilemma of analyte breakdown in PT samples
- Update Radiochemistry and WETT FoPT Tables
 - Technical criteria
 - Format







PTPEC Plans for 2019

- Complete update of FoPT Table Format:
 - Add CAS numbers to all FoPT tables
 - Update Analyte and Method Codes for consistency with TNI's Laboratory Accreditation Management System (LAMS)




PTPEC Plans for 2019

- Update SOPs
 - 4-101 – PT acceptance limit calculations
 - 4-107 – FoPT Table Management
 - Others to support Volumes 3 and 4 of 2016 TNI Standard
- Begin evaluation of PTPAs




PTPEC Plans for 2019



- Resume talks with NELAP AC regarding PCB qualitative evaluation



Committee Business





Subcommittee Reports



Chemistry FoPT Subcommittee



- Working with Radiochemistry Expert Committee regarding alternate approach to updating FoPTs







Microbiology FoPT Subcommittee

- Completed review of Analyte Request Application (ARA) for Most Probable Number (MPN) FoPTs
- Recommended creating new FoPTs to segregate Multiple-Tube and Multiple-Well data
- PTPEC approved recommendation
- Will forward to NELAP AC


FoPT Table Format Subcommittee

- Currently working with Whole Effluent Toxicity Testing Expert Committee to obtain guidance on aligning WETT FoPT table with LAMS





SOP Subcommittee

SOP Title	SOP #	Status
Recommendation and Calculation of Acceptance Limits for Chemical, Radiochemical, and Microbiological Components of Proficiency Tests	4-101	Collecting comments
TNI PT Program Complaint, Appeal, and Dispute Resolution Procedure	4-102	Sent to Policy Committee
Evaluating PT Provider Accreditors	4-104	Retired; replaced by 7-101
PT Program Executive Committee Voting Process	4-105	Sent to Policy Committee
FoPT Table Management	4-107	Starting Review






Old Business


2016 TNI Standard Implementation


- **Discuss implementation of 2016 TNI Standard**
 - NELAP AC decided on implementation date for Volume 1 (Laboratory Requirements) = 1-31-2020
 - PTPEC to determine implementation date for Volume 3 (PT Provider Requirements) = expected to be no later than 1-31-2020

2016 TNI Standard Implementation

A key component of the 2016 standard for NELAP is the revised approach to scoring Proficiency Test (PT) results described in Section 5.9 of Volume 3. This revised approach brings back PT Reporting Limit (PTRL) scoring from the 2003 standard, and will perhaps be the most significant change that PT Providers will need to account for when implementing the 2016 standard.







2016 TNI Standard Implementation

2009 TNI Standard: If PT assigned value > PTRL, lab may report PT result as “<” (e.g. <10.0 µg/L) and receive an acceptable score as long as 10.0 was higher than the lower acceptance limit

2016 TNI Standard: If PT assigned value > PTRL, lab must report a number within acceptance limits: no “<” or “>” symbols permitted






2016 TNI Standard Implementation

Example Evaluation: Benzene in Nonpotable water:
Spiked PT Concentration is 12.5 µg/L

- Laboratory obtained PT sample result = 9.35 µg/L
- PTRL = 7.0 µg/L
- Lab LOQ = 10.0 µg/L
- Acceptance Limits = 8.75 – 16.3 µg/L



Lab reports <10.0 µg/L	Lab reports 9.35 µg/L
2009 Std: Acceptable	2009 Std:
Acceptable	
2016 Std: Not Acceptable	2016 Std: Acceptable

2016 TNI Standard Implementation

Questions we need to answer to meet the NELAP AC implementation date of 1-31-2020

- **How to avoid haphazard implementation, e.g., some PT Providers reporting with 2009 rules, some reporting with 2016 rules?**



2016 TNI Standard Implementation

The Plan:

TNI's PT Providers will all implement Section 5.9 of Volume 3 of the 2016 standard on the implementation date set by the NELAP Accreditation Council for Volume 1, 1-31-2020.

ABs will always receive PT reports scored according to the standard in effect at the time of reporting, i.e. according to the 2009 standard before 1-31-2020, and according to the 2016 standard on or after 1-31-2020.



This date is not dependent on whether a particular AB has implemented the 2016 standard by 1-31-2020.

2016 TNI Standard Implementation

Questions we need to answer to implement the plan

- **Which standard to use to evaluate PTPAs, 2009 or 2016?**
 - If 2009, checklist already at-hand; some PTPs may have already been re-assessed/re-evaluated to 2009.
 - If 2016, need SOPs to cover topics from 2009 V4 that were removed in 2016 V4; need 2016 checklist.






2016 TNI Standard Implementation

Proposal if evaluating PTPAs to 2009:

Any TNI PT Providers that have not been assessed to the 2016 TNI Standard by 1-31-2020 will include a footnote in their PT reports stating that the PT Provider was accredited to the 2009 TNI Environmental Laboratory Standard, but that the PT Provider reports results per Section 5.9 of the 2016 TNI Environmental Standard

Is this acceptable to PTPAs?







2016 TNI Standard Implementation

Proposal if evaluating PTPAs to 2016:

- Write checklist
- Write SOPs
- Assess PTPAs to 2016 standard


Can we do all these and still implement the plan?

2016 TNI Standard Implementation

Sections in 2009 V4 not present in 2016 V4

- 4.1 Fields of Proficiency Testing
- 5.6 Ethics
- 5.7 Confidentiality
- 6.4 Complaints and Corrective Action
- 6.5 Suspension or Revocation of PT Provider Accreditation




Discussion





Acknowledgments





2019 PTPEC Membership


- Maria Friedman, Chair – California ELAP
- Fred Anderson – Advanced Analytical Solutions, LLC
- Jennifer Duhon – MilliporeSigma
- Rachel Ellis – New Jersey DEP
- Patrick Garrity – Kentucky DEP
- Scott Haas – Environmental Testing, Inc.
- Michella Karapondo – US EPA
- Dr. Carl Kircher – Florida Department of Health
- Dixie Marlin – Marlin Quality Management, LLC
- Jennifer Mullins – Upper Occoquan Service Authority
- Matt Sica – ANAB, ANSI-ASQ National Accreditation Board
- Eric Smith – ALS Environmental
- Dr. Andy Valkenburg – Energy Laboratories

Outgoing PTPEC Member


- Gil Dichter – IDEXX Water







Subcommittee Chairs

- Chemistry FoPT: Dr. Carl Kircher
- FoPT Table Format: Craig Huff
- Microbiology FoPT: Jennifer Best
- SOP: Eric Smith



TNI Support

- Program Administrator: Ilona Taunton
- IT Administrator: William Daystrom
- LAMS Administrator: Dan Hickman



Public Comments and Questions

