

TNI PT Executive Committee Meeting Summary

January 31, 2012

1) Roll call and approval of minutes:

Chairman Eric Smith called the TNI PT Executive Committee meeting to order on January 31, 2012, at 1:30PM EST in Sarasota, FL.

2) FoPT Tables

William joined the committee and showed them the proposed changes to the FoPT posting page on the website.

William will be setting up the ability for someone to be added to a mailing list for future updates.

3) Summary of PTP Executive Committee Activities

See slides in Attachment B.

Until the database has been put in place, each PTPA needs to continue to maintain their database. PT Providers will continue to submit data.

Matt Sica noted that ACLASS has been talking to Neptune regarding the database they will use. Peter Unger also noted that A2LA is willing to provide the database to TNI. The TNI members at the meeting had questions about cost, where fees will be set, etc ... Eric reminded everyone that this committee is just about to get started and these questions will be looked at by subcommittee. They will plan to do a presentation in Washington, DC.

4) Selection of 2012 Committee Chair

Stacie Metzler was nominated by Nicole to be chair. Joe seconded the motion. She was unanimously approved.

Much appreciation was expressed to Eric for the excellent job he has done chairing the committee the past few years.

5) Chemistry FoPT Subcommittee

Eric expressed his appreciation for the work this subcommittee has performed.

6) Review of DW FoPT Table Update

See presentation slides in Attachment B.

Eric presented the table on the meeting screen and reviewed the changes. The table is currently posted on the TNI website and was effective January 3, 2012.

7) FoPT table Management SOP and Application

Eric opened the file for the finalized SOP and reviewed its contents with the committee and TNI membership.

Stacie noted that the PT Expert Committee discussed the need for a consistent definition of an AB. This will affect this SOP. The PT EC also needs to incorporate NEFAP's definition of an AB.

Stacie also commented that this SOP will need to reflect high and low level PTs.

George Detsis noted that the DOD has a list of the top 20 contaminants that may need to be added to the PT analyte list in the future.

The SOP needs to be posted in the PT EC document page.

The information regarding SSAS should be placed under Applicability too.

Appendix A currently includes tables that are in existence or are in progress. This list can be expanded as analytes are added. If DOE or DOD has a list of analytes of interest, they can review the FoPT tables and complete an application to add analytes that they would like added.

Carl asked if a Sponsor AB is needed to change a limit? Eric did not think so.

Application

It will be posted on the TNI website.

8) A2LA Report

See slides in Attachment C.

A2LA is asking about how to work with labs that are still reporting PTs using 2003 criteria. This will be added to the next EC agenda. ACLASS would also like this guidance. Stephen Arpie noted it is a scoring issue.

Need to clarify that the FoPT table must be in use on its effective date. It will have gone through review by the FoPT subcommittee, PT Executive Committee and Program Executive Committee or Accreditation Council.

The PTPAs will be undergoing their assessments this year.

Stephen Arpie asked if the general overall passing rate was about 95%. Shawn thought it might be 90-95%. Kelly suggested that the database subcommittee could consider this statistic as one they may want to review when looking at the data.

9) Review S&CM FoPT Table Update

The table has been posted on the TNI website with a January 3, 2012 effective date. Eric reviewed the changes with the TNI membership.

10) Discussion on WET FoPT Requirements

See slides in Attachment B.

There may still be an issue with the TIA because the length of study was set-up for 90 days, but DMRQA can sometimes be longer than 90 days. They are looking at possible language.

The study duration issue may be able to be solved through a footnote on the table. Stacie will look into this language.

Does DMRQA need to be a separately listed item on the scope of accreditation? Need to look at the PTPA SOP. Is it a reporting issue?

11) Open Discussion

Matt Sica read some language from the Ohio website. Their website refers to A2LA only – instead of A2LA and ACLASS as PTPAs. We need to notify the DMRQA that there are now 2 PTPAs. Patrick Brumfield stated that he tried to contact states about this change, but has not gotten anywhere. Matt feels TNI should provide this information and correct the issue.

8) Review Open Action Items and Back-Burner Items

Tables in Attachments B and C have been updated.

9) New Business

None

10) Next Meeting

The next meeting of the PT Executive Committee will be planned by e-mail.

Action Items are included in Attachment D and Attachment E includes a listing of reminders.

The meeting was adjourned at 5pm EST.

Attachment A

Participants TNI Proficiency Testing Executive Committee

Members	Affiliation	Contact Information
Eric Smith, Chair (2010) Present	TestAmerica Laboratories, Inc.	615-726-0177 x1238 eric.smith@testamericainc.com
Ilona Taunton, Program Administrator Present	TNI	828-712-9242 tauntoni@msn.com
Justin Brown (2011) Present	Environemental Monitoring and Technologies, Inc.	847-875-2271 jbrown@emt.com
Amy Doupe (2009) Present	Lancaster Laboratories, Inc.	717-656-2300 x1812 aldoupe@lancasterlabs.com
Steve Gibson (2011) Absent	Texas Comm. on Env. Quality	512-239-1518 jgibson@tceq.state.tx.us
Susan Butts (2012) Present	South Carolina DHEC	New Member
Patrick Brumfield (2012) Present	Sigma-Aldrich RTC	New Member
Michella Karapondo (2011) Absent	USEPA	513-569-7141 karapondo.michella@epa.gov
Carl Kircher (2010) Present	Florida DOH	904-791-1574 carl_kircher@doh.state.fl.us
Stacie Metzler (2009) Present	HRSD	757-460-4217 smetzler@hrsd.com
Nicole Cairns (2012) Present	NY State DOH	New Member
Joe Pardue (2011) Present	Pro2Serve, Inc.	423-337-3121 joe_pardue@charter.net
Dr. Andy Valkenburg (2011) Present	Energy Laboratories, Inc.	avalkenburg@energylab.com 406-869-6254
Curtis Wood (2010) Present	Environmental Resource Associates	303-431-8454 cwood@eraqc.com

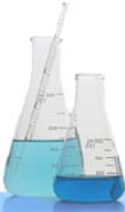



TNI Proficiency Testing Program

Tuesday, February 1, 2011

Presented by: The PT Executive Committee

Session Chair: Eric Smith





Session Agenda

- Summary of PT Executive Committee 2010 accomplishments
- FoPT subcommittee activities
- PT program 2011 Plans
- Review of draft FoPT Table Management SOP 4-107, Rev 0.0
- Review of draft Evaluating Proficiency Testing Provider Accreditors SOP 4-104, Rev 2.0 (time permitting)


Break

- Discussion on Experimental FoPT tables
- PTPA reports
- Open Floor for Questions /Comments






PT Executive Committee

- Committee Members
 - Eric Smith, Chair – TestAmerica, Inc
 - Gary Dechant – Laboratory Quality Systems, LLC
 - Amy Doupe – Lancaster Laboratories, Inc.
 - Steve Gibson – Texas Comm. on Environmental Quality
 - Michella Karapondo – US EPA OGWDW
 - Carl Kircher – Florida DOH
 - Stacie Metzler – Hampton Roads Sanitation District
 - Matt Sica – State of Maine
 - Curtis Wood – Environmental Resource Associates
 - Justin Brown – Environmental Monitoring and Technologies, Inc.
 - Brenda Mc Grath – Qualityproof Consultants Limited
 - Joe Pardue – Pro2Serve, Inc.
 - Andy Valkenburg – Energy Laboratories, Inc
- Four new committee members for 2011
- Rotating off the committee –
 - Svetlana Isozomova – Accutest Laboratories



2010 Accomplishments

- Completed an assessment of ACLASS against the applicable requirements for a PTPA as described in Volumes 3 and 4 of TNI's Lab Sector Standards and with the corresponding Stationary Source Audit Sample Standards, and made a recommendation to the TNI Board of Directors that ACLASS be designated as an approved TNI PTPA.
- Completed an assessment of A2LA against the applicable requirements for a PTPA as described in Volumes 3 and 4 of TNI's Lab Sector Standards and with the corresponding Stationary Source Audit Sample Standards, and made a recommendation to the TNI Board of Directors that A2LA continue to be designated as an approved TNI PTPA.
- Made a series of updates to improve and clarify the PT Executive Committee's procedure for evaluating a PT Provider Accreditor, including updates to the application and evaluation checklists.


2010 Accomplishments (cont.)


- Completed updates to all PT Executive Committee SOPs.
- Formed a Field PT Subcommittee tasked with the development of a FoPT table for Lead PTs in soil, paint films, and dust for use by NEFAP. The table criteria will be used for analysis of PTs in the field using field equipment.
- Formed a Cryptosporidium workgroup to evaluate the feasibility for private sector PT providers to provide PT samples for the EPA's Cryptosporidium Lab Approval Program. Based on the workgroup discussions, a Protozoa PT Subcommittee was formed and tasked with establishing FoPT criteria for use with the current EPA program.
- Reviewed and approved an update to the Drinking Water FoPT table. The committee's recommendation will be forwarded to NELAP Accreditation Council for consideration in February 2011.

PTPA Evaluations



- Two PTPA evaluations were completed in 2010–
 - New applicant, ACLASS
 - Re-evaluation of A2LA
- The PT Executive committee wishes to express our thanks to the excellent work done by the committee's Evaluation teams.
 - ACLASS – Carl Kircher (lead) and Amy Doupe
 - A2LA – Stacie Metzler (lead) and Kirstin McCracken







PT Program FoPT Subcommittee Activities

- Chemistry FoPT Subcommittee (Chair – Carl Kircher)
 - Meets every other Tuesday at 12:30 p.m. EST.
 - The group contains a balanced mix of laboratories, PT providers, State Accrediting Bodies, and PTPAs.
 - Currently, the group is performing a review of and update to each of the analytes on the Non-Potable Water Accreditation FoPT table. The subcommittee is roughly ½ way through that review, and they expect the review will be completed in the Summer of 2011. Once that task is completed, the subcommittee will proceed with a review and update to each of the analytes on the Solid & Chemical Materials Accreditation FoPT table.





Chemistry FoPT Subcommittee

- Recognition of the PT Executive Committee's current Chemistry FoPT Subcommittee:
 - Carl Kircher (chair)
 - Stephen Arpie
 - Dan Dickinson
 - Amy Doupe
 - Stacey Fry
 - Jeff Lowry
 - Chris Rucinski
 - Eric Smith
 - Dan Tholen
 - Chuck Wibby




PT Program Subcommittee Activities

- WET FoPT Subcommittee (Chair – RaeAnn Haynes)
 - Recently re-established. Meets the 2nd Wednesday of each month at 1:00 p.m. EST.
 - The group contains a balanced mix of government (fed, state, and local), WET lab representatives, and all three PT Providers of WET PTs.
 - This subcommittee is in the process of identifying which endpoints make sense and if there are some that do not make sense. Temperature variation has been eliminated to increase WET study sizes. The subcommittee is also discussing the possibility of eliminating the hypothetical estimates (such as NOEC) and substitute an endpoint test (such as IC25).
 - The subcommittee expects review of the FoPT table to be completed within a year.





WET FoPT Subcommittee

- Recognition of the WET FoPT Subcommittee members :
 - RaeAnn Haynes (chair)
 - Ginger Briggs
 - Pete De Lisle
 - Robert Kelly
 - Jamie Mitchell
 - Stacie Metzler
 - Jeff Lowry
 - Chuck Wibby
 - Bob O'Brien
 - Faust Parker
 - Patrick Yellin
 - Steven Rewa
 - Teresa Norberg-King




PT Program FoPT Subcommittee Activities

- Field FoPT Subcommittee (Chair – Paul Cestone)
 - Meets every other Tuesday at 3:30 p.m. EST.
 - Currently working through some final details on the Field FoPT table. Projections are that the Field FoPT table will be completed by Spring 2011.



Field FoPT Subcommittee



- Recognition of the Field FoPT Subcommittee members :
 - Paul Cestone (chair)
 - David Binstock
 - Ty Garber
 - William Gutknecht
 - Shawn Kassner
 - Mary Anne Latko
 - Benjamin Lim
 - Stacie Metzler
 - Marlene Moore
 - Cheryl Morton
 - Natasha Mugambwa
 - John Pesce
 - Randy Query
 - Christopher Rucinski
 - Erik Winchester
 - Eugene Pinzer
 - Jack Paster







PT Program FoPT Subcommittee Activities

- Protozoa FoPT Subcommittee (Leadership – Carrie Miller and Matt Sica)
 - Holding their first official FoPT subcommittee meeting here in Savannah on Wednesday morning.





PT Program 2011 Plans

- Implement updates to the Drinking Water, Non-potable Water, and Solid & Chemical Materials FoPT tables.
- Implement a Field FoPT table (Lead in paint).
- Implement a Protozoa FoPT table (Cryptosporidium).
- Retire the Experimental FoPT tables on or before July 1, 2011.
- Define and implement a process for addition and removal of analytes from FoPT tables.





FoPT Table Management SOP

- Over the next year, the PT Executive Committee will be developing and implementing an SOP on FoPT Table Management. It has been proposed so far that this SOP include how to:
 - Request / add new analytes
 - Request / add high/low concentration ranges
 - Fix FoPT table typos
 - Request removal of analytes / remove analytes
 - Set Table effective dates
 - Set minimum time windows required to process requests
- The SOP would also outline/map the approval processes necessary to make changes to the Tables.
- Various groups/programs within TNI will be asked to provide comment on the draft SOP.
- At this time, the PT Executive Committee Chair would like to initiate the review process for the initial draft of the FoPT Table Management SOP. Comments from the committee members and the audience are welcomed.





Proposed updates for SOP 4-104, Evaluating PTPAs

- Time permitting, a review of a proposed update to SOP 4-104, Evaluating PTPAs will now be performed before the break.





Break 3:00 -3:30 p.m.



Experimental Fields of Proficiency Testing



- PT Executive Committee's status on the plan to eliminate/retire Experimental FoPT tables
 - The Chemistry FoPT table subcommittee completed their technical reviews of experimental analytes associated with the Drinking Water, Non-potable Water, and Solid & Chemical Material tables and the subcommittee made table update recommendations to the PT Executive Committee in 2010.
 - The PT Executive Committee has reviewed and approved an update to the Drinking Water FoPT table. The committee's recommendation will be forwarded to NELAP Accreditation Council for consideration in February 2011.
 - Chemistry FoPT subcommittee recommendations for Non-Potable Water and Solid & Chemical Materials will be reviewed by the PT Executive Committee in the coming months. The review will focus on the transfer analytes from the Experimental table to the Accreditation table where possible.







Experimental Fields of Proficiency Testing

- The NELAP Accreditation Council has expressed to the PT Executive Committee that it wants the Experimental FoPT tables to be retired as soon as possible.
- The PT Executive Committee is currently discussing what timetable (between now and July 1st) should be followed for the retirement of Experimental FoPT tables and their subsequent removal from the TNI website.
- At this time, the PT Executive Committee is interested in hearing feedback from the TNI community on this issue.
 - Should the Experimental FoPT tables be retired and removed from the website immediately?
 - If not immediately, what timetable should be followed (between now and July 1st)?
 - Would removing the tables immediately create any accreditation issues?
 - Immediate removal of the tables may create a certain amount of confusion for labs. How might this be prevented?




PTPA Reports

- A2LA
- ACLASS



Questions

- Open Floor for Questions/Comments
 - On topics discussed today
 - On new topics/issues





2011:

- TNI PTP Providers evaluated through:
 - Annual Review documentation review
 - PT study uploads
 - Upgraded to the 2009 TNI standard



The American Association for Laboratory Accreditation

2012:

- TNI PTP Providers will be evaluated through:
 - On-site renewal assessments
 - Continuing PT study uploads



The American Association for Laboratory Accreditation

A2LA offers TNI our Database

- In 2011 we offered our NEPTUNE PT upload database to TNI
 - There has been very little PT Executive Committee action on this offer and we respectfully urge the committee to actively move forward on this project.
 - Cooperation amongst the PTPAs may motivate TNI PT Program Executive Committee action



The American Association for Laboratory Accreditation

PT Study Uploads

- Experimental FoPTs removed
 - Feb. 2011 - FoPT tables removed
 - March 2011 - Accepted but no longer monitored in database
 - June 2011 - prior experimental analytes no longer included in counts against clause 6.3 of TNI 2009 V3
- New NPW FoPT table updated in October
- New WSCHEM and SCM tables updated in January
- Consensus on 6 month implementation window?



The American Association for Laboratory Accreditation

A2LA Points of Contact

- Randall Query – Life Sciences Accreditation Manager
 - Email: rquery@A2LA.org
 - Phone: 301-644-3221
 - Web: www.A2LA.org
- Robert Knake – Senior Accreditation Officer
 - Email: rknake@A2LA.org
 - Phone: 301-644-3248
 - Web: www.A2LA.org



The American Association for Laboratory Accreditation

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The American Association for Laboratory Accreditation

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Attachment D

Action Items – TNI PT Executive Committee

	Action Item	Who	Expected Completion	Actual Completion
165	Follow-up on need for NEFAP EC approval of the FSMO FoPT Table.	Eric	Next Meeting	
168	Update FoPT Management SOP, distribute to EC and then distribute to NEFAP EC and NELAP AC for comment.	Eric	Next Meeting	Received from NELAP AC. Need to follow-up with NEFAP.
169	Contact Chem FoPT Subcommittee to look at the PCB data again and make sure that it supports the limits TNI has set.	Eric	Next Meeting	Eric will touch base with Carl.
170	Ask NEFAP EC and NELAP AC if they are aware of any analytes that need to be added to the table.	Eric	8/16/11	Need to follow-up with NEFAP.
179	Work with William on changes to FoPT table postings.	Ilona	12-31-11	
180	E-mail vote for SOP 4-107 and new membership.	Ilona	12/31/11	
181	Supply Ilona with Scope information for PTPAs.	Eric	12/22/11	
182	Forward e-mail regarding xylene question to committee.	Eric	1/15/12	
183				

Attachment E

Backburner / Reminders – TNI PT Executive Committee

	Item	Meeting Reference	Comments
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	
8	Implement all policies and procedures necessary for operation and continual improvement of a national PT program – including FoPTs for various matrices, stakeholders and accreditation programs. (Need to update SOPs – including an appeals process) – Complete by 7/1/11.	10/21/10	From 2010 Strategic Plan Review
9	Implement a process to periodically evaluate the effectiveness of the PT provider oversight program and the Fields of Proficiency Testing. Complete by 6/1/11.	10/21/10	From 2010 Strategic Plan Review
10	Define a process for addition or removal of analytes from FoPT tables. Complete by 7/1/11.	10/21/10	Complete
11	Evaluate how labs are accredited for analytes that co-elute.	5-19-11	
12			