

# TNI PT Program Executive Committee Meeting Summary

**October 31, 2019**

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

Chair, Maria Friedman, called the TNI PT Program Executive Committee (PTPEC) meeting to order at 1:10pm Eastern on October 31, 2019 by teleconference. Attendance is recorded in Attachment A – there were 8 members present. Associate Members present: Shawn Kassner, Tim Miller, Nicole Cairns (until 1:56pm Eastern), Reggie Morgan, Mike Blades, Craig Huff, and Jennifer Best.

The September meeting minutes were distributed by email for review. A motion was made by Fred to accept the September 19, 2019 minutes as written. The motion was seconded by Dixie and unanimously approved. The minutes will be posted on the website.

Maria confirmed that meeting participants received the agenda and supporting materials sent 10-29-19.

## 2. Chair Update

- Strategic Planning Meeting in DC: Maria shared comments. A plan is not ready at this time, but it will be made available when completed.
- The PT Provider/PTPA memo was finalized by email. It was posted October 23<sup>rd</sup> on the TNI website.
- Shawn has been approved as a PTPEC member. Email vote:

A motion was made by Dixie by email on 10/2/19 and seconded by Scott by email on 10/2/19.

Email votes:

Jennifer B - For 10/2/19

Eric - For 10/3/19

Jennifer D - For 10/3/19

Michella - For 10/3/19

Andy - For 10/4/19

Maria – Phone 10/28/19

Rachel – For 10/16/19

Dixie – For 10/16/19

Patrick – For 10/16/19

Matt – For 10/28/19

The motion passed.

- MPN ARA. This has been resubmitted to the NELAP AC. TNI is a national program. The next NELAP AC meeting is November 12, 2019. Jennifer attended a NELAP AC meeting in October to answer questions and present her reasons for the change to the Microbiology FoPT Table. Carl asked if the subcommittee had compared the recovery using the methods. Jennifer responded that this was outside of the Scope of the FoPT Subcommittee. The AC is willing to review the FoPT table again. Maria noted that the AC does not have the authority to tell the PTPEC that something cannot be accepted. Ilona commented that the question of how the PTPEC and NELAP AC work together will be an action item from the Strategic Planning meeting. The PTPEC has always been a national program – this situation has been a reminder ... not something new.

The issue for the NELAP AC had something to do with the codes. Jennifer didn't know how this works.

Carl asked if the PTPEC was going to reconsider the table and send it back to the AC. Kristin commented that it will be discussed in the next NELAP AC meeting on 11/12/19. Maria has already sent the table back to the NELAP AC.

- FoPT Tables

The Committee started reviewing the FoPT tables that the FoPT Format Subcommittee has been working on.

#### DW FoPT Table

Need to make sure the table is consistent with the website. Table headers and “tabs” on the website need to be consistent.

Line 53: Propose 1820 with a change to the analyte name. Text was found to support this. Leave as is on table.

Line 83: Should Column D be left blank for Silica as SiO<sub>2</sub>? There is nothing in the CAS number field. It is not in the LAMS table. The subcommittee didn't propose a number. It is confusing. Different CAS numbers. NA will be added.

Carl asked if we are approving this table or does it need to add the ARA information too. Maria noted that we are only looking at this table. It will be used as the base table that things will be added to.

Cis and Trans should not be capitalized.

Vinyl Chloride – Line 112 is not Chloroethane as stated in parentheses. LAMS is correct. It is Chloroethene in LAMS. Maria will bring this up with the IT Committee to make sure that the PTPEC is notified of changes to LAMS.

139 needs capitalization changed.

17-26 LAMS is the driver. Technique was not part of the description. Andy said there are other rows and LAMS does include technology. Footnote in the FoPT table drives the user. Discuss with Dan Hickman to have common analyte need. This needs to be looked at when the ARA update is finalized. Go back to what was originally in the table instead of what is in LAMS. Review this issue – Action item.

Andy said the units are different and this will be reflected when the ARA is resolved for the micro table update.

DW and Radiochemistry Table – There is a similar issue - Why isn't uranium by mass on the DW table? Its regulated as a radionuclide under CFR 141.25.

The PTPEC will continue to look at these tables in upcoming meetings.

- The ARA submitted by Aaren Alger will be reviewed for a new sponsor.

### 3. New Analyte Request Application (ARA)

A new ARA was received from Rachel Ellis from NJ DEP and reviewed by the PTPEC. She is requesting PCB Aroclor identification be added to the NPW and SCM FoPT tables. The addition is requested to be similar to how it appears on the DW FoPT table. She would also like to see that a footnote be included to state that a Not Acceptable evaluation of any one or more Aroclor identifications results in a failure to demonstrate proficiency for all Aroclors which comprise the study. Not just for the Aroclor failed.

There was a similar ARA received previously that could not be completed. The original ARA has been modified and it is now this new ARA.

Maria went through the ARA checklist to make sure it can be accepted. It has been accepted.

Andy raised some questions and Michella noted that at some point EPA will be asking for another field for a PCB. It can be further discussed when that ARA is submitted. Related to PCB screen.

### 4. SOP 4-108 Conflict of Interest

Eric submitted minutes to support the decisions made in developing the SOP. Please review for the next meeting.

## 5. Subcommittee Update

The Chemistry FoPT Subcommittee is completing an email vote on the new Radiochemistry procedures for developing FoPT limits. If the vote is affirmative, the process will be presented to the PTPEC for a final vote of approval. The Limit Update SOP will need to be updated and the Chemistry FoPT Subcommittee will send recommended language to update this SOP with the new procedure.

## 6. New Business.

None.

## 7. Action Items

The action items can be found in Attachment B.

## 8. Next Meeting

The next meeting will be determined by email. (*Addition: Next meeting is Friday, November 22, 2019 at 1pm Eastern.*)

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

The meeting was adjourned at 2:33pm Eastern (Motion – Fred Second – Shawn Unanimously approved).

## Attachment A

### Participants TNI

#### Proficiency Testing Program Executive Committee

Members	Rep	Affiliation	Contact Information
Maria Friedman (2020) (Chair)  <b>Present</b>	AB	California Water Board	Maria.Friedman@waterboards.ca.gov
Dixie Marlin (2021) (Vice-Chair)  <b>Present</b>	Other	Marlin Quality Management, LLC	marlinquality@gmail.com
Ilona Taunton, Program Administrator  <b>Present</b>		TNI	tauntoni@msn.com
Eric Smith (2020)  <b>Absent</b>	Lab	ALS Environmental	eric.smith@alsglobal.com
Carl Kircher (2021*)  <b>Present</b>	AB	Florida Department of Health	Carl.Kircher@flhealth.gov
Andy Valkenburg (2021*)  <b>Present</b>	LAB	Energy Laboratories	avalkenburg@energylab.com
Jennifer Duhon (2022)  <b>Absent</b>	Other	Millipore Sigma	jennifer.duhon@sial.com
Matt Sica (2020)  <b>Absent</b>	AB	ANAB, ANSI-ASQ National Accreditation Board	msica@anab.org
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 (2020*)  <b>Present</b>	Other	Advanced Analytical Solutions, LLC	Fred@advancedqc.com
Jennifer Bordwell (2020*)  <b>Present</b>	Lab	Upper Occoquan Service Authority	jennifer.bordwell@uosa.org
Scott Haas (2020*)  <b>Present</b>	FSMO	Environmental Testing, Inc.	shaas@etilab.com
Rachel Ellis (2022*)  <b>Absent</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	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.	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.
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	All	2/20/14	TBD (see #350)  <i>350: Prepare formal request to SOP Subcommittee regarding updating</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

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	<p>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>FoPT tables and applicable backburner items just moved to the Action Items table (#352, 353)</i>	completion date will be given at July meeting.
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 PTPEC before relevant changes are made and provide a summary of changes at some frequency.			1/31/17	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. 6/21/18 – still being worked on. 2/28/19 – Maria will follow-up.
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

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					and needs to review it. (April PTPEC meeting.)
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
389	Present recommended LAMS updates to Dan Hickman.	Maria	5/17/18	5/20/18	FoPT format subcommittee provided recommendations.
397	Discuss Vol 3 and 4 implementation with NELAP AC.	Maria	10/18/18	11/15/18	In progress.
400	Follow-up on subcommittee reports from WET and the FoPT Table Format Subcommittee.	Maria	11/15/18	12/18/18	In Progress – combine with 349.
410	Review SOPs 4-102 and 7-101 to make sure there are no conflicts in the appeals process.	Eric	2/28/19	TBD	In Progress
412	Maria will talk to Craig about holding off on more work on the WET FoPT Table until ELAB provides guidance.	Maria	3/21/19	4/17/19	
415	Send formal request to Chemistry FoPT Subcommittee to work on footnote issue raised by Shawn regarding Footnotes 5 and 6.	Maria	3/21/19	4/17/19	Complete, but will resend to Carl.



	<b>Action Item</b>	<b>Who</b>	<b>Date Added</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
417	Discuss ARA data issue with the NELAP AC.	Maria	4/18/19	5/16/19	Pending
418	Discuss Analyte Code issue with Bill from New Hampshire.	Maria	4/18/19	5/16/19	
419	Prepare list of items needed in SOPs to accomplish Volume 3 and 4.	Maria, Shawn	5/16/19	TBD	
420	Let Jerry know about possible EPA issue with FoPT tables.	Ilona	5/16/19	6/19/19	
421	Send message to Committee to review information on data points vs participants and provide comment by email.	Maria	6/20/19	6/27/19	
422	Send Isomer ARA data to Carl so Chem FoPT Subcommittee can begin work on this.	Maria	6/20/19	7/17/19	
423	Prepare DRAFT equivalency letter to compare 2009 and 2016 to post on website for PT Provider customers.	Maria	7-18-19	TBD	
424	Complete vote on SOP 4-102.	Maria/Ilona	7-18-19	8-7-19	
425	Vote on SOP 4-107 by email.	Maria/Ilona	7-18-19	8-7-19	
426	Get total number of accredited labs from Jerry.	Ilona	8-7-19	9/18/19	

	<b>Action Item</b>	<b>Who</b>	<b>Date Added</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
427	Prepare DRAFT of Worksheet 11 for September meeting review.	Maria	8-7-19	9/16/19	
428	Send Worksheet 11 out for final committee review.	Maria	9-19-19	9/27/19	
429	PT Provider Memo – send comments to Maria and ideas for updated language.	All	9-19-19	9/26/19	
430	Review FoPT Tables and website to be consistent with website.	TBD	10/31/19	TBD	
431	Discuss with IT Committee the need for LAMS updates to be communicated to the PTPEC.	Maria	10/31/19	11/20/19	
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	

**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	