

TNI PT Program Executive Committee Meeting Summary

November 22, 2019

1. Roll call, approval of minutes and overview:

Chair, Maria Friedman, called the TNI PT Program Executive Committee (PTPEC) meeting to order at 1pm Eastern on November 22, 2019 by teleconference. Attendance is recorded in Attachment A – there were 10 members present. Associate Members present: Nicole Cairns and Sennett Kim.

The October meeting minutes were distributed by email for review. A motion was made by Dixie to accept the October 31, 2019 minutes as written. The motion was seconded by Fred and unanimously approved. The minutes will be posted on the website.

Maria confirmed that meeting participants received the agenda and supporting materials sent 11-19-19.

2. Chair Update

- Maria received information that the NELAP AC ratified the Microbiology FoPT subcommittee table update – DW and NPW FoPT tables. An email was received on November 17, 2019 from Lynn – NELAP AC:

Hi, Maria.

As you requested, the NELAP AC did reconsider the DW and NPW FoPT tables at its November 12 meeting, and has ratified them both. There were concerns about avoiding confusion in ordering and reporting these PTs due to the unique circumstance of having two different test technologies for the same analyte, so the motion to approve the tables also stipulated that the Council request that PTPEC put in place protocols for seamless implementation of those revised tables for both laboratories and PT providers. The expectation is that those protocols will be in place and communicated to labs, ABs and PTPs prior to the effective date of these new tables.

*Thank you.
Lynn*

Maria emailed some talking points during the meeting to help figure out implementation:

For PT Providers:

PTPs will need to collect results for separate Multiple Tube (MT) and Multiple Well

(MW) results for coliform FoPTs. Need to make sure the results are clearly identified and segregated. Question: currently, a PTP might send a lab one PT sample that could then be analyzed and reported for both MF and MPN coliform results. Can that same sample be used for both MT and MW analyses, or do PTPs need to produce two samples? In any case, it is most important that lab results for MT not be combined with MW results, otherwise nothing will have been achieved by all of this. What do PTPs think?

For Labs:

If labs were accredited for both MT and MW, they previously could analyze just one PT to satisfy PT requirement for both. Now with separate MT/MW PTs, they will need to analyze two PTs to be accredited for MT and MW. Unknown if labs could analyze same PT sample twice (by MT and then MW) or if two PT samples are required (see question in PTP section above). Labs must understand that they cannot simply analyze a sample once (by MT or MW) and then report that result for both MT and MW.

For ABs:

As with the change for labs, ABs will need to make sure they review PTs that are applicable to the accredited method.

For LAMS:

Need to have new analytes created for MT and MW, so the new analyte codes can be put into FoPT tables and used by PTPs.

Other:

DMR-QA studies include the following analytes under Microbiology:

E.coli, MF or MPN

Fecal Coliform, MF or MPN

Total Coliform, MF or MPN

Unknown whether DMR-QA would be impacted by the FoPT changes, since the coliform analytes in FoPT tables would no longer have simple "MPN" versions, but instead would now be listed as MT and MW. Anyone need to be contacted re DMR-QA? DMR-QA studies usually begin in March.

Eric thinks special implementation procedures are not necessary. Nothing different needs to be done than what is normally done.

Carl didn't author the stipulation. If the lab is certified for SM 9221E for Fecal Coliform and Colilert 18 Quanti-Tray for Fecal Coliform, is the lab going to get two separate PTs? Do they have to analyze the PTs separately? Will PT Providers score it separately? He thinks the NELAP AC is asking this Committee to come up with implementation clarification.

Shawn commented that the mechanism is already in place. Eric asked if we should communicate the process to the NELAP AC and see if there are any concerns. Maria will consider this.

It would be helpful to the labs if information could be given to the labs to make this change less confusing. Let people know there is a new table.

3. Review Drinking Water (DW) FoPT Table

The Committee reviewed the DW FoPT table that Maria sent with the agenda material.

Andy commented that on Line 56, code in the table is 1820, but this is not consistent with LAMS. Andy thinks this is something that needs to be changed in LAMS. This is for consistency of naming conventions. Should it be 1823? Eric prefers to leave the name as is in the table and change the code to 1823. The wrong analyte was assigned 1820.

Eric made a motion to approve the DW FoPT Table sent by Maria on 11-19-19 with two changes: remove highlight on line 56 and remove text in cell L222. The motion was seconded by Shawn.

Roll Call Vote:

Dixie - For

Eric - For

Carl - For

Andy - For

Patrick - For

Michella - For

Fred - For

Rachel - For

Shawn - For

Maria - For

The motion was approved.

An effective date was discussed and the Committee agreed that 6 months should work. months after approval. - July 1, 2020.

A motion was made by Shawn to set an effective date of 7/1/2020 for the DW FoPT table discussed above. The motion was seconded by Carl and unanimously approved.

Maria will prepare notifications as usual.

4. Review Radiochemistry DW FoPT Table

Maria also looked at the Radiochemistry DW table sent by the FOPT Table Format Subcommittee. There is a note on the table:

Also recommend changing the NELAC Analyte Code to 1184 and changing the name in LAMS from "Uranium" to "Uranium (mass)"? For example, in LAMS, NELAC code 1184 states "Uranium" as the analyte name and is associated with the Type "Metals". NELAC code 3055 in LAMS states "Natural uranium" as the analyte name and is associated with Type "Radiochemistry".

Eric asked about Line 12 – Radiochemistry except as noted. What does “except as noted mean”? It will be deleted. Eric also noted that on other tables units are posted on this same line, but not on this table. There are units in the PTRL line, but not in the Concentration Range column. After further investigation, it turns out the cell under Concentration Range is: pCi/L (except as noted). It was cut off. This will not be deleted. Formatting will be corrected.

Nicole asked if the table will be left with Natural Uranium or will something change due to the note. Michella is fine with leaving it as Natural Uranium, but she commented that there will be labs that will get confused. Shawn noted that in the past it said Natural Uranium and in parentheses it said mass. That would call the difference between the two – mass vs activity. This makes it simpler for the labs. This will be further discussed in December.

5. WET Discussion

Maria talked to Laura J. Phillips (EPA) – talked to her and the concern is that they are not aware of how we determine the acceptance criteria for WET. She will talk to Rami. Rami requested data. Still trying to determine how to collect the data. Need to figure out a format. Carl offered to talk to Laura. He knows how the first WET table was developed. Maria would appreciate the help and asked that we coordinate this with Rami.

Old TNI Board business – put table together. Taken from EPA Criteria document. Eric asked if there were minutes that could be reviewed. No.

6. SOPs

There was no time to go through the SOPs, but Maria asked that everyone review what was sent with the agenda (SOP 4-107 and SOP 4-108). These will be discussed in December.

7. Subcommittee Reports

Breakdown Analyte Subcommittee – The committee is waiting for information. There was a problem with the data received.

PT Program SOP Subcommittee – Eric included the minutes with the Draft SOPs so there is more explanation about the changes that were made to the SOPs. The Subcommittee will not be meeting in December. Maria will work with Shawn to pull the list of

Chem FoPT Subcommittee – The Committee will be meeting in December. The vote was completed for the new procedure for determining Radiochemistry FoPTs and it passed. Carl will compile the information and send it to the PTPEC for a vote in December. Bob Shannon and Keith McCroan will want to attend the PTPEC meeting to be available for questions.

8. New Business.

- Internal audit. Ilona noted that the internal audit is due 1/3/2020. She would like to schedule time with Maria mid-December to complete the internal audit checklist.
- Membership. Membership needs to be considered in December for 2020.

9. Action Items

The action items can be found in Attachment B.

10. Next Meeting

The next meeting will be by teleconference on Thursday, December 19, 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) Present	AB	California Water Board	Maria.Friedman@waterboards.ca.gov
Dixie Marlin (2021) (Vice-Chair) Present	Other	Marlin Quality Management, LLC	marlinquality@gmail.com
Ilona Taunton, Program Administrator Present		TNI	tauntoni@msn.com
Eric Smith (2020) Present	Lab	ALS Environmental	eric.smith@alsglobal.com
Carl Kircher (2021*) Present	AB	Florida Department of Health	Carl.Kircher@flhealth.gov
Andy Valkenburg (2021*) Present	LAB	Energy Laboratories	avalkenburg@energylab.com
Jennifer Duhon (2022) Absent	Other	Millipore Sigma	jennifer.duhon@sial.com
Matt Sica (2020) Absent	AB	ANAB, ANSI-ASQ National Accreditation Board	msica@anab.org
Patrick Garrity (2022) Present	AB	Kentucky DEP	patrick.garrity@ky.gov
Michella Karapondo (2022) Present	Other	USEPA	karapondo.michella@epa.gov
Fred Anderson (2020*) Present	Other	Advanced Analytical Solutions, LLC	Fred@advancedqc.com
Jennifer Bordwell (2020*) Absent	Lab	Upper Occoquan Service Authority	jennifer.bordwell@uosa.org
Scott Haas (2020*) Absent	FSMO	Environmental Testing, Inc.	shaas@etilab.com
Rachel Ellis (2022*) Present	AB	New Jersey DEP	rachel.ellis@dep.nj.gov
Shawn Kassner (2023*) Present	Lab	Pace	shawn.kassner@pacelabs.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: 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	All	2/20/14	TBD (see #350) <i>350: Prepare formal request to SOP Subcommittee regarding</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

	Action Item	Who	Date Added	Expected Completion	Actual Completion
	<p>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>updating FoPT tables and applicable backburner items just moved to the Action Items table (#352, 353)</i>	expected 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.

	Action Item	Who	Date Added	Expected Completion	Actual Completion
					11/15/18 – Ilona received the info 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.

	Action Item	Who	Date Added	Expected Completion	Actual Completion
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	

	Action Item	Who	Date Added	Expected Completion	Actual Completion
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

	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	