

TNI PT Executive Committee Meeting Summary

March 15, 2012

1) Roll call and approval of minutes:

Chair, Stacie Metzler, called the TNI PT Executive Committee meeting to order on March 15, 2012, at 1:00PM EST. Attendance is recorded in Attachment A – there were 8 Executive Committee members present on the call. Additional people on the call included: Maurice Downer, Carol Smith, Stephen Arpie, Keith Ward and Jeff Lowry.

Approval of Minutes:

The minutes will be approved at the next scheduled conference call.

2) Status of the Protozoa FoPT Subcommittee

Stacie distributed the subcommittee's minutes to committee members. The FoPT table was a part of the minutes. The table includes two analytes – Cryptosporidium and Giardia.

Are they part of the NELAP PT program? Carl noted that this was beyond the scope of the subcommittee. Their purpose was to develop the table for EPA to facilitate externalizing their PT program. The NELAP AC could approve the table as part of the Drinking Water FoPT. This table is similar to the Lead table developed for NEFAP.

Andy noted that Cryptosporidium and Giardia are currently handled at the Federal level – out of Cincinnati. This is an issue outside of the subcommittee.

This table is currently outside of NELAP. The tables are done, but now further discussion is needed to determine whether providers need to be accredited and what TNI's role will be in this. Michella emphasized that the table is the first part of externalizing the program. The table is based on EPA summary data from 2002 – 2010. The EC's responsibility at this time is to approve the table and then Carrie Miller needs to be contacted. There is one provider at this time for these PTs and they are located in Wisconsin. Carrie needs to be invited to the next meeting so that she can discuss the next steps. Other PT providers may want to become accredited to provide these PTs.

Stacie commented that how the table is handled needs to be carefully considered. If they are not NELAP PTs, how will they be posted? They are really just TNI tables, but programs have to adopt them for them to be used within TNI.

Eric joined the call and commented that the EC should consider the subcommittee's recommendation to approve the table. The table would then be posted on the website in a

separate category. We would then inform EPA that the table has been approved and posted. Stacie should also contact the NELAP AC and let them know that the table is available if they want to approve it as part of NELAP. Consideration of standard needs would be a separate discussion.

Comments on the Table:

- Units for concentration range are not included. This needs to be added or defined.
- Should the table have footnotes 17, 18 and 19 or should they be 1,2, and 3? They should be 1.2, and 3.

These changes need to be made on the table and then it will be voted on at the next meeting. Carl will make the changes and distribute it to the committee.

Michella will invite Carrie Miller and Leah Villegas to the next call.

3) FoPT Analyte Application

Eric noted that it has been completed and forwarded to Stacie. It has been finalized.

The EPA can submit an application without a sponsor.

4) PTPA Database Subcommittee

Stacie and Ilona had conference calls with each of the PTPAs. The PTPA's asked for copies of the previous work done on actual requirements and this has been forwarded. A committee is being formed to look at the requirements and then recommend the best way for the PT EC to collect information to determine the status of the program in general. The committee will consist of a representative from each PTPA, Stacie, Ilona, Steve Arpie (PT Provider), Curtis Wood (PT Provider), Keith Ward (PT Provider) Carl Kircher (AB), William (TNI – IT), and Susan (Non-NELAP AB). (Stacie will confirm Curtis' participation.)

In Sarasota there was mention that there may be a possibility that both PTPAs were going to use the same database. Recent conversations indicate that this may not be the case. Depending on how this turns out, there would be impact on how data would be pulled together for a PT EC review. All of this will be taken into consideration in the subcommittee's recommendation.

5) Wibby DW Xylene Footnote Question

The committee was referred to the email Eric distributed on Dec 15th.

Eric noted that the footnote would be added to make the FoPTs consistent. This was distributed to the committee members on March 1st:

Dear PTP Executive Committee members,

Per our discussions on our last teleconference call on 1/19/2012, I have drafted a proposed update of the DW FoPT table to include a footnote 15 for total xylenes to clarify intent and make it uniform with the NPW and S&CM FoPT tables. I wasn't sure how the committee wanted to handle color coding changes, so I didn't remove any highlights that are on the currently effective table. I have attached the draft for your review and consideration.

Carl noted that the footnote does not impact the formulation or details of the PT, so a new effective date shouldn't be added. Our SOP states that footnote changes need be approved by the NELAP AC. It is a new footnote. It needs to be voted on by the committee and after approval from the NELAP AC it will be given a new effective date and be posted on the website. PT Providers also need to be notified. The color coding will remain.

Iлона noted that William is ready for any new FoPT tables so that the current table and the table with an effective date in the future can both be posted. He also has the button added to allow people to include their e-mail address for automatic updates. Information about the automatic e-mail option was also provided for inclusion in the next TNI newsletter.

Eric made a motion to approve the updated DW FoPT Table distributed on March 1, 2012. The motion was seconded by Carl and unanimously approved.

6) Assigned Value

Eric forwarded a message to the PT Expert Committee regarding this. Susan will follow-up with the PT Expert Committee to find out the status.

7) Question from Susan

"I have a question for you that has recently come up in our office. I don't know if you know the history on this or not, it may be a question to bring up on the next call. We are trying to update our PT requirements for SC and we are discussing which parameters on the new NPW FoPT table to add to our list. I think we decided everything would be ok to add with the exception of GRO. When I look at the footnote in the table for GRO, it states it is defined by the carbon range C5-C10. Unfortunately, EPA 8015C defines the range as C6-C10 and that is how we certify our labs and this would be the range they would use for reporting compliance samples to our Department.

My first question would be, is this the correct range? And if it is, where did this range come from, e.g. a specific state, method, etc.?

My last question would be, are the PT samples actually made up in this range? I just don't want to put a requirement out there that our laboratories cannot meet.

I'm sure this was discussed in previous meetings and if there are minutes you can point me to that would be great as well. I would appreciate any input."

*Thanks,
Susan*

Carl commented that the reason for the range was that 2-methyl pentane elutes before normal hexane, so you have to start at C-5. The PT should not be outside of the range noted on the table. The method states C6-C10. Stacie asked the PT providers on the call if they make the PT in the C5-C10 or C6-C10 range. Keith was not sure. He believed they follow the PT table, but would need to check. C5-C10 covers everyone's regulatory needs. C6-C10 would be too restrictive.

Eric commented that the FoPT subcommittee did look at the data and there was not a failure rate problem. Susan's lab's should be fine.

8) Review Open Action Items and Back-Burner Items

Tables in Attachments B and C have been updated.

9) New Business

- It is time for the PTPA on-site audits. ACLASS would like to do theirs in August. Stacie asked for volunteers. Carl is willing to assist if there is a need. Susan may be interested.

A2LA would be in the Fall. Carl is willing to help if someone else wants to do ACLASS.

This will be discussed at the next meeting so that people have time to check their availability.

- Ilona noted that a formal complaint was received through the new TNI complaint system. It relates to the PT Program so it is being passed on to the PT EC (Attachment D). Stacie and Ilona will be working on a complaint SOP for the PT Program in April.

This concern was brought up by Patrick in Sarasota. Everyone should review the complaint before the next meeting.

- We received comments from the Policy Committee on SOPs that need to be updated. Stacie will forward the e-mail again to any committee member who did not receive this e-mail . It was initially distributed by Eric on January 18th . SOP 4-101 will be the first SOP for review.

10) Next Meeting

The next meeting of the PT Executive Committee will be 4-19-12.

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

The meeting was adjourned at 1:30 EST. (Motion: Eric Second: Nicole Unanimously approved.)

Attachment A

Participants TNI Proficiency Testing Executive Committee

Members	Affiliation	Contact Information
Eric Smith (2010) Present	TestAmerica Laboratories, Inc.	615-726-0177 x1238 eric.smith@testamericainc.com
Ilona Taunton, Program Administrator Present - Recording	TNI	828-712-9242 tauntoni@msn.com
Justin Brown (2011) Absent	Environmental Monitoring and Technologies, Inc.	847-875-2271 jbrown@emt.com
Amy Doupe (2009) Absent	Lancaster Laboratories, Inc.	717-656-2300 x1812 aldoupe@lancasterlabs.com
Steve Gibson (2011) Present	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) Absent	Sigma-Aldrich RTC	New Member
Michella Karapondo (2011) Present	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) CHAIR Present	HRSD	757-460-4217 smetzler@hrsd.com
Nicole Cairns (2012) Present	NY State DOH	New Member
Joe Pardue (2011) Absent	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) Absent	Environmental Resource Associates	303-431-8454 cwood@eraqc.com

Attachment B

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	Complete
180	E-mail vote for SOP 4-107 and new membership.	Ilona	12/31/11	Complete
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	Complete
183	Update Protozoa FoPT Table and distribute.	Carl	4/19/12	
184	Invite Carrie and Leah to next meeting.	Michella	4/19/12	
185	Send updated DW table with Footnote 15 to NELAP AC for approval.	Stacie	4/1/12	
186	Follow-up with PT Expert Committee regarding “Assigned Value”.	Susan	4/19/12	
187	Review complaint #1 included in	All	4/19/12	

	Action Item	Who	Expected Completion	Actual Completion
	Attachment D before the next meeting.			
188	Review SOP 4-101 in preparation for review during the next conference call.	All	4/19/12	

Attachment C

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			

Attachment D – Complaint #1

Description of Issue

Many of the State AB websites link directly to the A2LA website for the list of approved TNI PT Providers. This information is no longer correct since PT Providers can now (since January 2011) be accredited by 2 different PTPAs. This situation involves accreditation bodies in both NELAP states and non-NELAP states that use the TNI Standards. We feel that TNI is not actively or has not properly notified the states and that this situation is contributing to a restraint of trade with the state accreditation bodies defined above.

Description of Actions

1/2011 - ACLASS was approved as a TNI PTPA.
10/1/2011 – “PT PROVIDER” switched TNI PT Provider accreditation to ACLASS. Prior to this date “PT PROVIDER” was accredited by both A2LA and ACLASS. There was no lapse in accreditation during this period.
11/10/11 – became aware that North Carolina (NCDENR) had issued letters saying that “PT PROVIDER” was not an accredited provider. The NCDENR website links directly to the A2LA webpage which only shows the A2LA accredited PT Providers. “PT PROVIDER” requested that NCDENR retract the letter. NCDENR said that they would temporarily accept PT data and they would try to update their website. As of 2/16/12 the website still links to A2LA website only.
12/2/2011 - “PT PROVIDER” contacted state ABs to make sure that they were aware that ACLASS is an approved TNI PTPA and that “PT PROVIDER” is an approved TNI PTP.
12/8/11 – Received email from Minnesota (MNELAP) saying that we were not on their list of approved TNI PT Providers because their website directs laboratories only to the A2LA website. “PT PROVIDER” requested that they change this and were told that they are working on it. As of 2/16/12 the website still links to A2LA website only.
1/31/2012 – Issue was brought up in the TNI PT Executive Committee meeting. The issue did not seem to gain much traction and the consensus seemed to be that the issue should be handled by the TNI BOD.
2/15/12 – became aware that the South Carolina (SCDHEC) website directs laboratories to the A2LA website only for the list of approved TNI PT Providers. The South Carolina (SCDHEC) representative said that they were never notified of ACLASS being approved as a TNI PTPA until “PT PROVIDER” contacted them on 12/2/2011 and would change their website as soon as possible. As of 2/16/12 the website still links to A2LA website only.

Description of Remedy Sought

While we appreciate the memo issued 1/13/2012 on the TNI website regarding clarification of approved TNI PT Providers, we feel that this is not enough. We ask that TNI formally contact any NELAP State ABs or any non-NELAP State ABs that apply the TNI Standards and inform them that linking their website to only the A2LA website is misleading, outdated, incorrect and is currently restricting free trade. We additionally request that TNI inform the states that the only correct list of approved TNI PT Providers can be found on the TNI website and that any links should point to the TNI website.
