

TNI PT Program Executive Committee Meeting Summary

March 21, 2019

1. Roll call, approval of minutes and overview:

Chair, Maria Friedman, called the TNI PT Program Executive Committee (PTPEC) meeting to order at 11am Eastern on March 21, 2019. Attendance is recorded in Attachment A – there were 9 members present. Associate members in attendance: Nicole Cairns, Stacie Crandall, Keith Ward and Tim Miller.

Maria confirmed that everyone received the meeting information she sent on 3/20/19.

The meeting minutes for February 28, 2019 were distributed by email. Fred made a motion to accept the 2/28/19 meeting minutes as written. The motion was seconded by Jennifer Mullins and unanimously approved.

Vote:

Fred – Yes

Michella – Yes

Jennifer Mullins – Yes

Maria – Yes

Rachel – Yes

Jennifer D – Yes

Eric – Yes

Andy – Yes (11:30 am Voted after he joined the meeting.)

Carl – Abstain (11:20am Didn't get a chance to review.)

Andy – For (voted by phone)

The minutes were approved.

2. Update

- Maria sent the proposed update to the DW and NPW FoPT tables to the NELAP AC. They are questioning the update and need Maria to attend their April 1, 2019 meeting. Maria got all the historical documentation from Jennifer Best. (*Addition: The meeting date was changed to April 15, 2019.*)
- Maria sent the footnote for the PT Provider reports to the NELAP AC. This will also be discussed on April 1, 2019. (*Addition: The meeting date was changed to April 15, 2019.*)
- Craig, Rami and Maria met. Craig proposed a WET table with format changes. Dan Hickman will get involved with Craig because the LAMs does not have most of the

analyte codes they would like to use in the table. It needs to be streamlined. The PT Providers will need to get the same fish – size, age, location, etc... The Expert Committee will need to address this long term in the Standard – how consistent does this need to be? Keith asked if this consistency is really important, but Rami feels it is. The fish being used is now on the FoPT table. Maria said this is somewhat like the ARA we just completed for Micro – too many tests are being lumped under one code and it needs to be separated out. Keith thinks the issue is whether the endpoint is part of the analyte or part of method. Keith said he will contact Craig and Dan. Craig will be reaching out to Dan Hickman. Rami brought up other complications that he will be discussing with the WET Expert Committee.

Nicole noted they are working on the analyte codes. They are not doing anything with the complications Rami is talking about. They need to work with DMR and they haven't worked anything out yet. Nicole also noted that nothing is happening on the PT Expert Committee regarding Standard changes.

Stacie Crandall commented that ELAB wrote a letter to EPA regarding this WET issue. Stacie would like to see EPA to tell us why WET PTs are done. Once they find out the value and how the data is used, then they can continue to work through this. There is so much flexibility in these methods, so how do you tie following instructions to method performance. They are working on it. Rami is also part of the group that is working on this.

Craig needs to schedule a meeting with Dan Hickman to look at analyte codes. Stacie wants to be sure that the FoPT Table Update Subcommittee does not do a bunch of work on this until ELAB gets better direction. Stacie's group is trying to meet with the DMR coordinator, but this is a busy season and nothing is set-up yet. Since Rami is already part of Stacie's group – maybe this should wait? Maria will take this into consideration and discuss this with Craig. Perhaps this should be held.

3. Subcommittee – Analyte Breakdown Subcommittee

Subcommittee Membership: Keith, Nicole, Susan, Andy

Maria drafted a proposed charter that she emailed to the Committee and Associates. Nicole asked if they are supposed to look at other analyte breakdown groups? Maria thinks the group needs to look at all of them. More data will need to be pulled to do this. Eric thinks we should just focus on the ones related to the complaint. The Chemistry FoPT Subcommittee can look at the other ones when the limits are updated. Tim Miller noted that looking at all degradation possibilities is huge.

It was decided that the Subcommittee needs to look at DDT and Endrin. This means data needs to be pulled from PT Providers for Endrin.

The charter will be updated for DDT and Endrin and will be available for vote during the April meeting. Maria will send a data request for Endrin to the PT Providers using the format originally sent for DDT data.

The Subcommittees timing will depend on how soon they can get the data. Nicole would recommend 6 months to be put on the charter. There was agreement.

4. Soil Fixed Limit Issues

Shawn sent Maria an email that she forwarded to the committee right before the call. She asked everyone to read through the issue and look at the attachment:

In reviewing data from the PTOB database I have found that the TNI PTPs are interpreting the Solid and Chem Materials FoPT table differently. Given how the table footnotes read there is no right or wrong way to calculate limits. I have attached the most recent version of the table and highlighted the sections that I will refer to.

The issue stems from the table's use of fixed percentage criteria. The footnotes 5 and 6 refer to the rules where acceptance limits cannot be tighter than 90% and 110%. The footnotes state an exception of "...except where fixed limits are used." Fixed limits are used in conjunction with the study mean for Metals analytes applied to the study mean, for volatiles (medium and low level) fixed acceptance criteria are applied to assigned values. The acceptance criteria for the volatile analytes are also labeled "...fixed acceptance limits" where the metals analytes are not labeled as such.

What I have observed has to do with the acceptance criteria calculated for metals. We have one PTP who is applying footnotes 5 and 6 to the metals analytes as these are fixed criteria applied to the study mean, just as they would the volatile analytes. I can see that interpretation.

The other PTPs are applying the footnotes to just the volatile analytes, but not applying them to the metals analytes. Their concerns are that the acceptance criteria for metals could potentially calculate to negative limits and it did not make sense for them to do apply those. I can see that interpretation.

My belief is that the footnotes 5 and 6 need to be more explicit as what when these rules are applied, if the intention is for these rules to be applied to all analytes with fixed criteria than the metals analytes need to have the same labels as the volatiles analytes. If the rules are not meant to be applied to the volatiles than the footnotes need to reflect this intention. As I am part of the subcommittee, I will help provide information and assistance into editing the footnotes.

Maria asked that Shawn bring this to the Chemistry FoPT Subcommittee since he is a member of that Committee.

Maria noted that Shawn's concern is that not all PT Provider's are following footnote 5 and 6 similarly. The FoPT table needs to be clarified as to whether the footnote applies to metals and whether the limits are fixed at 30%. The volatiles are clear. The metals discuss study mean +/- 30%. Some PT Providers are interpreting this as a fixed limit and some are not. It needs to be clear if this is a fixed limit so all will interpret the footnote correctly.

Carl thinks this is a PTPA issue and they are responsible to ensure the PT Providers are meeting the Standard. The footnote does apply to metals.

The footnotes need to be very clear so PT Providers can apply the footnote correctly. Nicole thinks it should state that the +/- 30% is fixed like it does in volatiles.

This is being handed off to the Chemistry FoPT Subcommittee. Maria will send a formal request to the Subcommittee.

Carl noted that a lab sent a question about a PT concern regarding Butyl benzyl phthalate and pentachlorophenol. The limit is set to +/- 110% of assigned value and the lab was slightly over and failed. Carl noted the lab is still accredited— it was only one failure. It was not two out of 3 failures. Maria noted that the proper channels for complaints are to go to the PT Provider. If unresolved ... go to the PTPA ... and then the PTPEC is still unresolved. Maria asked Carl to let the lab know this.

5. DOD Email

Maria received a copy of the following email from Jordan Adelson (Navy):

From: Chair, DoD Environmental Data Quality Workgroup (EDQW) To: DoD ELAP Accreditation Bodies

Subj: PROFICIENCY TESTING FOR ANALYTES IN ISOMER GROUPS

- 1. This memo is to provide clarification on the appropriate proficiency test (PT) analytes needed for accreditation of analytes within isomer groups.*
- 2. To provide assurance of the accuracy of each analyte, the listing of the analytes on the scope must match that of the PT. For example, if the laboratory lists m,p-xylene and o-xylene separately on the scope, the analytes must be reported separately on the PT. If the laboratory only lists total xylene on their scope, they may report only total xylene for the PT. The laboratory may also list all of the analytes (i.e., m,p-xylene, o-xylene, and total xylenes) on the scope and must report all analytes on the PT. The same PT may be used for all the analytes. The same would apply for other isomer groups.*

3. *Our point of contact with regard to the matter is Ms. Alyssa Wingard, (757) 504-7396.*

Maria forwarded the memo to Aaren Alger and told her that if an AC member would be willing to submit an Analyte Request Application with regard to the issue raised in the memo, the PTPEC would pursue the matter.

5. Subcommittee Reports

Chemistry FoPT Subcommittee

The Subcommittee met on March 12th and discussed Radiochemistry FoPT limits. Michella joined too. There was talk about revising the table in its entirety based on program requirements. It was requested that Keith and Bob prepare a written update to the LIMIT SOP. Carl did some subsequent research in the DW Manual and noted that the limits are a recommendation. The Subcommittee will look at footnote issue raised above and work on the review of the FoPT Limit SOP.

PT Program SOP Subcommittee

More progress is being made on SOP 4-107. Action item #358 will be considered in further discussion. The subcommittee is hoping to have a DRAFT finalized in May to forward to PTPEC for their agenda in May.

SOP 4-102: Needs a review compared to SOP 7-101. Maria still needs to send the request.

Ilona sent a final copy of SOP 7-101.

The subcommittee still has other work to do on SOP 4-101 even if they don't receive the Chemistry FoPT committee's comments. Maria asked if the process for communicating concerns about limits is in this SOP. This should be in SOP 4-102.

Microbiology FoPT Subcommittee

Maria got all the supporting information for the new limits. She will be presenting this to the NELAP AC as noted above.

FoPT Table Update Subcommittee

See update above.

New Subcommittee – Breakdown Analytes Subcommittee

See update above.

6. New Business.

None.

7. Action Items

The action items can be found in Attachment B. The action items were reviewed and the notes are contained in the Action Item table.

8. Next Meeting

The next meeting will be on 4/18/19, Thursday, at 1pm Eastern by teleconference.

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

Maria adjourned the meeting at 12:25pm Eastern. (Motion: Andy Second: Rachel 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 (2018*) (Vice-Chair) Absent | Other | Marlin Quality Management, LLC | marlinquality@gmail.com |
| Ilona Taunton, Program Administrator Present | | TNI | tauntoni@msn.com |
| Eric Smith (2019) Present | Lab | ALS Environmental | eric.smith@alsglobal.com |
| Carl Kircher (2021*) Present (11:20 EST) | AB | Florida Department of Health | Carl.Kircher@flhealth.gov |
| Andy Valkenburg (2021*) Present (11:30 EST) | LAB | Energy Laboratories | avalkenburg@energylab.com |
| Jennifer Duhon (2019*) Absent | Other | Millipore Sigma | jennifer.duhon@sial.com |
| Matt Sica (2020) Absent | AB | ANAB, ANSI-ASQ National Accreditation Board | msica@anab.org |
| Patrick Garrity (2019*) Absent | AB | Kentucky DEP | patrick.garrity@ky.gov |
| Michella Karapondo (2019*) Present | 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*) Present | FSMO | Environmental Testing, Inc. | shaas@etilab.com |

Rachel Ellis – Present – Still needs to be approved by the Chair of the TNI Board of Directors.

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 |

| | Action Item | Who | Date Added | Expected Completion | Actual Completion |
|-----|---|------------|-------------------|---|--|
| | <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. |
| 353 | <p>Discuss possible procedural changes to how limits are updated. Maria talk to SOP Subcommittee. (Need to look at PT database implications.)</p> | All | | TBD | <p>In Progress – Update of SOP 4-101</p> <p>Maria will send a copy to close this item.</p> <p>10/18/18: Maria will resend to Eric and Ilona.</p> <p>2/28/19 – Eric will take a look and touch base by email.</p> <p>Complete</p> |
| 358 | <p>Send request to SOP subcommittee to consider what happens when ARA's are rescinded. There is no formal process.</p> | Maria | 6-29-17 | 7/19/17 | <p>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.</p> <p>2/28/19 – Eric will take a look and touch base by email.</p> |

| | Action Item | Who | Date Added | Expected Completion | Actual Completion |
|-----|--|-------------------------|-------------------|----------------------------|---|
| 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 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. |

| | Action Item | Who | Date Added | Expected Completion | Actual Completion |
|-----|---|------------|-------------------|----------------------------|---|
| 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 | Complete |
| 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. |
| 406 | Forward Rachel’s Resume to Chair of TNI Board and request confirmation. | Ilona | 1/24/19 | 3/8/19 | Complete |
| 409 | Maria will send the DRAFT letter sent previously by Jerry with the information about PT Provider footnote to the NELAP AC to get their agreement. | Maria | 2/28/19 | 3/20/19 | Complete |
| 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 |
| 411 | Follow-up on two preliminary complaints on Hardness. | Maria | 2/28/19 | 3/20/19 | 3/21/19: Did talk to lab, but waiting for follow-up. Still working with NELAP AC. |
| 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 | |

| | Action Item | Who | Date Added | Expected Completion | Actual Completion |
|-----|---|------------|-------------------|----------------------------|--------------------------|
| 413 | Update Charter for Analyte Breakdown Subcommittee. | Maria | 3/21/19 | 4/17/19 | |
| 414 | Request Endrin date from PT Providers. | 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 | |
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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 | |
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