

## **TNI PT Program Executive Committee Meeting Summary**

**March 24, 2016**

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

Chair, Maria Friedman, called the TNI PT Program Executive Committee (PTPEC) meeting to order on March 24, 2016, at 1:04 pm Eastern by teleconference. Attendance is recorded in Attachment A – there were 9 Executive Committee members present. Associate Members Present: John Overbey, Shawn Kassner, Jennifer Mullins, and Jennifer Best (joined at 1:30pm EST).

Maria confirmed that everyone received the meeting information.

A motion was made by Dixie to approve the February 25, 2016 minutes as written. The motion was seconded by Gil and unanimously approved.

### 2. Committee Chair Update

The SIRs were forwarded to LASEC and will be reviewed next month.

Volume 3 and 4 are still up for vote and can be commented on through May 4, 2016.

Maria only wants to review SOP 4-102 today, but does not plan to take a vote at this meeting.

The ARA for the removal of 3,3'-Dichlorobenzidine has been forwarded to the NELAP AC. A message has not been forwarded to Lem Walker yet. She will send a message after she hears back from the NELAP AC.

Some issues were raised by email on Cyanide during the month, so Maria held sending the SCM FoPT table to the NELAP AC.

#### Summary of issue:

E-mails were received from Stephen Arpie (Absolute Stds) and Tyler Crouteau (NH ELAP) regarding a possible discrepancy in the SCM FoPT Table. The TNI Analyte Code for Total Cyanide is 1645 and the code for Cyanide is 1635. The DW and NPW FoPT tables list Total Cyanide as 1645, but the SCM FoPT table lists "Cyanide, total" as 1635. It appears that the SCM FoPT Table has an error in either the code or the analyte name. If the analyte is supposed to be "Total Cyanide," then the code should

be changed to 1645. If the analyte is supposed to be “Cyanide,” then the code is ok as-is (1635) and the name should be corrected.

After review of the tables and discussion, it was decided to contact the Chemistry FoPT Subcommittee. While it was preliminarily determined that the analyte “Total Cyanide” (with correct code 1645) be used in the SCM FoPT Table, the subcommittee is being asked to inspect all other parts of the SCM FoPT Table that may be potentially affected by this change, and then make a recommendation to the PTPEC.

Vinyl Chloride: Michella does not think that she will get a response from the attorney. The chemists think it should be included in the PT. Maria reviewed the footnote and read parts of 40CFR related to this analyte. Maria noted that if Footnote 1 in the table is changed, this could cause a problem with language in Volume 3 of the Standard. Shawn noted that PT Providers should be contacted to find out if they are putting Vinyl Chloride in the DW PT all the time. If so, just move forward. This would meet any minimum requirements. Michella noted that the auditor has to track which analytes are failing as part of the 80/20 requirement.

### 3. Subcommittee Report

#### WETT FoPT Subcommittee

John Overbey: Nothing new to report.

#### FoPT Format Subcommittee

Shawn noted the committee is still working on CAS numbers.

#### SOP Subcommittee

Nicole noted that SOP 4-102 is ready to review by the PTPEC.

#### Chemistry FoPT Subcommittee

The committee is not currently meeting.

#### Microbiology FoPT Subcommittee

Jennifer Best noted the subcommittee has met. They have drafted a letter to PT Providers to request data. They will meet with the PT Providers and then send out the request. Ilona will send a Doodle Poll out to pick a meeting date.

4. SOP 4-102 – Rev 2.0 – TNI Proficiency Testing Program (PTP) Dispute Resolution Procedure

Maria reviewed the changes to the SOP with the committee. Maria suggested making it clear what subcommittee is referred to when the term subcommittee is used. Maria will send the SOP to the PTPEC so it can be reviewed by email and voted on.

5. Action Items

The action items were reviewed and notes and updates can be found in Attachment B.

6. New Business

- None.

7. Next Meeting

The next PTPEC teleconference will be April 21, 2016.

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

Maria adjourned the meeting at 2:30pm Eastern. (Motion: Nicole, Second: Dixie Unanimously approved.)

## Attachment A

### Participants TNI

#### Proficiency Testing Program Executive Committee

Members	Affiliation	Contact Information
Maria Friedman (2014) <b>Present</b>	TestAmerica	949-260-3201 <a href="mailto:maria.friedman@testamericainc.com">maria.friedman@testamericainc.com</a>
Ilona Taunton, Program Administrator <b>Present</b>	TNI	828-712-9242 <a href="mailto:tauntoni@msn.com">tauntoni@msn.com</a>
Eric Smith (2010) <b>Absent</b>	ALS Environmental	904-394-4415 <a href="mailto:eric.smith@alsglobal.com">eric.smith@alsglobal.com</a>
Justin Brown (2011) <b>Present</b>	Environmental Monitoring and Technologies, Inc.	847-875-2271 <a href="mailto:jbrown@emt.com">jbrown@emt.com</a>
Susan Butts (2012) <b>Absent</b>	South Carolina DHEC	(803)896-0978 <a href="mailto:buttsse@dhec.sc.gov">buttsse@dhec.sc.gov</a>
Nicole Cairns (2012) <b>Present</b>	NY State DOH	(518) 473-0323 <a href="mailto:nicole.cairns@health.ny.gov">nicole.cairns@health.ny.gov</a>
Joe Pardue (2011) <b>Absent</b>	Pro2Serve, Inc.	423-337-3121 <a href="mailto:joe_pardue@charter.net">joe_pardue@charter.net</a>
Dr. Andy Valkenburg_(2011) <b>Present (added at 1:45pm)</b>	Energy Laboratories, Inc.	406-869-6254 <a href="mailto:avalkenburg@energylab.com">avalkenburg@energylab.com</a>
Jennifer Duhon (2019) <b>Present</b>	Millipore Sigma	<a href="tel:307-3897218">307-3897218</a> <a href="mailto:jennifer.duhon@sial.com">jennifer.duhon@sial.com</a>
Matt Sica <b>Absent</b>	ANAB, ANSI-ASQ National Accreditation Board	<a href="mailto:msica@anab.org">msica@anab.org</a>
Dixie Marlin (2015) <b>Present</b>	Marlin Quality Management, LLC	513-309-3593 <a href="mailto:marlinquality@gmail.com">marlinquality@gmail.com</a>
Gil Dichter (2015) <b>Present (until 2pm EST)</b>	IDEXX Water	207-556-4687 <a href="mailto:gil-dichter@idexx.com">gil-dichter@idexx.com</a>
Patrick Garrity (2019) <b>Present</b>	Kentucky DEP	502-319-4040 <a href="mailto:patrick.garrity@ky.gov">patrick.garrity@ky.gov</a>
Michella Karapondo (2019) <b>Present</b>	USEPA	<b>513-569-7141</b> <a href="mailto:karapondo.michella@epa.gov">karapondo.michella@epa.gov</a>

## Attachment B

### Action Items – TNI PT Executive Committee

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
185	Send updated DW table with Footnote 15 to NELAP AC for approval.	Stacie  Maria	4/1/12	Stacie submitted this. Need to confirm approval. Action: Look to see if this got done. 8/20/15: Maria will follow-up.
214	Update Tin, Total Xylene and Total Cyanide on FoPT tables and submit for approval.	Carl Stacie	Next Meeting	In Progress Ilona will look for this stuff. 8/20/15: Maria thinks Cyanide is done, but need to find status on Xylene and Tin. 11/19/15: Ilona reviewed minutes and provided notes to Carl and Maria.
233	Review complaint process.	Maria Ilona	5/14/14	In Progress
249	Meet with PTPAs to discuss issues surrounding receiving data for FoPT Limit Updates and complaints. Determine if issue exists and whether subcommittee is needed to address this issue.	Maria	11/13/14	In progress.  11/19/15: A group met to review this today.
251	Follow-up with Rami to provide support to solve footnote issue on WET FoPT Table.	Maria	10/30/14	Complete
253	Check with EPA attorney on requirement that Vinyl Chloride	Michella	12/15/14	Complete (see minutes)

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
	cannot be "0".			
257	Email to SOP Subcommittee regarding clarification on how limit updates due to issues should be addressed.	Maria	12/12/14	Maria prepared it, but is waiting for a chair for this subcommittee.
264	Update Complaint SOP to reflect Standard requirement that PTPA be contacted.	TBD	TBD	Waiting for input - #233.
269	Prepare DRAFT response to SIRs after meeting with NELAP AC.	Maria	TBD	Complete
271	Provide list of replicates and volumes from WET Subcommittee to PT Providers.	Maria	3/19/15	It gives them information about the methods that PT Provider's don't have. 8/20: Jeff asked that this be distributed to the PT Providers. Maria will take care of this.
295	Moved from Backburner: PTPA Evaluation Checklist needs to be updated prior to next round of evaluations. (Originally discussed 8/6/13)	Gil	August 2016	In Progress (Likely complete by 8/2016)
296	Moved from Backburner: Charter needs to be updated in November.	All	November 2015	Complete
303	Send email to associates to see if they still want to receive meeting invitations.	Maria	1/25/16	Complete
305	Send response to EDB/DBCP ARA submitter to request more information.	Maria	1/25/16	3/24/16: Shawn contacted Jeff. Maria will



**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 updated in November.	Ongoing 2016	
16	<p>Moved back to Backburner (originally discussed 2/20/14) :</p> <p>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 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>	2/20/14	
17	Discuss possible procedural changes to how limits are updated. Maria talk to SOP Subcommittee.		Need to look at PT database implications.