

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

**June 17, 2021**

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

Chair, Shawn Kassner, called the TNI PT Program Executive Committee (PTPEC) meeting to order at 1pm EDT on June 17, 2021 by teleconference. Attendance is recorded in Attachment A – there were nine (9) members present. Associate members present: Amy DeMarco, Craig Huff, Nicole Cairns, Reggie Morgan, Sheri Heldstab, Tim Miller, and Tom Dziedzic.

Shawn asked for confirmation that everyone received the agenda and meeting information. We will also be looking at the Charter.

The May minutes were sent by email. A motion was made by Fred to approve the May 20, 2021, minutes as written. The motion was seconded by Andy and unanimously approved.

## 2. Update

- PTPEC has a meeting scheduled for August the second week of the virtual conference. It is scheduled for Wednesday August 11, 2021, at 9-12pm Eastern. Shawn is working on an agenda. It will be a regular working meeting.
- Shawn will send an annual report request to the PTPAs. He will copy everyone when he does this.

## 3. Relationship with SSAS

Sheri Heldstab (Chair, SSAS) attended the meeting today to discuss the relationship between SSAS and PTPEC. Ilona provided some background. Shawn was part of the original SSAS Committee.

Sheri provided detail on the SASS audit program and described the differences between audit samples and PT samples. There are still procedures in place that have the PTPEC approving Audit Sample tables and the relationship between the two committees is not clear at this time.

Shawn made the comment that SSAS is field. States often observe these audits.

Sheri commented that the relationship is related to the SSAS table. The SSAS tables should look similar to the PT FoPT tables. Perhaps this is the link. She also noted that there are some current issues on matrix for audit samples and how it is listed.

Ilona commented that if PTPEC continues to approve the SSAS tables, it should consider having a SSAS Subcommittee when limits are developed. Shawn noted that PTPEC's part in the process of updating the tables is in the end of the process. There was continued discussion on what the process is.

PTPEC does take responsibility for the evaluations of the Audit Sample Provider Accreditors and SSAS is not interested in taking this role.

Carl found data from 2008. The PT Board was responsible for producing the Audit Sample limits/table.

Is it too much to lump SSAS under PTPEC? SSAS does not think they should report to the PTPEC. If they do report to the PTPEC, should the PT Program be called the Proficiency Program instead?

Ilona will set-up a meeting with Jerry to talk about defining roles for PTPEC and SSAS. Is there a need for reorganization? Call with Jerry Parr, Ilona, Sheri and Shawn.

Audit samples can still be done voluntarily – they are not suspended. SSAS is still active in TNI.

*(Addition: Jerry, Sheri, Shawn and Ilona met on June 21, 2021 to discuss the SSAS and PTPEC relationship. Jerry and Shawn both agreed that SSAS should not fall under PTPEC. SSAS has PTPEC as a resource, and PTPEC asked to be brought into the loop any time SSAS modifies method/analytes, concentrations or acceptance limits (i.e., any time we go over statistical analysis of data sets), but SSAS is still independent of PTPEC from an organizational standpoint. PTPEC will still administer the recognition of audit sample providers. The definition for PTPEC will need to be redefined since it currently says that PTPEC is responsible for the administration and maintenance of SSAS.)*

#### 4. PT Program Metrics and Charter

What is the purpose of the PT Program? Goals? How do we measure to see if we achieved the goals?

Shawn pulled up the current TNI Strategic Plan and a copy of the current PTPEC Charter that was finalized in 2017. It appears that all items in the plan are listed in the Charter.

Shawn made edits to the Charter he sent with the agenda and he showed them on Webex. He would like everyone to review the edits and comment by email. The measurements of success are currently tasks and this needs to be corrected. He would like all comments

within two weeks so the Committee can have a short additional meeting to finalize the Charter.

5. New Business.

None

6. Action Items

The action items can be found in Attachment C (new format). Attachment B includes a list of reminders.

7. Next Meeting

The next meeting will be on July 19, 2021 at 1pm Eastern. A Webex invitation will be sent the morning of the meeting date. There will be a mini meeting in about 2 weeks. *(Addition: The Committee did not have a mini meeting and did not meet in July. The next meeting was at the Virtual Conference on August 11, 2021 at 9am Eastern.)*

Shawn adjourned the meeting at 2:32pm EDT.

**Attachment A**  
**Participants**  
**TNI**  
**Proficiency Testing Program Executive Committee**

<b>Members</b>	<b>Rep</b>	<b>Affiliation</b>	<b>Contact Information</b>
Shawn Kassner (2023*) (Chair) <b>Present</b>	Lab	Pace	shawn.kassner@pacelabs.com
Ilona Taunton, Program Administrator  <b>Present</b>		TNI	tauntoni@msn.com
Carl Kircher (2024)  <b>Present</b>	AB	Florida Department of Health	Carl.Kircher@flhealth.gov
Andy Valkenburg (2024)  <b>Present</b>	Other	QASE Inc.	cvalkenbur@aol.com
Jennifer Duhon (2022)  <b>Present</b>	Other	Millipore Sigma	jennifer.duhon@sial.com
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 (2023)  <b>Present</b>	Other	Advanced Analytical Solutions, LLC	Fred@advancedqc.com
Jennifer Bordwell (2023)  <b>Present</b>	Lab	Upper Occoquan Service Authority	jennifer.bordwell@uosa.org
Scott Haas (2023)  <b>Absent</b>	FSMO/ LAB	Environmental Testing, Inc.	shaas@etilab.com
Rachel Ellis (2022*)  <b>Present</b>	AB	New Jersey DEP	rachel.ellis@dep.nj.gov
Patrick Selig (2024*)  <b>Present</b>	AB	ANAB	pselig@anab.org
Sennett Kim (2024*)  <b>Present</b>	AB	A2LA	skim@a2la.org
Prasanth (2024*)  <b>Absent</b>	AB	ISA	pramakrishnan@iasonline.org

**Attachment B**

**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	See meeting reference for details.
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	To be added to 2021 goals.

Attachment C: PTPEC Committee Action Item Summary – 2021

Item	Task Description	Document Number	TNI Contact	Task Added	Start Date	Due Date	Complete Date	Comments
295	PTPA Checklist needs to be updated to 2016 Standard.		Ilona		TBD	April 2021		2/17/21: Ilona has a DRAFT for SASS. Shawn and Ilona need to develop PTPA's from 2016 Standard. 5/20/21: Ilona sent Shawn a DRAFT PTPA checklist.
349	FoPT Table Subcommittee: - Review LAMS table vs FoPT table. - WET FoPT table format needs to be finalized.			4/20/17	4/20/17			2/17/21: Changes have been corrected for all tables except WET. The WET FoPT subcommittee will take this on as part of the development of the new table. The review of LAMS was completed.
368	Forward Jerry's question to Chemistry FoPT Subcommittee. (Analyte code change for the non-polar extractable materials.)			8/24/17	8/24/17			2/17/21: SMK to discuss this issue with the PTPEC as to the impact and process of database changes. 2/18/21: Shawn had communication with Jerry and Dan. HEM and HEM-Silica Gel changes made to FoPT table.
431	Discuss with IT Committee the need for LAMS updates to be communicated to the PTPEC.			10/31/19				2/17/21: Shawn to discuss with Mei Beth and Jerry.
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.			10/31/19				2/17/21: Shawn will follow-up with Dan to complete.

Item	Task Description	Document Number	TNI Contact	Task Added	Start Date	Due Date	Complete Date	Comments
437	Reach out to Sennet Kim and ANAB to confirm there is still an issue related to SCM FoPT table metals footnotes for fixed limits.			3/26/20	3/26/20			2/17/21: On-going Shawn working with William to access data.
445	Send PCB survey to Ilona so she can arrange to have it sent out.		Shawn Ilona	6/18/20	6/18/20			9-17-20: Shawn is working on this and will get to Ilona when complete.
454	Form WET FoPT Subcommittee		Shawn	2/18/21				2/18/21: Shawn will ask Rami for membership recommendations. 3/18/21: Shawn to talk to Rami about chairing Subcommittee.
455	Update SOP 4-107: FoPT Table Management	SOP 4-107	PTP SOP Subcommittee	2/19/21				2/18/21: Need procedures to make non-ARA changes to the table? 3/16/21: Received initial Policy Committee comments to review.
456	Update SOP 4-101: Recommendation, Evaluation, and Calculation of Acceptance Criteria and Applicable Concentration Ranges for Proficiency Tests	SOP 4-101	PTP SOP Subcommittee	2/18/21	2/18/21			2/18/21: Combined workgroup established to complete SOP. 3/18/21: workgroup met and SOP Subcommittee will send final DRAFT to Chemistry FOPT Subcommittee for examples.
457	FoPT table updates sent by email	- DW FoPT - NPW FoPT - SCM FoPT - DW Rad FoPT		2/18/21	2/18/21		5/31/21	2/18/21: Shawn will check-in with PTPAs, NELAP AC, and PT Providers about implementation timing so PTPEC can set an effective date. 5/31/21: FoPT tables posted on the TNI website.
458	Improve communication with non-TNI AB stakeholders.			2/18/21				

Item	Task Description	Document Number	TNI Contact	Task Added	Start Date	Due Date	Complete Date	Comments
459	ARA: PFAS on DW table		Chemistry FoPT Subcommittee	12/1/20				12/1/20: ARA sent to Chemistry FoPT Subcommittee 2/18/21: Shawn has requested data. Subcommittee will start working on this after data is received. 5/21/21: Data has been received. There may not be enough. Need to determine next steps.
460	Develop PT Program metrics			2/18/21	5/21/21			
461	Finish update to Radiochemistry FoPT Table	- DW Rad FoPT		2/18/21				2/18/21: Table submitted to PTPEC. PTPEC waiting for SOP 4-101 to be complete before reviewing table.
462	Feasibility: Radiochemistry Uncertainty to PT Evaluations			2/18/21				
463	Feasibility: Technology Based PTs			2/18/21				
464	Feasibility: Add Prep Methods on FoPT tables			2/18/21				
465	Feasibility: Air and Emissions PTs			2/18/21				
466	Meet with SSAS Expert Committee to better define PTPEC's.							Does PTPEC vote on tables as they get updated? 6/21/21: Discussed on 6/17/21 with Committee. Meet with Jerry on 6/21/21. PTPEC no longer provides administration or maintenance for SSAS. Need to update PTPEC definition. Still works with audit sample provider accreditors.
467	Update Charter			4/22/21	5/21/21			

