

TNI PT Program Executive Committee Meeting Summary

June 18, 2020

1. Roll call, approval of minutes and overview:

Chair, Shawn Kassner, called the TNI PT Program Executive Committee (PTPEC) meeting to order at 1pm Eastern on June 18, 2020 by teleconference. Attendance is recorded in Attachment A – there were 7 members present. Associate Members: Senniett Kim, Prasanth Ramakrishnan, Eric Smith, Reggie Morgan (until 1:30pm), Jennifer Best, Maria Friedman, Tim Miller, and Mike Blades.

The May meeting minutes were distributed by email for review.

A motion was made by Fred to accept the May 28, 2020 minutes as written. The motion was seconded by Dixie and there was no further discussion. The motion was unanimously approved.

There were no changes made to the agenda.

2. Chair Update

- Shawn talked to Rachel and Michelle and this will be discussed in the agenda below.
- The NPW and SCM FoPT Tables are ready to go to William and the NELAP AC. Shawn will take care of this.
- Shawn sent a request to PTPAs to prepare for their annual reports. This will be done through a teleconference meeting since we will not be meeting face-to-face. Shawn added to use data sets greater than 30 and note how many sets were less than 30 points. Compare failure rates in 2019 to first 6 months in 2020. Next year we will compare all of 2019 and 2020.
- Members from the Radiochemistry Expert Committee are willing to work with Carl and the Chemistry FoPT Subcommittee.

3. Analyte Request Application (ARA) for PCB Aroclor Identification

Shawn talked to Rachel Ellis and Michelle Potter and they asked for the following language:

NJ ARA PCB/Aroclor Footnotes for NPW/SCM FoPT Tables

To pass a proficiency test for Aroclors/PCBs all the reported analytes must be evaluated as “acceptable”.

or

To pass a proficiency test for Aroclors/PCBs there shall be no “not acceptable” evaluations.

There was a preference to change “all” to “for any individually ~~the~~” in the first option.

Patrick is thinking through possibilities. Patrick prefers a “not reported” option. TNI requires them to report their accredited analytes. He can agree with the “any” option.

Applies to NPW and SCM tables only – not DW.

Andy noted that there are states that accredit for the screens. Maybe an ARA is needed to add the screen to the DW table. Shawn suggested that Andy look to see if any AB would support this option.

You only report what you are accredited for. This would be the same if a make-up PT is run. There is no requirement that a lab has to run all the PCBs. Only the ones a lab is accredited for.

If you miss 1254 and state it is 1242, this is a “non-acceptable”. The make-up might be a “1260” or any random PCB. If they identify it correctly – then they have an “acceptable”. If “1260” is not on your list ... you would state that the PCB was not in sample because it is not one of the PCBs you are accredited for. It would be “acceptable”. It would not be acceptable to report for only one PCB – make-up or otherwise.

Shawn read from Section 5.4.3.3 of Volume 3:

Analyte Group Supplemental PT: If a supplemental PT sample is being used for corrective action purposes for a specific qualitative group (presence/absence and/or identification) test, the full group test shall be designed from the applicable FoPT table.

NOTE: Microbiology Coliform 10 sample test and Aroclor identification are considered group tests.

Iлона asked if the change in the FoPT table footnote oversteps the Standard. Maria had the same concern. Shawn responded that the Standard says anything in the FoPT tables trumps the Standard. He also noted it was intended to give flexibility to the Standard because they knew the tables may need changes.

Eric suggested alternate language to alleviate confusion:

“For a laboratory to pass a proficiency test sample for Aroclors/PCBs, all accredited Aroclor/PCB analytes shall be reported and there shall be no “not acceptable” evaluations for any individually reported Aroclor/PCB.”Eric’s suggestion is clearer.

After further discussion ... Eric updated the proposed language to: For a laboratory to pass a proficiency test sample for Aroclors/PCBs, all Aroclor/PCB analytes for which

the laboratory is accredited shall be reported and there shall be no “not acceptable” evaluations for any individually reported Arochlor/PCB.

Shawn will share this modification with Michelle and Rachel. If they are good with this he will raise it with the NELAP AC. He still plans to do the survey and will send it to Ilona so she can get Jan in the loop to actually send it out. The survey will be open for 30 days.

Carl – When lab gets sample to analyze PT – routine sample – extract and run and figure out what is in it. Many labs would only report the identified aroclor. Others would report detected and non-detected aroclor. The lab should report what the client requests. With a PT, the lab would be requested to report all PTs they are accredited for.

Ilona suggested talking to Kirstin (Chair, PT Expert) to make they don’t have an issue and there is no violation of the PT Standards. Shawn will do this.

4. WET ARA

This will be discussed next month. Rami couldn’t be on call today and Shawn needs to understand their issue.

5. SOP 4-105 – PT Program Executive Committee Voting Process

The Policy Committee reviewed the changes to the SOP and it passed, but when it got to the TNI Board – Jerry Parr stopped it for additional changes. Some of the language is now outdated. The Committee only reviewed the Policy Comments. The version number is being changed to 4.0 because the SOP Subcommittee reviewed the entire SOP and made updates.

Jerry’s comments: There is no such thing as a full quorum and he was also concerned that VETO may not be relevant to PT.

They updated the quorum to super and simple majority vote and veto was removed from the SOP.

Removed reference to Robert’s Rules of Order in Section 5.

Ilona commented that there might be some push back when it goes to Policy Committee because it is different than what the rest of TNI is doing. She asked if other Program SOPs were reviewed. Eric noted that the subcommittee thinks this works best for the PTPEC and he would like these changes to be considered. If Policy has an issue, he will ask what they expect.

A motion was made by Fred to approve SOP 4-105 Revision 4. The motion was seconded by Dixie and unanimously approved.

6. Review Residual

Carl not on call. Will be further discussed next month. Ilona asked if the concept is still to look at all “problem” issues.

7. Subcommittee Updates

Microbiology FoPT Subcommittee: Shawn will follow up with Jennefer. She mentioned she would like to talk to Shawn about some other items that could be updated.

PT SOP Subcommittee: Next thing to work on is SOP 4-101. Ilona forwarded the most recent version of SOP 6-100 from the SSAS Expert Committee. This SOP is used for setting limits in the SSAS Expert Committee.

Chemistry FoPT Subcommittee:

There will be a subcommittee meeting on the 30th. Radiochemistry will be part of the agenda. The agenda also includes looking at xylene. Need to add Uranium issue to agenda – Shawn will forward again.

8. New Business.

None

9. Action Items

The action items can be found in Attachment B.

8. Next Meeting

The next meeting will be by teleconference on June 19, 2020 at 1pm EDT. Shawn expects to work on PCB surveys. *(Addition: The July and August meeting were canceled and the next meeting is scheduled for September 17, 2020 at 1pm EDT.)*

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

Adjourned at 2:18pm Eastern.

**Attachment A
Participants
TNI**

Proficiency Testing Program Executive Committee

Members	Rep	Affiliation	Contact Information
Shawn Kassner (2023*) (Chair) Present	Lab	Pace	shawn.kassner@pacelabs.com
Dixie Marlin (2021) (Vice-Chair) Present	Other	Marlin Quality Management, LLC	marlinquality@gmail.com
Ilona Taunton, Program Administrator Present		TNI	tauntoni@msn.com
Carl Kircher (2021*) Present	AB	Florida Department of Health	Carl.Kircher@flhealth.gov
Andy Valkenburg (2021*) Present	Other	QASE Inc.	cvalkenbur@aol.com
Jennifer Duhon (2022) Absent	Other	Millipore Sigma	jennifer.duhon@sial.com
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*) Absent	AB	New Jersey DEP	rachel.ellis@dep.nj.gov

Attachment B

Action Items – TNI PT Executive Committee

	Action Item	Who	Date Added	Expected Completion	Comments/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. Follow-up on subcommittee reports from WET and the FoPT Table Format Subcommittee.	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. 2/20/20-ONGOING - Waiting for WET.
352	Moved from Backburner (originally discussed 2/20/14) : When new limits are established for the FoPTs, what is considered to be a	All	2/20/14	TBD (see #350) <i>350: Prepare formal request to SOP</i>	In Progress – Update of SOP 4-101 6/21/18: Gil noted that this SOP will be worked on

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	<p>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>			<i>Subcommittee regarding updating FoPT tables and applicable backburner items just moved to the Action Items table (#352, 353)</i>	again at the next meeting. An 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. 2/20/20 – Maria will report next meeting.
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.

	Action Item	Who	Date Added	Expected Completion	Comments/Actual Completion
					2/20/19 – Maria will take care of.
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.) 2/20/20- Maria working with Dan Hickman on this.
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	MTF version of the analytes have been added to the NPW and DW tables.
389	Present recommended LAMS updates to Dan Hickman.	Maria	5/17/18	5/20/18	FoPT format subcommittee provided recommendations. In Progress. Maria sent him tables this month (2/20/20)
400	Follow-up on subcommittee reports from WET and the FoPT Table Format Subcommittee.	Maria	11/15/18	12/18/18	In Progress – combined with 349.
422	Send Isomer ARA data to Carl so Chem FoPT Subcommittee can begin work on this.	Maria	6/20/19	7/17/19	2/20/20 -Pending Needs to still be sent to Subcommittee.

	Action Item	Who	Date Added	Expected Completion	Comments/Actual Completion
430	Review FoPT Table Titles and website headers to be consistent.	TBD	10/31/19	TBD	2/20/20 - Pending
431	Discuss with IT Committee the need for LAMS updates to be communicated to the PTPEC.	Maria	10/31/19	11/20/19	2/20/20 – Maria will talk to Dan Hickman.
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	2/20/20 – Pending. Maria will talk to Dan.
433	Send final version of SOPs 4-102, 4-105, 4-107 and 4-108 to Ilona for finalization and distribution to the Policy Committee.	Maria	1/23/20	2/19/20	2/20/20 – Maria will still do this.
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.	Shawn	3/26/20	4/15/20	
438	Reach out to NELAP AC to see if any additional progress has been made in dealing the PCB ARA.	Shawn	3/26/20	4/15/20	
439	Send committee applications to PTPEC Voting Members for review.	Shawn	3/26/20	4/15/20	

	Action Item	Who	Date Added	Expected Completion	Comments/Actual Completion
440	Invite Rami to next meeting to discuss WET Expert Committee data needs.	Shawn	5/28/20	6/16/20	
441	Send formal requests to Chem FoPT Subcommittee: Xylenes ARA (#422) and Uranium Analyte Number	Shawn	5/28/20	6/6/20	
442	Send out PCB survey.	Shawn	5/28/20	6/17/20	
443	Meet with Michelle Potter and Rachel Ellis to review option 2 language for PCB issue.	Shawn	5/28/20	6/17/20	Update: 6/18/20 - Met and new language was presented to the PTPEC. The PTPEC modified it and sent it back to the NELAP AC for consideration.
444	Request that PTPAs do their annual presentation during the August PTPEC meeting.	Shawn	5/28/20	6/17/20	
445	Send PCB survey to Ilona so she can arrange to have it sent out.	Shawn/Ilona	6/18/20		

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	