

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

**July 20, 2017**

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

Chair, Maria Friedman, called the TNI PT Program Executive Committee (PTPEC) meeting to order by teleconference on July 20, 2017, at 1:08pm Eastern. Attendance is recorded in Attachment A – there were 10 members present. Associate Members present: Shawn Kassner, Carl Kircher, Andy Valkenberg and Craig Huff.

Maria confirmed that everyone received the meeting information she sent by email on July 19<sup>th</sup> and July 20<sup>th</sup>.

Maria reviewed the June minutes with the committee. Nicole motioned to approve the June 29, 2017 minutes as written. Matt seconded the motion and the motion was unanimously approved.

### 2. Chair Update

- The ARA from Dan Dickinson has been rescinded. There is no need for any further action. Maria asked for a vote, but determined it was not necessary.
- New Jersey sent Maria a message letting her know that another ARA may be on its way. It deals with Air PTs.
- WETT FoPT Criteria Question – The Expert committee commented they would like to see the acceptance criteria amended. PT Providers need to use the same toxicant when they create or make PT samples. Maria will provide updates after a meeting in Washington, DC. This meeting will involve EPA too.
- Analyte code change for the non-polar extractable materials. It came from Jerry Parr. There are still codes for 1853. The 1935 code was corrected some time ago from the 1853 code. Jerry noted that it is confusing because there are still other analytes in the table that have different codes – there is oil and grease – 1853, 1860. There is another 1935 for total recoverable petroleum hydrocarbons. It is something that needs to be looked at.

### 3. Washington DC

The PTPAs asked for an additional 20 minutes for educational purposes to bring everyone up to speed on the PTPA role through a training presentation. Maria asked that the committee review the training PowerPoints and provide comment. Maria brought Matt's presentation up on Webex and reviewed the slides with the committee. There were no changes requested. She then displayed Shawn Kassner's presentation. The part that is blinded in the PT Database is that the data user does not know who the PT Provider is.

The training will occur on or after the PTPAs give their regular reports.

Maria reviewed the slides she will present in Washington, DC. She based it off the template she used in Houston and summarized the changes for the committee. William will be doing an update on the PT Database.

Time permitting; the committee may start looking at the Combined Evaluation SOP in Washington, DC.

The meeting will be at 9am – noon on Monday, 8-7-17. Carl has a meeting conflict, so he will provide Maria with a written report on his subcommittee.

### 4. Analyte Information in LAMS vs FoPT Tables

Maria received an email from Dan Hickman that she shared with the committee – see Attachment D. Changes to LAMS will need AB approval.

The committee thinks Maria should attend a NELAP AC meeting to discuss this issue and report back to the PTPEC.

Craig updated the NPW table to the new NPW FoPT table. Maria noted that the subcommittee does not need to rush on the WETT table.

Eric commented that the PTPEC is not kept in the loop on changes to LAMS. He is wondering if after we finish up this review process, it would be possible to be notified of changes at some frequency. Every 6 months? Annually? Maria did talk to Dan about this. She would like to be notified before the change is made. Some feel the updates should be given quarterly. Craig thinks changes that affect the FoPT table should require a table update and thus the committee should be notified before the change. Follow-up discussion is needed. Maria will try to discuss this with Dan in DC. Eric thinks a summary list of changes would still be needed.

## 5. Subcommittee Reports

### FoPT Table Format Subcommittee

The committee may be done with the comparison tables by the Washington, DC meeting.

### Chemistry FoPT Subcommittee

Carl needs to let Maria know what is needed to follow-up on the Aroclor ARA. Carl has reached out to members to help with number crunching.

### SOP Subcommittee

The subcommittee is still looking at the FoPT Table SOP (4-101). Nicole commented that there is nothing the subcommittee needs to present in Washington DC.

### Microbiology FoPT Subcommittee

The subcommittee will begin meeting again after the data has been analyzed by the statisticians.

## 6. New Business.

- None.

## 7. Action Items

The action items can be found in Attachment B. Updates are added as notes in the table. Attachment C includes a listing of reminders.

## 8. Next Meeting

The next PTPEC meeting will be in Washington, DC on August 7, 2017 at 9am Eastern. The next teleconference will be August 17, 2017 at 1pm Eastern. Ilona will send out Webex notifications within 24 hours of the meeting time. (*Addition: The meeting was postponed to August 24, 2017.*)

Maria adjourned the meeting at 2:10 pm Eastern.

## Attachment A

### Participants

#### TNI

### Proficiency Testing Program Executive Committee

<b>Members</b>	<b>Rep</b>	<b>Affiliation</b>	<b>Contact Information</b>
Maria Friedman (2020) <b>Present</b>	AB	California Water Board	949-307-0949 <a href="mailto:Maria.Friedman@waterboards.ca.gov">Maria.Friedman@waterboards.ca.gov</a>
Ilona Taunton, Program Administrator <b>Present/Absent – Cell tower went down</b>		TNI	828-712-9242 <a href="mailto:tauntoni@msn.com">tauntoni@msn.com</a>
Eric Smith (2019) <b>Present</b>	Lab	ALS Environmental	904-394-4415 <a href="mailto:eric.smith@alsglobal.com">eric.smith@alsglobal.com</a>
Susan Jackson (2018) <b>Absent</b>	AB	South Carolina DHEC	(803)896-0978 <a href="mailto:jacksosb@dhec.sc.gov">jacksosb@dhec.sc.gov</a>
Nicole Cairns (2018) <b>Present</b>	Lab	NY State DOH	(518) 473-0323 <a href="mailto:nicole.cairns@health.ny.gov">nicole.cairns@health.ny.gov</a>
Jennifer Duhon (2019*) <b>Present</b>	Other	Millipore Sigma	<a href="tel:307-3897218">307-3897218</a> <a href="mailto:jennifer.duhon@sial.com">jennifer.duhon@sial.com</a>
Matt Sica (2020) <b>Present</b>	AB	ANAB, ANSI-ASQ National Accreditation Board	<a href="mailto:msica@anab.org">msica@anab.org</a>
Dixie Marlin (2018*) <b>Absent</b>	Other	Marlin Quality Management, LLC	513-309-3593 <a href="mailto:marlinquality@gmail.com">marlinquality@gmail.com</a>
Gil Dichter (2018*) <b>Present</b>	Other	IDEXX Water	207-556-4687 <a href="mailto:gil-dichter@idexx.com">gil-dichter@idexx.com</a>
Patrick Garrity (2019*) <b>Present</b>	AB	Kentucky DEP	502-319-4040 <a href="mailto:patrick.garrity@ky.gov">patrick.garrity@ky.gov</a>
Michella Karapondo (2019*) <b>Absent</b>	Other	USEPA	513-569-7141 <a href="mailto:karapondo.michella@epa.gov">karapondo.michella@epa.gov</a>
Fred Anderson (2020*) <b>Present</b>	Other	Advanced Analytical Solutions, LLC	<a href="mailto:Fred@advancedqc.com">Fred@advancedqc.com</a>
Jennifer Mullins (2020*) <b>Present</b>	Lab	Upper Occoquan Service Authority	<a href="mailto:jennifer.mullins@uosa.org">jennifer.mullins@uosa.org</a>
Scott Haas (2020*) <b>Present</b>	FSMO	Environmental Testing, Inc.	405-401-7344 <a href="mailto:shaas@etilab.com">shaas@etilab.com</a>

## Attachment B

### Action Items – TNI PT Executive Committee

	<b>Action Item</b>	<b>Who</b>	<b>Date Added</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
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. 4/20/17: Ilona will look back in minutes to find the original issue and send to Maria.
295	Moved from Backburner: PTPA Evaluation Checklist needs to be updated prior to next round of evaluations. (Originally discussed 8/6/13)	Shawn Ilona		7/15/17	In Progress (will use 2009 TNI Standards and current SSAS Standards)
343	Notify PT Providers and PTPAs about delay of Volume 3 and 4 implementation.	Maria		TBD	Add 348 back in?
349	Review LAMS/FoPT Table Differences document. Provide comments by email and next meeting.	ALL	4/20/17	4/25/17	In Progress
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 new limits? This lends to the TSS discussion a few months ago.	All	2/20/14	TBD (see #350)	In Progress – Update of SOP 4-101

	<b>Action Item</b>	<b>Who</b>	<b>Date Added</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
	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.				
353	Discuss possible procedural changes to how limits are updated. Maria talk to SOP Subcommittee. (Need to look at PT database implications.)	All		TBD	In Progress – Update of SOP 4-101
358	Send request to SOP subcommittee to consider what happens when ARA's are rescinded. There is no formal process.	Maria	6-29-17	7/19/17	
359	Send DRAFT PTPA report format to Shawn and Matt.	Maria	6-29-17	7/5/17	Complete
360	Send SOP 4-102 to Policy Committee.	Ilona	6-29-17	7/19/17	Complete
361	Analyte Code changes needed in LAMS.	Maria Dan Hickman	7/20/17	Upcoming Agenda	
362	Setup meeting with NELAP AC to discuss issue on differences between LAMS and the FoPT tables.	Maria	7/20/17	8/16/17	
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.				

**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 2017	
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	

Attachment D – Email from Dan Hickman

Dan Hickman <dan.hickman@nelac-institute.org> Thu, May 25, 2017 at 8:15 PM  
To: Maria Friedman <qamfriedman@gmail.com>

The codes are certainly more important than the names as there are too many potential synonyms. As a rule, I name the analytes as they are referred to in specific methods. A few are named as requested by ABs.

LAMS contains a large number of analytes (most of which are not on the FoPT tables). It would be my preference that the FoPT table match the names in LAMS. It would seem unlikely that analytes would be added to the FoPT table that were not already in LAMS.

With that being said, I am open to updating analyte names in LAMS if it makes sense and with approval from the ABs.

As a note: TKN code should be listed as 1790 instead of 1795. More than a year ago the ABs asked to inactivate 1795 as a duplicate. I finally made the change in LAMS.

**Dan Hickman TNI LAMS Administrator**

From: Maria Friedman [mailto:[qamfriedman@gmail.com](mailto:qamfriedman@gmail.com)] Sent: Wednesday, May 24, 2017 12:45 AM To: Dan Hickman Subject: Analyte names in LAMS vs. FoPT Tables

Hi Dan,

The PTPEC is reviewing the discrepancies between the LAMS and the FoPT Tables, relative to analyte names and codes. As you may have already known, some analyte codes may be given an analyte name in LAMS but given a variation in name in the FoPT Tables. For example, this could happen when synonyms are used.

The PTPEC is still deliberating whether we should update the FoPT Tables to use the analyte names in LAMS, but we would also like to know if you will be open to updating LAMS to follow the analyte names in the FoPT Tables. What do you think? Which one will have the least impact to labs and ABs? From the PT Providers in our committee, we learned that they use analyte codes more than they use analyte names.



We have a PTPEC meeting on Friday, 5-26-2017, so I hope you can provide some insights that I can share with the committee.

Thank you.

Maria Friedman e-mail: [qamfriedman@gmail.com](mailto:qamfriedman@gmail.com) (949) 307-0949 - cell phone