

**TNI PT Board
Meeting Summary
July 19, 2007**

1. Roll call and approval of minutes.

Chairman Carl Kircher called the TNI PT Board to order on July 19, 2007. The following members were present: Curtis Wood, Bill Ingersoll, Eric Smith, Gary Dechant, and Michella Karapondo. Associate members Chuck Wibby and Lance Boynton were also present.

Carol Batterton noted that members Richard Sheibley and Svetlana Isozamova did not receive the email invitation to this meeting due to distribution list oversight. That will be corrected.

The minutes from the June 21, 2007 meeting were approved for posting on the TNI website.

2. Discussion of Final Agenda for Cambridge meeting.

The following agenda for the Cambridge meeting was proposed:

- Approval of meetings from previous meeting
- Report on activities of TNI PT Board since the Winter meeting (Gary Dechant)
- Update from the PT Expert Committee (Matt Sica, Kirsten McCracken, or Curtis Wood)
- Method code presentation (Rachel Gehrett)
- Report from NELAC PT board (Bill Ingersoll)
- Report from A2LA on PT oversight (Randy Querry will be invited)
- Old business/new business

The agenda was approved. Determination on final order of the presentations will be delayed until Carol talks to Jerry Parr about timing for the morning break.

3. PTOB/PTPA Downgrade SOP.

Carl reported that he had not had time to complete a draft of this SOP; therefore discussion was postponed until a later date.

4. PT Sample Formulations.

The NELAC PT Board is having ongoing discussions on PT sample formulations. Several members commented that this document needs wide review and should be

a consensus process. It was suggested that the TNI PT Board should consider developing an SOP to provide for a formal process in the future. Carl invited all TNI PT board members to participate in the NELAC PT Board call on August 8, 2007, at 1:00 PM EDT. Anyone interested should contact Carl for call in information.

5. Next Meeting.

The next meeting of the TNI PT Board will be held on August 21, 2007 at Cambridge, MA. No teleconference will be held on August 16.

This meeting was then adjourned.