

TNI Air PT Expert Committee Conference Call Summary July 21, 2008

Participants: Maria Friedman (Test America), John Yokoyama (Columbia Analytical), Shawn Kassner (ERA), Ken Eichelmann (Air Liquide), Richard Swartz (MO DNR), Ray Merrill (ERG), Candace Sorrell (EPA), Wayne Whipple (EPA), Ken Jackson (State of NY), Kirstin McCracken (Test America)

TNI Staff: Jerry Parr (Executive Director), Jane Wilson (Program Administrator)

Review and Accept July 7, 2008 Meeting Summary

Ken Jackson asked the group if there were any comments or edits to the draft summary circulated by Jane. No edits were suggested. The summary was unanimously approved. Jane will forward for posting on the TNI website. Jerry noted a homepage for this committee has been created on the TNI site.

Ken also updated the group that the Consensus Standards Development Board did not yet approve the Air PT committee members – the Board will wait for more applications and review the need for balance. Accreditation bodies are needed – EPA and possibly other states such as Louisiana. More committee members can be recruited at the DC meeting in August.

Overview of TNI Expert Committee Operations Procedures

Ken reviewed the TNI Expert Committee Operations document with the group and noted some of the key provisions, such as conduct of conference calls, membership details, and determination of interest categories. Ken suggested the need to change the name of this group to differentiate its role from the existing Proficiency Testing committee. Committee members can accept appointments up to 3 year terms in length and the duration should be staggered – these details can be decided by the committee members. Committee members vote only at the committee level – not Associates. The Committee will elect a Chair annually. Section 3 for conduct of meetings is very important. The Chair can use Robert's Rules to keep order. The Committee can also schedule face-to-face meetings outside of the semi-annual TNI meetings.

Committee Charter Template

Jane briefly reviewed the Committee charter template provided for the teleconference. The group will need to define its mission and the other criteria described by the charter such as objectives and milestones. The group was invited to start work on defining some of the charter content and will continue this work during the DC meetings.

The group discussed a possible name for the Expert Committee that would describe its unique charge and differentiate it from the existing PT committee. First the group discussed the difference between “PT sample” and “audit sample”. PT samples are used by labs to determine their qualifications to perform a specific analysis. They are typically analyzed according to a regular schedule.

Audit sample are analyzed on an irregular schedule. They are analyzed along side stack samples for compliance tests and they are intended to show that analysis of the audit/test samples were performed correctly. Audit sample is the term referred to in CFR and other announcements regarding EPA's Stationary Source Audit Program (SSAP). After further discussion, the name "Stationary Source Audit Sample Expert Committee" was proposed.

The mission of the group was discussed and the following points were suggested:

- To formulate TNI's role in privatization of EPA's SSAP;
- Provision of PT samples that are relevant to the particular matrix and sample type addressed by the EPA program;
- Externalize the SSAP, by providing standards for PT providers and translating EPA requirements into a TNI standard, including manufacturing samples, approval of providers, frequency of testing, and management of results of audit samples.

It was noted that while EPA is an important stakeholder in this initiative, the Committee can consider what constitutes the best TNI program, and not necessarily only those program elements EPA has today.

Under the current program, each state determines how they use the audit sample results in terms of how many audit samples have to pass, etc. Most importantly, states need to be able to trust lab results. EPA has encouraged more states to get involved in the TNI process through the regular EPA QA call. Candace has a list of contacts for the monthly QA calls.

The group also discussed some potential objectives:

- Specifications for manufacture of samples;
- Quantification of samples – analysis for true value, validation, homogeneity, stability, etc.;
- Acceptance criteria – how they are derived, representativeness of the sample;
- Approval program for the audit sample providers;
- Laboratory requirements – PT frequency, etc.

It was noted that the committee needs to know what is already in regulation so as not to duplicate, etc. and the ensure references to regulation are done appropriately.

PT for source emission compliance testing

Jane will distill the discussion into a proposed charter and circulate the draft ahead of the DC meeting. The proposed charter can be presented and discussed at the Monday lunch meeting for the committee.

Project timeline

Jane reviewed the project timeline as presented in the TNI Procedures for Standards Development. If the committee's work progresses as in the timeline, the new standards would be completed in early 2010. Candace noted the EPA program shuts down in October 2009. This indicates the need for the committee to have a Working Draft Standard available for the January 2009 TNI meeting.

Planning for Washington DC Meetings

Lunch meeting – Monday

- Present background information provided by Jerry
- Review draft charter, obtain input

Afternoon session – Monday

- Start planning modules for different areas and objectives (use TNI PT standards as templates)
- Plan a Fall 2008 face to face meeting to advance the work on WDS
- Recruitment/who is interested in serving/administrative details (at end of meeting)

It was noted that the CSDB could address formal formation of the committee during its meeting on Thursday.

Questions on EPA Program

No additional questions about the EPA program were raised at this point.