

**Proficiency Testing Expert Committee
Meeting Summary
March 1, 2024**

The Committee met via teleconference on Friday, March 1, 2024 at 11:00 AM ET. Chair Kirstin Daigle led the meeting. The call was recorded with Microsoft Teams for the sole purpose of preparation of meeting minutes. The recording will be deleted immediately after preparation of said minutes.

Roll Call

Thekkekalathil Chandrasekhar (Chandra), FLDEP (Lab)	Absent
Reggie Morgan, Hampton Roads San. Distr. (Lab)	Present
Amy Pollard, Occidental Chemical (Lab)	Present
Kirstin Daigle, Pace Analytical (Lab) – Chair	Present
Ryan Pangelinan, State of Oregon (AB)	Absent
Rachel Ellis, NJ DEP (AB)	Present
Amy DeMarco, NYSDOH (Other)	Present
Patrick Selig, ANAB (AB)	Absent
Jim Todaro, Alpha Analytical (Lab) - Vice Chair	Present
Brian Stringer, ERA (Other)	Present
Danielle Pearman, Phenova (Other)	Present
Matt Sica, PjLabs (AB)	Absent
Taryn Hurley, OK DEQ (AB)	Present
Marie Wu, Los Angeles County Sanitation District (Lab)	Absent
Robert Wyeth, Program Administrator	Present

A quorum was present, and the meeting proceeded.

Associate Committee Members present: Audrey Cornell, Ron Houck, and Carol Gebhart

Approval of Agenda

The agenda was previously provided and is presented in Attachment 1. The agenda was approved by the Committee after removal of item #7 concerning status of EL V1M1 and EL V2M2 for lack of time.

Approval of past Minutes

The January 2024 minutes were previously distributed but not addressed during the abbreviated February meeting. Upon review and following minor editorial corrections, a motion was made by Jim and seconded by Brian to approve the January minutes. The

motion to unanimously approved by the members present. The January minutes are presented below.



TNI_PTEC_01.05.2024_
final.docx

A summary of the PTEC meeting during the Forum on Environmental Accreditation held in Columbus, Ohio was previously presented. Upon review and following minor editorial corrections, a motion was made by Amy DeMarco and seconded by Reggie to approve the Public meeting summary. The motion to unanimously approved by the members present. The Public meeting summary is presented below.



TNI_PTEC_01.22.2024_
Columus Public Meeti

The February 2024 minutes were previously distributed. Upon review and following minor editorial corrections, a motion was made by Amy Pollard and seconded by Jim to approve the February minutes. The motion to unanimously approved by the members present. The February minutes are presented below.



TNI_PTEC_02.02.2024_
final.docx

Quality Manager Credentialing Questions

During previous meetings, the questions for the credentialing committee were discussed and early versions of some questions were reviewed and edited. These questions were, to the best our records, deemed to be less than adequate, not submitted to the credentialing committee and efforts were curtailed. The committee has since received a large list of questions currently available to the credentialing committee. Bob will sort these questions and ascertain those relevant to proficiency testing and provide said list to the committee for their review as well as an assessment of the adequacy of said questions to cover the scope of the proficiency modules.

Committee Membership Status

Reggie Morgan has announced his retirement from HRSD and is subsequently resigning his membership in the PTEC. Reggie was thanked for his valuable participation on the committee. Reggie's resignation and Susan Jackson's rotation off the committee last month, leaves two vacancies on the PTEC. The committee has 3 candidates for these voting positions and will resolve membership during the closed session noted below. During this closed session, the committee will also address the committee leadership positions for 2024.

Bob also noted that he is attempting to confirm, as required by SOP, the annual interest of all Associates to participate in the PTEC. Results of this effort will be addressed to the committee during the April meeting.

Status of Corrections to EL V3 and EL V4

The DS for EL V3 and EL V4 were posted on the website for comment. During the committee meeting in Columbus, the PTEC was advised of what was described as substantive comments from the PTPEC. With this in mind and also the notation of a number of editorial changes in the DSs, EL V3 and EL V4 were withdrawn and will be posted again when the noted issues and comments are resolved. The comments from the PTPEC were received on 3/1/2024 immediately before the meeting of the PTEC. The comments of the PTPEC are presented in the following e-mail.



FW_ Comments on
Vol 3 and Vol 4.msg

Many of the comments in both V3 and V4 were regarding the dates of ISO/IEC citations which the PTEC was already prepared to address. Numerous other comments were semantic/editorial but thought provoking none the less. One such comment was the suggestion to use the term “proficiency testing” as opposed to “proficiency test.” This seemingly minor suggestion provoked significant discussion. V3 and V4 relate to providers of test materials and review by accreditors of test providers. These volumes do not speak to the activity of completing PT testing as they are covered in V1M1 and V2M2. However, participants agreed that dependent upon the use of the phrase within the volumes the term proficiency testing may be more appropriate. The committee will review each said usage of the term.

Another suggestion was to use the term “recognized” instead of “approved.” Following discussion, the general consensus was that TNI does recognize PT providers and accreditors of PT providers as opposed to any process of approval. The committee, however, felt that this was a major/substantial change and could require changes throughout the TNI Standard. The question, however, was requested by the PTEC to be addressed to the CSDP EC for confirmation.

In V3 section 5.1.2 there is a requirement for PTP to comply with 17025. It was suggested that if the requirements are included in 17043, this statement is redundant and could be deleted.

A suggestion from the PTPEC was to include some language to the effect of stating the “most current version or revision” of the FoPT referenced in V3 section 5.5.3.1 (also in section 5.5.5). PTEC will address this suggestion. The consensus was to simply say “current,” but this may be too simplistic of an approach and needs more discussion.

Section 5.5.3.3.b speaks to multi-analyte PT. The PTEC believed that this section should reflect the earlier recommendation of changes to simply say 80% except for the less than ten analyte category. Other subparts of this section would then be modified as well.

The committee will continue with further discussion of PTPEC comments beginning with EL V3 section 5.7.4 during the April meeting. Danielle suggested that as Tim Miller was both an active associate on the PTEC and a voting member of the PTPEC, if a copy of the recording of this discussion could be provided to him. Bob did not know but will attempt to ascertain if this can be accomplished

Continuing Activities for EL V1 M1 and EL V2 M2

Discussion was tabled at the request of the PTEC Chair. The basis for the request was the time anticipated for review of V3 and V4 comments from the PTPEC.

New/Old Business

No new and/or old business was presented.

Closed Session

After excusing all associate members, the voting members of the PTEC met in closed session to address the membership issues for the committee. Kirstin and Jim both agreed to accept another year in their leadership positions of Chair and Vice-Chair of the PTEC, if elected. A motion to this effect was made by Brian and seconded by Reggie. The motion passed unanimously by the committee.

The committee reviewed the qualifications of the 3 candidates; each of which was exemplary. After discussion and consideration of balance issues and stakeholder representation, Ron Houck and Carol Gebhart were elected to 3-year terms as full/voting members of the PTEC following a motion by Taryn and a second by Danielle and a unanimous vote of the committee members present. Bob will submit both to the CSDP EC chair for final approval.

The PTEC meeting adjourned at 12:33 PM ET. The next scheduled call will occur on April 5, 2024 at 11:00 AM ET utilizing Microsoft Teams.

Attachment 1

TNI Proficiency Testing Expert Committee Agenda

03/01/2024

11:00 AM – 12:30 PM EST

1. Roll Call
2. Approval of Agenda
3. Approval of January committee and Public meeting and February minutes



TNI_PTEC_01.22.2024_
Columus Public Meeti



TNI_PTEC_02.02.2024_TNI_PTEC_01.05.2024_
draft.docx



TNI_PTEC_01.05.2024_
draft.docx

4. Quality Manager credentialing questions
5. Committee Membership status
6. Status of and corrections for EL V3 and EL V4



STD EL
V3-2024-Rev.3.0-PTP.c



STD-EL
V4-2024-Rev.3.0-PTPA

- ~~7. Continuing activities for EL V1M1 and EL V2M2~~



STD-ELV1M1-2016-R
ev.2.1-Proficiency Test



STD-ELV2M2-2016-R
ev.2.1-Proficiency Test

8. New Business
9. Closed session regarding membership