

**Proficiency Testing Expert Committee  
Meeting Summary  
March 7, 2025**

The Committee met via teleconference on Friday, March 7, 2025, at 11:00 AM ET. Vice-Chair Carol Gebhart led the meeting. The call was recorded with Microsoft Teams for the sole purpose of preparing meeting minutes and will be deleted after their production.

**Roll Call**

Thekkekalathil Chandrasekhar (Chandra), FLDEP (Lab)	Present
Ron Houck, PA DEP (AB)	Absent
Amy Pollard, Occidental Chemical (Lab)	Absent
Kirstin Daigle, Pace Analytical (Lab) – Chair	Absent
Ryan Pangelinan, State of Oregon (AB)	Present
Rachel Ellis, NJ DEP (AB)	Present
Carol Gebhart, ALS Global (lab)-Vice Chair	Present
Amy DeMarco, NYSDOH (Other)	Present
Hei Man Barrio, Los Angeles County Sanitation District (lab)	Present
Marina Aziz, NYSDoH (AB)	Absent
Patrick Selig, ANAB (AB)	Present
Brian Stringer, ERA (Other)	Present
Danielle Pearman, Phenova (Other)	Present
Taryn Hurley, OK DEQ (AB)	Present
Robert Wyeth, Program Administrator	Present

A quorum was present, and the meeting proceeded.

Associate Committee Members Audrey Cornell was also present.

**Approval of Agenda**

The agenda was previously provided and is presented in Attachment 1. The agenda was approved by unanimous committee consent.

**Approval of January Meeting Minute and Meeting Summary from Jacksonville**

The January 2025 minutes and the Summary of the 2/4/2025 Public Meeting in Jacksonville were previously distributed. After minor editorial corrections, the January minutes were unanimously approved unanimously following a motion by Carol and a second by Brian. The Summary of the Public Meeting held 2/4/2025 were also unanimously approved following a motion by Amy DeMarco and a second by Chandra. These minutes will be submitted to William for posting.

## **Committee leadership**

Bob announced that Kirstin has tendered her resignation as Chair of the PTEC due to changes in her job responsibilities. She is also forgoing her voting role on the committee but will attempt to continue participation as an Associate. The entire committee thanked Kirstin for her past leadership and particularly in her efforts to bring EL V4 to fruition.

Carol Gebhart has volunteered to accept the role of PTEC Chair and following a motion by Amy DeMarco and a second by Danielle was elected unanimously to fill this role. Bob asked for a volunteer to fill the now vacant role of Vice-Chair. He asked that any volunteers contact both he and Carol.

Bob also announced that Audrey Cornell, who has served the committee for years as an Associate and as a frequent contributor to the committee's efforts, is retiring and will be resigning from the PTEC. The entire committee expressed their appreciation for her service to the PTEC.

## **Discussion of DS presentation at Forum on Environmental Accreditation**

Carol, Bob and others present at the 2/4/2025 Public Meeting of the PTEC expressed their pleasure with the meeting's content, presentation and participation by all stakeholders present. Carol was able to move through the entire content of EL V4 and collect committee as well as public comments for future consideration by the PTEC.

## **Continuation of Review and Changes to EL V4**

Carol presented the most recent version of the document including the comments from the 2/4/2025 meeting (a copy of which is embedded in the agenda). She then went through the document soliciting additional comments and/or approval of changes for inclusion in the DS.

Some noteworthy discussions included citation of ISO documents as "the current version" as opposed to inclusion of the date (i.e., "ISO 17011, current version" as opposed to "ISO 17011:2017"). Another noteworthy decision was to accept the recommendation from assessors/accreditors at the 2/4/2025 meeting to substitute the use of the word Conformance for Compliance, where appropriate. The committee's review progressed to §5.7 should conclude during the April meeting. In an effort to ensure we can complete our review next month and potentially vote to approve the DS, Bob will provide this most current version of the DS and the justification document that Kirstin previously prepared for member review and consideration.



EL V4 Mar 7 2025  
update.docx

## **New/Old Business**

No other new and/or old business was addressed.

The meeting adjourned at 12: 30 PM ET. The next meeting of the PTEC will be on April 4, 2025 at 11:00 PM ET utilizing Microsoft Teams.

### **Attachment 1**

#### **TNI Proficiency Testing Expert Committee Agenda**

**03/07/2025**

**11:00 AM – 12:30 PM EST**

1. Roll Call
2. Approval of Agenda
3. Approval of January 2025 Committee Minutes and Summary of Jacksonville Meeting



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Public Meeting\_Draft.docx

4. Committee Leadership
5. Discussion of DS presentation at Forum on Environmental Accreditation
6. Continuation of Review and Changes to EL V4
7. New/Old Business

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## Microsoft Teams meeting

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