

**Proficiency Testing Expert Committee
Meeting Summary
June 21, 2024**

The Committee met via teleconference on Friday, June 21, 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 after preparation of said minutes.

Roll Call

Thekkekalathil Chandrasekhar (Chandra), FLDEP (Lab)	Present
Ron Houck, PA DEP (AB)	Absent
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)	Absent
Carol Gebhart, ALS Global (lab)	Absent
Amy DeMarco, NYSDOH (Other)	Present
Patrick Selig, ANAB (AB)	Absent
Jim Todaro, Pace Analytical (Lab) - Vice Chair	Absent
Brian Stringer, ERA (Other)	Present
Danielle Pearman, Phenova (Other)	Absent
Matt Sica, PJLA (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 not present, and the meeting proceeded as information only.

Associate Committee Members present: Audrey Cornell, Hei Man Barrio, Marin Aziz, and Tim Miller.

Approval of Agenda

The agenda was previously provided and is presented in Attachment 1. The committee, in the absence of a quorum, did not approve the agenda but followed it through the course of the meeting.

Approval of May Minutes

The May 2024 minutes were previously distributed. The minutes were approved by e-mail ballot. However, apparently the distribution of said May minutes was only partially successful, and those present requested that the May minutes be represented for review. A few minor editorial corrections were made and a vote of the PTEC will be conducted

again by email ballot following a motion by Chandra and a second by Taryn. These revised May minutes, upon approval, will be resubmitted to William for posting.



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Quality Manager Credentialing Questions – Work Group Report

The PTEC Credentialing Questions Work group (Kirstin, Tim Millier, Jim Todaro, Charles Faulk, and Carol Gebhart) met on a number of occasions to review the sorted list of questions as previously provided by Bob. Kirstin presented the work product of the group and presented their collective approach to its review. The group reviewed questions and sorted the questions as to their relevance, needs for corrections, needs for representation, and/or deletion as the questions were not relevant to EL V1 M1.

Kirstin presented the questions that required little or no changes (sorted as “none”) and questions that should be deleted (sorted as “remove”). The spreadsheet of the questions also noted various language changes and/or clarifications recommended for a given question. Detailed discussion of each question was followed by the potential for additional changes for a given question. This discussion also indicated some clarifications and/or language modifications appropriate for the committee’s review of EL V1M1.

When the file is sorted, all lines where the recommended action was “none” or “remove,” have been reviewed and deemed acceptable to the PTEC members present on the call. When the sheet is sorted to not include “none” or “remove”, the committee will continue its review at line 25 in July. Some additional questions were generated by Tim and will also be considered during the July meeting.

The revised spreadsheet with the original recommendation of the work group as well as the comments and recommendation from the committee members present during this meeting are contained in the following.



Credentialing
Questions for QM_PTI

New/Old Business

It was noted that registration for the TNI NEMC meeting in Garden Grove, CA was now open. Attendees were encouraged to register and secure hotel accommodation prior to the early registration deadline and completion of the room block.

It was also noted that the PTEC will not be meeting in Garden Grove as previously planned and is shown in the meeting brochure, as the committee has not completed its review of PTPEC comments and suggestions on EL V3 and EL V4. Revised DS for both V3 and V4 are planned for the January 2025 meeting.

As previously reported, the PTEC submitted its response for SIR 475. An AB has objected to the committee's response and the matter is under continuing review.

The PTEC meeting adjourned at 12:40 PM ET. The next call is scheduled to occur on July 5, 2024 at 11:00 AM ET utilizing Microsoft Teams. Due to the scheduled proximity to the holiday, the meeting was rescheduled for July 12, 2024.

Attachment 1

TNI Proficiency Testing Expert Committee Agenda

06/21/2024

11:00 AM – 12:30 PM EST

1. Roll Call
2. Approval of Agenda
3. Approval of May Committee Minutes – Pending Availability
4. Review Workgroup Recommendations: Quality Manager Credentialing Questions
5. New Business

NOTE: The following meeting log-in information is specific to the meeting scheduled for 06/21/24. Do not use for later date meetings.

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