

**Proficiency Testing Expert Committee
Meeting Summary
August 2, 2024**

The Committee met via teleconference on Friday, August 2, 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 however the recording was lost during a computer malfunction. The meeting minutes were subsequently created from program administrator (PA) notes and are abbreviated.

Roll Call

Thekkekalathil Chandrasekhar (Chandra), FLDEP (Lab)	Present
Ron Houck, PA DEP (AB)	Present
Amy Pollard, Occidental Chemical (Lab)	Present
Kirstin Daigle, Pace Analytical (Lab) – Chair	Present
Ryan Pangelinan, State of Oregon (AB)	Present
Rachel Ellis, NJ DEP (AB)	Absent
Carol Gebhart, ALS Global (lab)	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, PJLA (AB)	Absent
Taryn Hurley, OK DEQ (AB)	Present
Marie Wu, Los Angeles County Sanitation District (Lab)	Present
Robert Wyeth, Program Administrator	Present

A quorum was present, and the meeting proceeded.

Associate Committee Members present: Heiman Barrio, Audrey Cornell, and Tim Miller.

Approval of Agenda

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

Approval of July Minute

The July 2024 minutes were previously distributed. The minutes were approved, after minor editorial corrections, following a motion by Jim and a second by Chandra. The minutes were submitted to William for posting.

Update on SIR 745

The PTEC response to the LASEC/AC was previously made and comments received on said response. The consensus of the committee was not to modify the initial response but to consider revision/clarification of current language in EL V1M1, section 5.2.

Status of Workgroup Recommendations: Quality Manager Credentialing Questions

The previously approved questions regarding PT issues were submitted for consideration by the credentialing work group. No action is required at this time by the PTEC.

Continuation of Review and Changes to EL V4 based upon PTPEC Comments

PTEC members continued to discuss recommendations from the PTPEC. This meeting focused on use of the term “testing” instead of “test” throughout the module/volumes. The consensus of the committee was to change the language in the module to “testing” as opposed to “test.” While each use of the term will be evaluated, it was believed that the only place where the term “test” will continue to be used is on the title page of the module.

As the committee continued its review of comments, it was suggested that a standardized form for submittal of DS comments be developed and utilized.



STD-ELV4-2016-Rev.2
.0-PTPA_WORKING DF

New/Old Business

The issue of use of dated ISO citations versus “most current revision” was presented to the CSDP EC Chair. Discussion with the PTEC Chair and the PT resulted in the decision to utilize the ISO revision date in all cases (e.g., ISO 17025 2017 versus ISO 17025; most current revision).

A suggestion was also presented for CSDP EC consideration to standardize the evaluation/assessment frames between all PT involved parties. Currently these time frames differ for PT providers, PTPAs, and Accreditation Bodies)

The PTEC meeting adjourned at 12:35 PM. The next call is scheduled to occur on September 6, 2024, at 11:00 AM ET utilizing Microsoft Teams.

Attachment 1

TNI Proficiency Testing Expert Committee Agenda
08/02/2024

11:00 AM – 12:30 PM EST

1. Roll Call
2. Approval of Agenda
3. Approval of July Committee Minutes
4. Status of SIR 475
5. Status of Workgroup Recommendations: Quality Manager Credentialing Questions
6. Continuation of Review and Changes to EL V4 based upon PTPEC Comments
7. New Business

Microsoft Teams meeting

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