

Proficiency Testing Expert Committee

Meeting Summary December 16, 2022

The Committee met via teleconference on Friday, December 16, 2022 at 11:00 AM ET. Chair Kirstin Daigle led the meeting. The call was being recorded for the sole purpose of preparation of meeting minutes. The recording will be deleted immediately upon creation of said minutes. Webex was also used for document sharing.

Roll Call

Thekkekalathil Chandrasekhar (Chandra), FLDEP (Lab)	Present
Susan Jackson, SC DHEC (Lab)	Present
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)	Present
Rachel Ellis, NJ DEP (AB)	Present
Amy DeMarco, NYSDOH (Other)	Present
Patrick Selig, ANAB (AB)	Present
Jim Todaro, Alpha Analytical (Lab) - Vice Chair	Absent
Brian Stringer, ERA (Other)	Present
Danielle Pearman, Phenova (Other)	Present
Mike Delaney, MWRA-Retired (Other)	Absent
Marie Wu, Los Angeles County Sanitation District (Lab)	Present
Robert Wyeth, Program Administrator	Present

A quorum was present, and the meeting proceeded as per the agenda.

Associate Committee Members: Nicole Cairns, Tim Miller, Audrey Cornell and Fred Anderson were also present.

Approval of Agenda

The agenda is presented in Attachment 1 and was approved by the Committee.

Approval of November Minutes

The November 2022 minutes were previously distributed and reviewed by the committee members present. A motion to accept the minutes was made by Marie and seconded by Reggie. The motion passed unanimously. A link to a copy of the minutes is attached below.

[TNI PTEC 11-4-2022 final.docx](#)

Draft Standard Working Groups

PTEC Work Groups were established to address the required/desired changes to the PT related Volumes and Modules. The Work Groups were established as follows:

- V1/V2- Chandra, Reggie Morgan, Susan Jackson, and Amy Pollard
- V3/V4 - Shawn Kassner, Tim Miller, Brian Stringer, Amy DeMarco, and Marie Wu

During the previous meeting, the committee worked through V1M1, Sections 3.2, 4.1.4, 4.2.2, 4.2.3, 4.3.5, 5.2.1.2a, 6.2 and 7.2. The results of those discussions are presented in the attached notes on the PowerPoint presentation.



V1 PPT with notes
from PTEC call 11.2.20

The committee also looked briefly at Section 4.1.5 of V2M2 but had little time to come to a decision on the issue identified in this section. The December meeting of the PTEC continued to review proposed changes to V1M1 and V2M2 issues (slide 8 in the attached is the location from which December discussions began). Results of discussion or intentions to advance public input for issues debated are presented on the attached update of V1M1-V2M2 PowerPoint presentation.



V1 PPT with notes
from PTEC call 12.16.21

Upon completion of the review of work group efforts, a new Draft Standard (DS) will be prepared, and the committee will continue through the process defined in SOP 2-100, Rev. 3.4.

New/Old Business

The PTEC continues to have a full time/voting member vacancy. Bob has solicited some existing Associate members, but none have been available to commit to the requirements of full membership. Efforts will continue to fill the vacancy.

The TNI Winter meeting is scheduled for January 9-12, 2023 in San Antonio, Texas. Registration is now open and committee members were encouraged to register. Kirstin's

schedule will prohibit her attendance and other arrangements will be made for management of the PTEC public meeting in January.

The PTEC meeting adjourned on a unanimous vote of the committee following a motion by Patrick and a second by Chandra at 12:35 AM ET. The next meeting is scheduled during the Forum on Environmental Accreditation on January 10, 2023 in San Antonio.

Attachment 1

TNI Proficiency Testing Expert Committee Agenda

12/16/2022

11:00 AM – 12:30 PM EST

Dial-in using your phone:

United States: **+1 712-832-8330**

Access code: **822 174#**

1. Roll Call
2. Approval of Agenda
3. Approval of November Minutes
4. Draft Standard Working Group Updates
 - V1/V2 Work Group report
 - V3/V4 Work Group report
5. New/Old Business