

**Proficiency Testing Expert Committee
Meeting Summary
March 3, 2023**

The Committee met via teleconference on Friday, March 3, 2023 at 11:00 AM ET. Program Administrator Robert Wyeth 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)	Absent (Present)
Susan Jackson, SC DHEC (Lab)	Present
Reggie Morgan, Hampton Roads San. Distr. (Lab)	Absent
Amy Pollard, Occidental Chemical (Lab)	Absent
Kirstin Daigle, Pace Analytical (Lab) – Chair	Absent (Present)
Ryan Pangelinan, State of Oregon (AB)	Absent
Rachel Ellis, NJ DEP (AB)	Present
Amy DeMarco, NYSDOH (Other)	Present (Present)
Patrick Selig, ANAB (AB)	Absent
Jim Todaro, Alpha Analytical (Lab) - Vice Chair	Absent
Brian Stringer, ERA (Other)	Present
Danielle Pearman, Phenova (Other)	Absent
Mike Delaney, MWRA-Retired (Other)	Absent
Marie Wu, Los Angeles County Sanitation District (Lab)	Absent
Robert Wyeth, Program Administrator	Present

A quorum was not present due to technical difficulties with the Free Conference call in number and the meeting was aborted

Associate Committee Members: Audrey Cornell, and Fred Anderson were also present.

Approval of Agenda

The agenda is presented in Attachment 1 but in the absence of a quorum was not acted upon.

Approval of January and February, 2023 Minutes

The January and February 2023 minutes were previously distributed but with the lack of a quorum could not be voted upon. These minutes will be forwarded to committee members for an e-mail ballot. The draft minutes are presented below. Pending a motion and a second to approve and with any corrections needed, the minutes will be forwarded to William for posting.

Draft Standard Working Group

No reports in absence of a quorum.

New/Old Business

No new or old business was presented.

Closed Session

In the absence of a quorum, no closed session was initiated.

The PTEC meeting adjourned at ~11:10 AM ET. The next meeting is scheduled for April 7, 2023.

Attachment 1

TNI Proficiency Testing Expert Committee Agenda

3/3/2023

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 January and February Minutes
4. Draft Standard Working Group Updates
5. New Business
6. Closed Session
 - Vacancy