

Proficiency Testing Program Executive Meeting Minutes

Date: 121824

Time: 11:00-12:30 Eastern

Invitation: Microsoft Teams – Invite sent through email meeting announcement

- Welcome and Roll Call Stacie
 - 8 voting members present representing a quorum.
 - 3 associate members present.
- Approval of the meeting agenda Susan
 - Agenda approved with adjustments to the order of items to ensure voting items could be completed and updates given.
- Review Meeting Minutes Susan
 - October meeting minutes approved (no meeting in November)
 - Motion: Tim Miller
 - Second: Amanda Fehr
 - Unanimous vote to approve
- Voting Members only (TEAMS Breakout room) Susan
 - Michella Karapondo (USEPA) was voted in as a voting member
 - Motion: Craig Huff
 - Second: Tim Miller
 - Unanimous vote to appoint Michella as PTPEC voting member
 - Jennifer Best (EPA) is moving to an associate member status based on a new professional role for her.
 - This change in voting members does not impact committee balance.
 - Both Michella and Jennifer are terrific assets to the PTPEC and provide great collaboration with EPA, so their continued involvement in any capacity is greatly appreciated and valuable.
- Mercury NPW FoPT Table Update Announcement Susan and Amy
 - Stacie and Ilona will determine next steps for communicating te PTRL Update
 - 45-day comment period?
 - Change in effective date?
 - Combine with Chlordane update (see below)?
 - Will have this as part of agenda for Forum meeting
- Chemistry FoPT Subcommittee Update Amy
 - Drinking Water FoPT Review- Carl has completed all inorganics and metals, will provide additional updates as more progress is made.
 - Thank you to Carl for continued dedication, even while computer systems were down to complete this

- Chlordane Nomenclature and CAS# update Stacie
 - Jerry has drafted a letter to EPA. Stacie will make minor edits and send back to him.
 - Will be an item of discussion at the forum meeting
 - Impact of name change
 - Add synonyms to footnote?
 - Update the NPW table at same time as change for mercury
 - Update SCM table and communicate for approval

- Subcommittee Updates
 - WET FoPT Subcommittee Craig
 - Preparing recommendation to introduce minimal acceptance limits for LC25 and LC 50 endpoints due to narrowing of ranges and increased failure rates.
 - May need to make an exception from the SOP due to small data sets that are the current state of the program due to limited WET labs.
 - PTPEC SOP Subcommittee Amanda
 - Updating SOP 4-101
 - There have been three meetings- updating in response to Policy Comments
 - Adding examples where calculations are difficult to interpret

- Other Business
 - Meeting Plans for January and February Stacie
 - The Forum meeting Feb 4th at the Forum will serve as the January meeting
 - The standing February meeting on the 26th will be held as scheduled
 - Winter Meeting plans Stacie
 - Any items for the agenda? No additions from the Committee
 - Quick overview of Slides
 - Amy providing additional side on Mercury Changes to FoPT Table
 - Tim will review the Chlordane slide for accuracy
 - Membership- Associate members to voting Susan
 - Associate members are strongly encouraged to apply to become voting members. Currently 4 slots available, for all stakeholder groups
 - Succession- Vice-Chair or Chair of Chem FoPT Subcommittee Susan
 - New leadership is needed to allow Amy to prepare for PTPEC Chair with plenty of time to ensure new chair is prepared to facilitate smooth transition

Committee Roster and Attendance

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|--|---------|----------|--------------------|--|
| Stacie Crandall Program Administrator | Present | | TNI | stacie.crandall@nelac-institute.org |
| Susan Jackson (2025*) (Chair) | Present | Lab | South Carolina DES | susan.jackson@des.sc.gov |
| Amy DeMarco (2027*) (vice-chair) | Present | Other | NY | amy.demarco@health.ny.gov |
| Rachel Ellis | Present | AB | NJ | rachel.ellis@dep.nj.gov |
| Craig Huff (2027*) | Present | Other | Waters | craig_huff@waters.com |
| Tim Miller (2024*) | Present | Other | Phenova | timmm@phenova.com |
| Jennifer Best (2025*) | Present | Other | USEPA | jennifer.best@epa.gov |
| Jack Denby (2025*) | Absent | Lab/FSMO | HRSD | jdenby@hrsd.com |
| Rachel Ellis (2025) | Present | AB | New Jersey DEP | Rachel.ellis@dep.nj.gov |
| Patrick Selig (2024*) | Absent | AB | ANAB | pselig@anab.org |
| Prasanth Ramakrishnan (2024*) | Present | AB | ISA | pramakrishnan@iasonline.org |
| Amanda Fehr (2027*) | Present | Lab | GEL | amanda.fehr@gel.com |
| Marina Aziz (2027*) | Absent | AB | NY | marina.aziz@health.ny.gov |

3 Associate members present