

**TNI PT Program Executive Committee
Meeting Summary**

October 27, 2023

1. Roll call, approval of minutes and overview:

Chair, Stacie Crandall, called the TNI PT Program Executive Committee (PTPEC) meeting to order at 11:30am Eastern on October 27, 2023. Attendance is recorded in Attachment A – there were nine (9) members present. Associate members present: Craig Huff, Amy DeMarco, Fred Anderson, Maria Friedman, Michella Karapondo, Tom Dziedzic, Reggie Morgan.

The September meeting was canceled.

There were no changes made to the Agenda.

There are meeting minutes that still need approval:

A motion was made by Susan to approve the February 24, 2023 minutes as written with a spelling correction and a correction to Rachel's email address. The motion was seconded by Rachel and unanimously approved.

A motion was made by Tim to approve the March 24, 2023 minutes as written with a correction to Rachel's email address. The motion was seconded by Susan and unanimously approved.

2. SOP 4-107

Susan opened the final DRAFT of SOP 4-107 and reviewed the changes made to the SOP. It was reviewed by Policy and there were a few questions that have now been addressed.

The effective date of the SOP will be November 1, 2023.

A motion was made by Jennifer Best to approve SOP 4-107 with an effective date of November 1, 2023. The motion was seconded by Jack with no further discussion.

Roll call vote:

Stacie - For

Susan - For

Carl - For

Andy - For

Tim - For
Jennifer - For
Jack - For
Rachel - For
Patrick – For

The motion passed and the SOP has been approved. Ilona will work on formatting and send it to the Policy Committee for final review.

3. PTPA Evaluations

Stacie has volunteered to be an evaluator for both PTPA evaluations. Observations have been done onsite in the past, but she would like to explore, if the committee agrees, that this be done remotely.

Evaluations occur every 4 years. Ilona summarized the process.

Susan commented that you need to look at what you are trying to observe. We are observing a PTPA doing an assessment of a Provider. It was commented that some PTPA assessments are also remote. It depends on what cycle the PT Provider is on.

Tim commented that he has had a few remote assessments and is curious.

There was no strong opposition to doing it virtually. If it does not work, we will revisit with the PTPA and do an on-site.

There was agreement to move ahead with a remote observation. Ilona shared the sections of the SOP that allow for this.

4. WET – PT Data Collection

- Tom submitted the data two weeks ago. Craig is now waiting for data and is concerned that it is difficult to make progress on the FoPT when there is an issue with receiving timely data.
- Stacie is concerned the Committee needs to find a better way to get more timely data when needed. IT (William) does great work, but we have grown and the support needs to grow also.
- Andy suggested getting the entire data package on a regular basis, but Craig pointed out that the data requested this time for WET is not normally requested.
- Maria commented that in the past the issue with the upload is the format. Each PT Provider has their own database and perhaps this causes format issues.
- It was asked if the PTPEC should be getting this PT data from PTPAs instead of PT Providers?

- Tom Dziejdzic (PT Provider) has to do everything manually when he pulls data to share. He emailed it directly to William. He used the spreadsheet that was shared with the PT Provider.
- Ilona will message William to let him know emails have been sent requesting an update.

5. Subcommittee Updates

Chemistry FoPT Subcommittee

Amy DeMarco (Chair) reported that the Subcommittee is at the final stages of adding PFAS to the DW FoPT table. They are ready to vote and that will happen on November 2, 2023. There will also be two recommendations shared for PT Providers to consider adding to their instructions.

WET FoPT Subcommittee

Craig Huff (Chair.) reported that they can't move ahead until they get data.

PTP SOP Subcommittee –

Susan Jackson reported SOP 4-101 still needs to be voted out of the subcommittee. There are a few micro items and the link to complete and then it will be forwarded to the PTPEC.

6. New Business

Sigma has decided stop producing PTs. Stacie thanked Tom for the communication to TNI and their customers.

A concern was raised regarding the need to potentially get to historical data.

Tom noted they have been thinking about this for a while. Reporting has been done by a third party portal by a company out of Germany. Historical data in the PT Portal will continue through March 2024. After that they will lose the ability to get there. Need to let them know if there is anything we need so he can pull that data. He needs to know this by the end of the year, so he can help do this. The third party portal was part of why the data request was so difficult. Clients have been instructed on how to pull their data by March. Their PTPA is ANAB.

Next step is for TNI leadership and Sigma to meet to manage a historical data base for Sigma.

Stacie thanked Tom for all his work on the Committee.

7. Action Items

The action items can be found in Attachment C. Attachment B includes a list of reminders.

8. Next Meeting

The next meeting will be a teleconference on November 29, 2023 at 11:00am Eastern.

The Committee is planning to change their meeting day to the fourth Wednesday of the month at 11am Eastern starting in January.

The meeting was adjourned at 1 pm Eastern.

Attachment A
Participants
TNI
Proficiency Testing Program Executive Committee

Members	Rep	Affiliation	Contact Information
Stacie Crandall (2025*) (Chair) Present	Lab	HRSD	scrandall@hrsd.com
Ilona Taunton, Program Administrator Present		TNI	tauntoni@msn.com
Susan Jackson (2025*) (Vice-Chair) Present	Lab	South Carolina DHEC	jacksosb@dhec.sc.gov
Carl Kircher (2024) Present	AB	Florida Department of Health	Carl.Kircher@flhealth.gov
Andy Valkenburg (2024) Present	Other	QASE Inc.	cvalkenbur@aol.com
Tim Miller (2024*) Present	Other	Phenova	timm@phenova.com
Eric Smith (2024*) Absent	Other		eric.smith72@comcast.net
Jennifer Best Present	Other	USEPA	karapondo.michella@epa.gov
Jack Denby Present	LAB	HRSD	jdenby@hrsd.com
Rachel Ellis (2022*) Present	AB	New Jersey DEP	Rachel.ellis@dep.nj.gov
Patrick Selig (2024*) Present	AB	ANAB	pselig@anab.org
Prasanth Ramakrishnan (2024*) Absent	AB	ISA	pramakrishnan@iasonline.org

Attachment B

Backburner / Reminders – TNI PT Executive Committee

	Item	Meeting Reference	Comments
7	Add the Field PT Subcommittee to the limit update SOP during its next update.	3/4/10	In Progress
11	Evaluate how labs are accredited for analytes that co-elute.	5-19-11	See meeting reference for details.
13	Charter needs to be reviewed/updated in November.	Ongoing	
18	Shawn noted that PTPEC should have some specific measurements. This should be passed along to the PTP SOP Subcommittee. Nicole noted that we need to determine which items to measure.	6-29-17	To be added to 2021 goals.
19	Review possible issues surrounding one vendor for Radiochemistry PTs.	3/24/23	

Attachment C: PTPEC Committee Action Item Summary – 2023

Item	Task Description	Document Number	TNI Contact	Task Added	Start Date	Due Date	Complete Date	Comments
431	Discuss with IT Committee the need for LAMS updates to be communicated to the PTPEC.			10/31/19				2/17/21: Shawn to discuss with Mei Beth and Jerry.
437	Reach out to Sennet Kim and ANAB to confirm there is still an issue related to SCM FoPT table metals footnotes for fixed limits.			3/26/20	3/26/20			2/17/21: On-going Shawn working with William to access data. 4/21/22: Shawn to follow-up. Sennet has left A2LA. 8/17/22: Shawn thinks this is still an issue. Need to look at this during evaluations. Fred said Nick Slawson is taking over as PT contact for A2LA.
455	Update SOP 4-107: FoPT Table Management	SOP 4-107	PTP SOP Subcommittee	2/19/21			4/21/22	2/18/21: Need procedures to make non-ARA changes to the table? 3/16/21: Received initial Policy Committee comments to review. 4/21/22: PTPEC approved. Sent to Policy Committee. 8/12/22: Policy sent comments to PTPEC. Add to agenda. 10/28/22: Sent to PTP SOP Subcommittee. To be discussed in December. 2/23: A few more changes are needed. Resubmitted to PT SOP Subcommittee. 10/27/23: SOP completed, approved by PTPEC and sent to Policy Committee for review.

Item	Task Description	Document Number	TNI Contact	Task Added	Start Date	Due Date	Complete Date	Comments
456	Update SOP 4-101: Recommendation, Evaluation, and Calculation of Acceptance Criteria and Applicable Concentration Ranges for Proficiency Tests	SOP 4-101	PTP SOP Subcommittee	2/18/21	2/18/21			2/18/21: Combined workgroup established to complete SOP. 3/18/21: workgroup met and SOP Subcommittee will send final DRAFT to Chemistry FOPT Subcommittee for examples. Update 8/17/22: Examples requested from Chemistry FoPT Subcommittee that has not met. PTPEC needs to talk about when the next limit updates will occur. 3/24/23: Examples have been added by Chemistry FoPT Subcommittee and resubmitted to the PT SOP Subcommittee. 6/23/23: Make sure SOP 4-101 includes procedures for how data is received.
458	Improve communication with non-TNI AB stakeholders.			2/18/21	8/1/22			8/1/22: Discussed at Crystal City meeting. Need to help Advocacy update the White Paper to help reach out to other states. Ambassador program. Also need to include more non-NELAP ABs in the Executive and Expert committees. Outreach needed. 10/28/22: Workgroup formed to update paper. 3/24/23: Paper completed and sent to Advocacy Committee.

Item	Task Description	Document Number	TNI Contact	Task Added	Start Date	Due Date	Complete Date	Comments
459	ARA: PFAS on DW table		Chemistry FoPT Subcommittee	12/1/20	May 2021			12/1/20: ARA sent to Chemistry FoPT Subcommittee 2/18/21: Shawn has requested data. Subcommittee will start working on this after data is received. 5/21/21: Data has been received. There may not be enough. Need to determine next steps. Update 8/17/22: Survey of labs is complete, and data needs to be looked at. Amy DeMarco will be new Subcommittee Chair. 12/1/22: The Subcommittee will start working in February 2023. 3/24/23: Requesting more data from labs and requested PT Data from William.
460	Develop PT Program metrics			2/18/21	5/21/21			Update 8/17/22: Developed partially as Charter was updated. Need to formalize.

Item	Task Description	Document Number	TNI Contact	Task Added	Start Date	Due Date	Complete Date	Comments
461	Finish update to Radiochemistry FoPT Table	- DW Rad FoPT		2/18/21			4/28/23	2/18/21: Table submitted to PTPEC. PTPEC waiting for SOP 4-101 to be complete before reviewing table. 4/21/22: Table footnotes need to be updated before PTPEC can vote. Shawn will make these updates. 11/22/22: Updates complete and approved by Committee. Being sent to NELAP AC and PT Providers for comment before effective date approved. 3/24/23: Vote for effective date. 4/28/23: Effective date changed to 11/1/23. Closed
462	Feasibility: Radiochemistry Uncertainty to PT Evaluations			2/18/21	2/22			Jan 2022: Discussed in San Antonio. Radiochemistry Expert Committee to submit recommendation. 7/21/22: Recommendation sent to PTPEC for review. 10/28/22: Recommendations to be reviewed in November. 11/22/22: Radiochemistry Expert Committee recommendation to be sent to ERA for comment.
463	Feasibility: Technology Based PTs			2/18/21				
464	Feasibility: Add Prep Methods on FoPT tables			2/18/21				
465	Feasibility: Air and Emissions PTs			2/18/21				
470	Determine timing for update of FoPT limits.			7/21/22				Determine after completion of SOP 4-101?
471	Advocacy White Paper			1/11/23			4/28/23	

