

TNI PT Program Executive Committee Meeting Summary

April 21, 2022

1. Roll call, approval of minutes and overview:

Chair, Shawn Kassner, called the TNI PT Program Executive Committee (PTPEC) meeting to order at 1pm EDT on April 21, 2022 by teleconference. Attendance is recorded in Attachment A – there were nine (9) members present. Associate members present: Amy DeMarco, Reggie Morgan, Tim Miller and Tom Dziedzic.

Shawn asked for confirmation that everyone received the agenda and meeting information.

2. Chair Update

- WET FoPT Subcommittee – WET met yesterday and Shawn is not sure if the Subcommittee has met.
- Shawn would like to start working on the concerns sent by the NELAP AC. He will reach out to Travis and Bill from the NELAP AC.
- Victoria is no longer with NY lab accreditation. Amy Steuerwald replaced Victoria.

3. Current Business

Radiochemistry Table

The Committee looked at the limits sent 3-16-22 by Shawn.

A motion was made by Carl to approve the new Radiochemistry limits sent to the Committee on 3-16-22. There was no second. More work needs to be done on the table, so Shawn will finish this up for an email vote or it will be voted on at the next meeting.

Advocacy – PT White Paper

There were no volunteers to work on this document during the last meeting. There were still no volunteers. Shawn will send a copy to everyone to review so they can see what needs to be done.

Table Management SOP – 4-107

Shawn pulled up the SOP and showed the Committee the changes made to this SOP by the PT SOP Subcommittee.

Andy asked if the SOP should specify reviews by EPA for DW limits. Shawn commented that this is not currently required. This Committee can make changes and Ilona noted that development of limits is discussed in SOP 1-101.

Rachel made motion to approve SOP 4-107 as sent with the agenda and presented by Shawn. The motion was seconded by Fred and there was no further discussion. The motion was unanimously approved.

Shawn will send a final copy to Ilona for distribution to the Policy Committee for approval.

Internal Audit Checklist

This was sent for comment and none were received. The Policy Committee reviewed this checklist and approved it. This action item is complete.

4. Committee Membership

Associate members were asked to step off so the voting members could discuss Committee membership.

Three people are rotating off and one person can be voted in for a second term. Shawn will also be stepping down as Chair of the Committee.

A motion was made by Rachel to nominate Fred as the Chair of the PTPEC. The motion was seconded by Andy. There was no further discussion. The motion was approved (For – 8 , Against- 0, Abstain – Fred.)

Fred will reach out to voting members and propose a Vice Chair for consideration.

There were 3 applications received:

1. Tim Miller - Other
2. Sheri Heldstab – Other - New Associate Member
3. Eric Smith – Lab

Current Status:

- 3 – LAB
- 2 – Other
- 4 – Other

A motion was made by Carl to add Tim Miller and Eric Smith to the Committee. The motion was seconded by Fred and unanimously approved.

A motion was made by Fred to add Rachel for a second term on the Committee. The motion was seconded by Andy and unanimously approved.

Ilona will send out possible meeting times to meet with Fred and Shawn to transition chair responsibilities.

Chemistry FoPT Member list –

Shawn commented that we need someone to Chair and do the administrative side of the committee. Carl could continue to handle the technical side of the committee by calculating the limits from the data.

5. New Business.

None

6. Action Items

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

7. Next Meeting

The next meeting will be by teleconference on May 19 , 2021 at 1pm Eastern. (*Addition: The Committee did not meet in May.*)

Shawn adjourned the meeting at 2:33pm EDT.

Attachment A
Participants
TNI
Proficiency Testing Program Executive Committee

Members	Rep	Affiliation	Contact Information
Shawn Kassner (2023*) (Chair) Present	Lab	Pace	shawn.kassner@pacelabs.com
Ilona Taunton, Program Administrator Present		TNI	tauntoni@msn.com
Carl Kircher (2024) Present	AB	Florida Department of Health	Carl.Kircher@flhealth.gov
Andy Valkenburg (2024) Present	Other	QASE Inc.	cvalkenbur@aol.com
Jennifer Duhon (2022) Absent	Other	Millipore Sigma	jennifer.duhon@sial.com
Patrick Garrity (2022) Absent	AB	Kentucky DEP	patrick.garrity@ky.gov
Michella Karapondo (2022) Present	Other	USEPA	karapondo.michella@epa.gov
Fred Anderson (2023) Present – 1:17pm Eastern	Other	Advanced Analytical Solutions, LLC	Fred@advancedqc.com
Jennifer Bordwell (2023) Present	Lab	Upper Occoquan Service Authority	jennifer.bordwell@uosa.org
Scott Haas (2023) Present	FSMO/ LAB	Environmental Testing, Inc.	shaas@etilab.com
Rachel Ellis (2022*) Present	AB	New Jersey DEP	rachel.ellis@dep.nj.gov
Patrick Selig (2024*) Present	AB	ANAB	pselig@anab.org
Prasanth (2024*) Present	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.

Attachment C: PTPEC Committee Action Item Summary – 2021

Item	Task Description	Document Number	TNI Contact	Task Added	Start Date	Due Date	Complete Date	Comments
295	PTPA Checklist needs to be updated to 2016 Standard.		Ilona		TBD	April 2021		2/17/21: Ilona has a DRAFT for SASS. Shawn and Ilona need to develop PTPA's from 2016 Standard. 5/20/21: Ilona sent Shawn a DRAFT PTPA checklist.
349	FoPT Table Subcommittee: - Review LAMS table vs FoPT table. - WET FoPT table format needs to be finalized.			4/20/17	4/20/17			2/17/21: Changes have been corrected for all tables except WET. The WET FoPT subcommittee will take this on as part of the development of the new table. The review of LAMS was completed.
368	Forward Jerry's question to Chemistry FoPT Subcommittee. (Analyte code change for the non-polar extractable materials.)			8/24/17	8/24/17			2/17/21: SMK to discuss this issue with the PTPEC as to the impact and process of database changes. 2/18/21: Shawn had communication with Jerry and Dan. HEM and HEM-Silica Gel changes made to FoPT table.
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.
432	DW FoPT Table – Lines 17-26 need to be reviewed with LAMS Administrator. PTPEC is going to use what was originally in the table instead of what is currently in LAMS.			10/31/19				2/17/21: Shawn will follow-up with Dan to complete.

Item	Task Description	Document Number	TNI Contact	Task Added	Start Date	Due Date	Complete Date	Comments
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.
445	Send PCB survey to Ilona so she can arrange to have it sent out.		Shawn Ilona	6/18/20	6/18/20			9-17-20: Shawn is working on this and will get to Ilona when complete.
454	Form WET FoPT Subcommittee		Shawn	2/18/21				2/18/21: Shawn will ask Rami for membership recommendations. 3/18/21: Shawn to talk to Rami about chairing Subcommittee.
455	Update SOP 4-107: FoPT Table Management	SOP 4-107	PTP SOP Subcommittee	2/19/21				2/18/21: Need procedures to make non-ARA changes to the table? 3/16/21: Received initial Policy Committee comments to review.
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.
457	FoPT table updates sent by email	- DW FoPT - NPW FoPT - SCM FoPT - DW Rad FoPT		2/18/21	2/18/21		5/31/21	2/18/21: Shawn will check-in with PTPAs, NELAP AC, and PT Providers about implementation timing so PTPEC can set an effective date. 5/31/21: FoPT tables posted on the TNI website.
458	Improve communication with non-TNI AB stakeholders.			2/18/21				

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				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.
460	Develop PT Program metrics			2/18/21	5/21/21			
461	Finish update to Radiochemistry FoPT Table	- DW Rad FoPT		2/18/21				2/18/21: Table submitted to PTPEC. PTPEC waiting for SOP 4-101 to be complete before reviewing table.
462	Feasibility: Radiochemistry Uncertainty to PT Evaluations			2/18/21				
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				
466	Meet with SSAS Expert Committee to better define PTPEC's.							Does PTPEC vote on tables as they get updated? 6/21/21: Discussed on 6/17/21 with Committee. Meet with Jerry on 6/21/21. PTPEC no longer provides administration or maintenance for SSAS. Need to update PTPEC definition. Still works with audit sample provider accreditors.
467	Update Charter			4/22/21	5/21/21			10/21/21: Charter completed and sent to Policy for review.

