

*Proficiency Testing Provider Advisory Committee Meeting Summary*

**The Sheraton Columbia Hotel  
Columbia, MD  
Sunday April 5, 2009  
(08:00 AM-10:00 AM)**

**1. Introductions**

Jeff Gust welcomed all in attendance with a comment that the large number of attendees evidently implies the importance of PT provider accreditation. He then noted that all those present were deemed members of the PTPAC and were entitled to vote. Furthermore, no more than one vote per organization will be accepted and the number of votes from accredited organizations can not exceed 50% of the votes on the ballot.

**2. Review and Approval of Agenda and Previous Minutes**

Jeff Gust then asked the group to review the agenda and the minutes and indicate if any amendments were necessary. He then sought a motion for the agenda and the minutes to be approved.

**Motion #1:** Ray Kletke moved to approve the agenda and the minutes. Doug Berg seconded the motion. Motion passed unanimously and the agenda and the previous minutes were approved.

J.Gust then reviewed the status of the Action Items from the previous minutes. Action item no.1 is still open and was discussed and closed as noted in item no.3 below. Action item nos. 2, 3, 4 were noted to be closed.

An update regarding the A2LA-NELAC (TNI) Accreditation program was provided. Dan Tholen's draft of the oversight SOP (A2LA R303 document) had been forwarded to the The NELAC Institute (TNI) PT Providers for comments. It was then forwarded to the CC for approval. The Neptune database has since been created for the statistical review of data. One additional item regarding the confidentiality of data has been added to the SOP and will be forwarded to the CC today.

J.Gust asked for confirmation if the draft SOP (R303) was in agreement to the requirements of all members present. A concern was raised regarding the nature of the data provided to TNI. D. Tholen's response was that if TNI wishes to receive the actual data, they would have to approach the PT Provider themselves.

**3. Review Bylaws and Action Item No.1 from previous minutes**

J.Gust asked if the revised Bylaws were approved by all in the group. It was suggested that "accredited organization" should be referred as "accredited PT Provider" in Section

3.5 of the Bylaws for clarity purposes. A concern was raised regarding a scenario when the attendance of accredited organization is more than 50%. A few suggestions were put forward.

The PTPAC Bylaws, Section 3.5 was revised to state “The number of votes from accredited PT Providers shall not exceed 50% of the votes on the ballot”.

A general consensus of “let’s try until it fails” was reached.

**Motion #2:** A.Liabastre moved to approve the Bylaws. C. Hanes seconded the motion and the motion passed unanimously.

#### **4. Update ISO/IEC 17043 - D.Tholen**

Dan Tholen provided an update on the scope/intent of the document ISO/IEC 17043 and the specific new requirements included within. The ISO/IEC ballot closes April 13 and the final standard may be released late 2009, early 2010. Some structural changes in the ISO/IEC standard include placing the technical requirements before the management requirements and three informative annexes. Important content changes include the requirements that certain tasks shall not be subcontracted, added requirements for equipment similar to 17025, Section 4.5.2 (for choice of method), format of reports (Section 4.8.2), new requirements for traceability and uncertainty, assigned values vs consensus values and a new requirement, Section 4.9.5.

A question was raised regarding whether a PT provider can be accredited if their scheme did not clearly state Pass/Fail but simply provided statistical analysis of the data. Dan Tholen confirmed this to be true.

#### **5. Discussion: A2LA Traceability Policy**

Jeff Gust noted that, per A2LA PT provider accreditation requirements, all PT Providers are subject to A2LA Traceability requirements which may not be practical. To address Section T1 of the A2LA Traceability Policy with respect to PT samples it may be required that reference material producers be used. It was determined that the previous task group was still interested in reviewing A2LA’s PT Traceability requirements and the relevance/practicality of having the PT samples meet Section T1, with M. Moore as the chair.

**Action item 1: Aruna to send e-mail (by April 30, 2009) to all task members to organize a conference call, by May 15.**

## **6. Discussion: Scopes of Accreditation-R.Query**

It was noted that the A2LA Application form (F302) page 6 of 14, to the PT Providers should be revised to provide more details regarding the PT scheme offered for the benefit of the laboratories' customers. It was suggested that the scopes be broken down into major discipline and sub disciplines, or the scopes can mirror the scopes for calibration laboratories, for example, and include ranges and uncertainty, matrix and parameters. Amount of detail may vary on the scopes. The break down of the scope does not really apply to the TNI Providers since their scopes are analyte based.

**Action Item 2: R.Query to develop Templates for different fields by September 30, 2009.**

## **7. NIST Charpy Program-C.McCowan**

In his presentation he stated that the NIST Charpy Program at NIST was investigating of how to make more information available to the customers than simply pass/fail information. Presently the customers return the sample after completion of the test and the values are compared to the NIST reference values. The data is online and the customers download the data and do their own trending.

## **8. New Business**

Suggestions were solicited for aiding A2LA in the implementation and success of the PT Provider accreditation program. Jeff Gust noted that all groups can provide some comment which can be included within the general requirements for approval by the CC. C. Ellis suggested that the PTPTAC propose to A2LA that the Association require the use of accredited proficiency testing providers. J. Gust suggested that C. Ellis develop a position paper on this material.

It was proposed to have a teleconference in September 2009 and to include an agenda and a proposal for CC comments.

**Action Item 3: Aruna to ensure that C. Ellis has his proposal ready by August 31, 2009, prior to the proposed September teleconference.**

## **9. Adjournment**

Motion to adjourn by Jeff Gust, vote was unanimous and the meeting adjourned at 10:00 A.M

*Minutes prepared by Aruna Kaveeshwar, A2LA Accreditation Officer*

## ATTENDEES

### Meeting of the A2LA Proficiency Testing Technical Advisory Committee

(4/5/2009)

Marwa Adly Abdalla Mohamed	A2LA Assessor
Denise Archer	A2LA Assessor
Douglas Berg	A2LA Assessor
Nancy Berg	
Anita Bhatt	DOE-ID, LO-RESL
Kelly Black	Neptune and Company, Inc.
Roger Brauningner	A2LA Senior Accreditation Officer
Robert Brown	Agilent Technologies Loveland
Tina Buffington	NVSL, USDA-APHIS-VS-NVSL
Terry Combs	A2LA Assessor
Brian Conner	A2LA Accreditation Officer
Aaron Davis	Artel, Inc.
Gaylord DeGroot	A2LA Assessor
Larry DiGirolamo	A2LA Assessor
Charles Ellis	National Association for Proficiency Testing
David Evanson	A2LA Assessor
David Fischer	Fischer Custom Communications, Inc.
Arlene Fox	AOAC International
Siu Lin Fung	A2LA Assessor
Dorothy Gill	A2LA Assessor
John Gumper	A2LA Assessor
Jeff Gust	A2LA Assessor
Karl Haynes	Electro Rent Corporation
David Heberling	A2LA Assessor
Robert Holcombe	A2LA Assessor
Robert Jenkins	A2LA Assessor
Debi Jester	Sypris Test and Measurement, Inc.
Sandy Johnson	ExxonMobil Chemical
Julie Judeika	NAMSA
Aruna Kaveeshwar	A2LA Accreditation Officer
Jeff Kelly	ICL Calibration Laboratories, Inc.
John Kinsella	A2LA Assessor
Ray Kletke	A2LA Assessor
Phil Kyle	MVA Scientific Consultants
Steve Lerman	A2LA Assessor
Albert Liabastre	A2LA Assessor
Jon Lubahn	
Allan McCall	Fischer Custom Communications, Inc.
Chris McCowen	NIST

Dawn Mettler	A2LA Assessor
Ken Middlebrook	CALA
William Mills	A2LA Assessor
Bertha Munguia	A2LA Assessor
Gail Parker	FL Department of Agriculture
Ron Peters	A2LA Assessor
Randy Querry	A2LA Accreditation Manager
Heidi Redlon	Artel, Inc.
Pat Royal	A2LA Assessor
Christopher Rucinski	RTC
Doreen Rumery	Artel, Inc.
Dilip Shah	E=MC3 Solutions
Richard Sheibley	A2LA Assessor
Arlyn Sibille	A2LA Assessor
Ken Stoub	A2LA Assessor
Yi-Wei Tang	Vanderbilt Univ. Medical Center
Dan Tholen	A2LA Assessor
Matthew Torres	A2LA Accreditation Officer
Deborah Weber	ICL Calibration Labs, Inc.
Daryl Williams	U.S. Army TMDE Support Center

Total Number of Attendees: 59