

# TNI Board of Directors Meeting Summary March 9, 2022

## ROLL CALL

Directors	Present	Staff	Present
Jordan Adelson	X	Lynn Bradley	X
Aaren Alger	X	Paul Junio	X
Steve Arms		Jerry Parr	X
Caitlin Brice	X	Ilona Taunton	X
Justin Brown	X	Janice Wlodarski	X
Kristin Brown	X	Bob Wyeth	X
David Caldwell	X		
Robin Cook	X		
Stacie Crandall	X		
Jack Farrell	X		
Maria Friedman	X		
Myron Gunsalus			
Jessica Jensen			
Harold Longbaugh	X		
Judy Morgan	X		
Patsy Root			
Debbie Rosano	X		
Valerie Slaven	X		
Nick Slawson			
Alfredo Sotomayor	X		
Lem Walker			
<b>Past Chair</b>			
Sharon Mertens	X		

## AGENDA

### 1. Welcome New Directors (Attachment 1)

Caitlin Brice, Robin Cook, Harold Longbaugh, and Valerie Slaven have been elected to their first term. The current balance, including ex-officio Directors, is 5 Accreditation Body, 9 Laboratory, and 7 Other. There are no openings. Also provided separately are biographical sketches of all Directors.

### 2. Officer Election

*The Officers shall be a Chair, Past-Chair, Vice-Chair, Secretary and Treasurer. Other Officers may be established by the Board of Directors. The Officers, with exception of the Past-Chair, shall be elected annually at the first meeting of the newly elected Board of Directors, from among its members.*

The current officers are:

- Alfredo Sotomayor, Chair
- Kristin Brown, Vice-Chair
- Patsy Root, Secretary
- Justin Brown, Treasurer

All four officers have indicated a willingness to continue to serve, but also a willingness to step aside if anyone else is interested in serving.

**Motion to Nominate the Current 4 Officers to Serve this Year:**

**Motion to Approve:** Jack Farrell  
**Second:** Judy Morgan  
**Approved:** Unanimous

### 3. **Review of Consent Agenda – Approved 3/9/2022 (Attachment 3)**

Note: Based on discussion last month, the format has been significantly revised. For this month, the Board may wish to review all reports for both content and style. Any accomplishments from February are highlighted in red.

### 4. **Update on the SSAS Program (Attachment 2)**

On February 18, ERA informed TNI it would cease production of audit samples for the SSAS program at the end of March. ERA also indicated they would continue to receive laboratory results until December 31, 2022.

Jerry informed the SSAS committee of this decision, and the committee held two meetings on February 21 and 28. At the first meeting there was wide agreement that without a provider, there would be no need for the committee to continue work. At the second meeting, the committee drafted a letter to send to EPA. Jerry felt we should get this letter sent to EPA expeditiously to head off their hearing about it from back channels.

Jerry sent the letter to the Executive Committee for review who also agreed to act quickly. Jerry then sent the letter to Peter Tsirigotis, Director of EPA's Office of Air Quality Planning and Standards on March 1. The text of this letter is found in Attachment 2. As stated in this letter, the committee believes they should suspend any further efforts.

The committee discussed several options for moving forward, including having EPA make the program mandatory, turning it into a PT program, or setting up something similar to DMRQA, but with no guidance from EPA none of these options are viable. Jerry asks the Board to confirm the decision to suspend the committee, but keep the SSAS database open until December 31, 2022.

The committee has two SOPs in the queue for Policy review and has requested this review to occur.

Jerry will meet with the SSAS committee on March 10 to inform them of the Board's decision.

*If this committee is suspended, does membership on the CDSEC end as well? Can Sheri be an at-large member? If this committee is suspended, Sheri is still chair of a committee that's just not meeting so no change needs to be made.*

*Should we approach the SASS members and see if they can be placed on other committees? These are very specialized people that may not be interested in other committees, but we can ask and encourage them to do so.*

*Any SOPs should be kept on the Action list until time allows for review, and make other SOPs in the Policy Committee queue priority.*

### **Next Steps:**

1. Confirm the committee is suspended.
2. SOPs will remain in Policy at a low priority.
3. The SASS database will stay open until 12/31/22. *Is there any reason the database can't stay up longer? Jerry will ask William re the cost of keeping it up. If we keep it up, will it look like we have an active program, when we do not? We can place a note on the page so people know the information isn't necessarily current, and then keep it up for perhaps another year or so (12/31/23).*

### **Motion to Accept the Above 3 Action Items:**

**Motion to Approve:** Stacie Crandall

**Second:** Jack Farrell

**Approved:** Unanimous

## **5. First Quarter Financial Statement**

The first quarter financial statement was reviewed with the BOD.

## **6. Approval of SOP 1-101 on Committee Operations**

This SOP is pivotal to the operation of all TNI committees, including the Board. This major revision 3.0 includes the following changes:

- Revised Section 1.0 to include all groups.
- Added language to Section 2.0 regarding committee reports, Charters, and Work Plans.
- Added Annual Report, Conference Report, Monthly Report, Task Group, Work Group, and Work Plan to the definitions and revised the definition of Committee Member.
- Clarified all language that used the term "committee member" to be consistent with the new definition.
- Added Section 9.4 relative to the scope of a Work Group.
- Added Sections 11.3 and 11.4 relative to Work Plans.
- Added Section 12.0 regarding reports.
- Other minor conforming and editorial changes.

This SOP does require approval by the Board.

### **Motion to Endorse SOP 1-101 on Committee Operations as presented:**

**Motion to Approve:** David Caldwell

**Second:** Aaren Algiers

**Approved:** Unanimous

## **7. Thoughts on Possible TNI Roles in Support of Environmental Justice (EJ)**

In the February call, the Board asked the Advocacy Committee to consider what, if any, actions TNI could pursue relative to this topic. The possible actions are summarized below.

The Advocacy Committee brainstormed ways for TNI to support EJ and generated the following ideas:

1. Work to ensure that all environmental analytical data, which might impact underserved communities, is reliable.
2. Develop a webcast on how to meet the sampling requirements of the new Lead and Copper Rule, published in December, 2021. This regulation lowers the MCLs and has much more stringent

requirements for sampling and will affect all municipalities. The thinking was that especially the smaller municipalities could benefit from explicit training.

3. Find ways to better explain the contents of the required Drinking Water Consumer Confidence Reports (CCR), as many ordinary citizens find them incomprehensible. These were required by the 1996 SDWA amendments.
4. Publicize how to contact authorities for suspected drinking water problems, and how to submit samples. Along with this information, create a plain language explanation of what “safe drinking water” actually means. [Citizens want to know their water is “safe”, but when asked what they’d like it tested for, they are unable to respond, but will ask for “any contaminants” or to know “what chemicals” are in it.]
5. Support the development of sensors and other related tools to provide real-time data to communities. The NELAP Accreditation Council again discussed this topic after being briefed on Advocacy’s suggestions, and offered the following combination of information and ideas:

1. Roughly half of the NELAP ABs (and other agencies in their states) offer information in languages other than English. The language varies according to demographic of the regulated communities (ranging from Vietnamese to Spanish and many other languages). At least one state AB has a program to provide interpreters when needed for lab assessments and another provides translations for its public meeting materials (in regulatory development). It would seem inappropriate for TNI to become involved with these state efforts, although it is helpful to know they exist.
2. Florida, in particular, has some labs where Spanish is the primary language (in Puerto Rico, but also some in-state), but does not offer documents in Spanish and believes that the English documents are well understood. For this reason, Florida does not recommend that TNI undertake efforts to provide translations of the TNI Standard – the English language is not considered to be a problem for their labs.
3. One suggestion was to develop a Fact Sheet (or perhaps a series of them) addressing the items identified by Advocacy – how to contact authorities, the CCR, the definition of “safe”.
4. If TNI members who speak languages besides English would be willing, TNI could establish a version of mentoring whereby those familiar with the TNI Standard could be available to discuss the more subtle meanings of words in the Standard with labs (or others) who may not be fully conversant in English. (These are Lynn’s words, not the Council’s, but the idea came from Florida.)
5. The EPA Board Liaison, Eric Graybill, EPA R3, stated that the Information Technology and Geographic Information Systems staff have advised him that they can provide mapping of “underserved” communities or “environmental justice” communities, but that they would require criteria for defining those groups. At present, there is no standard definition, but “we know it when we see it”.

Recommendation from Program Administrator: Advocacy could solicit volunteers from the TNI community to form (with Advocacy oversight) workgroups or a subcommittee to draft the suggested Fact Sheets, and then have them vetted by non-scientists as “understandable.” Also, the Board could consider making some sort of list of mentors (even if just a list of TNI member volunteers speaking various languages) and noting this as an available resource in one or more of the Fact Sheets.

Our ability to help with this effort is minimal. We can keep this on our workplan. It was suggested that we could be facilitators of the effort and the discussions, rather than drivers of the effort.

If there becomes merit to this, we could explore whether or not there are any pitfalls with ANSI or ISO. Translating into Spanish (another language) isn’t really going to be helpful or more accessible to someone that is not relatively well-versed in the Standard and how things work.

In terms of general support, with direct involvement limited, we can work on sponsorship and discussions

of the subject for now.

## **8. Review and Approval of Annual Report**

Based on the discussion in February, the 2021 Annual Report was revised and now contains much more about 2021 activities. The 2022 objectives were not revised. The Board has two required actions from our Quality Management Plan: 1) to approve this report for posting, and 2) specifically, approve the 2022 objectives for each committee. The report is currently being reviewed by Program Administrators and will hopefully be provided late Tuesday.

Note: The 2022 objectives in this report are also captured in the revised approach for the Consent Agenda.

### **Motion to Approve the 2021 Annual Report:**

**Motion to Approve:** Judy Morgan

**Second:** Maria Friedman

**Approved:** Unanimous

The 2021 Annual Report will go up on the website this week.

## **9. Meeting Adjourned**

## Attachment 1 2022 Board of Directors

<b>First</b>	<b>Last</b>	<b>eMail</b>	<b>Organization</b>	<b>Stakeholder</b>
Jordan	Adelson	jordan.adelson@navy.mil	DOD (US Navy)	Other
Aaren	Alger	aaren@alger-consulting.com	Alger Consulting & Technology	Other
Steve	Arms	arms.steve@comcast.net	Florida DOH (Retired)	Lab
Caitlin	Brice	Caitlin.Brice@sgs.com	SGS North America	Lab
Justin	Brown	jbrown@emt.com	Environmental Monitoring & Technology	Lab
Kristin	Brown	kristinbrown@utah.gov	Utah DOH	AB
David	Caldwell	david.caldwell@deq.ok.gov	Oklahoma DEQ	AB
Robin	Cook	cookrobin@codb.us	City of Daytona Beach	Lab
Stacie	Crandall	scrandall@hrsd.com	HRSD	Lab
Jack	Farrell	aex@ix.netcom.com	Analytical Excellence	Other
Maria	Friedman	maria.friedman@waterboards.ca.gov	California ELAP	AB
Myron	Gunsalus	ngunsalus@kdheks.gov	Kansas DHE	AB
Jessica	Jensen	Jessica.Jensen@kcmo.org	KC Water	Lab
Harold	Longbaugh	harold.longbaugh@houstontx.gov	City of Houston	Lab
Sharon	Mertens	smertens@mmsd.com	Milwaukee Metropolitan Sewerage District	NA
Judy	Morgan	judy.morgan@pacelabs.com	Pace Analytical	Lab
Patsy	Root	patsy-root@idexx.com	IDEXX	Other
Debbie	Rosano	debbie.rosano@hq.doe.gov	DOE	Other
Valerie	Slaven	vslaven@pdclab.com	PDC Laboratories	Lab
Nick	Slawson	nslawson@a2la.org	A2LA	AB
Alfredo	Sotomayor	asotomayor@mmsd.com	Milwaukee Metropolitan Sewerage District	Lab
Lem	Walker	walker.lemuel@epa.gov	USEPA OST	Other

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## **Attachment 2**

### **Text of Letter Sent to EPA on March 1**

During the February 21, 2022 meeting of The NELAC Institute's (TNI's) Stationary Source Audit Sample Expert (SSAS) Committee, TNI and the SSAS Committee were notified that the remaining Provider (ERA) for Stationary Source Audit Samples will cease taking new orders for Audit Samples on March 31, 2022. Without the Program being mandatory, ERA's Audit Sample product line was financially unsustainable.

In addition to nine of the eleven voting members of the SSAS Committee, Craig Huff of ERA and I were present at the meeting. All voting members of the SSAS Committee present were individually polled and, as no Provider will exist after March 31, 2022, all felt that the continuation of the SSAS Committee as the Voluntary Consensus Standards Body (VCSB) for the EPA's SSAS Program would be unnecessary. This will leave the EPA with a Program lacking both Providers and a VCSB.

Should the SSAS Program become mandatory again, for instance, by changing the definition of "commercially available" to "when an audit sample is available from an accredited audit sample provider", TNI would consider reactivating the SSAS Committee to serve as the VCSB for the Program. ERA has indicated that they would consider becoming an Accredited Audit Sample Provider again should this change occur.

TNI and the SSAS Committee continue to believe that some form of demonstration of data accuracy is in the best interests of the environment and public health. Furthermore, we believe the regulated community is better served when the air quality community has more defensible data on which to base decisions. We also believe that the SSAS Program's structure of submitting the Audit Sample with each set of regulatory samples is the best demonstration of accuracy, however, the free market has shown that this structure is not viable if the current definition of "commercially available" remains the same.

TNI will be withdrawing as the VCSB for the SSAS Program on December 31, 2022 – the last date at which ERA will process and report returned Audit Sample results. Until that time, the TNI SSAS Committee has been suspended and will meet only on an as-needed basis.

TNI and the SSAS Committee request a meeting to discuss the future of the Audit Program.

**Attachment 3  
CONSENT AGENDA – Approved 3/9/2022**

1. **Approval of February Minutes**
2. **[Reserved]**
3. **[Reserved]**
4. **[Reserved]**
5. **CONSENSUS STANDARDS DEVELOPMENT REPORT**
- 5.1 **Consensus Standard Development Program Executive Committee**

<b>2022 Objectives</b>	<b>Status</b>
Develop policies and procedures that guide standards development.	All Volumes and Modules of the TNI Standard are currently under review.
Ensure consistency and uniformity between Volumes and Modules of the Standard.	Nothing to report
Provide technical and administrative assistance in developing tools to facilitate the implementation of the Standard.	Nothing to report
Provide opportunities for stakeholder involvement throughout the development process and assist Expert Committees in dissemination of pertinent information and responses to comments.	All internal and public information for each Volume and/or Module of the Standard are being completed consistent with SOP and ANSI requirements
Prepare and deliver an Annual Report for the previous year and Work Plan for the coming year for the annual meeting or whenever requested by the Executive Director.	Accomplished at TNI Winter Meeting
Submit one of the revised Modules (including the entire Development Process) to ANSI to finalize TNI's re-accreditation.	Nothing to report.
<b>Additional Comments/Concerns:</b>	Nothing to report

**5.2 Asbestos Testing Expert Committee**

<b>2022 Objectives</b>	<b>Status</b>
Develop and maintain consensus standards for asbestos testing (AT) that are practical, implementable, and meet the needs of the environmental testing community while providing data of known and documented quality.	The second revision of the modified EL V1M3 to be balloted by Committee at March meeting.
Seek American National Standard status from ANSI and pursue adoption of Module 3 in NELAP.	Nothing to report.
Serve as a technical resource regarding AT to TNI members and other interested parties.	Nothing to report.
Provide technical assistance in developing tools to facilitate the implementation of the Standard.	Nothing to report.
Prepare and deliver an Annual Report for the previous	Accomplished at TNI Winter Meeting



year and Work Plan for the coming year for the annual meeting or whenever requested by the Executive Director.

**Additional Comments/Concerns:**

2022 Leadership and membership established. All training completed.

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### 5.3 Chemistry Expert Committee

2022 Objectives	Status
Evaluate and improve as needed the TNI Chemical Testing Standard.  – Demonstration of Capability – Calibration – MDL/LOQ	Review of existing Module complete and modification by work groups underway. Module/Section specific work groups established
Develop chemical testing standards that are usable across various environmental accreditation programs.	All SIRs and public comments are being addressed
Provide technical assistance in implementation of the Standard.	Nothing to report
Provide technical assistance in interpretation of the Chemical Testing Standard.	Nothing to report
Continue to contribute to resolution of the Technical Manager issue.	
Prepare and deliver an Annual Report for the previous year and Work Plan for the coming year for the annual meeting or whenever requested by the Executive Director.	Accomplished at the TNI Winter Meeting
<b>Additional Comments/Concerns:</b>	2022 Committee leadership and membership being finalized. Two full members and 4 new Associates joined the Committee. All training completed.

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## 5.4 Laboratory Accreditation Body Committee

2022 Objectives	Status
Revise and maintain the TNI Standards for Laboratory Accreditation Bodies (Volume 2 Module 1 of the TNI Environmental Laboratory Standard.)	
– Finish review of comments received on Revision 0.	Currently reviewing comments – ruling them persuasive or non-persuasive and deciding upon revised language for those comments deemed persuasive.
– Publish Draft Standard EL Volume 2, Module 1, Revision 1.	NA
– Discuss and rule on any comments, Persuasive or Non-persuasive.	NA
– If controversies identified, publish Revision 2 of Draft Standard and receive/review comments again	NA
– Committee vote for Final Standard.	NA
Prepare draft Compliance Checklist.	Draft checklist awaits final standard for review.
Support the NELAP Accreditation Council (AC) and the Laboratory Accreditation Systems Executive Committee (LASEC) in reviewing draft policies and procedures to ensure consistent standard implementation and in gathering and disseminating information on accreditation body activities, as requested.	None at present. <b>Anticipate reviewing and revising the Application Form for NELAP Recognition that is used for both new and renewing ABs.</b>
Provide information on developing and recommending training and guidance materials as appropriate.	NA
Review and respond to Standards Interpretation Requests, as referred.	The NELAP AC has a protected website where AB representatives review and vote on proposed responses to SIRs.
Monitor and report on ISO Conformity Assessment Committee (CASCO) Work Group revisions to ISO/IEC 17011. Support TNI by completing any tasks assigned by the Board or required by the AC or LASEC.	Carl Kircher, LAB Past-Chair and current Associate member, monitors CASCO activities. No other tasks assigned to LAB at present.

## 5.5 Microbiology Committee

2022 Objectives	Status
Complete Volume 1 Module 5 DRAFT Standard.	Committee is working through comments received on posted DRAFT Standard.
Develop "Understanding Microbiology" Webinar course(s).	Committee has started discussing possible content and turning the training into a series of courses instead of one class. Interested in teaching the first course live/recorded at NEMC in 2022.
Continue to respond to Standard Interpretation Requests.	Sent response to SIR 425 (regarding quality control checks) to LASEC.
Prepare Implementation Guidance regarding Incubator Equilibrium checks.	
Support Quality Management System's efforts to finalize language for Technical Expert.	

## 5.6 Proficiency Testing Committee

2022 Objectives	Status
Develop and maintain consensus standards for proficiency testing (PT) that are practical, implementable, and meet the needs of the environmental community.	Review of existing Volumes and Modules complete and modification for each being developed by work groups. <b>Volume specific work groups established.</b>
Develop and maintain consensus standards for the manufacture of PT samples that ensures PT samples provide equal challenge to participants regardless of manufacturer.	Review of existing Volumes and Modules complete and modification for each being developed by work groups
Develop and maintain consensus standards that support PT sample design and scoring criteria (analyte, matrix, concentration, and acceptance criteria) appropriate to evaluate a participant's competency in the field(s) of accreditation for which the PT sample was manufactured.	Review of existing Volumes and Modules complete and modification for each being developed by work groups
Serve as a technical resource to TNI membership and the environmental testing community regarding PT performance.	All SIRs and public comments are being addressed
Prepare and deliver an Annual Report for the previous year and Work Plan for the coming year for the annual meeting or whenever requested by the Executive Director.	Accomplished at the TNI Winter Meeting
<b>Additional Comments/Concerns:</b>	<b>2022 Committee leadership and membership being finalized. Four new voting members and 3 Associates added. All training committee.</b>

## 5.7 Quality Management Systems Committee

2022 Objectives	Status
Complete Volume 1 Module 2 DRAFT Standard.	Committee is continuing to work with workgroups to start working on language for the new Standard.
Continue to respond to Standard Interpretation Requests.	Discussion on SIR 412 dealing with uniquely identifying solvents is continuing. Kristin Brown is discussing this with LASEC. SIR 422 (deals with documentation for purchase, receipt, and storage of consumables for technical operations) was completed and sent back to LASEC.
Continue working through controversial topics: <ul style="list-style-type: none"><li>– Internal Audits</li><li>– Document/Record Retention</li><li>– Quality Manual</li></ul>	Progress has been made on language for the Quality Manual.
Define “Appropriate QC” in Section 7.7 (ISO/IEC 17025:2017).	
Work on Technical Expert.	The Committee received the formal hand-off of the Technical Expert Concept from the Competency Task Force. A preliminary review of this information was done during the February meeting. The Committee has invited Jerry Parr to the March meeting to provide an overview and respond to questions. There has been quite a bit of email traffic expressing support and concerns regarding the recommendation. These will also be discussed at the next meeting.

## 5.8 Radiochemistry Committee

2022 Objectives	Status
Complete Volume 1 Module 6 Standard.	The DRAFT Standard is currently posted for comment. Comments are due by April 6, 2022.
Resolve reporting uncertainty with PT results.	A workgroup has been formed to prepare a recommendation on how to resolve this issue based on the combined meeting in San Antonio. The recommendation will be given to PTPEC and PT Expert.
Explore options for FoPT tables for non-DW matrices.	On hold until the uncertainty issue above is resolved and the new DW FoPT limits are approved by the PTPEC.
Support Quality Management System’s efforts to finalize language for Technical Expert	
Continue to respond to Standard Interpretation Requests.	

## 5.9 Stationary Source Audit Sample Committee

2022 Objectives	Status
Complete Volume 1 Modules 1, 2 and 3 update.	Effort suspended.
Establish path to achieve data comparability for WET PT data, working with PTPEC and PTEC to add language to either the Standard or the WET FoPT tables (yet to be determined).	Effort suspended.
Respond to recent notification that ERA will no longer be providing Audit Samples.	The Committee met with Jerry Parr and Craig Huff (ERA) and discussed the impact of ERA's decision. There are now no audit sample providers. The Committee prepared a letter to EPA with Jerry and Craig's assistance that Jerry will send from TNI. Committee operations are suspended pending any response from EPA that might change this decision.

### 5.10 Whole Effluent Toxicity Committee

2022 Objectives	Status
Revise and maintain the WET module of the TNI standard.	
Complete review and revision of updated language for each section of revised V1M7.	Currently underway.
Publish Draft Standard EL Volume 2, Module 1, Revision 1.	NA
Discuss and rule on any comments, Persuasive or Non-persuasive.	NA
Revise language of Revision 0 as warranted by comments.	NA
Publish Draft Standard EL V1M7 Revision 1 if controversies identified during review of comments.	NA
Committee vote for Final Standard.	NA
Establish path to achieve data comparability for WET PT data, working with PTPEC and PTEC to add language to either the Standard or the WET FoPT tables, as determined by PT Program.	Ongoing activity. Discussions with PTPEC and PTEC continue.
<ul style="list-style-type: none"> <li>– Provide volunteer committee members to serve on PTPEC's WET FoPT Subcommittee.</li> <li>–</li> <li>– Standardize Proficiency Testing conditions and endpoints.</li> </ul>	<p>Volunteer names submitted to PTPEC</p> <p>Full committee will provide consensus recommendations for these items in the coming months.</p>
Offer expert assistance to TNI on WET testing methods, quality control and data interpretation.	No activity at present.

## 6. NEFAP

### 6.1 NEFAP Executive Committee

2022 Objectives	Status
Support standard revision process by providing comments and suggested changes to improve the TNI Field Activities Standards.	Members of NEFAP EC attended special meeting with FAC to help develop language for Volume 1 (FSMO).
NEFAP AB re-evaluation process.	The final checklist is being worked on by Shawn Kassner and Ilona. Work on the SSAS portion of the checklist will cease.
Continue to develop training courses and implement strategic plan as it relates to training.	A DRAFT presentation for an Internal Audit class for FSMO's is complete and being finalized. The course anticipated for late Spring.
Aggressively market the Program utilizing the strategies outlined in the strategic plan.	The Marketing Subcommittee is working with Jerry Thao to include a NEFAP presence on LinkedIn. They are also working on the Ambassador program.
<ul style="list-style-type: none"><li>– Expand online presence.</li><li>– Update and develop FSMO application tools.</li><li>– Market program to state agencies – NEFAP Ambassador Program.</li><li>– Open dialog with EPA on agency efforts related to field sampling quality.</li></ul>	
Generate more awareness of the program and drive growth and interest in participation. Streamline Program/EC operations to minimize resources required to maintain program based on size and need.	
Establish and monitor success measures.	
Determine a path forward regarding its interaction with NELAP.	

### 6.2 Field Activities Expert Committee (FAC)

2022 Objectives	Status
Complete Volume 1 and Volume 2 DRAFT Standard.	A public meeting is scheduled for Volume 2 (AB) on March 15, 2022 at 11am Eastern.
Continue to respond to Standard Interpretation Requests.	

## 7. NELAP

### 7.1 Accreditation Council

2022 Objectives	Status
Sustain governance role for the program and promoting consistency in AB operations.	Modified NELAP Mutual Recognition Policy POL 3-100 to require reporting of both primary and secondary accreditations into LAMS at least monthly.
Review and comment on Draft Standards as offered for comment.	An additional NELAP AB representative is now an associate on LAB Expert Committee to monitor the development of V2M1 Draft Standard Version 1. Currently reviewing the Radiochemistry Draft Standard V1M6.
Review and approve existing and prospective ABs to become or remain NELAP-recognized.	All renewal letters have been issued for the evaluation cycle ending this calendar year. Each of the three Lead Evaluators (Steve, Aaren, and Ilona/Alternate) is working on at least one active evaluation, with one virtual site visit in February and potentially three in March.
Work with LASEC to include new standards into the NELAP program, provide interpretations and clarification of the TNI Environmental Laboratory Sector standards, and adopt policies and procedures prepared for use within the AC.	Invited Nevada representatives to join in the NELAP AC calls, as NV is currently deciding whether to apply for NELAP recognition.
Work with LASEC to include new standards into the NELAP program, provide interpretations and clarification of the TNI Environmental Laboratory Sector standards, and adopt policies and procedures prepared for use within the AC.	Voting to approve new SIR responses as implementable (the final approval step) is being done in timely fashion by most ABs.
Review and comment on relevant acceptance limits for proficiency testing in FoPT tables developed by the PTPEC.	None offered at present.
Implement a national program for the uniform and consistent accreditation of environmental laboratories.	The Accreditation Council meets monthly to address administrative issues and to provide a forum for discussion among AB representatives.

## 7.2 Laboratory Accreditation Systems Executive Committee

2022 Objectives	Status
Manage the Standards Interpretation Request (SIR) process to ensure that all SIRs meeting the requirements of SOP 3-105 are successfully addressed, using a Subcommittee that has delegated authority to act on behalf of LASEC to discuss, handle, and process SIRs and SIR decisions.	Ongoing.
Engage the assistance of Expert and Executive Committees as appropriate for standards interpretations, guidance documents and related tools.	
Manage development of Implementation Guidance in accordance with SOP 3-114, as needed.	No new Implementation Guidance requested; one in development.
Review Voting Draft Standards as they are developed to ensure they are suitable for use by considering AB and laboratory needs early in the development process.	Currently reviewing Radiochemistry Draft Standard V1M6.
Ensure that laboratory assessors, regulators, QA managers and technical managers have an organized forum at every TNI conference to discuss common issues (Assessment Forum).	Planning has begun for sessions at EMS in Crystal City – topics are being considered.
Assume Role as Recognition Body for NGAB status (parallel to NEFAP and PTPEC recognitions).	
Ensure that laboratory representatives and other stakeholders have an organized session at every TNI conference to discuss common issues (Mentor Session).	Planning begun for sessions at NEMC in Crystal City – topics are being considered.
Develop Draft Policies and SOPs for NELAP as requested	None active at present.

## 8. PROFICIENCY TESTING PROGRAM

2022 Objectives	Status
Address WET EC requests to standardize WET PT program.	A meeting was held on February 24, 2022 with the Chairs of PTPEC and WET, Program Administrators and Paul Junio to determine next steps to make progress on this activity.
Proficiency Testing Provider Accreditor (PTPA) evaluations.	The final checklist is being worked on by Shawn Kassner and Ilona. Work on the SSAS portion of the checklist will cease.
Develop resolution for reporting uncertainty with Radiochemistry PT results.	<ul style="list-style-type: none"> <li>– The PTPEC needs to meet with the NELAP AC to understand whether any states have requirements that they have to do something with the result if it is reported.</li> <li>– Radiochemistry will develop a recommendation on how to move forward on reporting uncertainty.</li> <li>– PTPEC and PT Expert will work together with the NELAP AC to develop a plan.</li> </ul>



Complete and gather information on PT Program metrics.

Continue working to be inclusive of non-TNI ABs.

A workgroup will work on the position paper for Advocacy that will help with this activity.

Address issue of method codes in LAMS for TPH/Oil and Grease/HEM.

Perform feasibility studies to explore adding the following to the TNI PT Program.

Perfluoroalkyl substances in drinking water.

Radiochemistry Uncertainty to PT evaluations.

Technology based PTs.

Adding preparation methods to the FoPT tables.

Development of PT Program metrics.

Air and Emissions FoPT tables.

Ensure that fields of Proficiency Testing (FoPTs) are appropriate for their intended use.

Develop a better process for setting PT acceptance limits.

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## 9 ADMINISTRATION

### 9.1 Advocacy Committee

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2022 Objectives	Status
Create and sustain a systematic approach for encouraging volunteers to become involved in TNI activities and ensure a pool of volunteers is available for all types of committees.	Plan being drafted.
Create a plan for systematic outreach to data users to explain and promote the benefits of a quality management system.	Workgroup volunteers identified, will begin once volunteer recruitment and “pipeline” plan is in place.
Revise and update the “Introduction to TNI” presentation to create a webinar for new members.	TBD
Monitor EPA/federal activities for opportunities to share TNI’s activities and promote national accreditation.	Ongoing
Expand TNI Ambassador activity into additional non-NELAP states.	Ongoing volunteer Ambassadors are being identified. Ambassador activities will be incorporated into the Advocacy Charter.
Sustain oversight of the Mentor Initiative.	Ongoing oversight of the Mentor Subcommittee.

Sustain organizing newsletter publication.	
Publish Spring Newsletter	Articles and authors identified; target publication date of April 1. Steve Arms is the volunteer editor.
Publish Summer Newsletter	NA
Publish Fall/Winter Newsletter	NA
Sustain assistance to Executive Director for the winter Forum.	No activity until after summer conference.
Sustain assistance to Executive Director for the summer Environmental Measurement Symposium.	Received 111 oral and 20 poster abstracts for the NEMC breakouts. Draft Conference-at-a-Glance should be ready later this week. See 9.5 for more details.
Sustain support for Small Laboratory Advocate role.	Ongoing
Develop a "State of National Accreditation" report every two years and offer briefings to interested stakeholders.	May use Annual Report in place of this document; decision by end of calendar year, as State of National Accreditation was issued in 2021.
Work with other trade associations to develop National program at the Federal level.	TBD
Maintain relationships with other organizations (WEF, AWWA, ACIL, ASTM, etc.), EPA program offices, other federal agencies, and non-NELAP state agencies that have an interest in accreditation issues.	Ongoing
Provide outreach (e.g., presentations and papers) to promote The NELAC Institute and TNI's programs.	Ongoing, to include consideration of how TNI might respond to EPA's Environmental Justice Initiative.
NEW: Perform 5-year review of Advocacy SOPs	Current SOPs provided to committee for review.

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## 9.2 Policy Committee

2022 Activities	Status
Review Internal Audit Checklists.	Working on top portion of the checklist for all Committees. Completion delayed until mid-March as two critical SOPs are being updated that need to be included in the checklist (see below).
Continue to Review SOPs and Policies.	Completed update of SOP 1-101 (Operation of TNI Committees) submitted for Board review. Started review of SOP 1-125 (Committee Application and Membership Tracking Procedures).
Begin Maintaining Glossary	No activity

## 9.3 Training Committee

2022 Activities	Status
Implement and expand Linked-In page.	LinkedIn page is now available and Jerry Thao is starting to work with other committees for content.
Work with Competency Task Force to develop Credentialing Program.	In progress.
Work with Competency Task Force to develop Digital Badge Program.	In progress.
Look for opportunities to collaborate with other training providers.	
Continue to develop ideas for training courses.	<b>The Microbiology Expert Committee is planning to develop a “Understanding Microbiology” course. Timing will likely be late Summer/Fall.</b> The following courses are in development internally: <ul style="list-style-type: none"><li>○ Choosing the Right Analytical Protocol</li><li>○ Developing a Laboratory Specific Ethics and Data Integrity Training</li></ul>
Evaluate ways to automate certificates so cost can be reduced.	
Prepare and issue RFPs to meet Credentialing Program needs.	RFP was posted with a March 15, 2022 due date for submittals.

## 9.4 2023 Forum on Environmental Accreditation

- January 9-12 in San Antonio; No effort until after summer conference.

## 9.5 2022 Environmental Measurement Symposium

### 9.5.1 NEMC Abstracts

As shown in the table below, we have received 111 oral and 20 poster abstracts.

Academic Research Topics	
Advance in HRMS	1/1
Advances in Sensor Technologies	1/0
Air Monitoring, Methods, and Technology	8/1
Analyzing Microplastics	5/2
Best Management Practices	2/0
Challenges of Certified Reference Materials	
Collaborative Efforts	11/1
Community Based Monitoring	5/0
Crafting Consensus Methods	1/0
Data Quality, Management, and Review	2/0
Drinking Water	13/3
Ensuring Reliable Data	1/0
Environmental Forensics	1/0
Inappropriate Laboratory Practices	1/0
Reducing Interferences in ICP/MS	5/2
Laboratory Informatics	5/0
Metals Analysis and Remediation	2/1
New Organic Monitoring Techniques	10/3
Operational Issues	7/0
Polyfluoroalkyl Substances	16/6
Public & Private Partnerships	
Reinventing the Regulatory Framework	
Shale Oil and Gas	6/0
Using Laboratory Data to Drive Infrastructure Change	
Wastewater Surveillance	6/0
Where Do We Go from Here?	1/0

### 9.5.2 Keynote and Plenary Speakers

#### Keynotes

- Aging Workforce - Fiona Middleton, Eurofins Eaton
- Lab of the Future, TBD
- Environmental Sustainability – Andre Argenton, Chief Sustainability Officer, Dow Chemical

#### Plenary

- **INFRASTRUCTURE:** Zealan Hoover, Senior Advisor to the Administration for Infrastructure
- **CLIMATE CHANGE:** Eric Lander, Director of the Office of Science and Technology Policy (Proposal of this being someone from the National Climate Task Force)
- **ENVIRONMENTAL JUSTICE:** Select someone from the following segments:  
<https://www.epa.gov/environmentaljustice/community-voices-environmental-justice>
- **PFAS Council:** Deborah Szaro, Acting Regional Administrator, Region 1 with Renita Fox back-up

## 9.6 NGAB

- No activity.

## 9.7 Information Technology

2022 Objectives	Status
Continue to support the website and LAMS.	Ongoing; Dan Hickman created a new AB category in LAMs, Supplemental Primary AB, to address situations where a laboratory has two primary ABs.
Continue to support the Mentor initiative.	Ongoing
Support the credential initiative.	No activity
Expand LAMS into non-NELAP states.	No activity

## 10. TASK FORCES AND OTHER EFFORTS

### 10.1 Competency Task Force

2022 Objectivities	Status
Transfer Technical Expert concept to Quality Systems Expert Committee for final clarification and definition of role.	Completed February 2022.
Engage Credentialing Subcommittee and Expert Committees to create proposed structure for credentialing of defined roles.	Preparing business plan for potential credentialing program for presentation to TNI Board of Directors.
If decision to proceed, transform Task Force into a Committee and undertake pilot credentialing program for Quality Manager role, in accordance with approved business plan.	Discussion of Knowledge, Skills, and Abilities (KSAs) needed for various roles fulfilled by QM is underway.
Coordinate with TNI Training Committee in developing courses.	Once QM KSAs are identified, the needed courses and their content can be defined.
If pilot is successful, replicate with additional roles. Define the types of professional positions to which this program would apply.	NA
Prepare KSAs for roles in ways that enable course and exam creation for credentialing of individuals for those positions (voluntary use of credentials).	NA
Establish generic competencies for each group.	NA

## 10.2 Consumables Task Force

2022 Objectives	Status
Explore the feasibility of developing implementation guidance, an ultimately a standard for laboratory consumables.	Ultimate implementation will be ascertained as work progresses
Understand and identify the use of the term "critical consumable, services and supplies;" categorize as appropriate.	Critical consumables, services and supplies has been defined and items categorized
Provide expanded and detailed information related to documentation for meeting requirements of the Standard.	Work in process
Define evaluation criteria necessary for laboratories to meet the requirements of the Standard.	Certificate requirements being developed
Prepare and deliver an Annual Report for the previous year and Work Plan for the coming year for the annual meeting or whenever requested by the Executive Director.	Accomplished at the TNI Winter Meeting
<b>Additional Comments/Concerns:</b>	Task Force membership being reconstituted to support progress

## 10.3 Mentor Initiative

- No change from last meeting.

## 10.4 Environmental Monitoring Coalition

- EMC completed an effort and published a report on preservation and holding time for acrolein and acrylonitrile in water samples. A copy of this report was provided separately. The report was sent to the EPA wastewater ad RCRA programs.

## 11. MEMBERSHIP

- 1110 active members

### 11.1 Committee Applications – Voting/Associate

Committee	First Name	Last Name	Organization	V/ A
Expert: Microbiology	Maria	Friedman	California ELAP	V
Expert: Chemistry	Brian	Mercer	City of Plantation Utilities Laboratory	A
Expert: Laboratory Quality Systems	Kathleen	Lloyd	Eurofins Lancaster Laboratories	V
Expert: Laboratory Quality Systems	Carla	McCord	VA DCLS	V
Expert: Laboratory Proficiency Testing	Brian	Stringer	ERA	V
Expert: Chemistry	Kyle	Grogan	Neilson Research Corporation	A

## **11.2 New and Renewed Members:**

- Of the 59 expired memberships from January, 13 renewed or requested an invoice after contact, and 1 had passed away. Emails were sent to February expired members on March 2, 2022.
- 91 New and Renewed memberships in February 2022.

## **11.3 Expired Memberships**

- 31 Memberships Expired in February.