

**TNI Board of Directors Meeting Summary
June 8, 2022**

ROLL CALL

Directors	Present	Staff	Present
Jordan Adelson	X	Lynn Bradley	X
Aaren Alger	X	Paul Junio	X
Steve Arms	X	Jerry Parr	X
Caitlin Brice	X	Ilna Taunton	X
Justin Brown		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	X		
Jessica Jensen	X		
Harold Longbaugh	X		
Judy Morgan	X		
Patsy Root	X		
Debbie Rosano			
Valerie Slaven	X		
Nick Slawson			
Alfredo Sotomayor	X		
Lem Walker	X		
Past Chair			
Sharon Mertens	X		

AGENDA

- 1. Review of Consent Agenda – Approved June 8, 2022**
- 2. Statement of Activities – October 1, 2021 to March 30, 2022**

The quarter financial activities were reviewed.

- 3. Policy Committee – Implementation Guidance**

The Policy Committee has requested that the Committee obtain approval of the Implementation Guide, and would like to give this task to a subcommittee. There was some hesitation about giving such a scope of responsibility to a subcommittee. It was discussed that the LASEC Charter has delegated authority for approving SIRs to the SIR subcommittee. This has been a long-standing practice. Implementation Guidance does not become part of the Standard therefore it is less substantial a task/approval than SIRs. It seems logical to the SIR subcommittee and the LASEX that the Implementation Guidance could be handled by the SIR subcommittee and the Charter could be updated to include the addition. There is concern about giving final approval authority to a subcommittee, but it has been noted that any decision and approval of final product goes back to the Committee for approval. Discussion will continue.

CONSENT AGENDA

Approved 6/8/2022

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

2022 Objectives	Status
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.	PINS for EL V4 and BSR-8 filed for Radiochemistry and Microbiology.
Additional Comments/Concerns:	Awaiting closure of ANSI public comment period for PINS on EL V4 and BSR-8 for Radiochemistry and Microbiology. Expert committee progress continuing.

5.2 Asbestos Testing Expert Committee

2022 Objectives	Status
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 has been approved by committee and posted on the TNI website. Public comment closed, one minor (non-substantive editorial comment) to be addressed.
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 year and Work Plan for the coming year for the annual meeting or whenever requested by the Executive Director.	Accomplished at TNI Winter Meeting
Additional Comments/Concerns:	2022 Leadership and membership established. All training completed.

5.3 Chemistry Expert Committee

2022 Objectives	Status
Evaluate and improve as needed the TNI Chemical Testing Standard <ul style="list-style-type: none"> – Demonstration of Capability – Calibration – MDL/LOQ 	Module/section specific work groups established for calibration, demonstration of capabilities, validation/verification, and QC; work groups meeting. Work groups continue in their efforts.
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

Additional Comments/Concerns:

2022 Committee leadership and membership completed. Two full members and 4 new Associates joined the Committee. All training completed.

Agenda and materials for face-to-face meeting at August EMS developed.

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. Requested specific feedback from NELAP AC about whether to authorize continuing remote assessments in the Revised Draft Standard.
– 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. Anticipate reviewing and revising the Application Form for NELAP Recognition that is used for both new and renewing ABs.
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. 2/3 of comments have been addressed and voted on. The Committee will continue its review in June.
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. Workgroup has been formed and course is being developed. First class of series will be held live in Virginia and then done as a Webinar.
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.	Finalize comments in June to send to Quality Management Systems Committee.

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. Volume specific work groups established. Work groups continuing in efforts to develop modifications to PTEC related Volumes and Modules.
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. Work groups continuing in efforts to develop modifications to PTEC related Volumes and Modules.
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	Review of existing Volumes and Modules complete and modification for each being developed by work groups. Work groups continuing in efforts to develop modifications to PTEC related Volumes and Modules.

was manufactured.

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

Additional Comments/Concerns:

Committee roster completed with 4 new full voting members (Mike Delaney, Danielle Pearman, Brian Stringer, and Ryan Pangelian) to replace those rotating off the committee; 3 new Associates as well.

Agenda and materials for face-to-face meeting at August EMS being developed.

Voting member of PTEC resigned her position and has left the industry. Seeking replacement for vacancy in order to maintain 15-member committee.

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. The Committee is working on SIR 433 that deals with when SOPs are sufficient verses records and documents.
Continue working through controversial topics: <ul style="list-style-type: none">– Internal Audits– Document/Record Retention– Quality Manual	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. Finalize comments in May to send to Quality Management Systems Committee.

Work on language from Sections 4.2 and 4.1.3 from ISO/IEC 17011:2017. LAB noted that lab requirements are included in these sections and should be added to Module 2.

Committee has drafted language for review.

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. Delayed review to May meeting. There were no comments received on the Standard, so the Standard is final.
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. Language has been sent 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. Discussed 4/27/22 and workgroup will be developed.
Support Quality Management System's efforts to finalize language for Technical Expert	The Committee had extensive discussion and formulated a recommendation that has been sent to Quality Management Systems. In addition to their recommendation, they sent the following comment: The Committee understands the definition of "equivalent technical course" may not be perfectly clear and up to subjective decisions. However, we feel that opening things up to types of training other than just college/university is important and well past due. Initially it will likely be up to the laboratory to convince an AB that the instruction received at a particular course meets the intended need. This may not be all that hard if, for example, the laboratory can compare the topics covered at a non-university training class to the syllabus of a published university class. It may be more difficult in other situations. Ultimately, it may be that there is a need for definition by TNI (i.e. the REC) as to what constitutes appropriate training. However, this would take quite a bit of time, and itself will likely be somewhat "controversial".
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"> – Provide volunteer committee members to serve on PTPEC's WET FoPT Subcommittee. 	Volunteer names submitted to PTPEC
<ul style="list-style-type: none"> – Standardize Proficiency Testing conditions and endpoints. 	Full committee has approved a table of standard PT conditions that will support data comparability among PT results, The product will be delivered to PTPEC and PTEC for use in upgrading WET PT instructions to provide consistent testing for PT samples.

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. A meeting has been scheduled on June 15, 2022 to finalize checklist plan for evaluations.
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. The first half of the course is developed and second half will be complete in time for a September/October offering of the class.
Aggressively market the Program utilizing the strategies outlined in the strategic plan. <ul style="list-style-type: none">– Expand online presence.– Update and develop FSMO application tools.– Market program to state agencies – NEFAP Ambassador Program.– Open dialog with EPA on agency efforts related to field sampling quality.	The Marketing Subcommittee is working with Jerry Thao to include a NEFAP presence on LinkedIn. They are also working on the Ambassador program.
Generate more awareness of the program and drive growth and interest in participation.	Tracy attended FSEA late May and spoke about the program and shared NEFAP brochures. She has some leads to follow-up on.
Streamline Program/EC operations to minimize resources required to maintain program based on size and need.	
Establish and monitor success measures.	Report submitted by Justin for May Board meeting.
Determine a path forward regarding its interaction with NELAP.	
Committee Management	The Committee voted in a new Chair – Tracy Szerszen (AB). She was the former Vice Chair. Paul Bergeron has been voted in as Vice-Chair. Justin Brown will continue as a committee

member, but other obligations prevent him from continuing in the Chair role.

6.2 Field Activities Expert Committee (FAC)

2022 Objectives	Status
Complete Volume 1 and Volume 2 DRAFT Standard.	<p>A public meeting is scheduled for Volume 2 (AB) on March 15, 2022 at 11am Eastern.</p> <p>Volume 2 is being reviewed post public meeting for any additional updates to be discussed in May. Additional language originally in the 2014 version of the FSMO Standard was removed because it duplicated language in the new ISO/IEC 17025:2017 standard.</p> <p>The Committee is working on value added sections in Volume 1 (FSMO Standard). A number of sampling documents will be reviewed as “homework” for the June meeting so the Committee can continue work on Section 7. Example documents include Guidance for Quality Assurance Project Plans - EPA QA/G-5 and EPA Requirements for Quality Assurance Project Plans -EPA QA/R-5.</p>
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. Discussed why and how to manage PT Providers qualified results for supplemental PTs. Also discussed language in Volume 3 that is not contained in state regulations, e.g., 45-day time frame for supplemental PTs. Members of the AC will be reaching out to the PT executive and Expert committees to discuss these issues further.

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.

Received LASEC recommendation that the Radiochemistry Draft Standard V1M6 meets suitability criteria.

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. Approved renewal of recognition for PA and KS. 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. Addressed LAB committee's request for feedback on continued use of remote assessments.

Implementation Plans for 2016 TNI ELS Standard – 1/5/2021		
State	Process for Implementing the New Standard	Anticipated Implementation Date
FL	FL adopted the TNI 2016 Standards by regulation on September 26, 2018. Laboratories were granted a grace period until April 1, 2019, to implement the new standards	Fully implemented on April 1, 2019
IL	Full implementation on January 31, 2020	January 31, 2020
KS	Rulemaking underway, but slowly. Is allowing labs to upgrade now and is assessing to 2016 Standard even though 2003 NELAC standard is still the official version	Unknown
LA	Regulation updates delayed by pandemic, tropical storms, and hurricanes	Unknown
MN	Adopts by statute, and is updating its databases now. Is encouraging labs to implement 2016 standard now, with database updates ready and checklist going into electronic data system now	January 2021
NH	Is encouraging labs to upgrade now, working with counsel about how and when they can proceed with rulemaking	Unknown
NJ	Incorporated into regulation by reference	January 31, 2020
NY	Adopts by reference; unable to obtain permission to complete rulemaking to update other aspects on separate timeline.	PT changes implemented; other

	Implemented PT modules of 2016 Standard immediately but not able to use the updated/2016 checklist yet. Encouraging labs to upgrade now	modules await rulemaking to revise NYS certification manual. Unknown date for completion
OK	Proposed rulemaking published to adopt 2016 Standard. Approval by state legislature expected.	Likely September 1, 2022
OR	Implemented 2016 Standard effective January 1, 2021	January 1, 2021
PA	Incorporated into regulation by reference, all labs are required to have the 2016 standard implemented by July 2020.	January 31, 2020
TX	Incorporated into regulation by reference. Implementation has gone well.	January 31, 2020
UT	Rulemaking complete, 2016 standard implemented.	June 11, 2021
VA	Regulation change effective April 1, 2022.	November 1, 2022

7.2 Laboratory Accreditation Systems Executive Committee

2022 Objectives	Status
<p>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.</p> <p>Engage the assistance of Expert and Executive Committees as appropriate for standards interpretations, guidance documents and related tools.</p> <p>Manage development of Implementation Guidance (IG) in accordance with SOP 3-114, as needed.</p>	<p>Ongoing.</p> <p>No new Implementation Guidance requested; one in development. Approved revisions of IG SOP 3-114 to address Policy Committee concerns, but rejected request to have full committee approve IGs. As the SIR Subcommittee had delegated authority to approve SIR responses, LASEC proposes to modify its charter to include SIR Subcommittee approval of IGs.</p>
<p>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.</p>	<p>Voting on Recommendation about Radiochemistry Draft Standard V1M6 completed and recommendation delivered to NELAP AC.</p> <p>Voted approval of Recommendation about Asbestos Revised Draft Standard V1M3 for delivery to NELAP AC. LASEC recommendation is conditioned on addressing two specific and needed technical edits.</p>
<p>Ensure that laboratory assessors, regulators, QA managers and technical managers have an organized forum at every TNI conference to discuss common issues (Assessment Forum).</p>	<p>Planning has begun for sessions at NEMC in Crystal City – Internal Audits: Bringing Together Assessor Expectations and Perspectives.</p>

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 has begun for sessions at NEMC in Crystal City – The Incredible Journey of Internal Audits – Episode 1
How much ground do you need to cover and how?

Develop Draft Policies and SOPs for NELAP as requested

None active at present.

Added new member, Patty Carvajal, San Antonio River Authority.

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. Members of the WET Expert Committee attended March PTPEC meeting. A last call for WET FoPT Subcommittee members will go out and subcommittee will be developed by end of month.
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.	In progress. Waiting for report from Radiochemistry Expert Committee and reaching out to NELAP AC with questions about collecting information on PT reports that will not be evaluated.
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.

PT SOP Subcommittee

The PT limit setting SOP (SOP 4-101) just needs examples added by the Chemistry FoPT Subcommittee and then it will be sent to Policy.

Committee Management

The Committee voted in a new Chair – Fred Anderson (Other-PT Provider). He was the former Vice Chair. Fred will be talking to people this month to help choose a Vice Chair. Shawn Kassner will continue as a committee member, but other obligations prevent him from continuing in the Chair role.

Tim Miller and Eric Smith have been added to the Committee and Rachel Ellis has been voted into a second term. Committee status is: 4 – Lab/FSMO, 3 – Other and 4 – AB.

9 ADMINISTRATION

9.1 Advocacy Committee

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.	Workgroup volunteers identified, will begin once volunteer recruitment and “pipeline” plan is in place. One step, preparation of a mass mailer to all accredited labs that are NOT TNI members, is underway.
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. Discussed what information might be useful for Ambassadors to share with state contacts. Discussed a draft SOP for the Ambassador program (SOP 1-126).

Sustain oversight of the Mentor Initiative.	Ongoing oversight of the Mentor Subcommittee. Another new mentor request received. Decision to publicize availability of mentors in each newsletter, going forward. Draft Mentor SOP 1-127 awaits Advocacy Committee review.
Sustain organizing newsletter publication.	
Publish Spring Newsletter	Email publication sent May 5, 2022.
Publish Summer Newsletter	NA
Publish Fall/Winter Newsletter	Planning will begin at the end of conference.
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.	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. Recommendation provided to Board about how TNI might respond to EPA's Environmental Justice Initiative. Jerry will be presenting at the Texas Trade Fair on May 10, the Virginia WaterJAM conference on September 12, and the Oregon Environmental Laboratory Association on October 18. Discussing potential response options to published article about shortcomings of accreditation (LC/GC North America, March 2022, Volume 18, Issue 3 Pages: 30–32.)
NEW: Perform 5-year review of Advocacy SOPs	Updated SOPs 1-115 (Newsletter) and 1-118 (Position Statements) have been approved and sent to Policy Committee for review. SOP 1-122 (Advocacy Documents) awaits approval and revised Presentations POL 1-115 is pending review. New Ambassador

SOP 1-126 awaits review and comment by committee.

9.2 Policy Committee

2022 Activities	Status
Review Internal Audit Checklists	<p>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).</p> <p>Internal Audit Checklists are now being reviewed and should be ready for use after first Policy meeting in May.</p>
Continue to Review SOPs and Policies	<p>Completed update of SOP 1-101 (Operation of TNI Committees) and approved by the Board on March 9.</p> <p>SOP 1-125 (Committee Applications) has been updated and approved by the Board on April 13.</p> <p>SOP 1-101 (Operation of TNI Committees): Editorial changes approved.</p> <p>SOP 3-102 (Evaluation of Accreditation Bodies): Review completed and finalized by Policy.</p> <p>SOP 2-101 (Procedures for Expert Committee Operation): CSDP to look again to decide whether they need to continue to have their own SOP for committee procedures or put information in appendix in SOP 1-101.</p> <p>SOP -101 (Voting Procedure for General Business and Laboratory Accreditation Matters): Policy is working on incorporating procedures into SOP 1-102.</p> <p>SOP 1-118 (Development of Position Statements): Policy approved 4/22/22.</p> <p>SOP 1-115 (TNI Newsletter Preparation and Distribution): Policy approved 4/22/22.</p> <p>SOP 6-100 (Conducting Pilot Studies for New Concentration Ranges and Acceptance Limits for Source Sampling Audit Samples): Reviewed and sent back to SSAS for updates.</p> <p>SOP 6-101 (SSAS Table Management): Review started (5/5/22).</p> <p>SOP 1-102 (Voting Rules for TNI Committees): SOP being updated to incorporate differences between program voting SOPs so there can be one SOP on voting instead of multiple SOPs.</p>
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.	Recommended to look at whether there should be some classes required for all badges. Ethics training may be an example. Also noted that there is some confusion by people whether this is required or voluntary. Need to make it clear it is voluntary.
Work with Competency Task Force to develop Digital Badge Program.	In progress.
Look for opportunities to collaborate with other training providers.	Collaborating on another class with ANAB – see below. This time they are handling registration.
Continue to develop ideas for training courses.	<p>The Microbiology Expert Committee is planning to develop a “Understanding Microbiology” course. Timing will likely be late Summer/Fall.</p> <p>The following courses are in development internally:</p> <ul style="list-style-type: none"> ○ Choosing the Right Analytical Protocol ○ Developing a Laboratory Specific Ethics and Data Integrity Training
Evaluate ways to automate certificates so cost can be reduced.	
Prepare and issue RFPs to meet Credentialing Program needs.	<p>RFPs were received from 4 trainers that will develop into 7 classes. Classes will include:</p> <p><u>July 14</u> – Applying Data Integrity to Field Activities (Silky)</p> <p><u>July 22</u> – Beyond the Demonstration of Capability (Tony)</p> <p><u>August 16</u> – Managing Laboratory Support Equipment – Calibration, Verification and Maintenance (Tony)</p> <p><u>August 30</u> – Brown Bag 13: Handling Samples and Sample Integrity (Tony)</p> <p><u>September 8</u> – Managing Your Proficiency Testing Program (Tony).</p>

Additional details have been requested for contracts for remaining courses with ANAB and Mary Johnson.

August 2022 – Keeping the Chain of Measurement Traceability Intact to Ensure Reliable Data (ANAB – Self-Paced Class)

Essential Water Analyses – 4 Class Series (Mary Johnson)

July 12, 2022 - Session 1: Sampling, Safety, Quality Control, pH, fecal coliform, chlorine residual

July 26, 2022 - Session 2: Residues – TSS, TS, TVS, TVSS, TDS

August x, 2022 - Session 3: BOD, COD, TOC

September x, 2022 - Session 4: Nutrients – ammonia, TKN, phosphorus, nitrate, nitrite

Development of Course Catalog

Forming Workgroup to develop a course catalog with William.

9.4 2023 Forum on Environmental Accreditation

- January 9-12, 2023 in San Antonio; No effort until after summer conference.

9.5 2022 Environmental Measurement Symposium

The schedule is set and registration has opened. Details can be found at: <https://envirosymposium.group/>. The Advocacy Committee meeting has been cancelled. Advocacy will meet by teleconference the following week to debrief the events that occurred. A training course, Understanding Microbiology, has been added for Friday morning. This class will be taught by members of the Microbiology Committee.

June 10 is the deadline for early-bird registration for discounted registration fees. As of June 6, we have 102 in-person attendees and 10 that will watch recordings, not counting the exhibitors. The room block is filling up and we are around 50% of the contracted number of rooms.

9.5.1 NEMC Abstracts

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

Advance in HRMS	2/1
Air Monitoring, Methods, and Technology	8/1
Analyzing Microplastics	6/2
Best Management Practices	4/0
Collaborative Efforts	11/1

Community Based Monitoring	5/0
Drinking Water	12/3
Environmental Forensics	2/0
Reducing Interferences in ICP/MS	5/2
Laboratory Informatics	5/0
Metals Analysis and Remediation	3/1
New Organic Monitoring Techniques	13/3
Operational Issues	10/0
Polyfluoroalkyl Substances	16/6
Shale Oil and Gas	5/0
Wastewater Surveillance	4/0

9.5.2 Keynote and Plenary Speakers

Keynotes

- *Managing Personnel with an Aging Workforce* – Fiona Middleton, Eurofins Environment Testing America
- *Simple, Smart, Sustainable* – Preparing Your Environmental Lab for the Future, Suneet Chadha, Perkin Elmer
- *Environmental Sustainability* – Andre Argenton, Chief Sustainability Officer, Dow Chemical

Plenary

- *EPA Priorities from the Infrastructure and Jobs Act*, Zealan Hoover, Senior Advisor to the EPA Administration for Infrastructure
- *Community Voices on Environmental Justice*, Louie Rivers, USEPA ORD
- *EPA's Strategy for Addressing PFAS in Water, Air, and Land*, Susan Burden, Scientific Support Advisor & ORD PFAS Executive Lead, Office of the Science Advisor
- *State Perspective for Addressing Infrastructure, Environmental Justice and PFAS* Tim Watkins, Deputy Director, North Carolina Department of Environmental Quality

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. Comparison of needed KSAs with content (learning objectives) of existing training courses will be the next step after identifying the necessary KSAs for QM roles.
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
Additional Comments/Concerns:	Three (3) new members joining the Task Force. Task Force membership at 13

participants (down from 17). Materials produced to date provided to new roster members and Phase 2 of CTF to begin in June,2022.

10.3 Mentor Initiative

- One new Mentor application was received.

10.4 Environmental Monitoring Coalition

- Nothing to report.

11. MEMBERSHIP

- 1126 active members

11.1 Committee Applications – Voting/Associate

Committee	First Name	Last Name	Organization	V/ A
Laboratory Accreditation Body	Keith	McCroan	USEPA - NAREL	Associate
NELAP AC	Michella	Karapondo	USEPA, Office of Water	Voting
Laboratory Quality Systems	Michella	Karapondo	EPA Drinking Water	Ex-Officio
Laboratory Accreditation System	Brian	Hulme	U.S. EPA - Region 2	Associate
Chemistry	Patricia	Carvajal	San Antonio River Authority	Voting
CSDP Executive	Valerie	Slavin	PDC Labs	Associate
Chemistry	Cathy	Westerman	Commonwealth of Virginia	Voting
Chemistry	Fida	Kassed	NYS	Associate
Chemistry	Michelle	Anguiano	Austin Texas	Associate
Chemistry	Selisha	Prahlad	NYC DEP	Associate
Chemistry	Ryan	Lerch	OK DEQ	Associate
Chemistry	Kathleen	Mitchell	RMBEL	Associate
Chemistry	Ashley	Larssen	KCMO	Associate
Chemistry	Debbie	Bond	Southern Companies	Associate
Chemistry	Karna	Holquist	TCEQ	Voting
Chemistry	Bettina	Steinbock	Florida DEP	Associate

11.2 New and Renewed Members:

- 77 New and Renewed memberships in May, 2022

11.3 Expired Memberships

- 18 Memberships Expired in March