

**TNI Board of Directors Meeting Summary
January 10, 2024**

ROLL CALL

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

AGENDA

1.0 Review of Consent Agenda – Approved 1/10/2024

2.0 Documents for Board Review and Approval

2.1 Policy 1-129

As discussed in agenda item 2 in the Consent Agenda for the December 2023 meeting, an ethics issue triggered an evaluation of TNI’s policies surrounding ethical conduct. In performing this review, 3 policies were identified that related to this topic.

- POL 1-102, Ethical Conduct of TNI Members
- POL 1-107, Membership Code of Ethics
- POL 1-129, Expected Conduct of TNI Participants

A review of these three documents found redundant information, Furthermore, 1-129 was the only one that had language relative to actions of non-members. Policy has thus incorporated language from Section III.1 of 1-102 and II.1 and II.7 from 1-107 to create one policy for this issue. Policy also created a new Section X on remedies using language from 1-107 and expanded Section IV on conduct of non-members.

There was discussion of Section X. Remedies, surrounding the way the third sentence is written, whether or not the actions available as presented as punishment for not abiding the Policy are appropriate or the responsibility of the TNI. Specifically, the concepts of “public censure” and “administrative suspension”, among others, were of particular interest. Is the remedy for public censure need to be public vs. private. and what is meant by administrative suspension. What entails the “administrative” part of this remedy and is that an appropriate way to describe suspending or termination of TNI membership or participation on TNI committees.

After extended discussion, it has been decided that this policy should go back to the Policy Committee for clarification and modification.

Motion to Table Policy 1-120 for Modification and Future Review: Jack Farrell

Second: Judy Morgan

Approved: Unanimous

2.2 SOP 1-101 on Committee Operations

This SOP had extensive revisions in June 2023 and then some minor revisions in September. While working on another issue, Paul Junio noticed terms of Affiliate Members were not mentioned. Renewal of Affiliate Members was codified in the INELA bylaws prior to 2006, but that policy was never captured in the TNI bylaws or policies.

Policy has added Section 7.3.6 on terms and appointments of Affiliate Members. No other changes were made.

This document does require review and approval by the Board.

After lengthy discussion and with no quorum available, Jerry will send this SOP around for an email vote.

2.3 SOPs 7-100 on NGAB Evaluations

We currently have 2 evaluation SOPs, one for the NEFAP and PT ABs and a second one for NGABs accrediting laboratories to ELV1. The long-term goal is to combine these into one SOP. However, NGAB evaluations will be performed in 2024 so some minor edits were made to both to make them more consistent, and to remove evaluation items that are performed by the International Laboratory Accreditation Cooperation (ILAC). The most significant changes were to use the same definition of Finding in both SOPs and to add the term Witness in lieu of Observation to be consistent with ISO 17011.

Summary of Changes to 7-100

- Updated sections related to ISO/IEC 17011 recognized ABs (e.g., Sections 6.1.2.1, 6.2.1, 6.3.2),
- Added updated ISO/IEC documents to Related Documents.
- Removed the need for a Completeness Checklist to line up with SOP 3-102 and added “Mock Assessment” to section titles as appropriate.
- Updated definitions and text (finding, witness, etc.) to be consistent with 7-101.

After the call, Jerry requested an email vote on 7-100 and received a motion, second and a majority vote.

CONSENT AGENDA

Approved 1/10/24

1. Approval of November Minutes

2. Changes to the TNI Board

2.1 Resignation of Travis Bartholomew

12/13/2023

Good Afternoon, Jerry and Alfredo,

My last day as the ORELAP program manager will be **Wednesday, January 31, 2024**. I will not be involved in Oregon's state accreditation program after this date. For this reason I believe it would be in the best interest of the laboratory community if I resign my position on the board. This will hopefully allow another program manager to take my place and provide representation. I'm grateful for the opportunity to serve for the short time I was able.

2.2 Future Resignation of Stacie Crandall

Stacie Crandall will be retiring from HRSD on May 1 and joining TNI as a Program Administrator and to help with meeting planning. Stacie has graciously volunteered to resign from the Board on March 30, giving space for another individual to join the Board in April.

3. Nominees for 2024 Board Election

With the openings above, the nominating committee is putting forth 7 nominations for the 2024 election. Five of these will be existing Directors and the other 3 new ones based on applications received.

Nominations for Returning Directors

- Caitlin Bryce
- Jack Farrell
- Maria Friedman
- Harold Longbaugh
- Jessica Jensen

Nominations for New Directors Based on Applications Received

- Susan Jackson South Carolina DHEC (AB)
- William Lipps, Shimadzu (Other)
- Tracy Szerszen, PJLA (AB)

If elected, the new Board will consist of 5 AB, 8 "Lab and 8 Other. Due to the 8 nominations this year, Susan Jackson will be asked to serve a 2-year term to try and keep term expirations to 5-7 individual each year.

In addition to the election of the individuals above, the TNI membership will be asked to ratify the appointment of Alyssa Wingard who replaced Debbie Rosano as the DOE representative.

Note: As indicated in the TNI Bylaws, this slate of candidates was developed by the Nominating Committee and is being provided to the Board for information only.

4. **[Reserved]**

5. **CONSENSUS STANDARDS DEVELOPMENT REPORT**

5.1 **Consensus Standard Development Program Executive Committee**

2022 Objectives	Status
Continue to develop policies and procedures that guide standards development to ensure full compliance with all relevant TNI requirements for Expert Committee operations and standards development	
Ensure consistency and uniformity between Volumes and Modules of the Standard	
Provide technical and administrative assistance in developing tools to facilitate the implementation of the Standard	4/12: Created CSDP Technology Workgroup to address multiple uses of Technology such as Fields of Accreditation and PT.
Provide opportunities for stakeholder involvement throughout the development process and assist Expert Committees in dissemination of pertinent information and responses to comments	2/6: Provided TNI Chairs and non-TNI interested parties (public) the Response to Comments document for revised Radiochemistry standard and posted on TNI website.
Submit one of the revised Modules (including the entire Development Process) to ANSI to finalize TNI's re-accreditation	2/6: Scheduled for 2023. Most likely EL V3 or EL V4.
Continue the Standards revision process, including assuring a 'big picture' review prior to any Module becoming final	3/6: SOP 2-100 and 2-101 near completion and upon approval will be submitted to ANSI. 6/14: SOP 2-100 is still moving towards completion. SOP 2-101 was approved by the committee and Policy. Upon approval both will be submitted to ANSI. 8/9: SOP 2-100 is still moving towards completion. SOP 3-105 was approved by Policy but CSDP EC requested the notification of appropriate staff being added as a requirement. The glossary is being changed from a 2-page approach (Standard definitions and non -Standard terms) to a single page format with a citation of term's location. 9/13: SOP 2-100 undergone PA review, scheduled for discussion and potential ballot of CSDP EC on 9/14.

10/11: SOP 2-100 undergone PA review, scheduled for discussion and potential ballot of CSDP EC on 10/12.

11/8: SOP 2-100 approved by email and sent to Policy.

11/8: Training based on changes to SOP 2-100 Rev. 4.0 being developed.

12/13: SOP 2-100 now back to committee to address voting of TNI members.

1/10: Training based on changes to SOP 2-100 Rev. 4.0 being developed.

Determine the need for a creation of Committee focused on Consumables

2/6: Awaiting product of Consumables Task Force

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.

10/11: Internal Audits have begun.

11/8: Committee chairs advised that Internal Audit should be completed and entered in TNI Management database.

12/13: Expert Committee audits completed for many committees however CSDP EC IA not begun due to TNI Management System not containing the audit checklist.

12/13: Technology Workgroup reconvened.

1/10: CSDP EC and many Expert Internal Audits completed.

5.2 Asbestos Testing Expert Committee

2023 Objectives	Status
Continue to 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	<p>2/6: Response to Comments complete on 2nd revision to Module 3. Public Comment period closing in March, 2023. Final version of M3 to be available for implementation at discretion of AC.</p> <p>4/12: No further ANSI action (BSR-9 submission) can be made until full audit resolution.</p> <p>6/14: The committee will announce and post the Final revised EL V1M3, the Final R2C and the Justification spreadsheet on the TNI</p>

	<p>website prior to public announcement of a new Asbestos testing module. A webinar is also being planned to introduce the new module.</p> <p>8/9: The committee has announced and posted the Final revised EL V1M3, the Final R2C and the Justification spreadsheet on the TNI website. A public announcement to all identified interested parties has also been distributed. A webinar is also being planned to introduce the new module.</p> <p>9/13: A webinar is also being planned to introduce the new module.</p> <p>10/11: Committee developing materials for webinar but based upon changes to Module believe attendance will likely be sparse.</p> <p>1/10: Webinar content and schedule still under development.</p>
<p>Seek American National Standard status from ANSI and pursue adoption of Module 3 in NELAP</p>	<p>2/6: As final re-accreditation occurs, BS-9 to be filed with ANSI.</p>
<p>Serve as a technical resource regarding AT to TNI members and other interested parties</p>	<p>2/6: Inputs to Quality Management Systems Expert Committee provided with continuing assistance, as necessary.</p> <p>11/8: Committee developing questions to assist the Competency Task Force efforts regarding credentialing.</p>
<p>Provide technical assistance in developing tools to facilitate the implementation of the Standard</p>	<p>2/6: Checklist tool for compliance with EL V1 M3 being considered for development</p>
<p>Administrative Activities</p>	<p>2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.</p> <p>3/6: Internal Audit has begun.</p> <p>6/14: Internal Audit has begun but is not yet complete or entered into database. Instructions awaited from Policy Committee.</p> <p>6/14: One Committee member has resigned from the committee based on a change of employment and another new member has joined. Balance maintained.</p> <p>11/8: Audit completed: present at 12/23 committee meeting for committee review.</p> <p>12/13: Audit completed: and approved by the committee.</p>

12/13: NJ AB resigned from Asbestos Committee, but a replacement has been recommended for NJ replacement.

12/13: Annual Report information approved by committee.

1/10: NJ AB representative to ATEC not yet approved due to lack of meeting quorum. Voting will occur at the February meeting.
 1/10: Based on the status of M3, meeting schedule is being proposed to bimonthly. Will seek CSDP EC approval.

5.3 Chemistry Expert Committee

2023 Objectives	Status
Begin revision to V1M4	<p>2/6: Review and modification of M4 has begun with established Work Groups providing inputs for full committee consideration.</p> <p>3/6: Public input to proposed changes from TNI Winter meeting under consideration.</p> <p>4/12: Work groups returning recommended changes to the full committee for consideration.</p> <p>6/14: The Committee continues to review the recommendations of the Work Groups. Following Work Group review efforts, committee will advance to a complete review of remaining sections of the module.</p> <p>CEC anticipates a full presentation at the Summer TNI meeting.</p> <p>8/9: The Committee continues to review the recommendations of the Work Groups.</p> <p>Following Work Group review efforts, committee will advance to a complete review of remaining sections of the module. CEC has prepared a presentation of the proposed changes in Module 4 for the Summer TNI meeting in Minneapolis.</p> <p>9/13: Comments received at Minneapolis meeting to be considered by committee.</p> <p>10/11: The Committee continues to review the recommendations of the Work Groups. Following Work Group review efforts,</p>

	<p>committee will advance to a complete review of remaining sections of the module.</p> <p>12/13: The Committee continues to review the recommendations of the Work Groups. The committee has advanced to a complete review of remaining sections of the module.</p> <p>1/10: Committee has initiated a complete review of Module 4 including discussion of all work group recommendations for potential changes to the module.</p> <p>1/10: Presentation of key issues and proposed language changes scheduled for public discussion at TNI Winter Meeting.</p>
Provide technical assistance in implementation of the Standard	<p>2/6: As revised module is developed, need for Guidance documents or other means of implantation assistance will be evaluated.</p>
Serve as a technical resource regarding chemical testing to TNI members and other interested parties	<p>2/6: Inputs to Quality Management Systems Expert Committee on Technical Specialist provided with continuing assistance, as necessary.</p> <p>11/8: Committee developing questions to assist the Competency Task Force efforts regarding credentialing.</p>
Address any SIR	<p>On-going activity. A number of unresolved SIRs require attention but will likely need to be addressed by changes in M4 currently under way.</p> <p>6/14: Committee responses to two (2) of the four (4) outstanding SIRs have been accepted by the LASEC/AC. Acceptability of responses to the two (2) remaining SIRs awaits from the LASEC/AC.</p> <p>8/9: Progress continues on resolution of open SIRs. SIR 456 is awaiting the LASEC comments and/or acceptance and SIR 410 is now being addressed as a very similar SIR (390) has now been accepted by the LASEC/AC.</p> <p>9/13: Progress continues on resolution of open SIRs. SIR 456 is awaiting the LASEC comments and/or acceptance and SIR 410 is now being addressed as a very similar SIR (390) has now been accepted by the LASEC/AC.</p> <p>10/11: Progress continues on resolution of open SIRs.</p>

Administrative Activities

12/13: All SIRs have had a response prepared and approved by the committee. The CEC awaits comments and /or approval by the LASEC/AC.

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report. A number of unresolved SIRs require attention but will likely need to be addressed by changes in M4 currently under way.

4/12: New AB added to the committee. Final vacancy now open to any interest category maintaining appropriate balance.

6/14: Two positions now open for the Committee. One member returning to Associate status and one with a new non-related employer. A total of 12 candidates have applied. After a screening process, viable candidates will be brought to the full committee for consideration/approval of 2 new members. Three (3) new associate members have joined the CEC.

8/9: The two vacant positions on the CEC have been filled and approved by the CSDP EC. Balanced has been maintained. Two new Associates were also added to the committee.

10/11: Three new Associates were added to the committee.

11/8: Audit completed: present at 12/23 committee meeting for committee review.

12/13: Audit completed: and approved by the committee.

12/13: Annual Report information approved by committee.

12/13: An "Other" member of the CEC resigned to enter retirement. Associates have been solicited as to their potential interest in the vacancy.

1/10: Two (2) vacancies remain on the CEC; candidates solicited. Anticipate election of new members in February with balance maintained. Three (3) new Associates added to the committee.

5.4 Laboratory Accreditation Body Committee

2022 Objectives	Status
Publish Draft Standard V2M1, Revision 1	<p>3/8: All comments on Draft Standard from all sources have been addressed and Response-to-Comments document is completed (pending decision of whether justification for persuasive/non-persuasive decisions is necessary for revised Draft Standard). Plan to initiate committee vote on revised draft at next meeting.</p> <p>4/12: Draft Standard Revision 1 approved by LAB and published for comment on March 31, 2023. The comment period is 90 days.</p> <p>5/10: The comment period closes June 30, and comments are being received.</p>
Discuss and rule on any comments Persuasive or Non-persuasive	<p>2/6: Plan to work on this during comment period for Revision 1.</p> <p>8/9: With additional comments arriving after the deadline, there are now 72 comments to be addressed. Similar or related comments will be grouped in an effort to speed up the review and addressing of these.</p> <p>9/13: Commenters who offered complex comments are scheduled to join the committee at one or more of its meetings this fall to discuss their comment(s) before possible revised language is considered.</p> <p>12/13: Commenters who offered complex comments are scheduled to join the committee at one or more of its meetings this fall to discuss their comment(s) before possible revised language is considered. The final commenter is scheduled for the December 19 meeting. Determinations of whether comments are editorial and persuasive have begun.</p>
If controversies identified, publish Revision 2 of Draft Standard and receive/review comments again	<p>1/10: LAB has completed meeting with commenters. Determining persuasive/non-persuasive for the remaining comments and revising language as necessary will continue.</p> <p>5/10: Discussions about revising the evaluation process and the checklist may impact the evaluator training needed for the revised V2M1; this remains an open issue for now.</p> <p>8/9: At least one of the comments is already considered likely to be controversial.</p>

Committee vote for Final Standard

Review and update Technical Review Checklist as needed based on changes to standard

2/6: Plan to work on this during comment period for Revision 1.

4/12: Work on checklist update being postponed while NELAP evaluators and NELAP AC representatives discuss possible improvements to the evaluation process, to look at effectiveness of implementation for an AB's documented practices.

6/14: Options for possible improvements to the evaluation process drafted and will be discussed with evaluators, LAB, and NELAP AC during June and early July. The goal is to examine the effectiveness of implementation for an AB's documented practices.

7/12: Options for possible improvements to the evaluation process have now been discussed with NELAP evaluators and the Accreditation Council. Further discussion will take place at the LAB session in Minneapolis and is expected to take place in the Accreditation Council session as well.

8/9: Discussions of possible improvements to the NELAP evaluation process continued at the LAB session in Minneapolis, and later this year, a proposal to the NELAP AC may be created. Further consideration will resume after comments on DS V1 are addressed.

Provide information on developing and recommending training and guidance materials as appropriate

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.

11/8: The Internal Audit was presented to the committee at its rescheduled October 20 meeting.

1/10: Aaren Alger has announced her decision to step down as Chair of LAB. The Vice Chair is not able to step into that role, so the committee now seeks a volunteer to be elected Chair early in 2024.

1/10: Draft of 2023 accomplishments and 2024 plans distributed to Chair and Vice Chair for review and approval.

5.5 Microbiology Committee

2023 Objectives	Status
Complete Volume 1 Module 5 Draft Standard	<p>2/6: Finishing up responses to comment and finalizing Revised Draft Standard for 90-day comment period.</p> <p>3/6: The Response to Comments document has been voted on and is being prepared for posting. There will be a 30-day period for any appeals to be filed and then the Committee will vote to finalize the Standard.</p> <p>7/12: Finishing up additional detail that was missing to complete posting.</p> <p>9/13: Response to comments were sent to all commenters and table was sent to Bob for posting to the website. Commenters have 30 days from posting to appeal.</p> <p>10/11: Response to Comments was posted 9/16/23 The appeals period will end 10/16/23. No comments have been received to date from the commenters. If no appeal is received a new DRAFT Standard will be completed and posted for a 90-day comment period.</p> <p>1/10: The Committee will review changes on January 9th to see if it can be posted before the January meeting. Based on the response to SIR 471 (below), the Committee will review the autoclave section (1.7.3.6 b) ii) in the draft Module 5 to see if any changes need to be made.</p>
Present "Understanding Microbiology" Webinar course(s)	<p>2/6: Adding information to training in response to request in San Antonio to include references to Standard. Updates will be complete in time for March training.</p> <p>3/6: Finalizing this week and sending for posting.</p> <p>4/11: Class posted on the website. Dates: 4/27, 5/25, 6/22, 7/27, and 8/24.</p> <p>5/8: Class in progress. 33 individuals and 6 groups registered for the series. About 75 invitations were sent out for the first class to accommodate group participants at a distance.</p> <p>6/14: There have been additional registrations since the class started: 3 individuals and 1 group.</p>

7/12: Additional registrations will be using the recordings to complete the portion they missed. The first three recordings will be available at the end of July so attendees have 2 months to complete them before the series is done and becomes available as a Webcast.

8/9: The last course of the series will be taught this month. Cody needed to reschedule the make-up recording to 8/11, so recordings will be available after that.

9/13: Series is now complete. Webcast posting material sent to William. Tests were graded and certificates were distributed.

10/11: The Webcast has been posted and a copy of the recordings were sent to attendees for make-up classes and quizzes.

Continue to respond to Standard Interpretation Requests

7/12: A response re-consideration was requested for SIR 423 (regarding media testing). A response is being formulated.

9/13: Response to be finalized during meeting and sent this week.

10/11: Response was sent to LASEC.

1/10: LASEC sent back comments and the revised response was finalized and approved on 12/12/23.

12/11: SIR 471 about autoclave pressure checks was received and is being worked on. The SIR is being documented using the formula $PV=nRT$.

1/10: SIR was finalized and approved on 12/12/23.

Prepare Implementation Guidance regarding Incubator Equilibrium checks.

4/11: Work has been started on this guidance.

12/13: The Committee approved the guidance developed for Temperature Distribution. Cody and Paul Junio are working on how it will be distributed. Work is continuing on the Equilibrium Testing guidance.

Serve as a technical resource regarding microbiological testing to TNI members and other interested parties

11/8: Questions are being reviewed and added for the Module 5 portion of the Credentialing exam. They are adding 30 questions.

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.

4/11: Will be working with the new CSDP Technology Workgroup being formed.

1/10: Internal audit has been performed and will be distributed to the Committee for review.

1/10: Prepared final agenda and Committee 2023 accomplishments and 2024 Plans for winter conference in Columbus.

5.6 Proficiency Testing Committee

2023 Objectives	Status
Develop and maintain consensus standards for proficiency testing (PT) that are practical, implementable, and meet the needs of the environmental community.	2/6: Notices of Intent to modify V1M1, V2M2, V3 and V4 approved, and two Work Groups established (V1/V2 and V3/V4). Work continues in these Work Groups with proposed changes being returned for full committee consideration. While all 4 elements of the Standard are being addressed, V3 and V4 are the primary focus in order to resolve full re-accreditation from ANSI.
– Complete Workgroup review and move to full committee.	3/6: Public input to proposed changes from TNI Winter meeting under consideration.
– Prepare revise Draft Standards: V1M1, V2M2, V3, and V4	3/6: Being developed by work groups for full committee consideration.
	4/12: Work groups returning recommended changes to the full committee for consideration.
	6/14: Work groups returning recommended changes to the full committee for consideration, no balloting of proposed change has yet to be completed. V1/V2, the more contentious of the changes being proposed, will be temporarily tabled to allow for completion of and approval of changes to V3/V4, which are independent of the LASEC/AC. After said approval, a request will be submitted to ANSI for the follow-up audit of TNI procedures and completion of the audit process. PTEC anticipates a full presentation at the Summer TNI meeting.
	8/9 Work groups have returned recommended changes to the full committee for consideration. The PTEC has prepared a presentation of the proposed changes to their

Volumes and Modules for the Summer TNI meeting in Minneapolis.

V1/V2, the more contentious of the changes being proposed, will be temporarily tabled to allow for completion of and approval of changes to V3 and/or V4, which are independent of the LASEC/AC. This prioritization will allow for completion of V3 and/or V4 in a timelier fashion. After approval, a request will be submitted to ANSI for the follow-up audit of TNI procedures and completion of the audit process.

9/13: Comments received at Minneapolis meeting to be considered by committee.

10/11: V1/V2, the more contentious of the changes being proposed, will be temporarily tabled to allow for completion of and approval of changes to V3 and/or V4, which are independent of the LASEC/AC. This prioritization will allow for completion of V3 and/or V4 in a timelier fashion. After approval, a request will be submitted to ANSI for the follow-up audit of TNI procedures and completion of the audit process.

11/8: Proposed changes to V3 and V4 per review at the 11/23 meeting and DS for both and being prepared. A vote on approval should occur at the 12/23 meeting followed by posting and notification of all interested parties.

12/13: Proposed changes to V3 and V4 have been reviewed and a ballot to approve EL V3 and EL V4 will be held on 12/15/2023.

12/13: After approval and completion of the review process with posting and a notification of all interested parties, and resolution of all comments, a request will be submitted to ANSI for the follow-up audit of TNI procedures and completion of the audit process.

1/10: EL V3 and EL V4 were unanimously approved by the PTEC on 12/15/2023 balloting.

1/10: Required postings and a notification of all interested parties will occur during week of 1/13/2024. Ninety-day (90) comment period will begin. BSR-8 will be submitted to ANSI.

Serve as a technical resource to TNI membership and the environmental testing community regarding PT performance

1/10: Presentation of key issues and proposed language changes scheduled for public discussion at TNI Winter Meeting.

11/8: Committee developing questions to assist the Competency Task Force efforts regarding credentialing.

Continue to respond to Standard Interpretation Requests

12/13: One SIR received by the committee, draft response prepared and reviewed for eventual committee approval prior to submittal to LASEC/AC.

1/10: SIR response submitted to LASEC/AC: awaiting LASEC review and/or approval.

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.

6/14: Internal Audit has begun but is not yet complete or entered into the IA Database. Instructions awaited from Policy Committee.

4/12: Final vacancy still to be filled by AB or Other.

11/8: Audit completed: present at 12/23 committee meeting for committee review.

12/13: Audit completed: and approved by the committee.

12/13: Annual Report information approved by committee.

12/13: An "Other" member of the committee has been removed for inability to participate. Two candidates, both AB, have applied for full membership and are under consideration by the committee. Their approval will bring the committee to its maximum number while maintaining balance.

1/10: Two candidates were elected to the PTEC and approved by the CSDP EC Chair. Both were ABs. Committee remains balanced.

5.7 Quality Management Systems Committee

2023 Objectives

Status

Complete Volume 1 Module 2 Draft Standard

4/11: Reviewing all SIRs to confirm they are addressed in the DRAFT Standard.

7/12: SIRs are still being reviewed and 2 new Work Groups have been formed to work on language that needs to be addressed for the SIRs

reviewed to date. Suggested language was received from the Consumables Task Force for inclusion in the Standard. A definition for "Critical Supplies and Services" is being added to the DRAFT Standard and the Committee is still working through recommended Chemical Certificate and Service Certificate contents. The NEFAP EC sent language for inclusion in the Standard. The Committee discussed options and is developing language to include.

Finalize Technical Specialist language

2/6: Working on exception language for Technical Specialist section.

3/6: Working on language to make it clear current technical managers may continue as technical specialists for same areas of responsibility.

Continue working through controversial topics

2/6: Working on defining Technology. Will work with PTPEC, Chemistry and LAMS to further this work.

8/11: Language from the Consumables Task Force was presented at the Conference and feedback was that it did not belong in the Module 2 Standard. Possible language was sent back to the NEFAP EC for inclusion in the sampling section of Module 2 – see update under NEFAP. The Definitions Workgroup presented information on definitions and there was a lot of discussion surrounding duplicate, replicate, records, and procedures (written).

9/13: A number of new workgroups have been formed to continue work on the standard. Workgroups now include:

- Definitions
- Language
- Data Integrity
- Subcontracted Work
- Measurement Traceability
- Calibration Requirements
- Handling Test Items

These workgroups each have about 5 members and they work on language for specific parts of the Standard that need more focus.

The Committee is halfway through a final review of SIRs to make sure everything is addressed as needed in the new Standard.

10/11: Work continued on the review of SIRs during the September meeting. Workgroups have been meeting.

11/8: Review of SIRs was completed during the October meeting. Workgroups are continuing to meet to propose language for the DRAFT Standard. The Committee will now begin focusing on reviewing all language in the DRAFT Standard.

12/13: The Committee has started reviewing the DRAFT Standard and working on finalizing language that was inserted from work done by the various language workgroups and making sure language is properly placed in the new format. Additional language editing is being done through this review. The Summary of Changes/Justification document will be updated through this review process.

The Committee is looking at changing the Quality Manager title to Quality Specialist.

- Technical Specialist

8/11: Technical Specialist status was reviewed at Conference and comments ranged from concern that it still won't work for smaller labs to concern that the differing requirements between the Expert Committees makes it confusing.

1/10: Received a number of recommended changes from the NELAP AC. Debbie plans to talk to the NELAP AC about the changes and then add to a future agenda for review by the Committee.

- Internal Audits

- Document/Record Retention

3/6: Working on records retention language.

4/11: Committee sending ideas for records retention language to Workgroup for consideration.

7/12: Language formulated is now being added to the DRAFT Standard.

- Quality Manual

- Define "Appropriate QC" in Section 7.7 (ISO/IEC 17025:2017)

- Consistent use of Procedure and Policy

- Clarification of unique ID

12/13: Continued updates can be found above in the work for the Standard update since the Committee is now focused on reviewing language in the DRAFT Standard.

Work on language from Sections 4.2 and 4.1.3 from ISO/IEC 17011:2017. Laboratory requirements are

2/6: This effort now complete.

included in these sections and should be added to
Module 2

Continue to respond to Standard Interpretation
Requests

4/11: Responded to SIR 453 regarding quarterly
calibration verification of manual repeating
pipettes.

8/14: Responded to SIR 465 regarding Class A
glassware.

Administrative Activities

2/6: Provided 2022 accomplishments and 2023
objectives for Annual Report.

4/11: Committee member, Tony Francis, will be
working with the CSDP Technology Workgroup.
12/13: Internal audit will be done by the first week
of January.

12/13: Jordan Adelson was voted onto the
Committee to replace Alyssa as a DoD
representative. The Committee will be voting for
the new 2024 membership at its December
meeting.

1/10: Internal audit has been performed and will
be distributed to the Committee for review.

1/10: New members: Joann Slavin (AB, NY),
Caitie van Sciver (AB, NJ) and Carol Gebhart
(Lab, ALS). The following members rotated off:
Kathi Gumpper, Earl Hansen, and Jenna
Majchrzak. A new Vice Chair was approved: Carla
McCord (AB, VA).

1/10: Prepared final agenda and Committee 2023
accomplishments and 2024 Plans for winter
conference in Columbus

5.8 Radiochemistry Committee

2023 Objectives	Status
Complete V1M6 Draft Standard	<p>2/6: Response to Comment Document has been posted and distributed to interested Stakeholders. If no appeals are filed, Module 6 is complete.</p> <p>6/12: No appeals were filed.</p> <p>The Committee received a copy of QSM Draft Module 6 for Review and Comment. Comments are due July 24th.</p> <p>8/9: Extensive comments provided to DoD EDQW.</p> <p>11/6: Worked with Bob to make sure he now has correct information for all stages of the Standard development process. The Committee will look at the final QSM section for Radiochemistry to see if the Committee should consider adding or changing anything in the TNI Standard.</p>
Resolve reporting uncertainty with PT results	<p>4/11: The Committee has started work on this topic.</p>
Explore options for FoPT tables for non-DW matrices	<p>5/8: Looking at how to develop MQOs for soil. The Committee will be reaching out to laboratories for their limits. Terry will also be reaching out to Lem Walker for input on Clean Water MQOs.</p> <p>12/13: Terry Romanko, Bob Shannon, and Keith McCroan met with the PTPEC to discuss concerns received through the TNI complaint process regarding new Radiochemistry FoPTs. After extensive discussion, the PTPEC supports the limits developed and is working on a response for approval during their December meeting.</p> <p>1/10: Response approved and sent to complainants – see PTPEC update (Section 8.0)</p>
Serve as a technical resource regarding microbiological testing to TNI members and other interested parties	<p>11/8: Questions have been provided for the credentials exam.</p>
Evaluate need for training development	<p>4/11: The Committee is looking at training opportunities for the next year.</p> <p>5/8: A Workgroup has been developed. Planning to develop a training class geared towards people that are not experts in the field.</p>

6/14: A list of subjects has been prepared and the group will consider how to organize the information into trainings and then how to present the training. They may want to do it during the winter forum.

9/13: Requested meeting time at January winter conference – planning to hold first training. Material is being developed with focus on people who are chemists, but not radiochemists. Workgroup formed to develop material. Material will include how to review a laboratory report.

10/11: The Committee did not meet in September. Meeting time at the January winter conference has been approved and the Committee is working on the training to be held during the Committee's meeting time.

11/8: A course description is being worked on and will be sent to Jerry in November for inclusion in the January program information. Any special requests for set-up will be requested by 11/17/23.

12/13: The course description was sent to Jerry and the group is continuing to work on the actual training.

1/10: Training is just about complete. The group is meeting to finalize and send to Ilona for review before the Columbus meeting.

Administrative Activities

4/11: Committee member, Jim Chambers, will be working with the CSDP Technology Workgroup.

12/13: Internal audit will be done by the first week of January.

1/10: Internal audit has been performed and will be distributed to the Committee for review.

1/10: The Committee voted on membership by email. The following updates were made: Mark McNeal, Abigail Africa and Laura Freeman have been added to the Committee. The following Committee members will rotate off after the Columbus meeting: Terry Romanko, Velinda Herbert, Brian Miller. The Committee has elected a new Chair – Amanda Fehr. She will begin work after the January conference.

1/10: Prepared final agenda and Committee 2023 accomplishments and 2024 Plans for winter conference in Columbus.

5.9 Whole Effluent Toxicity Committee

2023 Objectives	Status
<p>Complete review and revision of updated language for each section of revised V1M7</p>	<p>2/6: Revision of V1M7 is underway, with DOC section nearing completion and Essential QC section remaining to be updated.</p> <p>3/8: DOC section complete pending final affirmation of revised language. The Essential QC section remains to be updated, beginning at the March meeting.</p> <p>5/10: Revision of V1M7 continues, with DOC section complete and only the Essential QC section remaining to be updated.</p> <p>7/12: Revision of V1M7 continues, with assignments made for drafting revisions to the Essential QC section.</p> <p>8/9: Revision of V1M7 continues with conversations about the last section (Technical Requirements) to be addressed. Also, a list of WET definitions remains to be reviewed, as some of those may need to be included in the draft module.</p> <p>1/10: Review of definitions to be added to the Draft Standard is underway and several final details remaining in comments on the draft need to be addressed.</p>
<p>Working with PTPEC, establish path to achieve data comparability for WET PT data</p>	<p>2/6: PTPEC has determined that the recently re-constituted WET FoPT Subcommittee is the appropriate group to determine how to approach this objective</p>
<p>Provide input as needed for QC Specialist badge for aquatic toxicity, in support of credentialing initiative</p>	
<p>Administrative Activities</p>	<p>2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.</p> <p>5/10: Provided two volunteers for CSDEC's Technology Workgroup.</p> <p>6/14: Potential new members identified for both AB and "other" stakeholder groups.</p> <p>7/12: One new member elected (an "other"), which allows the "AB Stakeholder"</p>

member awaiting retirement to finally depart the committee. Many lab stakeholders participate as associates now.

8/9: Two additional individuals (one an AB and one an “other”) have applied for voting membership. These will be voted upon at the next meeting in September. The addition of these non-lab stakeholders is expected to allow for additional lab stakeholders to apply for voting membership, bringing the committee to full strength.

8/9: Two committee members, Katie Payne and Teresa Norberg-King, will be presenting papers at the November 2023 Society for Environmental Toxicology and Chemistry meeting in Louisville, KY.

10/11: Two additional individuals (one an AB and one an “other” stakeholder) have been approved as voting members. This allowed for re-election of the member who stepped down to associate so that the committee could continue to function. One additional lab stakeholder from among the current associates can also be elected as a voting member, but thus far, no applications have been received.

11/8: One associate member, a lab stakeholder, applied for and was elected to voting membership at the October 18 meeting.

11/8: The WET Internal Audit was presented to the committee at its rescheduled October 18 meeting.

12/13: Requests for a volunteer to become Chair of the WET committee await a response. The current Chair has served three terms and will not be granted another extension to complete the revision of V1M7, and the Vice Chair is not able to step into the Chair role.

1/10: Draft of 2023 accomplishments and 2024 plans distributed to Chair and Vice Chair for review and approval.

6.1 NEFAP Executive Committee

2022 Objectives	Status
<p>Support standard revision process by providing comments and suggested changes to improve the TNI Field Activities Standards</p>	
<p>Complete NEFAP AB re-evaluation process</p>	<p>6/14: Ilona and Marlene have started working on the evaluators training. It will have a self-taught portion where information on the Standard and the Evaluation SOP will be tested. There will be a short webinar class portion to discuss how to write findings, audit techniques, etc. The expectation is to have the course material ready by the end of August and then teach the class in September. This will allow applications to go out late August/early September. Evaluation groups will need to be developed in July/early August.</p> <p>7/12: Ilona is reviewing DRAFT quizzes for the training described above. The schedule described above is still current.</p> <p>8/7: Final timing is being discussed today and a schedule will go out to PTPEC and NEFAP EC for review and development of evaluator teams.</p> <p>9/11: Draft training contract based on planning meeting developed by Ilona and sent to Marlene for review. The course will include a self-taught portion - 3 testing options and 3 homework exercises. The webinar portion will review missed questions on the exams, include in-depth review and further development of the exercises, work on writing findings and reviewing corrective action, etc. Exams will be due 11/1. Exercises will be due 11/17 and the course will be held 11/29/23. Applications will go out mid-October.</p> <p>10/9: Course is progressing. Applications will be out late October.</p> <p>11/8: Course has been switched to early December so Applications will not go out until mid to late November. Katie Strothman and Kim Watson have volunteered to participate on the Evaluation Team and will be taking the training.</p> <p>12/11: The course is being held on December 21st. The homework was distributed on 12/13/23.</p> <p>1/10: The evaluators passed the course. Paul Bergeron will be added to the evaluation teams to provide an AB perspective. He will complete the course this month. Editorial updates were made to the NEFAP/PT Evaluation SOP (SOP 7-</p>

Continue to develop training courses and implement strategic plan as it relates to training

101) that are being presented to the Board at the January meeting.

1. Internal Auditing for Field Sampling and Measurement Organizations

2/6: Working on final formatting of course. Two sections will be recorded ahead for students to complete prior to two final live sessions. First two recordings will be complete in Spring with goal to give final two sessions after the Field Sampling Conclave.

4/11: The Training Workgroup started recording the first two sections of the training. They are listening to the first attempt to determine whether it needs to be re-recorded.

7/12: Paul Bergeron has scheduled a meeting for this Friday to discuss completion of this training and to schedule dates for the live training.

8/7: Paul is requesting assistance to write a script for the training so it can be completed. A call for volunteers went out by email and it was discussed during the Field meeting in Minneapolis.

9/13: Shannon Swantek has volunteered to write script for Internal Audit class.

11/8: Shannon is now recording the training in addition to working on the script. Recording has started and a DRAFT is being reviewed to make sure it is what the Training Subcommittee is expecting. Given the current timing, it appears this class will not be available until early 2024.

12/13: The NEFAP Training Workgroup is meeting Monday afternoon to finalize plans for the course material and to determine a date for the class.

1/10: Shannon will continue to prepare the recordings. Once she is done, a training date will be determined.

1. Maintenance and Calibration of Field Equipment

8/7: Class on was suggested in Minneapolis. Need to confirm it will not overlap with Marlene's new class: NEFAP - Quality for Field Operations.

9/13: There is no overlap. Course development will be explored.

10/11: Course description will be developed and included on the next Training RFP.

12/13: Language was presented to the Training Opportunities Workgroup in November for finalization in an RFP that should go out early January.

1/10: Language is finalized and ready to go out this month.

Aggressively market the Program utilizing the strategies outlined in the strategic plan

- Hold a virtual Sampling Conclave

2/6: A flyer is being finalized to begin reaching out to speakers for the Field Sampling Conclave to be held virtually June 6-8 from 12-4pm each day.

3/6: Requests to present have been going out to various speakers. There is a positive response. Registration will be opening in April and details on how to do that are being worked on this month. Flyer language was reviewed and updates are being made.

4/11: There are 21 confirmed speakers. A vendor technology component is also being planned. Abstracts are due 4/17 and presentations will be due 5/22. Ilona is collecting and organizing the initial information received and then William will set up a website for the Conclave that will include a submission component.

5/8: The website is now up for the Conclave and people are registering. All but one abstract has been received.

6/14: The Conclave was well attended (about 100 including individuals and group leaders – does not include people in the group). Most people attending for the day stayed on through all the sessions. The presentations were excellent and people are asking for the recordings to listen to again or to catch presentations they missed. It was nice to see that the numbers between the morning sessions and the afternoon accreditation session were not very different. People were able to learn more about the field accreditation program. The technical side went smoothly. It was great to hear that people are looking into applying to become a NEFAP accredited FSMO. A survey is going out, but verbally people are interested in doing this again. Someone would like to see something like this every 6 months with similar sessions to give

communities like Cannabis and opportunity to share information.

7/10: Requests went out to presenters to confirm posting of their presentations. The recordings for the Conclave have been made available to all registered attendees.

8/11: Only one presenter asked that their presentation not be posted, so a slide will be made to note presentation not available but that the recording can be purchased. Language was submitted to the QMS Expert Committee for Module 2 and they sent back the following language option for Committee review: Section-7.3.4 Labs performing field sampling activities shall define the competence requirements of personnel and authorize personnel to perform sampling. Where the laboratory arranges for an external sampling organization to be used, the laboratory shall have procedures to ensure that the experience and technical competence of the samplers are sufficient for sampling activities and that they comply with the relevant clauses of this document and other sampling documents (i.e., sampling plans, sampling methods, regulatory documents, etc.). Use of NEFAP Accredited Sampling Organizations meets these requirements.

Jerry will be participating in a Field discussion in Oregon in late September.

Workgroup may look at possible brown bags on field related topics to open up communication with the field community and understand their needs.

Randy Query will work with NEFAP to build contacts in possible renewed focus on lead abatement.

9/13: The Committee is working on a PFAS mini workshop planned for November 1, 2023. A flyer will go out after the TNI Board reviews the plans. The goal will be to have abstracts due by October 6, 2023 and a copy of the presentation will be due October 20, 2023.

10/9: The PFAS mini workshop will be February 7, 2024 instead. The Annual Field Conclave is being scheduled for June 4-6, 2024 from 10 am to 4 pm.

11/6: Call for Presenters for the PFAS workshop will be due in November, Abstracts will be due mid-December and Presentations will be due January 17th.

12/13: A request for abstracts went out to prospective presenters and notification of interest to participate is due 12/18/23. Abstracts are due 1/12/24 and final presentations are due 1/31/24.

1/10: Speakers and panelists are now scheduled for the workshop. Information is being collected with the goal to open registration by the end of this week.

- Continue to present at outside conferences

10/11: Jerry gave a field related presentation to the Oregon Environmental Laboratory Association late September. He shared the presentation and received comments from the Committee.

A trade organization approached NEFAP to give a presentation at their Pacific Northwest Pretreatment Workshop in early November. Jan Wilson, who lives 15 minutes away from the workshop location has volunteered to do this.

12/13: Jan's presentation was well received. Jerry would like to take her presentation and perhaps add a little more, to develop a free webcast that will help promote the importance of sampling. He would like someone on the NEFAP EC to prepare this recording.

Mike Shepherd's presentation related to field at FSEA went well.

- Market the new Standard when completed
- Submit comments to Quality Management Systems committee on the use of NEFAP

2/6: Patrick Selig is working on a request and language to be sent to QMS Expert Committee to review.

8/9: Language was submitted to the QMS Expert Committee for Module 2 and they sent back the following language option for Committee review: Section-7.3.4 "Labs performing field sampling activities shall define the competence requirements of personnel and authorize personnel to perform sampling. Where the laboratory arranges for an external sampling organization to be used, the laboratory shall have procedures to ensure that the experience and technical competence of the samplers are sufficient for sampling activities and that they comply with the relevant clauses of this document and other sampling documents (i.e.,

Generate more awareness of the program and drive growth and interest in participation

sampling plans, sampling methods, regulatory documents, etc.). Use of NEFAP Accredited Sampling Organizations meets these requirements.”

4/11: Field Sampling Conclave is being planned for June 6-8, 2023.

5/10: Paul Junio will be adding slides about NEFAP and the Conclave to his FSEA presentation on TNI Standard Updates.

8/9: One presenter asked that their presentation not be posted, so a slide will be made to note presentation not available but that the recording can be purchased.

Jerry will be participating in a Field discussion in Oregon in late September.

Workgroup may look at possible brown bags on field related topics to open up communication with the field community and understand their needs.

Randy Query will work with NEFAP to build contacts in possible renewed focus on lead abatement.

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.

7/10: SOP 5-101 (NEFAP EC General Operations) was approved by the Committee and submitted to the Policy Committee for review. The SOP was updated to include new voting and membership procedures.

8/7: SOP completed and approved by the Policy Committee.

12/11: Internal audit will be done by the first week of January.

1/10: Internal audit has been performed and will be distributed to the Committee for review.

1/10: New members will be voted in this month.

1/10: The Committee is updating NEFAP metrics to present to the TNI Board in February.

1/10: Prepared final agenda and Committee 2023 accomplishments and 2024 Plans for winter conference in Columbus.

6.2 Field Activities Expert Committee (FAC)

2023 Objectives	Status
Complete Volume 1 and Volume 2 Draft Standard	<p>2/6: Volume 1 and 2: Final language is being reviewed by the Committee with a due date of 3/1. The Draft Standard will then be prepared for a final vote in April for posting to the TNI website.</p> <p>4/11: The Committee is rescheduling their April meeting to later in the month so the Standard can be ready for review for posting.</p> <p>6/14: Chair is finalizing Standards for Committee vote. Committee did not meet in May.</p> <p>8/9: Work on the Standards was reviewed during Minneapolis. A meeting is planned for 8/21 to discuss final changes and prepare for a Committee vote on a DRAFT standard that will be posted for comment.</p> <p>9/13: All sections of the Standard have been assigned to individuals for final review. Updates are being incorporated into the document for a second meeting this month on 9/18 for a final review.</p> <p>10/9: The Committee is scheduled to meet on 10/13 to collectively review final comments. The next step is to have Jan assist in final formatting and clean-up. When this is complete the Committee will do one final review and then vote on the DRAFT Standard in November. A copy of the cleaned-up DRAFT will also be shared with the NEFAP EC for any final comments before the FAC vote.</p> <p>11/8: The Committee reviewed comments and determined that there is still more work to be done. The Committee is now meeting once a week to get through the final comments so the DRAFT can be ready for Jan to do final formatting. The Committee plans to present it at the winter meeting.</p> <p>12/13: The Workgroup is still meeting weekly as possible to complete the language update.</p> <p>1/10: The Workgroup is continuing to meet each week. The Committee is planning on voting on the DRAFT Standard on 1/16. Assistance will be needed from Jan in order to meet that date. The Change Summary form is also being worked on. Ilona is working on the Change Summary form</p>

	<p>for the Field AB Standard so that can be posted for comment at the same time.</p> <p>1/10: The Committee will be working on Standard implementation tools as soon as the DRAFT Standard is posted.</p>
Assist NEFAP in planning for Sampling Conclave	4/11: Scott Haas (Chair) will be speaking at the Conclave to introduce the new DRAFT Standard and encourage people to comment on it.
Discuss addition of media-specific field sampling modules to Volume 1	2/6: To be discussed after current Standard is completed.
	1/10: Work on Standard Implementation Tools will be completed before this discussion.
Administrative Activities	2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.
	9/11: Scott Haas (Chair) will be rotating off the Committee. Katie Strothman has been involved on the NEFAP EC and FAC and will be stepping into the Chair role in November to make a smooth transition. This has been approved by the CSDP Chair.
	12/11: Internal audit will be done by the first week of January.
	1/10: Internal audit has been performed and will be distributed to the Committee for review.
	1/10: Prepared final agenda and Committee 2023 accomplishments and 2024 Plans for winter conference in Columbus.

7. NELAP

7.1 Accreditation Council

2022 Objectives	Status
Sustain governance role for the program and promoting consistency in AB operations	<p>3/8: Kristin Brown re-elected as Chair; nominations for Vice Chair initiated.</p> <p>6/14: Michele Potter (NJ) elected as Vice Chair election at the June 5 meeting.</p>
Review and comment on V2M1 Draft Standard Revision 1	<p>4/12: AB representatives have been invited to review and comment on the V2M1 Draft Standard Revision 1.</p>
Review and comment on other revised modules of the TNI ELS Standard (Volume 1) as the Expert Committees publish Draft Standards	<p>3/8: Received favorable recommendation on V1M3 Rev. 3.1 from LASEC</p> <p>6/14: Received notice from LASEC that it is unable to provide a recommendation about V2M1 Draft Standard Revision 1 at this time due to a significant issue with outstanding comments.</p> <p>10/11: At the request of QMS Expert Committee, Council members will shortly provide additional comments on the draft language for Technical Specialist qualifications. A number of suggestions have been offered thus far.</p> <p>11/8: The Council has now provided a number of additional comments to QMS Expert Committee on the draft language for Technical Specialist qualifications.</p>
Address issues of concern to NELAP ABs as they arise	<p>5/10: Training for new NELAP program managers received verbal approval to initiate development, and is presently undergoing review by Council members.</p> <p>6/14: Provided additional input to the revision of TNI Voting SOP 1-102 in the issue of SIR voting.</p> <p>7/12: The training for new NELAP program managers is undergoing final review by the TNI Training Coordinator, who will offer several options of dates for the webinar, probably in September or October. Kristin Brown and Michele Potter will present the training and it will be recorded for future viewing by new program managers and designated staff chosen by those program managers.</p> <p>7/12: The Council discussed and added suggestions to concepts for revising the NELAP evaluation process at the July meeting. This will be a discussion topic for the AC session at conference in Minneapolis.</p>

8/9: The training for new NELAP program managers and questions for a quiz are undergoing final review.

8/9: Ombudsman issue assumed by Board at its May meeting, pending further discussion in August or September.

9/13: The training for new NELAP program managers has been submitted to the Training Coordinator for final review and scheduling of its presentation.

10/11: The training for new NELAP program managers is now scheduled for Friday, December 8.

12/13: Plans have changed for the new NELAP program manager training. A trial run will take place during conference week in a closed Council meeting (off-agenda) and feedback will be incorporated into the presentation prior to it being recorded as a webcast afterwards.

Complete current evaluations and initiate
2023-2026 Evaluation Cycle

10/11: Four evaluations from the previous cycle are lingering, with two approaching completion. Two from the current cycle are underway with one application awaiting review, one renewal recommendation awaiting the final AB vote to be officially approved, and one more renewal letter sent. Two additional evaluations from the current cycle are on hold until their AB representatives complete their role as state team member on evaluations from the previous cycle.

11/8: Three evaluations from the previous cycle are still lingering. One from the current cycle have been completed with two applications in review. One renewal recommendation was presented to the Council for approval at its November 6 meeting and one more renewal letter was sent. Two additional evaluations from the current cycle are on hold until their AB representatives complete their role as state team member on evaluations from the previous cycle.

12/13: Two evaluations from the previous cycle are still lingering. One from the current cycle has been completed with two applications in review. Four additional evaluations from the current cycle are pending, but two of those are on hold until their AB representatives complete their role as state team member on evaluations from the previous cycle.

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.

11/8: The NELAP Internal Audit was presented to the Council at its November 5 meeting.

1/10/24: Draft of 2023 accomplishments and 2024 plans distributed to Chair and Vice Chair for review and approval.

Implementation Plans for 2016 TNI ELS Standard – 10/11/2023		
State	Process for Implementing the New Standard	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	April 1, 2019
IL	Full implementation on January 31, 2020	January 31, 2020
KS	Rulemaking is 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	Implemented 2016 Standard in August 2022 and is transitioning now	August 2022
MN	Adopts by statute, and is updating its databases now.	January 2021
NH	Regulation finalized on November 23, 2021	March 1, 2022
NJ	Incorporated into regulation by reference	January 31, 2020
NY	Adopts by reference.	January 31, 2020
OK	Rule finalized September 22, 2022 to adopt 2016 TNI Standard	September 2022
OR	Implemented 2016 Standard effective January 1, 2021	January 1, 2021
PA	Incorporated into regulation by reference.	January 31, 2020
TX	Incorporated into regulation by reference.	January 31, 2020
UT	Rulemaking complete.	June 11, 2021
VA	Rulemaking complete.	November 1, 2022

7.2 Laboratory Accreditation Systems Executive Committee

2023 Objectives	Status
<p>Supplement SIRs with Implementation Guidance for non-SIR questions</p>	<p>4/12: Received the IG SOP 3-114 returned from Policy with editorial changes and a few questions. The SIR Management SOP 3-105 is presently being revised to address Policy requests.</p> <p>5/10: The SIR Management SOP 3-105 and the IG SOP 3-114 have been returned to Policy with requested revisions, in Provisional form.</p> <p>12/13: Note: Some very minor edits and format changes (e.g., changing Accrediting Body to Accreditation Body and removing a comma) were made to SOP 3-105 after the November Board call. These changes did not warrant a change in the revision number of the effective date.</p>
<p>Review Draft Standards as they are developed</p>	<p>3/8: Prepared and approved favorable recommendation to NELAP AC for V1M3 Draft Standard Revision 3.1.</p> <p>4/12: LASEC received notification that the V2M1 Draft Standard Revision 1 is available for review. After its review, LASEC will forward its recommendation to the NELAP AC. LASEC continues negotiating with CSDEC about the type of review that LASEC will conduct for final standards; CSDEC seeks to have LASEC “review for errors in the process.”</p> <p>5/10: LASEC expects to finalize and forward its recommendation concerning the V2M1 Draft Standard Revision 1 to the NELAP AC after its May meeting.</p> <p>6/14: LASEC determined that it is unable to provide a recommendation concerning the V2M1 Draft Standard Revision 1 to the NELAP AC due to a significant outstanding issue raised in comment on the revision.</p> <p>6/14: LASEC continues negotiating with CSDEC about the type of review that LASEC will conduct for final standards; CSDEC seeks to have LASEC “review for errors in the process.”</p>

7/12: LASEC and CSDEC have resolved issues about the type of review that LASEC will conduct for final standards.

9/13: LASEC has approved a favorable recommendation for the Asbestos Final Standard V1M3, to be presented to the NELAP AC and CSDEC. The vote closed on September 7. During the review, a comment arose about having the QMS Expert Committee address Demonstration of Competence in its revision of V1M2; this comment was deemed not relevant to V1M3 specifically but will be presented to CSDEC by the committee member who offered it, as it is relevant to each of the technical modules of Volume 1.

Continue to provide Mentor Sessions and Assessment Forums at TNI conferences

2/6: Succession planning for Mentor Session leadership is in place.

9/13: Based on conversations with the leaders of these two groups and apparent agreement of Training Committee as well as LASEC, a proposal to shift these training activities to the Training Committee is being discussed. LASEC has no objections to such a move, but due to an unfortunate misunderstanding, the Training Committee was caught off-guard by the suggestion and has not yet responded with agreement.

10/11: Committee members raised new concerns about the proposal to shift the Mentor Session and the Assessment Forum to the Training Committee is being discussed. The major concern is that the Assessment Forum originated as a way for NELAP assessors to exchange information, and thus should retain a connection with LASEC and NELAP. A lesser concern is about the new leadership of the Mentor Session, as both activities are now led by Pace employees. This could be perceived as introducing either favoritism or bias, even though the volunteer leaders are all quite capable of leading these events, being both competent and experienced professionals. Additional conversations with the Training Committee and TNI

management are needed before any transfer takes place.

11/8: Committee members discussed again the possibility of shifting the Mentor Session and the Assessment Forum to the Training Committee. The major concern is that the Assessment Forum originated as a way for NELAP assessors to exchange information, and thus should retain a connection with LASEC and NELAP. A lesser concern is about the new leadership of the Mentor Session, as both activities are now led by Pace employees. This could be perceived as introducing either favoritism or bias, even though the volunteer leaders are all quite capable of leading these events, being both competent and experienced professionals. Additional conversations with the NELAP AC, the Training Committee and TNI leadership will be undertaken before any further action can be decided upon; LASEC desires to maintain some connection with one or both of those activities.

12/13: After receiving a report back from the Accreditation Council that supports the transfer, LASEC members again considered shifting the Mentor Session and the Assessment Forum to the Training Committee, and now agreed that Training is the preferred home for these events. LASEC will remain available to provide advice and support as requested by Training, and interested LASEC members may become associate members of Training in order to be more involved. A motion to this effect was offered and approved at the November meeting. Training has discussed the transfer and notified LASEC that it is willing to give these two events a new organizational home with them. Additionally, LASEC members determined that employment of the volunteer leadership for both sessions is a non-issue, and expressed gratitude that Pace is willing to support the efforts of its staff in making these two sessions successful.

Assume Role as Recognition Body for NGAB status
(parallel to NEFAP and PTPEC recognitions)

Develop Draft Policies and SOPs for NELAP as
requested

Sustain SIR progress and supplement SIRS with
Implementation Guidance for non-SIR questions

10/11: Staff assignments for SIR tracking were rearranged and the tracking spreadsheet itself simplified and brought up to date. Several waylaid SIRs were identified and rescued during this process. Quarterly reports to the Board are resuming this month.

11/8: Discussions are underway with the NELAP AC and CSDEC about whether and how SIRs for modified versions of the TNI EL Standard should be addressed. Once agreement is reached, a recommendation will be offered to the Board.

12/13: After discussions within LASEC as well as with the NELAP AC and CSDEC about whether and how SIRs for modified versions of the TNI EL Standard should be addressed, the consensus is that so long as the cited reference in an SIR submission is TNI language, the SIR will be processed normally. Participants determined that the best way to formalize this decision will be to add it as an additional criteria for determining SIR validity. This will be undertaken at the next LASEC teleconference (likely in February).

Work in cooperation with the NELAP Accreditation
Council (AC) to assist in implementing this program

8/9: Discussed status of conversations about revising the NELAP evaluation process.

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.
5/10: Reviewed and provided comments on Provisional Voting SOP 1-102 and POL 1-100, concerning incorporation of NELAP voting processes into the TNI-wide SOP.

11/8: The LASEC Internal Audit was presented to the committee at its October 26 meeting.

1/10/24: Draft of 2023 accomplishments and 2024 plans distributed to Chair and Vice Chair for review and approval.

8. PROFICIENCY TESTING PROGRAM

2023 Objectives	Status
Establish and maintain a national PT program to support a national environmental accreditation program	5/10: The TNI State of Accreditation document Lynn distributed has been reviewed, updated, and sent back to Lynn Bradley for distribution to the Advocacy Committee. Looking into an issue raised about Radiochemistry PT availability. There is currently only one provider.
Work with the WET FoPT Subcommittee to develop recommendations to resolve problems with variability of testing conditions	
Complete Proficiency Testing Provider Accreditor (PTPA) evaluations	11/8: Stacie Crandall has agreed to join both Evaluation Teams to review the PTPAs. She will be taking evaluator training. The PTPEC discussed whether they would like to do a virtual observation or in person. The Committee agreed that a virtual observation would be acceptable.
Develop resolution for reporting uncertainty with Radiochemistry PT results	2/6: Included on February agenda. 3/6: Will be worked on once new Radiochemistry limits have been finalized. 8/7: Work will resume in Fall. 11/8: Timing will be evaluated for completion in 2024.
Complete and gather information on PT Program metrics	
Continue working to be inclusive of non-TNI ABs	3/6: A workgroup has been formed to work on a document. Advocacy will be used to help with this effort. 4/11: A DRAFT Position Statement was reviewed by the Committee and Stacie has sent this on to the Advocacy Committee.
Support the NELAP AC on method codes issues in LAMS for TPH/Oil and Grease/HEM, cyanides, and microbiology	
Explore adding Perfluoroalkyl substances in drinking water to the TNI PT Program	2/6: The Chemistry FoPT Subcommittee discussed the addition and is collecting more

data and reaching out to labs to update the survey previously done.

4/11: The Chemistry FoPT Subcommittee has received a format from William to request additional data. They will request any data obtained over the last 3 years. The Subcommittee has some ideas on how to proceed but want to receive data before they make any final recommendations to the PTPEC. They are also looking at ways to expedite data in order to provide comments to the Proposed Rule EPA announced. The rule involves 6 compounds, but the original ARA involved 29 compounds. They will start with the 6. The Subcommittee will begin discussing nomenclature.

5/10: The Chemistry FoPT Subcommittee is still trying to get PT data. At least one Provider has had some trouble updating data and has reached out to William. The Subcommittee is thinking the range will be between 10-200 ng/L, but data still needs to be reviewed to confirm. The Committee has also been talking about nomenclature and it looks like they will stay with the current EPA nomenclature.

6/14: PFAS PT data was sent on 6/4/23. The Committee will meet in the first week of July to start working on limits.

7/12: The PFAS PT data has been evaluated and a recommendation has been determined for the 29 analytes included in the original request. The DRAFT FoPT table update is being prepared and will be sent to the PTPEC for finalization as soon as possible.

8/9: Footnotes on the DRAFT PFAS FoPT table were commented on during the Minneapolis conference. Dan Hautman, Michella Karapondo and Matt Sica will be attending the next Chemistry FoPT Subcommittee meeting to provide input on Footnote 15. The Committee would like to start working on some training on how FoPT tables are developed and used. Also include information on Volume 3. Most labs have never seen Volume 3.

9/13: Dan Hautman (EPA) and Matt Sica (PJLA) joined the Chemistry FoPT Subcommittee last week to provide input and suggestions on DRAFT footnotes regarding PFAS in the Chemistry FoPT table. The Committee determined that some of the footnotes were more

laboratory oriented and not appropriate for the table. A rewrite of Footnote 15 is being proposed: *For analytes with available quantitative isomeric mixtures of known linear and branched isomers, both forms must be present in the sample.* Committee members preferred more time to evaluate this new wording with a goal to finalize it by the 10/6/23 meeting.

10/11: The Subcommittee decided to remove Footnote 15 because it was determined that it was also lab oriented. The Subcommittee will be working on an email to PT Providers to suggest the information be included in their instructions to laboratories. This will be discussed with the PTPEC. The Subcommittee also discussed naming conventions. They will follow LAMS, but Ilona reached out to Paul Junio to ensure LAMS is looking at possible changes to nomenclature based on EPAs naming conventions.

11/8: A proposed update to the DW FoPT table for 29 PFAS analytes was approved by the Subcommittee and has been sent to the PTPEC for review and approval at their November meeting.

12/11: The PTPEC reviewed the Chemistry FoPT Subcommittee recommendation for PFAS limits. One question that came up was how the proposed limits of 60-140% relate to the EPA proposed 70-130%. The Subcommittee presented data that supports the 60-140% and Amy DeMarco (Chair, Chemistry FoPT Subcommittee) shared the data with Dan Hautman and Michella Karapondo of EPA. Jerry's recommendation is that the Committee follow its normal process and if the final rule has different limits, the concern will be addressed then. The PTPEC will further discuss this during their meeting on 12/18/23.

1/10: The DW PFAS limits were approved during the PTPEC meeting in December. Notification for implementation comments has been distributed to the NELAP AC, PTPAs and PT Providers in order to determine an implementation date.

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

4/11: The Committee started the approval vote on the new Radiochemistry DW limits. The vote is being completed by email. The implementation date will be 10/1/23.

5/10: The table has been posted with an implementation date of 11/1/23.

11/8: PT Provider data has now been sent to the WET FoPT Subcommittee so the work on an update to the WET FoPT table.

12/13: The WET Subcommittee will be meeting in December to begin work reviewing the data.

12/13: Terry Romanko, Bob Shannon, and Keith McCroan met with the PTPEC to discuss concerns received through the TNI complaint process regarding new Radiochemistry FoPTs. After extensive discussion, the PTPEC supports the limits developed and is working on a response for approval during their December meeting.

1/10: The DRAFT response was reviewed and approved. It has been sent to both complainants. These complaints have been closed.

1/10: Now that the PFAS DW ARA has been completed, the Chemistry FoPT Subcommittee is starting work on the 10-year review of all FoPT limits. They are following the new procedures in the recently updated PTP SOPs dealing with how limits are calculated and handled.

Finalize changes to SOP 4-101 and 4-107

2/6: 4-107 (FoPT Table Management): Ready for PTPEC vote in February and distribution to the Policy Committee.

4-101 (Recommendation, Evaluation, and Calculation of Acceptance Criteria and Applicable Concentration Ranges for Proficiency Tests): Chemistry FoPT Subcommittee worked on examples and will be recommending that a link to a video discussion on how to calculate limits be added to the SOP.

3/6: SOP 4-101 is being updated with comments from the Chemistry FoPT Subcommittee and the video link will be added.

4/11: The updates to SOP 4-101 have been made and the SOP has been sent to the PT Program SOP Subcommittee.

8/9: The Subcommittee is looking for a copy of ISO/IEC 17000: 2022 to see the definition of "Sponsor" in order to complete SOP 4-107.

11/8: SOP 4-107 was completed and approved by the PTPEC for Policy review. Final numbering and the change summary have been completed. SOP 4-101 is just about completed. There are a few micro updates in progress and the Subcommittee just received the link from William

for the recorded procedure to develop limits that will be included in the SOP. It should be voted on in November and then sent to the PTPEC for review and approval.

12/13: SOP 4-101 was received from the PT Program SOP Subcommittee for review and vote. The SOP is being reviewed and scheduled for vote on December 18th. If it is approved, it will be sent to the Policy Committee.

1/10: SOP 4-101 was approved and is now ready for Policy review.

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report. Prepared comments in response to DMRQA request for public comments.

3/6: Stacie will be working with other committees to help define "technology". This is being done through Committee participation on the CSDP Technology Workgroup.

4/11: The Committee added two new members – Jack Denby and Jennifer Best. Four voting members completed two terms and rotated off: Scott Hass, Michela Karapondo, Jennifer Bordwell, and Fred Anderson. They will be added as Associate members. Shawn Kassner finished up one term and also rotated off the Committee.

5/10: Leadership on the PT SOP Subcommittee will be changed to Susan Jackson until Eric Smith has been able to settle into a new job.

7/12: The Committee discussed an issue raised by an AB about the new Radiochemistry DW PTRL limits. It was determined that the limits are correct and achievable based on the method. The Committee plans to look at the data request process for updating FoPT limits. The recent requests took a lot of time, and they will look to see if there are any ways to streamline it in the future.

12/11: Internal audit will be done by the first week of January.

1/10: Internal audit has been performed and will be distributed to the Committee for review.

1/10: Prepared final agenda and Committee 2023 accomplishments and 2024 Plans for winter conference in Columbus.

9 ADMINISTRATION

9.1 Advocacy Committee

2023 Objectives	Status
<p>Create a plan for national accreditation and systematic outreach to data users that will explain and promote the benefits of a quality management system</p>	<p>4/12: Outreach Plan and accompanying Implementation Plan approved and provided to Board in this Consent agenda.</p> <p>9/13: Committee plans to review activities towards accomplishing the Outreach Plan at its September 7 meeting.</p>
<p>Revise the “Introduction to TNI” to create a webinar for new members</p>	<p>2/6: Preliminary webinar presented in San Antonio; revisions underway.</p> <p>12/13: A new version has been completed or the Columbus meeting.</p>
<p>Monitor EPA/federal activities for opportunities to share TNI’s activities and promote national accreditation</p>	<p>2/6: Worked with PT Executive Committee and WET Expert Committee to review comments on EPA DMRQA program.</p> <p>12/13: EPA announced the availability of and is soliciting comment on proposed revisions to EPA’s document titled “Laboratory Quality System Requirements (LQSR) Revision 3.0” dated November 5, 2007, under the National Lead Laboratory Accreditation Program (NLLAP). The proposed revisions reflected in the draft document titled, “Laboratory Quality Standards for Recognition” (LQSR 4.0),” are intended to update and streamline the guidance by referencing existing laboratory standards already in practice by NLLAP participating laboratories and directly related to laboratory lead analysis, and to update the test and sampling method standards to better complement EPA’s lead-based paint program activities. The comment period ends 12/15/23.</p>
<p>Update the State of National Accreditation Report and deliver to EPA Environmental Methods Forum and non-NELAP state contacts</p>	<p>3/8: Will ask programs to update their sections of 2021 report. Committee members are asked to consider what new activities should be included (if any).</p> <p>4/12: Discussed potential additions to this report and have requested that executive committees focus their updates on progress towards a national program rather than just documenting TNI activities.</p>

6/14: Revision of 2021 State of National Accreditation Report is underway.

7/12: The 2023 update to the State of National Accreditation Report is approved and will be sent to EPA's Environmental Measurements Forum with copies to most EPA Office Directors, other EPA individuals, and all non-NELAP states. The focus of this year's update was progress made towards a true national program.

12/13: The report was sent to EPA's Environmental Measurements Forum (John Griggs) on December 4, and will be sent to non-NELAP states and other partners later in the month. Jerry will likely meet with Mr. Griggs later this month to discuss future activities.

1/10/24: Jerry will send this report to others – NELAP ABs, NGABs, non-NELAP states (where a contact can be identified) and related trade associations such as ACIL, APHL, and WEF.

Look for opportunities to add TNI Ambassadors for non-NELAP states

12/13: Three Ambassadors have resigned this year, so a search for additional volunteers for this role will be a 2024 focus for Advocacy.

1/10: At the January 4 meeting, a discussion of recruiting new Ambassadors led to a recommendation that Ambassadors be provided with state contacts and information to share with those contacts, as well as the related but independent need for TNI to seek and address possible ways for incorporating social media into all of our outreach programs, as younger professionals are more likely to respond through those channels.

Sustain

– organizing newsletter publication

11/8: Fall newsletter is in final stages of preparation; Sharon Mertens is the editor for this issue.

12/13: Fall newsletter was published on November 20, with Sharon Mertens as the editor for this issue.

– provide assistance to conference planning

8/9: Advocacy will meet on August 11 to review conference activities and plan for the fall newsletter.

- support for Small Laboratory Advocate role

Provide outreach (e.g., presentations and papers) to promote The NELAC Institute and TNI's programs

9/13: Executive Director has discussed Columbus conference planning at both the August and September meetings.

3/8: Reviewed draft final presentation for Clinisys user meeting in April and TCEQ Trade Fair in May on "Case Studies of Faulty Laboratory Data due to a Lack of a Strong Quality Management System." This presentation will form the basis for an Advocacy white paper later in spring.

4/12: Draft White Paper reviewed and close to being final. Will wait for feedback from attendees at TCEQ meeting in May before approving.

7/12: White paper from earlier presentation on "Case Studies of Faulty Laboratory Data Due to a Lack of a Strong Quality Management System" approved as final for presentation to the TNI Board. This document will be the basis of a presentation at a conference in Minneapolis.

8/11: Special session at Minneapolis, Ensuring Reliable Data, with 6 presentations from TNI Directors and staff. Jerry Parr and Judy Morgan gave a history of accreditation talk as part of the Assessment Forum and Jerry presented the Faulty Data presentation.

9/13: Jerry will be participating in the Oregon Environmental Laboratory Association meeting on September 28 and 29 and will present on NEFAP, Faulty Data, Credentials, and a Standards Update.

Paul Junio will attend the DoD EDQW meeting September 18-20 to hear about the changes to the DOD/DOD QSM. Paul will be at the Florida Society of Environmental Analysts meeting in early November to provide a standards update.

10/11: The white paper from earlier presentation on "Case Studies of Faulty Laboratory Data due to a Lack of a Strong Quality Management System" is undergoing minor revisions in order to gain approval from groups on the EMC. These edits will shift the focus from "TNI Standard" and "accreditation" to "having a quality management system in place" and are not expected to change the

value of the document itself. Once approved by Advocacy, it will be returned to the TNI Board for re-approval prior to further distribution. This document has already been the basis of several presentations.

12/13: Committee determined to continue adding future case studies to the white paper, "Case Studies of Faulty Laboratory Data due to a Lack of a Strong Quality Management System", as an appendix, as those incidents are identified.

12/13: A WET Committee member presented a paper on TNI's accreditation process to the Society for Environmental Chemistry and Toxicology (SETAC) meeting in Louisville, KY, on November 16. The presentation was well received and generated solid audience engagement, even on the final day of the conference.

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.

3/8: considered request for "retiree rate" for membership from a long-time member. The committee consensus was that TNI's membership cost is quite low and there is no justification for a reduced rate for retirees wishing to remain active.

11/8: No internal audit can be performed for this committee at this time, as the PA is unable to gain access to the appropriate checklist.

1/10/24: Draft of 2023 accomplishments and 2024 plans distributed to Chair and Vice Chair for review and approval.

9.2 Policy Committee

2023 Objectives	Status
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Continue to Review SOPs and Policies See Table below.

Policy/SOP No.	Description	Status
Policy 1-100	Creating or Revising General Policies for TNI	5/10 Board approved.
Policy 1-115	Use of TNI Presentations	5/10 Board saw no need to review.
SOP 1-101	Operation of TNI Committees	6/14 On agenda for Board review and approval. 9/13: Revised SOP on Board agenda for review and approval
SOP 1-102	Voting Rules for TNI Committees	6/14 On agenda for Board review and approval.
SOP 1-117	Continuing Education Units (7/2/21)	5/8 Tabled pending completion of SOPs 1-118 and 1-128 by Training Committee.
SOP 1-122	Advocacy Documents (11/3/22)	5/10 Board saw no need to review.
SOP 1-126	Roles and Responsibilities for TNI Ambassadors (11/3/22)	5/8 Policy review initiated on 4/21 but tabled until 1-102 is done. 6/14 Ready for Board review.
SOP 2-101	Expert Committee Operations (4/23/23)	6/14 Ready for Board review.
SOP 3-105	Standard Interpretation (4/27/23)	2/6: Reviewed second revision and sent back to LASEC. 6/14 Tabled until flow chart revised. 7/12: Additional revisions to flow chart underway. 9/13: Revised SOP on Board agenda for review.
SOP 3-114	Preparation and Approval of Implementation Guidance (IG) for the Laboratory Standards (4/27/23)	2/6 Reviewed and recommended changes sent back to the LASEC. 9/13: Revised SOP on Board agenda for review.
SOP 5-105	NEFAP EC Operations	7/12: Approved by Policy. Available for Board review
Policy 1-101	Conflict of Interest	7/12: Approved by Policy. Available for Board review.
Policy 1-102	Ethical Conduct of TNI Members	7/12: Approved by Policy. Available for Board review.
Policy 1-103	Use of TNI Symbols	9/13: Approved by Policy. Available for Board review. 9/13: This policy was sent back to committee so that the definition of symbol could be updated to match the removal of 'marks and the addition of badges among the considered items for symbols. 11/8: Policy revised and provided for the 11/8 Board call.
Policy 1-104	Management of Records	9/13: Approved by Policy. Available for Board review.

Policy 1-105	Creation and Use of Guidance	9/13: Approved by Policy. Available for Board review.
Policy 1-107	Membership Code of Ethics	9/13: Approved by Policy. Available for Board review. 9/13: This policy was sent back to committee so that the definition of symbol could be updated to match the revised wording in POL 1-103. 11/8: Policy revised and provided for the 11/8 Board call.
Policy 1-109	Whistleblower Protection	11/8: Policy provided for the 11/8 Board call.
Policy 1-110	Open Meetings	11/8: Policy provided for the 11/8 Board call. 11/8:
Policy 1-108	Complaints	11/8: Policy provided for the 11/8 Board call.
Policy 1-122	Determining Stakeholder Category of Committee Members	11/8: Policy provided for the 11/8 Board call.
Policy 1-124	Corporate Governance	11/8: Policy provided for the 11/8 Board call.
Policy 1-123	Literature at TNI Meetings	11/8: Policy provided for the 11/8 Board call.
Policy 1-125	The NELAC Institute Code of Ethics	11/8: Policy provided for the 11/8 Board call.
Policy 1-126	Attendance at Board meetings	11/8: Policy provided for the 11/8 Board call.
SOP 3-105	Standard Interpretation	11/8: SOP provided for the 11/8 Board call.
SOP 3-100	NELAP Operations	11/8: SOP provided for the 11/8 Board call.
SOP 4-107	FoPT Table Management	11/8: SOP provided for the 11/8 Board call.
SOP 2-100	Procedures Governing Standard Development	12/13: Policy initiated a review of this SOP but the CSDP has now taken it back to committee for further editing.
Policy 1-116	TNI Training Courses	1/10: Policy provided for Board review.
Policy 1-129	Expected Conduct of TNI Members	1/10: Policy provided for Board review.
SOP 1-101	Operation of TNI Committees	1/10: SOP provided for Board review.
SOP 1-110	Educational Delivery System	1/10: SOP provided for Board review.
SOP 7-100	Evaluation of NGABS Accrediting Laboratories	1/10: SOP provided for Board review.
SOP 7-101	Evaluation of ABS Accrediting FSMOs or PT Providers	1/10: SOP provided for Board review.

Review committee Charters

6/14: Revised LASEC Charter ready for Board review.

4/12: Credentials Charter reviewed and approved.

6/14: Revised Advocacy charter ready for Board review.

Begin Maintaining Glossary

Draft SOP (1-129) discussed on 7/7. Glossary now available for Policy to review.

Ensure all committees complete an internal audit and summarize the findings	2/6: Checklists finalized and being provided to William for posting on TNI Management.
Other Activities	12/13: Due to a recent issue, Policy has decided to create a “Simplified Robert’s Rules of Order” for committees to use. 1/10: Simplified RROR will be presented at Columbus and a copy provided to the Board.
Administrative Activities	2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report. 9/13: Susan Jackson replaced Eric Davis as the representative from PTPEC. 10/11: Jerry has taken on the role of PA for this committee and Ilona has joined as a voting member.

9.3 Credentials Committee

Note: With the formation of this committee in May 2023, Information from the previous Competency Task Force was moved here and the other sections renumbered.

2023 Objectivities	Status
Transform Task Force into a Committee and undertake pilot credentialing program for Quality Manager role, in accordance with approved business plan	<p>2/6: Plan presented to public at San Antonio meeting and minor changes made.</p> <p>3/8: Finalized the details of badge and credential requirements. Development of exam questions will begin once approval is obtained.</p> <p>4/12: Formal proposal for approval to initiate this credentialing effort at the April Board meeting.</p> <p>5/10: Presented formal proposal for approval to initiate this credentialing at the April Board meeting; the Task Force and Jerry updated the business plan to address several issues raised in the April discussion. The discussion and hopefully, approval will continue at the May Board meeting, and the transformation of the Task Force to a standing committee will be authorized in accordance with the proposed draft Charter.</p> <p>6/14: The Credentials Committee is now operational. The NELAP AC has been</p>

asked for additional AB stakeholder members; other stakeholders are also invited to apply for membership.

7/12: Committee is reviewing a draft Credentials Handbook that will explain the application and exam processes as well as fees. It will cover the Quality Manager credential initiative but be general enough to apply to future additional credentials, with role-specific details for those being presented in separate documents (as with the QM KSA document).

8/9: Committee has considered details of a proposed addition to the structure of software being created to support the credentials process, as one of the digital badges (QC Specialist) will need five versions, one for each of the five technical modules. TNI's webmaster is creating this software and devised a clever approach to address this new requirement, which the committee wholeheartedly approved.

9/13: Review of the draft Credentials Handbook is underway; this handbook will apply to the Quality Manager and all future badging and credentialing options.

9/13: Exam questions for the QM "Experience and Education" test (the "full credential) are nearly complete. The questions and answers will be imported into the credentials software once they are vetted by the three experienced trainers who have volunteered – Silky Labie, Marlene Moore and Tony Francis.

9/13: Jerry has asked the Chairs of Asbestos, Microbiology, Radiochemistry and WET to develop questions for those modules.

10/11: Review of the draft Credentials Handbook continues. This handbook will apply to the Quality Manager and all future badging and credentialing options.

10/11: Exam questions for all digital badges (and thus for the QM "Experience and Education" test) are complete and have been provided to the three experienced trainers who have

volunteered to review them – Silky Labie, Marlene Moore and Tony Francis. Additional questions for the QC digital badge (which will be module specific) are being developed by the relevant expert committees.

12/13: Unless obstacles to launch of this activity are identified during the conference session in Columbus, it seems likely that the digital badging program will be operational before spring arrives.

Select the next roles for potential credentialing

Coordinate with TNI Training Committee in developing courses

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.

11/8: No internal audit will be performed for this committee due to its very recent creation (after checklists were finalized).

12/13: Completed review and approval of the Credentials Handbook. This handbook will apply to the Quality Manager and all future badging and credentialing options.

1/10: Draft of 2023 accomplishments and 2024 plans distributed to Chair and Vice Chair for review and approval.

9.4 Information Technology Committee

2023 Objectives	Status
Continue to support the website and LAMS	<p>3/6: Transfer of LAMS administration from Dan Hickman to Paul Junio and William Daystrom completed on schedule.</p> <p>11/8: William Daystrom completed an “Attestation Statement” for the generic application to allow Kansas to use the application.</p>
Continue to support the Mentor initiative	

Develop tools needed to support the credential initiative

2/6: William Daystrom has agreed to build the on-line tools needed to support this effort.

6/14: William has completed the following items:

- New user signup and maintenance (with email verification and a way for users to maintain their contact information)
- Digital badge ordering (choose a badge, select payment, identify courses previously taken)
- Payment processing (uses Authorize.Net for credit cards as usual)
- Forms to create and update digital badge descriptions and associated data
- Forms to create question pools for quizzes (each quiz generated with random selection of questions for each user's quiz)
- Quiz generation, timing, and automated scoring
- User history (courses/quizzes/badges taken)
- Notification of user sign-ups and purchases

William is working on:

- Purchase of new training webcast toward digital badge requirement
- Certificate (PDF) generation
- Digital badge image server (for unique badge URL so that badges can be authenticated/expired/renewed as needed)
- Notification of quiz results and badge awards
- Review for website security
- A multitude of lesser details

Expand LAMS into non-NELAP states

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives and a LAMS report for Annual Report.

11/8: Internal Audit completed with one finding; the committee does not have a vice-chair.

9.5 Training Committee

2023 Objectives	Status
Continue Linked-In presence	
Work with Competency Task Force to develop Credentialing Program	<p>4/11: The Committee has started work on an SOP on how to develop and administer tests.</p> <p>7/10: An announcement was distributed with new courses planned through September and notification of new Webcasts now available on the TNI website.</p> <p>10/9: Working on how to provide feedback to test takers that fail the credentialing exam. Jerry will coordinate language with the Credentialing Committee and then the SOP should be ready to finalize in the October meeting.</p>
Prepare an SOP for developing exams	<p>8/9: A list of considerations to develop this SOP were reviewed at the conference in Minneapolis. Comments will be incorporated, and Jerry will represent the Credentialing Committee on this workgroup to merge work done by both Training and Credentialing.</p> <p>10/9: Working on how to provide feedback to test takers that fail the credentialing exam. Jerry will coordinate language with the Credentialing Committee and then the SOP should be ready to finalize in the October meeting.</p> <p>11/8: SOP 1-129 (Development of Tests and Examinations) has been completed and is now out for email vote. The SOP should be sent to Policy this month.</p> <p>12/13: SOP 1-129 (Development of Tests and Examinations) was completed and sent to the Policy Committee. TNI received a complaint related to test taking integrity and decided to update the SOP further to include language to help deter test taking fraud. This language was approved by the Committee (now revision 1). The new requirements include an Attendee Statement of Understanding. Instructors can also include a statement about test/exam requirements. Jerry will be</p>

working with William to have course attendees agree to the Statement when registering for the class.

1/10: SOP provided to the Policy Committee.

Look for opportunities to collaborate with other training providers

Continue to develop ideas for training courses

2/6: RFPs in development for:
– Quality Control for Field Activities
– Risk Based Assessment Principles - ISO/IEC 17011
– Managing a Data Integrity Investigation

3/6: Course on the 2023 proposed MUR in development.

4/11: The due date for responses to the RFP is April 15, 2023. We have received 2 submissions to date.

6/14: Dates are being finalized and an email announcement for the new courses will be distributed this week.

8/9: A new field-related course will be offered in October. NEFAP: Quality for Field Operations.

9/13: An announcement was distributed on September 5 with links to the new Field Quality class scheduled to start 10/13/23.

Expand use of technology to administer, automatically grade tests, and provide certificates

Prepare and issue RFPs to meet Credentialing needs

2/6: RFPs in development for:
– Managing the Accreditation Process: Laboratories
– Customer Service: It is More than Reporting Results
– Policies and Procedures Needed for a NELAP Laboratory
– Method Selection, Validation and Demonstration of Capabilities (for each Module)

3/6: RFP is complete and will be distributed this week.

6/14: Dates are being finalized and an email announcement for the new courses will be distributed this week.

Complete Training Course SOP (1-128) and then update training course descriptions to be consistent and to include applicable digital badges

10/11: The Workgroup is working on 5 possible classes to include in the RFP.

12/13: Six (6) courses will be included in the new RFP that will go out early January.

1/10: Still on schedule for RFP to go out in January. Met with Dorothy Love to discuss a possible Back to Basics for Analysts series. Will start with general lab skills class and a documentation skills class. Details will be developed tomorrow.

2/6: Input was gathered in San Antonio to work on this SOP.

4/11: The SOP will be reviewed during the April Training meeting.

6/14: The Committee did not meet in May, but Calista, Elizabeth Turner and Ilona are working on SOP 1-128 for distribution before the June meeting.

7/12: SOP was updated and sent for comment to the Committee. Two comments were submitted for update, so it will be finalized by email vote and submitted to the Policy Committee for finalization.

8/9: It was decided to review the Catalog template during the conference in Minneapolis:

- People would like to know badges related to classes when reviewing the table of contents.
- Consider adding course testimonials.
- Consider evaluating courses as beginner, intermediate or advanced. Add to trainer application.
- Make sure class catalog can be filtered.

SOP 1-128 will be updated based on this information.

9/13: The Committee reviewed SOP 1-128 and further updates are needed.

10/11: Calista Daigle, Elizabeth Turner, and Ilona will work to incorporate needed changes since there was not enough time during the September meeting. The

SOP will be available for final review at the October meeting.

11/8: The SOP has been submitted for email vote, so a final copy should be submitted to the Policy Committee this month. The Committee also reviewed updates to SOP 1-110 (Educational Delivery System) and SOP 1-117 (CEUs) that were presented by staff to ensure consistency with new training course content and test/exam development SOPs finished up this month. These SOPs are being voted on by email and should also be sent to Policy this month.

1/10: SOPs 1-110, 1-117 and 1-128 were submitted to the Policy Committee for review and finalization.

Review training to ensure it is not obsolete

Ongoing.

Develop Course Catalog

2/6: Format should be finalized during the February meeting.

3/6: Work still in progress.

5/10: Jerry prepared a draft catalogue that is being reviewed.

6/14: The format will be finalized with the completion of SOP 1-128.

9/13: Focus on Training Catalog will be to make it more user friendly on the TNI website with search features and the ability print pages as needed.

11/8: Decision made to keep the "course catalog" as an on-line system, comparable to the current system, but with a search tool.

12/13: Jerry has been working with William on implementation of the catalog. All of the information for uploading into the database needed to be in an Excel spreadsheet. Information like pre-requisites, special exams, agendas, etc. will be in the Other field in the spreadsheet. Good progress is being made.

Post Webcast for how to complete training application to teach courses

9/11: Webinar conversions to webcasts are being worked on by William and will

	added to flyer planned for distribution next week. Training certificates for summer courses are current.
	10/9: Webcasts were posted.
Offer and market training courses	4/12: Basic Assessor Training – 20 Attendees
	EPA Proposed Regulations – 38 Individuals and 11 Groups
	5/10: Understanding Microbiology – In Progress
	Basic Assessor Training – September
Administrative Activities	2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.
	6/14: The Training Committee is soliciting associate members to become voting members to bring the Committee back up to full membership.
	7/10: 4 associates were discussed for voting membership. One updated resume is needed and then the Committee will finalize their membership by email.
	8/7: Three new voting members were added to the Committee: Wanda Harney, Melanie Ross, and Elizabeth Turner.
	1/10: The Committee will be updating their Charter to add the Mentor Session and Assessor Forum. This will take effect after the Columbus, OH meeting.
	1/10: Prepared final agenda and Committee 2023 accomplishments and 2024 Plans for winter conference in Columbus, OH.

9.6 Forum on Environmental Accreditation

The 2023 Forum was held from January 9-12, 2023 in San Antonio, TX. We had 211 attendees with 20 participating virtually. The Forum featured 2 training courses, 10 TNI committee meetings, the Annual Report, a special Field Sampling session, a panel session by Non-Governmental Accreditation Bodies, and a special session on the credential effort.

The 2024 Forum will be held in Columbus, OH from January 22-25, 2024.

- The decision was made not to send any documents by USPS mail.
- Preliminary schedule provided to committee chairs as shown below.
- RFP issued for training courses.
- Exhibit program will open on September 15 and attendee registration on October 16.
- Email marketing campaign to begin October 17.
- Preliminary budget established.
- The LAB and Credentials meetings have been flipped to give Credentials more time.

Time	Monday: 1/22	Tuesday: 1/23	Wednesday: 1/24	Thursday: 1/25
8-12 AM	General Session 8:00 Welcome new Attendees 9:00 Annual Meeting	- Assessment Forum - Training/ LAB - SLAG/Committee Operations	- Credentials - FAC - Quality Systems	Training Courses TNI Staff mtg
12-1	Lunch on Own (11:30 – 1:00)	Lunch Provided	Lunch Provided	
1-5 PM	- PT Executive/Expert - WET - Mentor Session	- Chemistry - NELAP/LASEC - Radiochem/NEFAP	- Quality Systems - Microbiology - Advocacy 4:15 Committee Reports	
Evening	Reception		Committee member reception	

9/13: A Request for Proposal was issued for the 2025 meeting.

10/11: From the 5 proposals received it appears Jacksonville, FL will be the location for winter 2025. A contract should be finalized in the next 2 weeks.

10/11: Registration is now open at: <https://www.nelac-institute.org/forum/2024-winter/>

Consistent with the decision made in September for EMS 2025, no USPS mailed materials will be done. All marketing will be through the website or by email.

11/8: The 2025 Forum will be in Jacksonville, FL from February 3-6, 2025.

13 organizations have signed up as exhibitors and 24 individuals have registered so far for the 2024 meeting. As shown in the revised schedule above and discussed more in section 2.0 of the Consent Agenda, the NGAB originally scheduled for Tuesday will be changed to a special session focusing on improving TNI committee operations.

12/13: Registration is currently at 81 attendees and 15 exhibitors. The deadline for early registration is December 29. The hotel pickup is 468 of 760 room nights. The contract requires a minimum of 532 which would equal 20 individuals at 3 nights each.

1/10: Registration is currently at 159 attendees including 15 exhibitors with about 10 of these attending remotely. The hotel pickup is 522 of 760 room nights. The contract requires a minimum of 532 room nights.

9.7 Environmental Measurement Symposium

8/9: The 2023 Symposium was held in Minneapolis, MN from July 31-August 3. We ended up with 524 attendees, up from 487 in 2022, but short of our record 619 in 2019.

9/13: Work has begun on the 2024 Symposium to be held in Garden Grove, CA from August 5-9.

- The hotel rooms block was increased by 10%.
- The decision was made not to send any documents by USPS mail.

A Request for Proposal was issued for the 2025 meeting.

10/11: From the 5 proposals received it appears St. Louis, MO will be the location for summer 2025. A contract should be finalized in the next 2 weeks.

11/8: The 2025 Symposium will be in St. Louis, MO from August 4-8, 2025. Exhibit registration for the 2024 Symposium opened on October 17 and 7 organizations, including 3 lunch and meeting sponsor, have signed up. The Call for Abstracts for the NEMC portion of the 2024 Symposium is now open.

9.8 NGAB

10. TASK FORCES AND OTHER EFFORTS

10.1 Consumables Task Force

2023 Objectives	Status
Finalize the decision tree and certificates documents	2/6: Based upon various concerns expressed to the Task Force, the focus of attaining the Task Force mission may shift from laboratories to a combination of vendors and laboratories. Both documents are in the final stages of preparation and review but may require modification based on potential change of focus.
Test the guidance with selected stakeholder groups	2/6: Accomplished with laboratories; require vendor inputs. 3/6: Laboratory and vendor comments/suggestions are being incorporated in revised focus of the Task Force.
Develop implementation tools for laboratory	3/6: Development will include guidance for laboratories and vendors.

Prepare guidance document and/or standards module

2/6: Decision on Guidance versus a Volume as a part of the Environmental Standard not yet complete.

6/14: The proposed requirements of the certificates are being reviewed and simplified while still remaining compliant with ISO Guide 34. CTF is also working with the QMS Expert Committee to assist in language development regarding procurement and related topics currently in Module 2.

7/12: The CTF has finalized the Decision Tree spreadsheet for Supplies and has a proposed final draft of the Services tab which will likely be approved at the August meeting.

8/9 The draft checklist for supplies and chemicals certificates of authenticity has been approved by the committee but is still open to additional comment. The draft checklist for services certificates of authenticity has been provided to Task Force members and should be approved during the September meeting. The Task Force will then seek additional comment and/or suggestions from the TNI community prior to efforts to develop the guidance document.

10/11 The draft checklist for services certificates of authenticity was provided to Task Force members and essentially finalized, with minor changes during the September meeting.

10/11: The Task Force will then seek additional comment and/or suggestions from the TNI community, particularly the Quality Management Systems Expert Committee, prior to efforts to develop the guidance document.

11/8: The Task Force determined that a Guidance Document consistent with SOP 1-105 will be prepared. Policy Committee form proposing said Guidance Document is being prepared.

11/8: Presently the Task Force is preparing a detailed outline of the Guidance Document and defining the approach to addressing the issues at hand and developing the strategy

needed to gain laboratory and accrediting body acceptance.

11/8: Upon preparation of the draft Guidance document, the Task Force will seek additional comment and/or suggestions from the TNI community, particularly the Quality Management Systems Expert Committee, prior to efforts to finalize the document.

12/13: The Task Force continues to prepare a detailed outline of the Guidance Document and to define the approach to addressing the issues at hand and developing the strategy needed to gain laboratory and accrediting body acceptance.

12/13: A proposal is being prepared for submittal to the Policy Committee for authorization to proceed with the Guidance Document.

12/13: Upon preparation of the draft Guidance document, the Task Force will seek additional comment and/or suggestions from the TNI community, particularly the Quality Management Systems Expert Committee, prior to efforts to finalize the document.

1/10 Task Force did not meet in December due to conflicts with holidays schedules. The Task Force is also not scheduled to meet again until February due to the January TNI Winter Meeting. Work assignments to Task Force members should be continuing during the interim.

Administrative Activities

2/6: Provided 2022 accomplishments and 2023 objectives for Annual Report.

4/12: New members have volunteered for the Task Force and progress toward re-focus of efforts being outlined and strategized for continued development.

8/9 Additional stakeholder interest has been realized and is welcomed by the committee.

10.2 Feedback Task Force

The Ombudsman Task Force appointed at the September Board meeting met on September 29. Participants reviewed summaries of past discussions and determined that actual data was needed before TNI takes any action to create such a role. A proposal for a survey of TNI membership to gather information to guide any decision is being presented to the Board. The purpose of this survey will be to confirm (or invalidate) the hypothesis that numerous complaints are not being raised through pathways that could provide resolution, as anecdotal evidence suggests.

11/8: The group decided not to pre-judge that an ombudsman would be established and renamed itself as the TNI Feedback Task Force. At the November 3 meeting, participants began creating the survey of TNI membership and non-member NELAP-accredited laboratories.

12/13: The group continues to explore the appropriate tool for conducting the survey, and is crafting the questions that will comprise it. Advice will be sought from outside of the volunteer group about appropriate issues to address for FSMOs.

1/10/24: The Task Force will meet again on January 12 to finalize survey questions and decide on a vehicle for the survey itself.

10.3 Environmental Monitoring Coalition

10.2.1 2023 Proposed Method Update Rule

5/8 The EMC submitted comments related to EPA not approving methods from ASTM and Standard Methods for TKN and commending EPA for continuing to update to the most recent methods.

10.2.2 2023 Proposed Rule for PFAS in Drinking Water

5/8 The EMC has prepared draft comments that will be finalized in their May call and submitted by the 5/30 deadline. The comments focus on MDL/LOQ/PQL/etc. issues and the differences between methods 537.1 and 533.

6/14: The EMC submitted comments related to EPA 2023 Proposed Rule for PFAS in Drinking Water. The comments were provided separately.

10.2.3 EPA Proposes Ban on Methylene Chloride to Protect Public Health

EPA has proposed a ban on methylene chloride. The proposed rule would rapidly phase down manufacturing, processing, and distribution of methylene chloride for all consumer uses and most industrial and commercial uses. For most of the uses of methylene chloride that EPA is proposing to prohibit, EPA's analysis found that alternative products with similar costs and efficacy to methylene chloride products are generally available. Testing laboratories would be able to use if they implement a Workplace Chemical Protection Program which would involve an Existing Chemical Exposure Limit (ECEL) of 8 mg/m³ which would require testing and analysis of a "breathing zone sample." The rule would also require dermal protection by the wearing of appropriate gloves. Comments are due July 3. <https://www.govinfo.gov/content/pkg/FR-2023-05-03/pdf/2023-09184.pdf>

6/14: ACIL is drafting comments which EMC will likely endorse.

7/12: EMC provided comments. These comments are being provided to the Board. The ACIL comments included comments about workplace exposure that EMC deleted as APHL objected. The EMC comment included language requesting laboratories to be able to use methods without EPA approval. ACIL objected to this language so it was also deleted.

10.2.4 Support of TNI White Paper on the Value of Accreditation

8/9: The TNI White Paper was supplied to the coalition with a request for endorsement. Both APHL and WEF objected to supporting TNI accreditation but did accept the value of a Quality Management System. Stacie Crandall volunteered to assist with crafting new language for the Coalition to consider.

10.2.5 Replacing Methylene Chloride in EPA Methods

11/8: Based on a proposed EPA rule (See 10.2.3 above), EMC is considering a pilot study working with ASTM to provide an alternate test procedure to EPA Method 608.3. A draft ASTM method using GC/MS/MS already exists that could be used. EMC reviewed a conceptual study plan in their November call to determine the feasibility of this endeavor and decided to move forward with this effort.

11. MEMBERSHIP

- 1142 active members

11.1 Committee Applications

First	Last	Organization	Interest	Committee
Scott	Haas	Environmental Testing, Inc. / Consultant	Voting	NEFAP EC
Paul	Bergeron	Louisiana DEQ	Voting	Field Activities
Tanna	Hartington	Oklahoma DEQ	Associate	Chemistry
Arianna	Krueger	Coastal Bioanalysts Inc.	Associate	Whole Effluent Toxicity (WET)
Tracey	Varvel	SPL, Inc - Kilgore	Associate	Chemistry

11.2 New and Renewed Members:

- 51 New and Renewed memberships in December, 2023

11.3 Expired Memberships

- Of the 23 expired memberships from November, 7 renewed or requested an invoice after contact. Emails were sent to December expired members on January 4, 2024.
- 39 Memberships Expired in December.

11.4 California Rule-Making Memberships

- Due to how the expiration dates were recorded in the TNI database, those members who had memberships in the 'Access for Rule-Making Review' category were not being notified if their actual membership had expired. We've modified the process to track those dates. 3 members expired in December (one renewed; two addresses were no longer recognized). 1 member will be expiring in January. Notices are sent with the expiring member emails.

First	Last	Organization	Outcome
Marlyn	Stasiak	City of Los Angeles DWP	Renewal in process
Dan	Vickers	Frontier Analytical Laboratory	Address not found
Matthew	Golub	Environmental Hazards Services, LLC	Address not found
Jack	Rosenburg	Jacobs	

11.5 Free Access to TNI Standard

These are individuals who registered to view an unlicensed copy of the standard. It is view only with no ability to do download.

Lance	Lewy	Simi Valley Sanitation	Simi Valley	CA
Sasha	Gill-Ijunghammer	LA Standards Division	Los Angeles	CA
Lindsay	Darjany	Moore Institute for Plastic Pollution Research	Long Beach	CA

Note: There are now 365 individuals who have taken advantage of this option, with 340 from California. Since their initial download, all but 147 have since purchased the standard. On January 4, 2024, an email was sent to all the remaining individuals in California notifying them they no longer have access as the new California regulation will be in effect and all laboratories are now required to have a licensed copy.