

# TNI Board of Directors Meeting Summary

## April 9, 2025

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### ROLL CALL

Directors	Present	Staff	Present
Jordan Adelson	X	Lynn Bradley	X
Aaren Alger	X	Paul Junio	X
Steve Arms	X	Jerry Parr	X
Justin Brown		Ilona Taunton	X
Kristin Brown	X	Janice Wlodarski	X
Robin Cook	X	Bob Wyeth	X
Maria Friedman			
Susan Jackson	X		
Jessica Jensen			
William Lipps			
Harold Longbaugh	X		
Judy Morgan			
Prem Parmar	X		
Patsy Root			
Nick Slawson			
Valerie Slaven	X		
Alfredo Sotomayor	X		
Tracy Szerszen	X		
Alyssa Wingard			
<b>Past Chair</b>			
Sharon Mertens	X		

### AGENDA

#### 1.0 Review of Agenda and Consent Agenda

Agenda Approved: 4/9/2025

Consent Agenda Approved: 4/9/2025

#### 2.0 Changes in the Board and TNI Staff

On March 24, Lem Walker tendered his resignation from the Board stating:

*I am writing to share that, due to changes in my work responsibilities and competing priorities, I will need to step down from serving on TNI's Board of Directors. It has been wonderful experience. Please share this with the other directors. I will miss the monthly meetings, just as I miss Jack Farrell's liveliness, of course, with that massive cigar. (smile) I pray he rests in peace.*

*Life goes by too quickly. So, laugh, love, and try new things. Forgive, forget, and don't hold grudges. Choose to be HAPPY!*

*All the best!*

*Lem*

Jerry talked briefly with Lara Phelps and they both agreed that it would be best to not pursue a new individual from EPA at this time.

On March 14, Stacie Crandall tendered her resignation from TNI for personal reasons. Ilona will be taking over her duties on the PT Executive Committee and Jerry will step back in for meeting planning.

### **3.0 Potential Shift in Priorities for the Advocacy Committee**

During the Advocacy call on April 3, the committee discussed how the changes in EPA and many State agencies could provide an opportunity to address the objective in Section 1.2.7 of the Strategic Plan, specifically:

- Advocate key decision makers to establish a mandate for national accreditation based on the TNI standard for all media and all laboratories.
  - Explore the feasibility of consolidating two-tier programs in NELAP states.
  - Work with NELAP ABs to require accreditation for all laboratories.
  - Work with EPA OGWDW to amend Part 142 to allow for NGABs.
  - Work with non-NELAP states to encourage them to become an AB or drop their program and rely on TNI.

#### *Discussion:*

Committee met last week. One of the items we've been looking at was related to a presentation that Jerry gave a couple of times. In that presentation, he put forth these items (above) regarding how things that we might do a little differently to try to address the latest vision for TNI. The way things have panned out we thought we might need to change how we are approaching these things.

What kind of mechanisms is the advocacy committee thinking about handling this? We already have the white paper. Should we convince ABs to shut down their programs and rely on other organizations to do the accreditations?

There is some reluctance to work with non-NELAP states to encourage them to become ABs or to drop their programs. We, as an organization, can barely keep up with what we're doing. Also, the reality of consolidating 2-tier programs is not feasible. We may be better to find out what to do to bring new states in rather than pushing other states out. She's concerned that states would react to the idea of eliminating their state program by closing down the NELAP program instead. It would be better to find out what it would actually take to bring new states in. There may be complexities in the Standard that may be keeping states out, that do not bring value to small laboratories without a large amount of education.

If we wanted to bring states in, we would have to think about what the complication factor is.

### **4.0 2025-2030 Draft Strategic Plan**

The Board started reviewing the plan and got through Goal 1.2.

## 5.0 Advertising in the TNI Newsletter

A vendor approached TNI about the possibility of having an ad in the newsletter. TNI already allows anyone to become a Corporate Sponsor and get their logo shown with a link to their website on one of the rotating photographs on the home page as shown below.



The Advocacy committee discussed this issue and had no objections, but felt the Board should decide. The committee also recommended that if the Board approves the concept, the Finance Committee should work out pricing details. The committee also believes that if this goes forward, it should be open to anyone, not just vendors, but also consultants, laboratories, etc.

**Motion to endorse the concept of allowing advertising in the newsletter and assign the financial committee to sort the details.**

**Motion to Endorse:** Steve Arms

**Second:** Aaren Alger

**Approved:** Unanimous

## 6.0 Review of Policy 3-102, Relationship of NELAP AB Certificates of Recognition and the NELAP Evaluation Process

Minor changes were made as part of a 5-year review, including:

- Revise evaluation schedule so that each AB's evaluation begins three years after the site report of the previous evaluation was delivered to the AB.
- Changed future to present tense;
- Editorial changes to section V with no change in intent.

This SOP was approved tacitly by the Board.

# CONSENT AGENDA

## Approved 4/9/2025

**1.0 Approval of January Minutes**

**2.0 Quarterly SIR Update**

### SUMMARY

SIR Category	#
Total number received (All time)	514
Total number received (January – March, 2025)	8
Number unresolved	4

SIR #	Date	Subject	Status
425	1/15/22	<p>A previous SIR dated 12/11/19 clarified the requirement for sterility checks to be performed by each location using the materials. "The laboratory location using the materials is responsible for performing the sterility check. Using the example provided, each sister laboratory is required to perform their own sterility check. A sterility check does not need to be performed until the items are received in their final location of use."</p> <p>Does the same apply for media checks appearing in 1.7.3.1.b.i? In other words, must EACH LABORATORY LOCATION using the same lot of media perform the performance checks defined in 1.7.3.1.b.i?</p>	Consensus response cannot be attained. The SIR has been administratively withdrawn. The proposed revision to Module 5 will address this request
427	2/7/22	<p>V1M4: 1.7.1.1.k.ii.a states, "Measurement of the Relative Error: This calculation shall be performed for 2 calibration levels: the standard at or near the mid-point of the initial calibration and the standard at the lowest level."</p> <p>Question: What is the correct determination of what "near the mid-point of the initial calibration" means? Does this mean it is half-way between the lowest concentration and highest concentration standards? Does it mean that it is one of the middle calibration points? For example: ICAL standards of 0.5, 1, 5, 10, 25, 50, 100 ug/L. What is "near the mid-point" in this example? Do we use 50, because it's the concentration that is half-way between the highest and lowest ICAL concentrations or can we use 5 or 10 or 25 because it's one of the concentrations at the middle of our calibration points?</p>	Chemistry responded 12/4/24; no change
494	8/1/24	Please clarify if the requirement to test each pre-prepared, ready-to-use lot of medium and each batch of medium prepared in the laboratory is with a mix of pure positive culture controls, which would be the equivalent to a raw sewerage sample, or if the test is with a pure positive controls conducted separately for each culture.	Response posted to TNI website 1/27/25
499	9/12/24	<p>Do preservatives need to be included in method blanks and associated laboratory fortified samples?</p> <p>For further information to consider, please note the following:</p> <p>The definition of Laboratory Fortified Sample (however named) in the TNI Standard is - A sample matrix, free from the analytes of interest, spiked with verified known amounts of analytes or a material containing known and verified amounts of analytes and taken through all sample preparation and analytical steps of the procedure unless otherwise noted in a reference method. It is generally used to</p>	Chemistry responded 11/16/24; no change

		<p>establish intra-laboratory or analyst specific precision and bias or to assess the performance of all or a portion of the measurement system.</p> <p>Analytical methods have separate sections that outline the requirements for sample preparation and analysis, and those sections are separate from those that discuss sample preservation. In terms of specific methods, EPA 524.2 requires that the LFB be preserved (see Section 7.8.2). EPA 624.1 doesn't address preservation in its preparation of a QC Check sample (see Section 8.4.1). Neither SW846-8260D, 8000C, nor 5000 address preservation of the LCS. If the LCS were required to be preserved, it would be noted as in EPA 524.2.</p>	
504	11/19/24	<p>This section requires that disposable or single-use volumetric equipment shall be verified once per lot, prior to or in conjunction with first use.</p> <p>Is it acceptable to perform this verification at one location of a network laboratory, and share that verification documentation among its laboratories, providing the required documentation of verification to any network laboratory that uses the lot in question?</p>	Posted to NELAP AC Voting 3/11/25

7 SIRs were received that were ruled to not be SIRs.

### 3.0 New York ELAP to Terminate PT Program

On March 17, TNI received the following announcement:

The New York State (NYS) Department of Health's (DOH's) Environmental Proficiency Testing (PT) Program will discontinue providing samples for all Chemistry and Bacteriology TNI/NELAP fields of accreditation, effective December 31, 2025. The Asbestos PT Program will continue for all parameters currently offered.

The announcement included an attachment that was sent to all accredited laboratories which included this language:

The NYS DOH Environmental Laboratory Approval Program (ELAP) will still require PT results to be submitted for both initial and continuing accreditation for the Chemistry and Bacteriology TNI/NELAP fields of proficiency testing. Laboratories must establish an account, purchase, participate and report PT samples to ELAP from another TNI-accredited PT Provider. A list of other providers and their contact information can be found on this webpage: <https://nelac-institute.org/content/NEPTP/ptproviders.php>

### 4.0 TNI to Join Class Action Lawsuit Against the District of Columbia

TNI received a letter from a law firm inviting us to join a class action lawsuit against the District of Columbia to collect taxes paid at any meetings we had there after 2016. In that time frame, we only had one, the 2017 Environmental Measurement symposium where we paid \$17,383 in taxes.

The basis of the suit had to do with 50(c)3 organizations that had to pay taxes if they did not have an office in DC while other similar organizations that had offices did not. The suit has been settled for the plaintiff. A hearing is set for July 29 to complete the claims process. The Court will award a fee to the law firm independent of the tax refund so TNI should receive the full amount paid. More information can be found at <https://dctaxrefundclassaction.com>.

### 5.0 CONSENSUS STANDARDS DEVELOPMENT PROGRAM

## 5.1 Consensus Standard Development Program Executive Committee

2025 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	4/9: Reviewed FSMO V1 and began balloting CSDP approval.
Ensure technical assistance, guidance documents, checklists, and other tools are developed to facilitate the implantation of all Standards.	
Provide opportunities for stakeholder involvement throughout the development process and assist Expert Committees in dissemination of pertinent information and responses to comments.	
Submit one of the revised Modules (including the entire Development Process) to ANSI to finalize TNI's re-accreditation.	
Continue the Standards revision process, including assuring a 'big picture' review prior to any Module becoming final	
Facilitate the discussions in the Analytical Discipline workgroup regarding internal audits and technical specialists.	1/8 Report of recommendations on Analytical Disciplines and approach to Tech Specialist prepared/approved by Executive Committee. See Board agenda item 2.
	4/9 Sought guidance on KSA criteria from Credentials committee.
Administrative Activities	1/8 Approved third term for PTEC committee member. The Chairs, Paul Junio and PA plan to review membership, review open action items, and look at 2024 accomplishments and 2025 goals to plan the first 2025 Committee meeting and prepare slides for the meetings in Jacksonville.  4/9 Welcomed Carol Gebhart to EC as Chair of PTEC.

## 5.2 Asbestos Testing Expert Committee

2025 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.	3/12: Discussed reopening of Module 3 to address Technical Specialist requirements as § 4 of the standard.
Seek American National Standard status from ANSI and pursue adoption of Module 3 in NELAP.	
Serve as a technical resource regarding AT to TNI members and other interested parties.	
Develop technical assistance, guidance documents, checklists, and other tools as needed to facilitate the implantation of the new Standard.	
Develop questions and training to assist the credentials efforts.	

Participate on the Analytical Discipline workgroup.

Administrative Activities

1/8: Robert Hecker, NYSDoH elected as new Chair of committee.

3/12: Introduced new members and finalized 2025 Roster. Elected Kathleen Bartley as Vice-Chair. Committee remains balanced with 3 AB, 4 Lab and 1 Other. One new Associate joining the ATEC.

4/9: One new Associate member has joined the ATEC.

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### 5.3 Chemistry Expert Committee

2025 Objectives	Status
Finalize revision to V1M4.	1/8: CEC has not yet met since the previous Program Report. Efforts reference a revised EL V1M4 continue.  3/12: Committee continues to revise language in V1M4.  4/9 Committee continues to revise language in V1M4.; now meeting twice monthly to complete DS by Summer TNI meeting.
Provide technical assistance in implementation of the Standard.	
Serve as a technical resource regarding chemical testing to TNI members and other interested parties.	
Support the Credentialing effort.	
Develop technical assistance, guidance documents, checklists, training, and other tools as needed to facilitate the implantation of the new Standard.	
Participate on the Analytical Discipline workgroup.	
Address any SIR.	4/9 SIR 427 on relative error resolved and reviewed non-valid SIR
Administrative Activities	4/9 Two new Associate members joined the CEC.

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### 5.4 Laboratory Accreditation Body Committee

2025 Objectives	Status
Finalize Standard V2M1, Revision 2.	3/12: Recently added revisions to the V2M1 Draft Standard Rev 1 were discussed at the public session in Jacksonville, and several still-unresolved issues were considered but no decisions made yet.
– Discuss and rule on any comments Persuasive or Non-persuasive	1/8: The December meeting was able to discuss and rule on 5 comments, with two more tabled for discussion at conference.  3/12: A quorum was present at both the January and February meetings, so more progress was made on judging the persuasiveness of comments on the V2M1 DS.  4/9: Made more progress on judging persuasiveness of comments at the March meeting.
– If controversies identified, publish Revision 3 and receive/review comments again.	

- Committee vote for Final Standard.

Review and update Technical Review Checklist as needed based on changes to standard and the evaluation process.

Work with the NELAP AC to revise the evaluation process.

Develop technical assistance, guidance documents, checklists, and other tools as needed to facilitate the implantation of the new Standard.

Work with the NELAP AC to revise the evaluation process.

3/12: Evaluation process revisions were raised and briefly discussed at the February meeting, and 2024 working drafts of documents were shared with committee members.

Administrative Activities

4/9: Committee meetings rescheduled for third Fridays in hopes of consistently achieving a quorum.

## 5.5 Microbiology Committee

2025 Objectives	Status
Complete Volume 1 Module 5 Draft Standard.	<p>1/8: The Committee has three meetings planned for January in order to have a revised DRAFT Standard before the conference in Jacksonville. Final plans include a review of comments received from Aaron Alger related to demonstration of the quality of reagents and media and use of CoAs. The Committee will also be reviewing the current versions of DRAFT Module 2 and 4 to make sure there are no conflicts with the Micro Standard. The final activity will be a review of any remaining Committee member comments.</p> <p>3/12: Sending out the Revised Microbiology Standard for comment this week. This revision does not include the possible new Section 4 related to Technical Specialists.</p> <p>4/9: Standard sent for posting to receive comment. The Committee starting looking at wording for a new Section 4 related to Technical Specialists.</p>
Continue to respond to Standard Interpretation Requests	
Prepare Implementation Guidance (IG) regarding Incubator Equilibrium checks and Temperature Distribution.	<p>3/12: The Committee is re-starting this work this month.</p> <p>4/9: The Committee is continuing work on this guidance.</p>
Serve as a technical resource regarding microbiological testing to TNI members and other interested parties.	
Develop technical assistance, guidance documents, checklists, training, and other tools as needed to facilitate the implantation of the new Standard.	
Develop questions and training to assist with the credential's efforts.	
Participate on the Analytical Discipline workgroup.	
Administrative Activities	<p>1/8: Cody Danielson and Robin Cook will continue as Chair and Vice-Chair for 2025. Nigel Allison (associate member) has been voted onto the Committee as a voting member.</p>

## 5.6 Proficiency Testing Committee



2025 Objectives	Status
<p>Complete revision to: V1M1, V2M2, V3, and V4.</p> <p>Serve as a technical resource to TNI membership and the environmental testing community regarding PT performance.</p> <p>Develop technical assistance, guidance documents, checklists, training, and other tools as needed to facilitate the implantation of the new Standard.</p> <p>Support the Credentialing effort.</p> <p>Continue to respond to Standard Interpretation Requests</p> <p>Administrative Activities</p>	<p>1/8: A revised DS for EL V4 will be presented at the Winter meeting.</p> <p>3/12: presented current proposed language changes in V4 at Winter meeting and collected comments and suggestions at said meeting. EL V4 nears completion and posting for comment. Anticipate vote to approve DS in April. EL V3 will follow as comments have been addressed and any potential conflicts with EL V4 will be resolved.</p> <p>4/9: PTPEC request for clarification of requirements for reporting and PTPA document management resulted in April meeting being dedicated to rewriting of § 5.71 and 5.72. Revisions submitted to PTPEC for review and comment. Anticipate approval of EL V4 in May, 2025.</p> <p>3/12: Welcomed new members and finalized Roster in February. Kirstin Daigle, current chair, resigned membership due to change in responsibilities at her employer but will remain an Associate. Carol Gebhart elected as new chair and Vice chair being sought. One new Associate member joined the committee.</p> <p>4/9: Continue to seek Vice-Chair; have one Associate volunteer who, if elected, will fill the role and bring census to 14 members. Hope to fill final open voting member position in May 2025. Two new Associates have joined the PTEC.</p>

## 5.7 Quality Management Systems Committee

2025 Objectives	Status
Complete Volume 1 Module 2	<p>1/8: The Committee started reviewing definitions and concluded that doing this all during meeting time will greatly extend when the DRAFT Standard will be complete. Ilona prepared a review of all definitions that included confirmation of use in Module 2 and glossary updates. The Committee Chairs, CSDP EC Chair and Ilona met to put a recommendation to the Committee that will be reviewed by the Committee on 1/13/24. CSDP EC will also have a discussion about whether the other Expert Committees would like to see definitions that are used in multiple modules be in Module 2 though the term may not be used in Module 2.</p>
	<p>3/12: Ilona prepared a definition survey that has been sent to the other Expert Committees and Program Administrators. The survey contains definitions the QMS is looking at either deleting or just not including in Module 2 because the term is not used in Module 2. The survey asks if a definition is included in their module, whether they would be in favor of removing it in Module 2 and a text box to explain why it should not be removed if they are not in favor. There is also a text question about whether definitions used in multiple modules should be housed in Module 2 regardless of whether it is a term used in Module 2. The survey is due April 1<sup>st</sup> and the feedback will allow QMS to complete the definitions section. The Committee needs to work with Bob Wyeth to understand any ANSI conflicts with reference to TNI credentialing or the NEFAP Standard in Module 2.</p>
<ul style="list-style-type: none"> <li>- Finalize Technical Specialist language.</li> </ul>	<p>4/9: The Committee is continuing to work on definitions. A reminder for survey responses was sent. 4 responses have been received. At a minimum still need Mod 3, 5, 6 and 7.</p>
<ul style="list-style-type: none"> <li>- Resolve any remaining controversial topics:</li> </ul>	<p>3/8: Language was discussed further in Jacksonville. The Committee needs to work with Bob Wyeth to understand any ANSI conflicts with recommending a TNI credential in the Standard. Does this impact the NEFAP recommendation also. Worked on updating language about qualification needs for interim Technical Specialists. Need to work with states to clarify that proposed language may result in multiple technical specialists. It was commented that states don't want to see multiple specialists in the same discipline. Need to get a comprehensive list of state requirements. One state commented that their regulations state that a bachelor's degree is required for a radiochemistry technical specialist. Current proposed language does not work for them.</p>
<ul style="list-style-type: none"> <li>- Work on language from Sections 4.2 and 4.3.1 from ISO/IEC 17011:2017. Laboratory requirements are included in these sections and should be added to Module 2.</li> </ul>	
<p>Develop technical assistance, guidance documents, checklists, training, and other tools as needed to facilitate the implementation of the new Standard.</p>	
<p>Continue to respond to Standard Interpretation Requests</p>	<p>1/8: The Committee reviewed SIR 504 on verification of disposable volumetric equipment at a single lab in network laboratories and proposed language that was emailed to the Committee for review and approval in January.</p>

Administrative Activities

3/12: Response to SIR 504 was completed. A request was received to correct the response. Response was evaluated and resent to LASEC.

1/8: The Chairs and Ilona met to review membership, review open action items, and look at 2024 accomplishments and 2025 goals to plan the first 2025 Committee meeting and prepare slides for the QMS meeting in Jacksonville, FL.

3/12: Debbie Bond and Carla McCord were reinstated as Chair and Vice-Chair for 2025.

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## 5.8 Radiochemistry Committee

2025 Objectives	Status
Revise Module 6 as needed.	Committee may need to re-open their final Standard to add Section 4 to deal with any additional Technical Specialist requirements.
Develop technical assistance, guidance documents, checklists, training, and other tools as needed to facilitate the implantation of the new Standard.	
Resolve reporting uncertainty with PT results.	
Develop and present a training class geared towards people that are not experts in the field.	3/12: Work on training is continuing.
Participate on the Analytical Discipline workgroup.	
Continue to respond to any SIR.	
Respond to requests from QMS Expert Committee to assist in standard development.	4/9: The Committee discussed possible changes to their Standard and the development of a Section 4 to address Technical Specialist requirements. On hold until more information is available. Looking to see if other Modules are adding more detail. The Committee started reviewing the definitions of survey information from QMS. The general feeling so far is that it makes sense to keep definitions that are needed by more than one module in Module 2, but specialized definitions relevant to a Module should be in that Module.
Development of Non-Potable Water PTs and/or other PT issues	3/12: Ilona met with Stacie regarding complaints about PT results and new Radiochemistry PT limits. Stacie is following up with Amanda (Committee Chair). 4/9: Ilona met with the Chemistry FoPT Subcommittee last week regarding review of the FoPTs. She asked that the Subcommittee perform its 1-year new implementation review of the new Radiochemistry limits. The Subcommittee plans to ask for a volunteer from the Radiochemistry Expert Committee to participate on the Subcommittee when they are ready to do this review. Data is being requested.
Seek ANS status for V1M6.	
Administrative Activities	1/8: The Committee voted in a new Vice Chair - Mary Beth Gustafson. The Chairs and Ilona met to review membership, review open action items, and look at 2024 accomplishments and 2025 goals to plan the first 2025

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Committee meeting and prepare slides for the Radiochemistry meeting in Jacksonville, FL.

4/9: Committee discussed ways to increase the number of voting members.

## 5.9 Whole Effluent Toxicity Committee

2025 Objectives	Status
Complete revision of V1M7 and publish a Draft Standard for comment.	1/8: Comments on the “clean draft” submitted by committee members were discussed at the December meeting, with additional comments still to be addressed at the January meeting. It may (or not) be possible to have the draft module posted for comment prior to conference.  3/12: The V1M7 Draft Standard was published for comment on February 26, 2025. At the public meeting during conference in Jacksonville, changes to the standard were reviewed and discussed in a half-day session.  4/9: No comments received as of April 3, 2025, but committee was notified by LASEC that its recommendation to the NELAP AC was that the module requires additional revisions – sections 3 and 4, which are dependent upon Module 2 content.
Develop technical assistance, guidance documents, checklists, training, and other tools as needed to facilitate the implantation of the new Standard.	
Complete the effort to establish a path to achieve data comparability for WET PT data.	3/12: Committee plans to update its PT white paper.
Support as needed the QC Specialist badge for aquatic toxicity for the credentialing initiative.	
Participate on the Analytical Discipline workgroup.	
Continue to respond to any SIR.	
Provide venue for sharing of information and best practices of WET labs.	
Review and finalize WET definitions list, publish on WET Committee page.	3/12: At the February meeting, the committee cleaned up the list of definitions used in aquatic toxicity testing. Most definitions were already reviewed due to use in the Draft Standard, but not all. Final review and approval remains to be done.  4/9: Source of most definitions located (for citation purposes). Working on QMS request to determine definitions needed that could go into V1M2.
Develop training and exam questions to support credential initiative as needed.	3/12: Committee awaits further clarification about “analytical discipline” so that they can create the appropriate KSAs for aquatic toxicity testing.
Administrative Activities	

## 6.0 NEFAP

### 6.1 NEFAP Executive Committee

2025 Objectives	Status
Market the new Field Activities Standards once completed.	
Complete NEFAP AB re-evaluation process.	3/10: No new applications have been received.  4/9: No new applications have been received. A new PT Evaluator needs to be found and developed to participate on the evaluation teams for 2 of the upcoming evaluations. A new schedule will be developed in April.
Continue to develop training courses and implement strategic plan as it relates to training.	Courses in development: <ul style="list-style-type: none"><li data-bbox="828 588 1568 693">– Internal Auditing for Field Sampling and Measurement Organizations. This course is being developed within the NEFAP EC.</li></ul> 3/12: Paul Bergeron is planning a meeting to finalize the course and pick a training date. It is looking like the live trainer will not be available until July to do their portion of the class.  4/9: Looking at developing dates for end of July. Needs to be finalized and then a course description will be prepared for a training flyer by the end of April.
Continue to aggressively market the Program utilizing the strategies outlined in the strategic plan. <ul style="list-style-type: none"><li data-bbox="243 966 812 1050">– Hold the third annual virtual Sampling Conclave</li></ul>	1/8: Registration opened for the workshop on sampling and analysis plans and a flyer went out on December 20, 2024. There are currently 13 individuals registered and 1 group.  3/12: Total individual attendees for the workshop was 45 and there were 6 groups with 5-10 participants each. Work has started on the June Field Conclave. It will be a 6 hour 1 day event on June 3, 2025. Tracy is working on the abstract flyer that should go out this week.  4/9: The flyer went out and the Committee is receiving input. More work is needed to prepare the schedule of speakers and registration is expected to open early May
Update policies and procedures to reflect any changes in NEFAP.	
Generate more awareness of the program and drive growth and interest in participation.	
Administrative Activities	1/8: Ilona sent emails to possible new Committee members encouraging them to apply. The Chair and Ilona have planned a meeting for 1/10/25 to review membership, review open action items and look at 2024 accomplishments and 2025 goals to plan the first 2025 Committee meeting and prepare slides for the Field meeting in Jacksonville, FL.  3/12: Kevin Holbrooks has been added as the new Vice-Chair in 2025. Tracy will be continuing as Chair. The Committee is working on an updated list of Metrics that will be presented to the Board.

## 6.2 Field Activities Expert Committee (FAC)

2025 Objectives	Status
<p>Complete revisions to Volumes 1 and 2</p>	<p><b>Volume 1</b></p> <p>1/8: The responses to commenters have been sent out and if no appeals are received, the Standard will be final at the end of the month.</p> <p>3/12: The V1 Standard is now final. It has been sent to the CSDP EC for review and will then be sent to the NEFAP EC for approval for use and determination of an effective date.</p> <p>4/9: Bob Wyeth sent some comments in his review that Katie and Ilona have developed responses. Need to meet with Bob and Paul Junio (Chair – CSDP) to discuss.</p> <p><b>Volume 2</b></p> <p>1/8: Work is continuing with weekly Workgroup meetings to finalize a DRAFT of Module 2 for the Committee to review.</p> <p>3/12: Work is continuing with weekly Workgroup meetings to finalize a DRAFT of Module 2 for the Committee to review.</p> <p>4/9: The Committee has finished its initial review and Ilona is working on updating the sections with the review comments and preparing a DRAFT for a review by the Committee next week. It will then go to Jan for formatting and clean-up before a committee vote before posting for comment.</p>
<p>Assist NEFAP in planning for Sampling Conclave.</p> <p>Discuss addition of media-specific field sampling modules to Volume 1.</p> <p>Respond to SIRs, as necessary.</p>	
<p>Provide technical assistance in developing tools to facilitate the implementation of the Standard including providing a webinar/webcast on the changes for the previous version.</p>	<p>3/12: Katie is trying to set-up workgroups to begin working on implementation tools.</p> <p>4/9: Difficulty finding volunteers. Will check with NEFAP EC and Katie has started work on the crosswalk for Volume 1.</p>
<p>Administrative Activities</p>	<p>1/8: Ilona sent emails to possible new Committee members encouraging them to apply. The Chair and Ilona met to review membership, review open action items, and look at 2024 accomplishments and 2025 goals to plan the first 2025 Committee meeting and prepare slides for the Field meeting in Jacksonville, FL.</p> <p>3/12: Paul Bergeron is the new Committee Vice-Chair for 2025. Katie will continue as Chair for 2025.</p>

## 7.0 NELAP

### 7.1 Accreditation Council

2025 Objectives	Status
Sustain governance role for the program and promoting consistency in AB operations.	
Review and comment on V2M1 Draft Standard Revision 3.	1/8: The January 6 meeting planned to discuss an SIR with a complicated history, about whether Microbiology sterility checks must be performed in the laboratory of use.
Review and comment on other revised modules of the TNI ELS Standard (Volume 1) as the Expert Committees publish Draft Standards.	4/9: Received LASEC recommendation concerning V1M7, as follows: "LASEC finds that the Draft Standard V1M7 represents an improvement over the current standard and has no perceived obstacles to implementation by accreditation bodies, but changes are required before it can be considered suitable for adoption and implementation by the NELAP Accreditation Council. Specifically, sections 3 and 4 of the Draft Standard cannot be considered "final" at this time because the content of Module 2 is not yet finalized, and both of these sections – Definitions and Technical Specialist Qualifications – depend on the final language of the Quality Management Systems module V1M2. Once those two sections align with the other modules in Volume 1, LASEC expects to provide a recommendation to adopt."  4/9: Provided list of state requirements for Technical Director/Manager to QMS as promised.
Address issues of concern to NELAP ABs as they arise.	
Complete current evaluations and plan for the future.	
Continue to provide information sharing venue.	
Administrative Activities	3/12: The Council did not hold a meeting in February, only the conference session, where concerns about the Technical Specialist qualifications were raised. At the March meeting, Council members were asked to provide a summary of any state regulatory requirements about Technical Manager/Director that might be relevant to the Technical Specialist qualifications, and that summary will be shared with CSDEC and QMS Expert Committee when information is compiled. A vote to approve minor revisions (5-year review) to POL 3-102 (Relationship of NELAP AB Certificates of Recognition and the NELAP Evaluation Process) is underway, with two email votes still outstanding.  Note: Vote concluded after the call and the document was sent to the Policy Committee.  4/9: Considered minor edits to the NELAP Dispute Resolution SOP 3-104.

## 7.2 Laboratory Accreditation Systems Executive Committee

2025 Objectives	Status
Supplement SIR with Implementation Guidance for non-SIR questions.	4/9: Determined to administratively withdraw SIR 425, which asks whether micro sterility checks must be performed in the lab of use. This SIR was 3 years old, with multiple requested revisions but the final answer was that the language of the standard does not provide an answer, and posting such a response to the TNI website would not be implementable.
Review Draft Standards as they are developed.	4/9: Reviewed V1M7 Draft Standard and provided a recommendation to the NELAP AC as follows: "LASEC finds that the Draft Standard V1M7 represents an improvement over the current standard and has no perceived obstacles to implementation by accreditation bodies, but changes are required before it can be considered suitable for adoption and implementation by the NELAP Accreditation Council. Specifically, sections 3 and 4 of the Draft Standard cannot be considered "final" at this time because the content of Module 2 is not yet finalized, and both of these sections – Definitions and Technical Specialist Qualifications – depend on the final language of the Quality Management Systems module V1M2. Once those two sections align with the other modules in Volume 1, LASEC expects to provide a recommendation to adopt."  LASEC will also communicate to CSDP EC its concerns about the timeline that required publication of V1M7 while this issue is unresolved..
Prepare to assume role as Recognition Body for NGAB status (parallel to NEFAP and PTPEC recognitions)	
Develop Draft Policies and SOPs for NELAP as needed.	3/12: Committee approved minor revisions (5-year review) to POL 3-102 (Relationship of NELAP AB Certificates of Recognition and the NELAP Evaluation Process) at its January meeting.
Sustain SIR progress and supplement SIRS with Implementation Guidance for non-SIR questions.	3/12: LASEC did not meet in February but a vote to approve posting the response to SIR 504 for Accreditation Council review was requested by email and is ongoing.
Work in cooperation with the NELAP Accreditation Council (AC) to assist in implementing this program.  Administrative Activities	

## 8.0 PROFICIENCY TESTING PROGRAM

2025 Objectives	Status
Establish and maintain a national PT program to support a national environmental accreditation program.	1/8: Continued updating the SOP 4-101 through 3 subcommittee meetings.  3/12: Continued updating SOP 4-101. Identified potential SOP updates to be made to other SOPs to ensure SOPs match requirements in TNI Standard updates in the works with the PTEC.
Ensure that fields of Proficiency Testing (FoPTs) are appropriate for their intended use.	01/08: Will present updated PTRL for Hg in NPW, and Chlordane changes at Winter Forum to assess the impact of these changes. Will move ahead with updates to affected FoPT tables.



<p>Work with the WET FoPT Subcommittee to develop recommendations to resolve problems with variability of testing conditions.</p>	<p>3/12: Approved NPW including update to Mercury PTRL and changes in Chlordane nomenclature and CAS# references. Approved SCM FoPT Table including change in Chlordane nomenclature and CAS#.</p>
<p>Develop resolution for reporting uncertainty with Radiochemistry PT results.</p>	<p>4/9: Updated draft SCM and NPW FoPT tables have been sent to the AC and PT Providers to gather comments for updates on the NPW Mercury PTRL, and updates to chlordane nomenclature.</p>
<p>Conduct a 10-year review of all FoPTs.</p>	<p>1/8: Continued developing recommendation for setting minimum acceptance limits for LC 25 and LC 50 to ensure acceptance limits are reasonable.</p>
<p>Ensure the effectiveness of the PT Provider accreditation and oversight program.</p>	<p>3/12: The WET EC will work with this subcommittee to develop this recommendation and look at other options for WET PTs.</p>
<p>Complete Proficiency Testing Provider Accreditor (PTPA) evaluations.</p>	<p>4/9: Additional members with appropriate expertise from the WET EC have volunteered to join the WET FoPT Subcommittee to complete the work on developing a recommendation for FoPT Table updates that will be presented to the PTPEC.</p>
<p>Complete and gather information on PT Program metrics.</p>	<p>1/8: Completed Review and calculations for DW Inorganics and Metals. Will continue review of all other DW FoPTs.</p>
<p>Continue working to be inclusive of non-TNI ABs.</p>	<p>3/12: Subcommittee will be reviewing conclusions from the review of the calculations for DW Inorganics and Metals. Will continue review of all other DW FoPTs.</p>
<p>Support the NELAP AC on method codes issues in LAMS for TPH/Oil and Grease/HEM, cyanides, and microbiology</p>	<p>4/9: Subcommittee is developing a tool to streamline determining impacts of possible DW FoPT updates identified as a result of the 10-year review. After the 10-year review is completed, the subcommittee will prepare a recommendation for the PTPEC to consider.</p>
<p>Work with PT Expert Committee to update Volumes 3 and 4 of the TNI Laboratory Standard</p>	<p>4/9: With Stacie's departure another individual will need to be identified to represent PTP"EC and get trained.</p>
<p>Administrative Activities</p>	<p>1/8: working with PTEC to review Volume 4 and update format and language to align with ISO.</p>
	<p>3/12: Discussed proposed language changes on PTEC meeting at the 2025 forum and identified potential SOP updates for the PTPEC to make once the draft standard is finalized and approved.</p>
	<p>1/8: Began outreach to current active associate members about moving to a voting member status by completing the application. Approved nomination for Michella Karapondo as a voting member. Jennifer Best resigned as a voting member and will continue on as an associate member due to a new professional role.</p>

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3/12: Voted in Lisa Stafford representing the laboratory stakeholder group as voting member. Asking the Board of Directors to approve a third term for Rachel Ellis, representing the Accreditation stakeholder, to ensure committee balance.

4/9: Voted in Nilda Cox representing the laboratory stakeholder group as a voting member. The role of PTPEC Program Administrator is shifting to Ilona Taunton.

## 9.0 ADMINISTRATION

### 9.1 Advocacy Committee

2025 Objectives	Status
Implement a plan for national accreditation and systematic outreach to data users that will explain and promote the benefits of a quality management system.	
Finalize the "Introduction to TNI" to create a webinar for new members.	
Monitor EPA/federal activities for opportunities to share TNI's activities and promote national accreditation.	4/9: Discussed whether and how TNI might assist EPA in sustaining laboratory certification activities with EPA's reduced funding and staffing.
Deliver the State of National Accreditation Report to non-NELAP state contacts and trade associations.	
Look for opportunities to add TNI Ambassadors for non-NELAP states.	
Monitor EPA/federal activities for opportunities to share TNI's activities and promote national accreditation.	
Sustain	
– organizing newsletter publication	3/12: During the brief Advocacy session at conference and again during the March 6 meeting, newsletter articles were identified and a volunteer editor chosen.
	4/9: Finalized plans for spring newsletter.
– providing assistance to conference planning	
– support for Small Laboratory Advocate role	
Provide outreach (e.g., presentations and papers) to promote The NELAC Institute and TNI's programs.	2025 Presentations confirmed: April 6, 2025, A2LA Annual Conference – Jerry Parr – Changes to the TNI Laboratory Accreditation Standards
	May 23, 2025, FSEA Spring Meeting - Paul Junio – TNI's Credential Initiative
	1/8: Committee members approved a Letter to the Editor of C&EN concerning cannabis labs, The letter explains that including ethics and data integrity requirements in laboratory quality management systems would avoid many of the "lab shopping" issues that were the topic of a September article and editorial. This letter will be presented for Board discussion at today's meeting.
Develop a new White Paper on acceptance of NELAP accreditations by non-NELAP states.	

Conduct other activities delegated to the Advocacy Committee

Administrative Activities

4/9: Discussed a request to place advertising in the TNI newsletter. Jerry will explore further, as Advocacy had no objections to the concept.

## 9.2 Credentials Committee

2025 Objectivities	Status
Support Executive Director in implementing the Credentialing Initiative for a QMS Certified Professional.	
Review current exam questions for accuracy and understanding.	3/12: Workshop on applying for and completing the QM digital badges and full credential presented at the end of conference in Jacksonville.
Select next roles for potential credentialing.	1/8: The Credentials Committee held its November-December meeting on December 4, and that was reported for the 12/11/24 Board meeting.
Develop KSA for next role.	3/12: Review of TS KSAs for analytical discipline "inorganic non-metals" completed at the February 26 meeting. Two additional chemistry analytical discipline KSAs still to be created and reviewed. Expert committees asked to create KSAs for other analytical disciplines.  4/9: Reviewed metals sample preparation KSAs.
Review existing training courses and see if additional courses are needed.	
Coordinate with TNI Training Committee in developing courses.	
Administrative Activities	4/9: Requested volunteers for the Professional Development Task Force being formed.

## 9.3 Policy Committee

2025 Objectives	Status
Continue to develop and/or review SOPs and Policies	See Table below.

  

Policy/SOP No.	Description	Status
SOP 1-123	Personal Data Collection and Use	01/08: Provided for Board endorsement
SOP 1-133	TNI Management Review	3/13: Draft complete and forwarded to PAs for review. 4/9: Incorporated comments from PAs and approved SOP.
SOP 2-103	Format and Style Guide for TNI Standards	3/13: Review complete and returned to CSDP EC for minor revisions. 4/9: Reviewed and approved revised SOP.
POL 3-102	Relationship of NELAP AB Certificates of Recognition and the NELAP Evaluation Process	4/9: Reviewed and approved revised Policy.

Begin Maintaining Glossary.

Conduct a 10-year review of the TNI Bylaws and Quality Management Plan.

Conduct other activities delegated to the Policy Committee

Administrative Activities

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## 9.4 Training Committee

2025 Objectives	Status
Continue Linked-In presence. Continue to work with the Credential Committee to support this effort.	
Look for opportunities to collaborate with other training providers.	
Post Webcast for how to complete training application to teach courses.	3/12: Presentation given in Jacksonville, FL. Will incorporate a few updates based on new website roll-out and prepare a new recording.
Work with vendors to develop technical course training opportunities.	
Develop new survey for webinars.	
Continue to develop ideas for training courses and issue RFPs.	3/12: Workgroup met in February and course descriptions are in progress.  4/9: Workgroup met and final language is just about complete. Will be sent middle of the month.
Review training to ensure it is not obsolete.	
Continue to update Course Catalog database as new courses are developed.	3/12: Rolled out in Jacksonville, FL.
Expand use of technology to administer, automatically grade tests, and provide certificates.	3/10/25: The new EDS webpage was rolled out at the meeting in Jacksonville, NC.
Continue to offer and market new training courses.	1/8: A new course is being offered on January 14, 2024: The 2024 Proposed EPA Method Update Rule. It is a 3 hour course being taught by Jerry Parr and William Lipps. Registrations confirmed to date: 58 individual registrations and 7 groups.  3/12: Looking at adding courses to the RFP in March: Change Management, Lessons Learned in the Field, FSMO V1 New Standard Training, How to Write Effective Non-Conformances, Management Reviews as a Strategic Planning Tool, and Integrity Training.  4/9: The Integrity Training will be put on hold until more information is received from EPA.  - Dorothy Love is planning a 4 course series on Keys to Quality Management. Proposed dates are May 21 and 28 and June 11 and 18. The course will be a total of 8 hours.  - Mary Johnson is planning an update to her Wastewater Laboratory Basics course in July. Details to follow. She has new material to add.  - Jeanne Mensingh is working on a final course proposal for a topic that did not get a bid on the last RFP round – Validation of User Developed Software. This course is expected to be taught in early Fall (Aug/Sep). Jeanne is also teaching

a course at NEMC related to the presentation she made at the Assessment Forum in Jacksonville.

Continue to develop ideas and issue RFPs for training courses.

Develop new Course Survey

3/12: Surveys were given for the Assessment Forum and Mentor Session in Jacksonville and will be reviewed at March Training meeting.

4/9: The Committee reviewed the surveys and will look into a few items:

- Make sure people know how to add suggestions after the conference.
- Looks like most people responding to these surveys have lots of experience. Does that mean most people attending these session are experienced and we should prepare them for these people?
- Help develop Conference survey to include, in addition to information already collected, how long people have worked in their industry,

Perhaps add questions to registration to find out if it is someone's first conference.

Continue to hold Mentor Session and Assessment Forum at every TNI meeting

Other

4/9: Discussed development of Professional Development Program. Calista, Elizabeth, Joe Manzella, and Ilona will be included in a Task Force being developed to work on this.

Also discussed Jack Farrell Scholarship.

Administrative Activities

1/8: Work by the Committee is continuing on this Strategic Planning. The Chairs and Ilona met to review membership, review open action items, and look at 2024 accomplishments and 2025 goals to plan the first 2025 Committee meeting and prepare slides for the training meeting in Jacksonville.

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## 9.6 Forum on Environmental Accreditation

The 2025 Forum will be in Jacksonville, FL from February 3-6, 2025.

1/8: Currently have around 150 attendees and the hotel room block is at 78%. A reminder of the deadline for early registration and to get a room by December 10 will go out Tuesday.

3/12: Ended up with 222 attendees. Fell just a little short of the room block due to several late cancellations due to flu. Expenses \$30K greater than budget due to higher food costs but projections are still on track for income to exceed expense by about \$20K.

2026 Forum will be in Boston from January 12-15.

## 9.7 Environmental Measurement Symposium

The 2025 Symposium will be in St. Louis, MO from August 4-8, 2025.

3/12: The program is getting close to being set. Due to the number of abstracts received for the NEMC portion of the meeting, we will be going to 5 concurrent sessions Monday and Tuesday am. Currently planning on 20 NEMC breakout session with ~110 presentations and 11 TNI sessions. Friday morning will have a workshop on cybersecurity and a credentials exam. Starting to workout kinks in using Microsoft Teams to record TNI Working Session at NEMC. Looking at purchasing equipment to reduce AV costs. The preliminary schedules is shown below. Registration should open by March 17 or so.

4/9: The schedule was modified slightly as shown below and attendee registration opened on April 1.

### 2025 Environmental Measurement Symposium Conference at a Glance

Time	Mon 8/5	Tues 8/6	Wed 8/7	Thu 8/8	Fri 8/0
8:15	Carter award	Schiessel Keynote	Plenary Session (5)	EPA Presentations (3) 8:30-10:00	Security Workshop and Credentials Exam
9:00-12:00	HRMS (5)	LIMS (5)		Sample Prep/2 (3)	
	MeCl2 (5)	Drinking Water/2 (4)		Consensus - (3)	
	Drinking Water/1 (5)	Reliable Data (5)		Microbiology (3)	
	TNI PTEC/PTPEC	TNI Radiochemistry		TNI Field	
	Assessment Forum	TNI Micro			
12:00-1:00	Lunch on Own	Lunch	Lunch on own +5 Vendor Lunches	Lunch	
1:00 – 5:00	Microplastics (6)	Best Mgmt (4)	Com Sci (6)	Air (7)	
	Sustainable Lab (6)	Forensics (4)	Lab Ops (5)	Organics (5)	
	PFAS/1 (7)	Metals (4)	Sample Prep /1 (5)	PFAS/2 (7)	
	TNI Chemistry	EMC	TNI Quality Systems	TNI Credentials & Training	
	TNI WET/LAB	NELAP/LASEC	TNI Mentor	4:15 Committee Reports	
5:30	Reception & Exhibit	Showcase 3:30 -5:30	Exhibit close 3:30		

## 10.0 TASK FORCES AND OTHER EFFORTS

### 10.1 Consumables Task Force

2025 Objectives	Status
Finalize the decision tree and certificates documents.	
Test the guidance with selected stakeholder groups.	
Develop implementation tools for laboratories.	
Prepare guidance document.	1/8: Task Force to ballot approval of draft Guidance Document in January prior to meeting in Jacksonville.  3/12: Draft Guidance Document presented at Winter Meeting and comments were solicited. Comments have been addressed by the Task Force and a final draft document has been created and circulated for review by select interested parties. Anticipate any potential final changes and submitting the Guidance Document to the Policy Committee for review and approval.  4/9: CTF requested select stakeholders review of the draft GD. Comments and suggestions have been received and incorporated into the document for review and approval by the task force during April meeting. GD will then be submitted to the Policy Committee for review and approval.
Administrative Activities	

### 10.2 Feedback Task Force

2025 Objectives	Status
Conduct the survey	1/8: No change, awaiting resolution of technical issues.
Develop recommendations.	
Dissolve the Task Force	

### 10.3 Professional Development Task Force

2025 Objectives	Status
Develop a Charter for the new Executive Committee.	4/9: Task Force formed with first meeting planned for April.
Develop plan for the Jack Farrell Analytical Excellence Scholarship.	
Develop recommendations for the Board.	
Dissolve the Task Force	

### 10.4 NGAB Evaluations

2025 Objectives	Status
Complete NGAB re-evaluation process.	

## 10.5 Environmental Monitoring Coalition

4/9: EMC provided comments on the proposed EPA Methods Update Rule on March 24.

## 11.0 MEMBERSHIP

- 1195 active members

### 11.1 Committee Applications – Voting/Associate

First	Last	Organization	Interest	Committee
Nilda	Cox	Eurofins Eaton Analytical	Voting	Executive: Proficiency Testing Program
Shannon	Freedman	Los Angeles County San District	Associate	Microbiology
Theresa	Johnson	McCampbell Analytical	Voting	Chemistry
Tammy	Kreutzer	Neilson Research Corporation	Associate	Asbestos
Rebekah	Pauly	LACSD	Associate	Whole Effluent Toxicity (WET)
Homer	Youngblood	Trinity River Authority	Associate	Quality Management Systems
Homer	Youngblood	Trinity River Authority	Associate	Chemistry

### 11.2 New and Renewed Members

- 73 New and Renewed memberships in March, 2025

### 11.3 Expired Memberships

- Of the 19 expired memberships from February, 5 renewed after contact (1 email was undeliverable). Emails were sent to March expired members on April 1, 2025.
- 26 Memberships Expired in March