

TNI Board of Directors Meeting Summary

May 14, 2025

ROLL CALL

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

AGENDA

1.0 Review of Agenda and Consent Agenda

Consent Agenda Approved: 5/14/2025

Board Agenda Approved: 5/14/2025

2.0 Changes in the Board

In addition to Jordan's passing, on April 17, Alyssa Wingard provided this information:

I am writing to let you know that I have opted for the deferred resignation program. Being a remote employee with no office within 50 miles of my home – I found it to be the only decision to make. My last day is 4/24/2025. I am not sure of the future of this program. I am copying Steve's supervisor, Tom Carver, on this for future direction. It has been a pleasure to work with you all.

Should you wish to keep in touch: agwingard@gmail.com 843-442-5320.

All of the best!
Alyssa Wingard

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Reach out to Janice Wiley Navy to see if she's interested? Sharon will reach out to Janice. Wait another week or two, then reach out. Ignore DOE and EPA for now.

### 3.0 Continued Review of the 2025-2030 Draft Strategic Plan

Start at Goal 1.3.

Bump to bottom of the agenda.

Continue at next meeting.

### 4.0 Advertising in the TNI Newsletter

The Finance Committee met on May 9 and decided that any ads would be the logo of the company with a hyper-link to their website as in the example below.



In discussing this issue, the committee believes TNI needs a Policy or SOP to manage the process and thus this issue should be taken up by the Policy Committee. The fee would be \$250 per ad per edition.

**Motion to have Finance create a Policy or SOP regarding how to handle advertisements.**

**Motion:** Judy Morgan

**Second:** William Lipps

**Approved:** Unanimous

### 5.0 Second Quarter Financial Statement

2<sup>nd</sup> Quarter Financial Statement was reviewed.

### 6.0 Review of SOP 1-133, Management Review

This SOP originated in late 2024 by a Board decision to eliminate the ineffective internal audits that occurred in 2023-24 and replace them with a management review. As discussed in the SOP, this review considers the following areas:

- 1) Legal Compliance and Public Disclosure
- 2) Effective Governance
- 3) Financial Oversight
- 4) TNI Programs

The first three of these are evaluated every five years while item 4 is done annually.

This SOP requires review and approval by the Board.

**Motion to Approve SOP 133:** Valeria Slaven

**Second:** William Lipps

**Approved:** Unanimous

## **8.0 Review of 2-103, Format and Style Guide for Consensus Standards**

This was a complete rewrite to attempt to bring better consistency among standards. The SOP was extensively reviewed by the Policy Committee over a 5-month period. While the SOP is very detailed, most of it is just providing examples. There are a few “policy” changes the Board may wish to consider including:

- Section 6.2, discussing how ISO/IEC language from other standards is to be used,
- Section 6.5.3, acknowledging all voting members who worked on the standard, and
- Section 6.8.2, allowing for footnotes although Radiochemistry is the only committee that does this.

This document does not require review and approval by the Board.

## **9.0 Review of SOP 3-103, NELAP Dispute Resolution Process**

Only minor changes were made, including changing must to shall, updating to present tense, and reformatting the definitions into a table, consistent with other SOPs.

This document does not require review and approval by the Board.

## **10.0 Added: Participation on NELAP Evaluations**

We are struggling to get staff members to find the time to participate on the NELAP evaluations.

Discussion included ideas for where to find people to help with the evaluations, including:

- Having a different representative in each state, or a few that could handle a set of states,
- Checking to the Lab world: There is a list of approved vendors, we could review this for possibilities,
- State Peer Review – is not emphasized in the SOP – how important is it? Why do we need the [paid] 2<sup>nd</sup> person? Does a second person add [a lot of] value?

Kristin will take this back to the AC and see if they have any thoughts or ideas.

## CONSENT AGENDA

### Approved 5/14/2025

#### 1. Approval of April Minutes

#### 2. Outreach to CANN-RA

On May 5, TNI reached out to the Cannabis Regulators Association offering our support to help them better control cannabis testing. They replied back immediately with interest and a meeting is scheduled for late June to initiate this process. The Advocacy Committee believes many of the things we have developed over the last 20 years (SOPs, Policies, Standards, PT program, Training Courses) could have a direct impact on this group.

#### 3. [Reserved]

#### 4.0 [Reserved]

#### 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.<br><br>5/14 Continue to review FSMO V1 |
| 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.

5/14 Advise and recommend language for resolution of the Technical Specialist issue relative to individual AB regulations for education and experience.

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                                                                                                                                                                                                                                                                                                                                                                    |
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| 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.<br><br>5/14: Initiated a work group to address the SRM issue requirements of EL V1M3 as no equivalent materials available.                                                                                                                                     |
| 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.<br><br>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.<br><br>4/9: One new Associate member has joined the ATEC.<br><br>5/14: Re-established monthly meetings. |

### 5.3 Chemistry Expert Committee

| 2025 Objectives                                                                                                                                       | Status                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| Finalize revision to V1M4.                                                                                                                            | 1/8: CEC has not yet met since the previous Program Report. Efforts reference a revised EL V1M4 continue.<br>3/12: Committee continues to revise language in V1M4.<br>4/9 Committee continues to revise language in V1M4.; now meeting twice monthly to complete DS by Summer TNI meeting.<br><br>5/14 Committee completed review of proposed changes to EL V1M4. "final" clean copy being distributed and ballot to approved planned for June 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.<br><br>5/14 Three new associate members applied to the CEC.                                                                                                                                                                                                                                                                                                                                               |

### 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.<br><br>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 to look at wording for a new Section 4 related to Technical Specialists.</p> <p>5/14: The Revised DRAFT Standard was posted for comment that will end on June 9, 2025.</p> |
| Continue to respond to Standard Interpretation Requests | <p>5/14: The Committee reviewed rejected SIRs and did not need to make any changes to the Draft Standard. No SIRs are due.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

Prepare Implementation Guidance (IG) regarding Incubator Equilibrium checks and Temperature Distribution.

3/12: The Committee is re-starting this work this month.

4/9: The Committee is continuing work on this guidance.

5/14: Review of the document was completed, and pictures for insertion were discussed. A FINAL DRAFT will be reviewed during the May meeting for finalization.

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

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.

## 5.6 Proficiency Testing Committee

| 2025 Objectives                                                       | Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| Complete revision to: V1M1, V2M2, V3, and V4.                         | <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>5/14: PTEC resolved potential PTPEC issues and completed its review of EI V4 and are prepared to vote for approval of the DS at the next meeting. Passage will initiate presentation of a BSR-9 to ANSI as this is the first module completed entire under SOP 2-100, Rev. 4.3. A final recertification audit would then be scheduled by ANSI.</p> <p>Committee is progressing to address changes in EL V3 which should follow shortly thereafter and be subject of the St. Louis meeting.</p> |
| Serve as a technical resource to TNI membership and the environmental |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |



testing community regarding PT performance.

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

Support the Credentialing effort.

Continue to respond to Standard Interpretation Requests

Administrative Activities

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.

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.

5/14 the position of PTEC Vice Chair should be resolved in the next meeting as Nick Slawson of A2LA has volunteered to accept the role. This will bring the census to 14 with the final position to be balloted at the 2<sup>nd</sup> May meeting. One new associate member has joined the PTEC.

## 5.7 Quality Management Systems Committee

| 2025 Objectives            | Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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| 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 adding a text box to explain why it should not be removed if they are not in favor. There is also a text question about</p> |

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- 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.
- 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 they still need Mod 3, 5, 6 and 7.
- 5/14: The Committee is reviewing the Definition Survey Summary. 17 Definitions have been reviewed. Where only one Expert Committee still needed a definition, the Expert Committee will be notified that the definition should be added to the Expert Committee's module. Where multiple Expert Committees used or needed the definition, the definition will be left in Module 2.
- Finalize Technical Specialist language. 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.  
  
5/14: The Committee reviewed and updated the Technical Specialist language based on comments received in Jacksonville, FL. They also received a table from the NELAP AC that they are starting to review: existing regulations in NELAP States about Technical Manager Qualifications.
  - Resolve any remaining controversial topics:
  - 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.

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

Continue to respond to Standard Interpretation Requests

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.

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

5/14: The Committee reviewed rejected SIRs and did not need to make any changes to the Draft Standard. No SIRs are due.

Administrative Activities

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.

## 5.8 Radiochemistry Committee

| 2025 Objectives                                                                                                                                       | Status                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| 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 |

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|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                             | <p>module in Module 2, but specialized definitions relevant to a Module should be in that Module.</p> <p>5/14: Ilona provided an update on definitions that are only used in Module 6 and not in Module 2. Radiochemistry will likely need to add any necessary definitions to their Standard when they add Section 4 with new Technical Specialist language.</p>                                                                                                                                                                                                             |
| Development of Non-Potable Water PTs and/or other PT issues | <p>3/12: Ilona met with Stacie regarding complaints about PT results and new Radiochemistry PT limits. Stacie is following up with Amanda (Committee Chair).</p> <p>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.</p> |
| Seek ANS status for V1M6.                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Administrative Activities                                   | <p>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 Committee meeting and prepare slides for the Radiochemistry meeting in Jacksonville, FL.</p> <p>4/9: Committee discussed ways to increase the number of voting members.</p>                                                                                                                                                                            |

## 5.9 Whole Effluent Toxicity Committee

| 2025 Objectives                                                     | Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Complete revision of V1M7 and publish a Draft Standard for comment. | <p>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.</p> <p>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.</p> <p>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.</p> <p>5/14: Comments were received on the Draft Standard</p> |

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.

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.

Develop training and exam questions to support credential initiative as needed.

Administrative Activities

3/12: Committee plans to update its PT white paper.

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.

3/12: Committee awaits further clarification about "analytical discipline" so that they can create the appropriate KSAs for aquatic toxicity testing.

## 6. NEFAP

### 6.1 NEFAP Executive Committee

| 2025 Objectives                                                                              | Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| Market the new Field Activities Standards once completed.                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Complete NEFAP AB re-evaluation process.                                                     | <p>3/10: No new applications have been received.</p> <p>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.</p> <p>5/14: Application reminders have been sent to all NGABs with a due date of June. NGABs can extend this application due date by 30 days. One NEFAP application has been received, but still need their TNI Standard Renewal Application.</p> |
| Continue to develop training courses and implement strategic plan as it relates to training. | Courses in development:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

- Internal Auditing for Field Sampling and Measurement Organizations. This course is being developed within the NEFAP EC.

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.

5/14: Dates were determined for the training, but some logistics are still being worked on this week. Dates: July 15<sup>th</sup> and July 22<sup>nd</sup>.

Continue to aggressively market the Program utilizing the strategies outlined in the strategic plan.

- Hold the third annual virtual Sampling Conclave

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.

5/14: The date for the Conclave has been changed to June 17, 2025 from 10 am-3 pm EDT. Registration will be opened this week.

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.

| 2025 Objectives                                                                                                                                                                  | Status                                                                                                                                                                                                                                                                                                             |
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| Complete revisions to Volumes 1 and 2.                                                                                                                                           | <b>Volume 1</b>                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                  | 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.                                                                                                                                                                            |
|                                                                                                                                                                                  | 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.                                                                                                                                  |
|                                                                                                                                                                                  | 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.                                                                                                                                                     |
|                                                                                                                                                                                  | 5/14: A couple of editorial changes will be made and then final formatting will be applied before it goes to the NEFAP EC for approval and setting of an implementation date. CSDP did not feel the need for any substantial changes.                                                                              |
|                                                                                                                                                                                  | <b>Volume 2</b>                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                                  | 1/8: Work is continuing with weekly Workgroup meetings to finalize a DRAFT of Module 2 for the Committee to review.                                                                                                                                                                                                |
|                                                                                                                                                                                  | 3/12: Work is continuing with weekly Workgroup meetings to finalize a DRAFT of Module 2 for the Committee to review.                                                                                                                                                                                               |
|                                                                                                                                                                                  | 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.                    |
|                                                                                                                                                                                  | 5/14: The Committee is in Section 6 of its final review before it will be sent to Jan for clean-up and then it will be voted on as a DRAFT Standard.                                                                                                                                                               |
| Assist NEFAP in planning for Sampling Conclave.                                                                                                                                  |                                                                                                                                                                                                                                                                                                                    |
| Discuss addition of media-specific field sampling modules to Volume 1.                                                                                                           |                                                                                                                                                                                                                                                                                                                    |
| Respond to SIRs, as necessary.                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                    |
| 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. | 3/12: Katie is trying to set-up workgroups to begin working on implementation tools.                                                                                                                                                                                                                               |
| Administrative Activities                                                                                                                                                        | 4/9: Difficulty finding volunteers. Will check with NEFAP EC and Katie has started work on the crosswalk for Volume 1.                                                                                                                                                                                             |
|                                                                                                                                                                                  | 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. |

3/12: Paul Bergeron is the new Committee Vice Chair for 2025. Katie will continue as Chair for 2025.

## 7. 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."<br><br>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.                                                                            | 5/14: Discussed a request from Paul Junio about whether the Standard Methods announcement of a Change in Method Nomenclature ( <a href="https://www.standardmethods.org/pb-assets/standard-methods/Resources/Nomenclature%20JEB%20memo%20revision%20final%202-1740590566063.pdf">https://www.standardmethods.org/pb-assets/standard-methods/Resources/Nomenclature%20JEB%20memo%20revision%20final%202-1740590566063.pdf</a> ) should cause changes to LAMS practices. Kristin spoke with Paul about minor concerns.                                                                                                                                                                                                                                                                                                                                                                                                    |
| Complete current evaluations and plan for the future.                                                                            | 5/14: The Council discussed the possibility of using a contracted staff person in place of the state evaluator. The small ABs favor the idea but larger ones don't. Cost will be a determining factor, so the two Lead Evaluators will be consulted about the time needed, and ABs using the contractor would prefer that the cost be spread over three years.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 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.                      | <p>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."</p> <p>LASEC will also communicate to CSDP EC its concerns about the timeline that required publication of V1M7 while this issue is unresolved.</p> <p>5/14: Approved an exception to the Standards Review for Suitability SOP 3-106 that LASEC delay all technical module recommendations to the NELAP AC until such time as the Technical Specialist language in Module is firmly established. Lynn was asked to notify the NELAP</p> |

AC of this decision and that was done at the Council's May 5 meeting.

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.

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

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

Administrative Activities

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.

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.

## 8. PROFICIENCY TESTING PROGRAM

| 2025 Objectives                                                                                         | Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Establish and maintain a national PT program to support a national environmental accreditation program. | <p>1/8: Continued updating the SOP 4-101 through 3 subcommittee meetings.</p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Ensure that fields of Proficiency Testing (FoPTs) are appropriate for their intended use.               | <p>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> <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>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>5/14: No comments have been received to date. The Committee will review this in their May meeting.</p> <p>The Chemistry FoPT Subcommittee has requested PT information to perform an annual review after new limits were developed for DW Radiochemistry. A volunteer from the Radiochemistry Expert Committee has been requested to help with this effort.</p> |

Work with the WET FoPT Subcommittee to develop recommendations to resolve problems with variability of testing conditions.

1/8: Continued developing recommendation for setting minimum acceptance limits for LC 25 and LC 50 to ensure acceptance limits are reasonable.

3/12: The WET EC will work with this subcommittee to develop this recommendation and look at other options for WET PTs.

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.

5/14: Two applications have been received for associate membership and forwarded to the Subcommittee.

Develop resolution for reporting uncertainty with Radiochemistry PT results.

Conduct a 10-year review of all FoPTs.

1/8: Completed Review and calculations for DW Inorganics and Metals. Will continue review of all other DW FoPTs.

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.

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.

Ensure the effectiveness of the PT Provider accreditation and oversight program.

Complete Proficiency Testing Provider Accreditor (PTPA) evaluations.

4/9: With Stacie's departure another individual will need to be identified to represent PTP"EC and get trained.

5/14: A possible candidate has been identified for the PTPA evaluations, but this needs to be confirmed and other volunteers may still express interest this week.

Application reminders have been sent to all NGABs with a due date of June. NGABs can extend this application due date by 30 days. One PTPA application has been received but still need their TNI Standard Renewal Application. Training for new evaluators is planned in 3 weeks.

Complete and gather information on PT Program metrics.

Continue working to be inclusive of non-TNI ABs.

Support the NELAP AC on method codes issues in LAMS for TPH/Oil and Grease/HEM, cyanides, and microbiology

Work with PT Expert Committee to update Volumes 3 and 4 of the TNI Laboratory Standard

1/8: working with PTEC to review Volume 4 and update format and language to align with ISO.

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.

5/14: The Committee is reviewing a proposed update to DRAFT Volume 4 received from the PT Expert Committee.

Administrative Activities

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.

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 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.

5/14: Edited a draft letter to Cannabis Regulators Association (CANN-RA.org) asking to meet and discuss the lab issues CANN-RA faces that are very similar to the early drinking water certification issues, and whether some sort of collaborative partnership might be beneficial to both parties. Jerry sent the letter on May 2 and it was received favorably. A meeting in late June seems likely.

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.

Select next roles for potential credentialing.

Develop KSA for next role.

Review existing training courses and see if additional courses are needed.

Coordinate with TNI Training Committee in developing courses.

Administrative Activities

3/12: Workshop on applying for and completing the QM digital badges and full credential presented at the end of conference in Jacksonville.

1/8: The Credentials Committee held its November-December meeting on December 4, and that was reported for the 12/11/24 Board meeting.

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.

5/14: Discussed QMS exam prep course (process and sample questions) to be offered in June, prior to the first exam for the Certified Quality Management Systems Professional credential.

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                                                      | 1/8: Provided for Board endorsement                                                                            |
| SOP 1-133                                           | TNI Management Review                                                                 | 3/13: Draft complete and forwarded to PAs for review.<br>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.<br>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.                                                                     |
| SOP 3-104                                           | NELAP Dispute Resolution Process                                                      | 5/14: Reviewed and approved revised SOP.                                                                       |

Begin Maintaining Glossary.

5/14 The committee initiated a review of inconsistent terms and Paul volunteered to draft recommended changes and present to the committee for the next call along with any needed revisions to SOP 1-130. The committee agreed that if any ISO/IEC definitions exist they should take precedent over any TNI definitions unless a strong reason for using the TNI definition exists and that definitions in ISO/IEC 17011 should take preference over subsidiary ISO/IEC standards such as 17011 or 17025.

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

Conduct other activities delegated to the Policy Committee

Administrative Activities

#### 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.    | 5/14: Developing possible collaboration with PJLA.                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 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.<br>4/9: Workgroup met and final language is just about complete. Will be sent middle of the month.<br>5/14: The RFP was completed and Jan is working on distribution. Jerry Thao has posted this on LinkedIn. The Committee discussed ways to find trainers for upcoming technical course needs. The RFP will include these topics:<br>– Managing Change to Minimize Risk and Increase Success |

- Management Review as a Tool to Improve Efficiency, Reduce Waste and Protect the Bottom Line
  - How to Write Effective Non-Conformances
- Review training to ensure it is not obsolete. 5/14: Updates are being received and a status meeting is planned for 5/13. A new Workgroup member has been added.
- 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 EMS related to the presentation she made at the Assessment Forum in Jacksonville.
  - 5/14: Dorothy and Mary's classes are posted for registration on the TNI website. One additional class has also been posted: Exam Preparation for a Certified Quality Management Systems Professional. It will be taught by Jerry Parr on June 16, 2025. All 3 courses are also posted on LinkedIn.



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 there will be 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.

5/14: The exhibit program is sold out with 53 organizations and 61 tables. Attendee registration sits at 104, with only 4 of these being recordings.

### 2025 Environmental Measurement Symposium Conference at a Glance

| Time        | Mon 8/5              | Tues 8/6             | Wed 8/7                           | Thu 8/8                             | Fri 8/9                                |
|-------------|----------------------|----------------------|-----------------------------------|-------------------------------------|----------------------------------------|
| 8:15        | Carter award         | Schiessel Keynote    | Plenary Session (5)               | EPA Presentations (3)<br>8:30-10:00 |                                        |
| 9:00-12:00  | HRMS (5)             | LIMS (5)             |                                   | Sample Prep/2 (3)                   | Security Workshop and Credentials Exam |
|             | 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<br>+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. 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.                             | <p>1/8: Task Force to ballot approval of draft Guidance Document in January prior to meeting in Jacksonville.</p> <p>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.</p> <p>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.</p> <p>5/14: The Task Force met and resolved editorial/grammatical comments from external reviewers in the GD. The final language of the GD distributed to members and the June meeting will address and hopefully resolve all remaining comments (primarily in the appendices). The GD will then be forwarded to the Policy Committee for approval.</p> |
| 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.

5/14: Task Force members identified and draft Charter developed. Sharon Mertens has volunteered to help lead the effort. First meeting will occur later in May.

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. | 5/14: Application reminders have been sent to all NGABs with a due date of June. NGABs can extend this application due date by 30 days. Two application have been received but still need their TNI Standard Renewal Application. Ilona will be preparing SOP 7-100 (Evaluation of Non-Governmental Accreditation Bodies (NGAB) for Accrediting Environmental Laboratories under Recognition by TNI) exam for this training with Marlene's review. All other training material is ready. |

#### 10.4 Environmental Monitoring Coalition

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

#### 11. MEMBERSHIP

- 1195 active members

##### 11.1 Committee Applications – Voting/Associate

| Name - First   | Name - Last   | Organization                 | Interest  | Committee                  |
|----------------|---------------|------------------------------|-----------|----------------------------|
| Jack           | Burn          | USEPA - NAREL                | Associate | Radiochemistry             |
| Lee            | Kline         | M.J. Reider Associates, Inc. | Associate | Quality Management Systems |
| Thekkekalathil | Chandrasekhar | Florida DEP                  | Associate | PT Executive               |
| Megan          | Beaman        | JEA                          | Associate | NEFAP EC                   |
| Megan          | Beaman        | JEA                          | Associate | Field Activities           |
| Ron            | Houck         | PA DEP                       | Associate | Chemistry                  |

##### 11.2 New and Renewed Members:

- 87 New and Renewed memberships in April, 2025

##### 11.3 Expired Memberships

- Of the 25 expired memberships from March, 4 renewed after contact (3 emails were undeliverable, and 2 have retired). Emails were sent to April expired members on May 1, 2025.
- 34 Memberships Expired in April