

# TNI Board of Directors Meeting Summary

## December 10, 2025

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### ROLL CALL

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

### AGENDA

#### **1.0 Review of Agenda and Consent Agenda**

Meeting Agenda: Approved 12/10/2025

Consent Agenda: Approved 12/10/2025

#### **2.0 Update on Standards Development**

As documented in Section 5.0 of the Consent Agenda, many expert committees are working hard to get a draft standard published before the Boston meeting. Each Program Administrator will provide an update on which standards are likely to be posted.

#### **3.0 Names and Acronyms of TNI Programs, Committees, and ABs and SOP 1-132**

Susan Jackson asked the Policy committee to look into a consistent way of establishing acronyms for TNI committees, especially with the use of EC to mean either an Executive Committee or Expert Committee, with or without a space in front of EC. Ilona supported this and indicated a similar problem with the use of AB.

The committee initiated a general discussion on the topic and quickly decided EC should be the acronym for an Executive Committee with a space before the letters and EC should not be used for Expert Committees. That quickly led to a discussion of short names for committees. The committee decided to use a short descriptive term, or for committees with three words or more, an acronym.

Based on the general rules above, the following changes were proposed:

Current Name/Acronym	New Name/Acronym
Field Activities	Field
Proficiency Testing	PT*
LASEC	NELAP EC

\* This is an exception due to its general acceptance.

The committee then moved onto the AB issue. We currently have NELAP AB, NEFAP AB, PTPA, and NGAB, with the latter being used for environmental laboratories accredited by NGABs. The committee decided that PTPA needs to be changed to PTP AB.

The NGAB has specific issues since the term has no underlying program. After extensive discussion, the committee is recommending this term should be changed to Non-Governmental Environmental Laboratory Accreditation Body, or NGEL AB.

With all of these changes agreed to, the committee looked for a place to codify this proposal and decided SOP 1-132, Formation of TNI Committees and Task Forces, was the best place. Accordingly, a new section 5.4 was added with this language:

#### 5.4 Naming convention for committees and programs

5.4.1. The Committee name clearly reflects the mission of the committee.

5.4.2 Expert Committees are named according to their technical focus, for example the Microbiology Expert Committee is known as Microbiology.

Note: Expert Committees do not use the term “EC” to avoid confusion with the Executive Committees.

5.4.3 Executive Committees are named after the program, as defined in the By-Laws. They are referenced as “Program Name Acronym” followed by a space then “EC.” For example, the Proficiency Testing Program Executive Committee is PTP EC.

Note: The Laboratory Accreditation System Executive Committee (Formerly LASEC) is now named NELAP EC.

5.4.5 Accreditation bodies are referenced as “Program Name Acronym” followed by a space then “AB,” except for non-Governmental bodies that accredit laboratories, which are referenced as Non-Government Environmental Laboratory Accreditation Body or an NGEL AB.

Attachment 2 provides a revamped organizational chart to assist the Board in evaluating this proposal. After discussion, the Board decided to ask Policy to continue to work on this.

#### **4.0 Continued ANSI Accreditation**

TNI became an ANSI-accredited consensus standards body in 2008. At that time, the Board believed this was important to establish TNI's credibility. In addition, an audit by ANSI in 2019 indicated a number of areas for improvement, which have now been implemented. Since 2008, this accreditation has cost TNI over \$100,000 and the projection for FY 2026 would be at least \$14,500, \$12,090 for the annual accreditation fee and \$2,500 in staff support; this could go up significantly if a special audit is required.

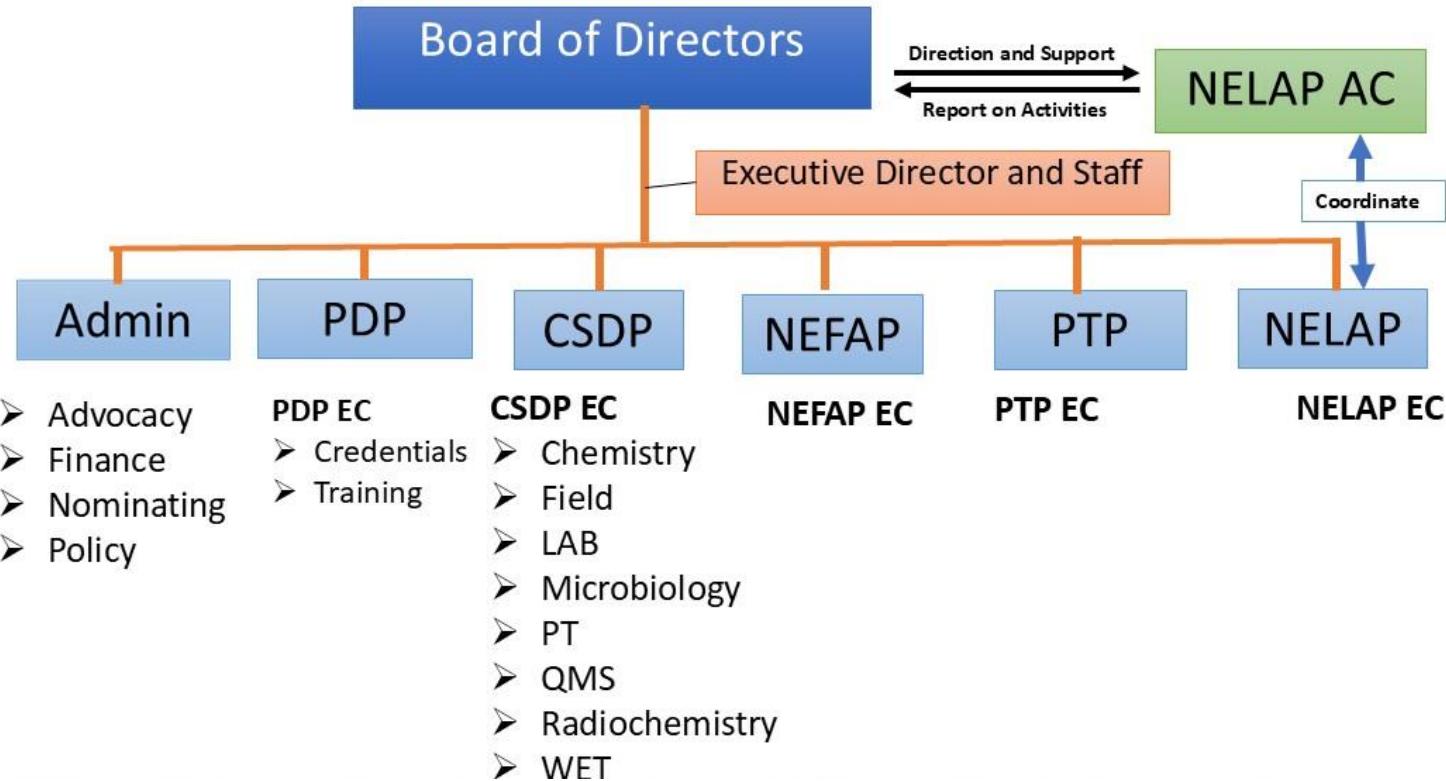
TNI now has a 23-year history as a standards development organization and has very well-defined policies and procedures that conform to OMB A-119 requirements. After looking at this issue in detail, Jerry, Paul, and Bob are recommending we discontinue this accreditation.

The Board tabled discussion on this topic until February.

Attachment 1. Proposed New TNI Organizational Chart



# The NELAC Institute



## CONSENT AGENDA

### **1.0 Approval of November Minutes**

### **2.0 DC Class Action Lawsuit**

The Court held four (4) days of hearings in September and October at which ten (10) Claimants testified to address the District's objections to their Claims. At the conclusion of the Hearings, which ended on October 2, 2025, the Court requested that the parties submit Post-Hearing briefs on sixteen (16) Claims which are still in dispute. These disputes do not concern your Claim. On Friday, October 17, 2025, we filed with the Court our Post-Hearing Submission which we believe convincingly shows why the Court should reject these District objections. The District also filed theirs. Responses to each other's Submissions are due on October 24, 2025. A Court ruling on these sixteen (16) disputed claims is necessary before any tax refunds can be paid to you.

The Court will also have to rule on Class Counsel's request for attorneys' fees and expenses before any tax refunds can be distributed. Class Counsel have been pursuing this case for over eight (8) years on a fully contingent basis and have not received any compensation for obtaining a ruling that the local office requirement for obtaining a sales tax exemption from DC is unconstitutional and requiring the District to make 100% tax refunds to approved Claimants. Accordingly, on Friday, October 17, 2025, we filed Plaintiffs' Motion for the Court to Award Class Counsel Attorneys' fees and Expenses, as we said we would in the Notice which accompanied the Claim Form that was sent to you. The Notice stated that:

Your organization does not need to pay any money for their work on this case. Following the claims process, the lawyers will request for the Court to approve an award of legal fees and expenses to be paid by the District, and failing that, from the total amount of the approved claims by all Class Members. Class Counsel's request for legal fees and expenses will not exceed one-third of the total amount of all approved claims.

Having determined there is no viable way to require the District to pay our legal fees and expenses, the motion seeks an award from the total amount of all approved Claims, as is typical in class actions. We have posted this Motion for Attorneys' Fees and Expenses on the Case website, which is [www.dctaxrefundclassaction.com](http://www.dctaxrefundclassaction.com).

Once the Court rules on the sixteen (16) disputed claims, this fee and expense motion, and some additional issues, the Court will enter a judgment requiring the District to pay the amount of the tax refunds of all approved Claims plus interest, specify the awards of fees and expenses from that amount and direct that the balance be distributed to all approved Claimants. We expect the judgment to be entered before the end of this year. Then, assuming the District does not appeal any of the Court rulings in this case, we expect that tax refund distributions will be made early next year. If the District does appeal, distributions could be over a year away.

### **3.0 January Board Call**

As the scheduled time would be January 14, the next Board call will be February 11, 2026.

### **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.	9/10 Program Administrators worked to revise SOP 2-103 and SOP 2-100 for approval by Expert Committees and the Policy Committee.
Ensure consistency and uniformity between Volumes and Modules of the Standard	<p>4/9: Reviewed FSMO V1 and began balloting CSDP approval.</p> <p>5/14 Continue to review FSMO V1.</p> <p>7/9: Members reminded to review DS ELV4 posted to the TNI website.</p> <p>6/11 Finalized review of FSMO V1 and continued to provide advice and recommendations on language to resolve the Technical Specialist issue in EL V1M2 and companion modules EL V1M3-M7.</p> <p>10/8: Committee Chairs were advised that prior to previous directives, the Volumes and Modules are not required to reserve a new Sector 4.0 for Technical Specialist definition.</p>
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.	<p>7/9: After consultation with AC, recommendation prepared Technical Specialist Language.</p> <p>Recommendations to be reviewed with AC and submitted to QMS.</p>
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	9/10 Debated meaning and interpretation of the term "verify"; various alternative language was proposed for use.
Facilitate the discussions in the Analytical Discipline workgroup regarding internal audits and technical specialists.	<p>1/8 Report of recommendations on Analytical Disciplines and approach to Tech Specialist prepared/approved by Executive Committee. See Board agenda item 2.</p> <p>4/9 Sought guidance on KSA criteria from Credentials committee.</p>

Administrative Activities	5/14 Advise and recommend language for resolution of the Technical Specialist issue relative to individual AB regulations for education and experience.  /10 Learned of potential for AI to create Credential information/test questions removing some responsibilities from Expert Committees
	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.
	10/8 The committee approved SOP 2-100, Rev.4.4 with a super majority vote of the members
	SOP 2-103, Rev. 1.1 was introduced to the committee and was approved following minor editorial corrections

## 5.2 Asbestos Testing Expert Committee

2025 Objectives	Status
Continue to develop and maintain consensus standards for asbestos testing (AT) that are practical, implementable, and meet the needs of the environmental testing community while providing data of known and documented quality.	3/12: Discussed reopening of Module 3 to address Technical Specialist requirements as § 4 of the standard.  5/14: Initiated a work group to address the SRM issue requirements of EL V1M3 as no equivalent materials available.  6/11 Continuing to work on SRM issue and on Technical Specialist qualifications for Asbestos.  7/9 Work Group for SRM Issue gathering information and will formally meet later in July.  7/9 Reviewed QMS proposed decisions regarding definitions and the results of the survey conducted regarding Modules 3-7.  9/10 Work Group recommendation to not re-open EL V1M3 but develop an Implementation Guidance document (IG) to address SRM equivalency.  9/10 Redirect work group on IG to develop an outline for the approach to addressing each reference to an SRM in the module.  10/8 Committee work group continues to develop the approach addressing SRM unavailability and definition of equivalence.

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12/10 IG activity continues, draft for select applications presented and returned for additional development

Seek American National Standard status from ANSI and pursue adoption of Module 3 in NELAP.

Serve as a technical resource 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.

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 joined.

4/9: One new Associate member has joined.

5/14: Re-established monthly meetings.

6/11: New committee member added.

12/10 One new associate member joined.

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### 5.3 Chemistry Expert Committee

2025 Objectives	Status
Finalize revision to V1M4.	1/8: CEC has not yet met since the previous Program Report. Efforts reference a revised EL V1M4 continue.
	3/12: Committee continues to revise language in V1M4.
	4/9 Committee continues to revise language in V1M4.; now meeting twice monthly to complete DS by Summer TNI meeting.
	5/14 Committee completed review of proposed changes to EL V1M4. “final” clean copy being distributed and ballot to approved planned for June Meeting.
	6/11 A few final comments being resolved and approval pending with posting of EL V1M4 prior to St. Louis meeting.
	7/9 CEC continues to meet twice monthly. EL-V1M4 DS completed. “Cleaned up” version being distributed for

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final review and balloting during 7/16 meeting.  
Anticipate posting thereafter and presentation in St.  
Louis during comment period.

9/10 EL V1M4 DS Justification developed. DS posted  
after super majority vote of the committee.

9/10 Prepared list of definitions to be included in final  
version of the module after decisions presented by  
QMS Expert Committee.

9/10 Comments being received with comment period  
scheduled to close on 11/13/2025 unless extension  
requested by AC.

10/8 While the comment period for EL V1M4 DS  
remains open, an initial Response to Comments (R2C)  
form per SOP 2-100, has begun. All additional  
comments will be included in the R2C after the  
comment period closes.

A question of volumetric verification of BOD bottles was  
brought to the committee. The CEC advised the party  
to address the question to the QMS expert committee  
through the SIR process.

11/12: Committee continues to address comments and  
develop Response to Comments document. The  
NELAP AC requested an additional 30 days to prepare  
comments.

**12/10 Committee continues to address comments and  
develop Response to Comments document.**

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.  
5/14 Three new associate members applied to the  
CEC.

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6/11 New Associate members added to committee.  
9/10 CEC advised of required compliance with SOP 2-103  
9/10 New Associate members added.  
10/8 Two new associate members added.  
Prepared preliminary agenda for Boston meeting.  
11/12 Two additional associates added.  
**12/10 New associate member joined. Planning for Boston Meeting including election of new leadership for 2026.**

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#### **5.4 Laboratory Accreditation Body Committee**

<b>2025 Objectives</b>	<b>Status</b>
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.  9/10: Reviewing topics of concern as noted below. Some examples include: 1. Handling the need to assess and report prep methods when secondary states need this information. 2. Mobile Laboratory/Mobile Facility and certificates. 3. Reviewing ISO/IEC language previously marked for removal – may need to leave some because NGABs need to use the Standard also. 4. Review training requirements. 5. How to handle additional findings not originally noted at the closing conference. 6. Addition of language to support Technical Specialist language in Module 2.
	10/8: The Committee is working on new language for Section 6.1.2.10 that includes language for assessor qualification requirements. Possibly looking at requiring a bachelor's degree, but offering some other options like being done with the Technical Specialist language. Perhaps a Technical Specialist credential or having experience as a Technical Specialist in a lab can be part of the option. How do assessors pick-up more areas of technical competency – does their technical assessment need to be reviewed? Can you transfer your assessment experience to other ABs and NGABs?
	11/12: The Committee is continuing to work on the review of the Standard and has developed multiple work groups to finish the review: <ul style="list-style-type: none"><li>• Develop DRAFT language for Assessor Requirements (Section 6.1.2.10-12)</li></ul>

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- Prepare proposed language for removal with NGAB input
- Develop language needed for Technical Specialist procedure in Module 2
- Develop recommendations for any leftover Jacksonville comments
- Preparation of Change Summary – Each committee member has been assigned sections to review by November meeting.

12/10: The Committee reviewed new language developed for Assessor requirements and the Module 2 related additions. Modifications will be reviewed for approval January 3.

- Discuss and rule on any comments Persuasive or Non-persuasive

1/8: The December meeting was able to discuss and rule on 5 comments, with two more tabled for discussion at conference.

3/12: A quorum was present at both the January and February meetings, so more progress was made on judging the persuasiveness of comments on the V2M1 DS.

4/9: Made more progress on judging persuasiveness of comments at the March meeting.

6/11: Continued progress on comments (51, 59, and 1)

7/9: Completed review of comments and will now go back through them in July to confirm entries and to look for missing dates for some of the decisions.

9/10: The Committee finished the review of comments and is now working through discussions on final language in the Standard to address comments and topics of concern. Though the Committee did vote on comments during the review, a super majority was not always met. The table will be voted on with a super majority vote once updates to the Standard related to the comments are complete. A response will then be sent to all commenters, and the table will be posted.

10/8: There were a few comments found that were not reviewed. These were reviewed and the table is being cleaned up for a final vote after final discussions on some language changes in the DRAFT Standard.

11/12: Work group formed to review all minutes and complete the table. Need to complete all columns.

12/10: More work is needed. Final version will be reviewed for vote on January 3.

- 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.	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.  9/10: This was discussed in St. Louis and this update will begin end of year  10/8: Aaren and Ilona will work on a first DRAFT as staff.
Develop technical assistance, guidance documents, checklists, and other tools as needed to facilitate the implantation of the new Standard.	
Standard Interpretation Requests	9/10: The Committee received and reviewed SIR 515 (AB procedures for notifying all secondary ABs of revocation of any laboratory in their program) as an SIR that was not deemed a valid SIR but it is still considered for possible language updates to the Standard. It was deemed not valid because “a definition cannot be treated as a requirement.” This is inconsistent with other posted SIRs and comments from ABs during the meeting. It also referred the inquirer to review another SIR that had been posted, but that SIR did not accurately state the Standard requirement. A letter is being drafted to the LASEC.  10/8: The Committee prepared a letter that will be sent to the LASEC.
Administrative Activities	4/9: Committee meetings rescheduled for third Fridays in hopes of consistently achieving a quorum.  9/10: Program Administrator assigned: Ilona Taunton.

## 5.5 Microbiology Committee

2025 Objectives	Status
Complete Volume 1 Module 5 Draft Standard.	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

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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.

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.

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.

5/14: The Revised DRAFT Standard was posted for comment that will end on June 9, 2025.

6/11: There were comments on the Revised DRAFT Standard received from Committee members and at the conference. These were put into a table that the Committee started reviewing during their May meeting. The comment period on the Revised DRAFT Standard ends today and comments will start being reviewed during the Committee meeting tomorrow.

7/9: The Committee started their review of the Comments that were received.

9/10: Work is continuing on review of comments. It was noted the Committee will do a review of the Standard for proper use of the terms Record and Document before the revised DRAFT Standard is posted. Section 4 is no longer needed since all Technical Specialist language will be in Module 2. Need to look more at the definition for verify.

10/8: Continued work on sterility as opposed to absence of target analyte as these are not the same, but have been used interchangeably at times.

11/12: The Committee finalized one of its final sticky items dealing with sterility / absence of analytes of interest. Module 5 is nearing the point of being ready to vote by the Committee. This should be ready by year's end.

12/10: Due to sufficient members having a holiday on the normal meeting day, the committee held discussions without reaching conclusion due to a lack of quorum. The suggested outcomes have been shared with the entire committee. The Committee has slightly less than half of all comments to be considered, many of which are similar (so they may be quickly ruled). Target of having this ready for Boston is still in sight.

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

Continue to respond to Standard Interpretation Requests

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.

6/11: The Final DRAFT was reviewed during the meeting. Updates were made and the Incubator Equilibrium Checks Implementation Guidance was approved by the Committee. The document is being cleaned up and will then go to the LASEC for posting.

7/9: The Guidance documents were forwarded to LASEC for review.

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.

10/8: Committee reviewed 5 Microbiology questions that had a high failure rate in the QMS exam.

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.

10/8: Paul Junio assigned as PA.

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## 5.6 Proficiency Testing Committee

2025 Objectives	Status
Complete revision to: V1M1, V2M2, V3, and V4.	1/8: A revised DS for EL V4 will be presented at the Winter meeting.  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.  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.  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.  Committee is progressing to address changes in EL V3 which should follow shortly thereafter and be subject of the St. Louis meeting.  6/11 Committee successfully balloted EL V4 and is now preparing the document for posting and public comment. EL V3 is now primary focus and should be available in DS form for St. Louis meeting.  7/9 EL-V4 posted, and 90-day comment period began; no comments to date. Will proceed as per SOP 2-100.  Will seek comments during St. Louis meeting.  7/9 While continuing to meet twice monthly, EL-V3 continues to progress and likely be presented in a per-DS format in St. Louis.  9/10 Comments being received and Response to Comments (R2C) form being prepared for committee consideration of each comment.  9/10 EL V4 presented and reviewed in St. Louis during EMS comments editorial of non-persuasive.  9/10 EL V3 presented in current form at EMS and comments received and will be addressed by the PTEC. Anticipate EL V3 posted by year's end.  10/8 Committee continues to review and modify language for EL V3 and ensure consistency with EL V4. Anticipate

posting of DS prior to Boston meeting and a presentation in Boston.

Committee advised that all ISO citations include the date/year and that their request to add “or most recent version” was not acceptable.

The definition provided for matrix by the QMS is inappropriate for the PT program and that some form of acceptable matrix definitions will be required. PTEC has communicated with QMS and PTPEC regarding this issue and is forming a work group to address this issue.

PTPEC request for 30-day extension of comment period for EL V4 granted.

11/12 PTEC continuing to revise EL V3 and present proposed changes; anticipate posting of DS for EL V3 in format consistent with SOP 2-103 in time for the Boston meeting.

12/10 PTEC continuing to revise EL V3 and present proposed changes; presentation of DS for EL at Boston meeting. Continue to address comments on EL V4 as comment period has closed.

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 May 2<sup>nd</sup>

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meeting. One new associate member has joined the PTEC.

6/11 Leadership team now consists of Carol Gebhart and Nick Slawson as Chair and Vice-Chair of the PTEC. One vacancy remains and should be filled in July.

9/10 Still seeking one additional voting member for the committee.

9/10 Committee advised of required compliance with SOP 2-103 and the need to date all ISO/IEC citation.

10/8: The meeting scheduled for Oct. 3<sup>rd</sup> was cancelled due to poor attendance and is rescheduled for Oct. 24.

One new associate member has joined the committee.

Prepared preliminary agenda for Boston meeting.

11/12 One new associate member has joined the PTEC. Continuing to attempt to fill final remaining voting position.

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## 5.7 Quality Management Systems Committee

2025 Objectives	Status
Complete Volume 1 Module 2	<p>1/8: The Committee started reviewing definitions and concluded that doing this all during meeting time will greatly extend when the DRAFT Standard will be complete. Ilona prepared a review of all definitions that included confirmation of use in Module 2 and glossary updates. The Committee Chairs, CSDP EC Chair and Ilona met to put a recommendation to the Committee that will be reviewed by the Committee on 1/13/24. CSDP EC will also have a discussion about whether the other Expert Committees would like to see definitions that are used in multiple modules be in Module 2 though the term may not be used in Module 2.</p> <p>3/12: Ilona prepared a definition survey that has been sent to the other Expert Committees and Program Administrators. The survey contains definitions the QMS is looking at either deleting or just not including in Module 2 because the term is not used in Module 2. The survey asks if a definition is included in their module, whether they would be in favor of removing it in Module 2 and a text box to explain why it should not be removed if they are not in favor. There is also a text question about whether definitions used in multiple modules should be housed in Module 2 regardless of whether it is a term used in Module 2. The survey is due April 1<sup>st</sup> and the feedback will allow QMS to complete the definitions section. The Committee needs to work with Bob Wyeth to</p>

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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 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.

6/11: Should complete the review of definitions during the June meetings. The Committee will then update any definitions it plans to keep and notify the Expert Committees of any definitions it plans to delete based on the survey.

7/9: The Committee finished reviewing definitions and will share the results with the Expert Committees. The Committee will be working on updating definitions they will maintain in the Standard in July.

10/8: The tables presented in St. Louis were well received, so duplicate language in texts is now ready for removal.

11/12: The Committee is completing the review of St. Louis comments and reviewing the DRAFT Standard for any other comments that need to be addressed.

- Quality Management System Matrices were discussed, and a new definition was inserted into the Standard to help with PT Expert Committee concerns. The list of matrices in the current definition are now included under the same matrix headings as FoPT tables: Air and Emissions, Biological Tissue, Drinking Water, Solids and Chemical Materials and Non-Potable Water. \
- Data Integrity language is getting reviewed to ensure any implications in the definition are included in the procedure.

12/10: The Committee worked on definitions in November and should complete them in December. Ilona is working on format and language updates for introductions and Sections 1 and 2 will be reviewed on 12/8. The Committee will review the Standard for consistency on terms such as "shall," "records," "documents," etc.

- 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.

6/11: The Committee met only once in May due to the holiday. Paul Junio (CSDP EC Chair) and Ilona were in attendance at the NELAP AC meeting to discuss Technical Specialist language. They received good input from the NELAP AC and then started a DRAFT with updated language that the Committee will start to review during the June meeting. The language will be discussed during the CSDP EC meeting this week also.

7/9: The proposed new Technical Specialist language was presented to the CSDP EC for feedback from the Expert Committees. This will be further worked on by QMS in July.

9/10: Technical Specialist language was revised by Debbie, Ilona, Kristin Brown, and Aaren Alger in St. Louis. The Committee received comments in St. Louis from Attendees and NELAP ABs present. The language was worked on further during the August meeting and should be completed during the September QMS meetings. The term "Analytical Disciplines" has been removed.

10/8: Updates:

- ABs only want to consider credentialing to replace classes related to the TNI credential.
- Section 6.2.2.3: Remove "license" and leave as only certificate.
- Language presented as Annex C in St. Louis will remain in Annex C and not be moved to the body of the Standard.

Technical Specialist language has now been added to the DRAFT of the Standard and is now ready for review for comment when the DRAFT Standard is posted.

- 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

9/10: A Workgroup has been formed to begin work on the Crosswalk between the 2016 Standard and the DRAFT Standard.

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.

10/8: Reviewed SIR that was not accepted as an SIR (SIR 519). Reagent grade materials don't usually come with a certificate so language in DRAFT Standard was updated and "purity" was removed from the language.

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.

9/10: Rebecca Pierrot (Other) was added as a new voting member.

## 5.8 Radiochemistry Committee

2025 Objectives	Status
Revise Module 6 as needed.	Committee may need to re-open their final Standard to add Section 4 to deal with any additional Technical Specialist requirements.  9/10: Section 4 does not need to be added. All Technical Specialist language will be in Module 2. The Committee is reviewing 3 relevant definitions (Quality Systems Matrix, Calibration Curve and Data Reduction) that are being removed from Module 2 to decide whether they need to be added to Module 6. They may be explained well enough in the text of the Standard.  10/8: Still reviewing definitions to determine need to add to Module 6. Looking at Quality Systems Matrix.  11/13: On hold until Module 2 decides what it is doing with Quality Management Systems Matrix definition.  <span style="color: red;">12/10: The Committee is not going to open the Standard to add any definitions. Quality Management System Matrix is being called Matrix in Module 2 and this would be an editorial change for Module 6. The Committee also decided that “calibration curve” and “data reduction” are clear in the Standard text and do not need to be added as definitions.</span>
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.  10/8: The Training Workgroup took a break through Spring and Summer, but is getting restarted. Classes will be geared towards data users. Webcasts on the TNI Training website are more in depth.  11/12: Group is looking at “calibration” as one of the training topics.
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 survey information from QMS.

	<p>The general feeling so far is that it makes sense to keep definitions that are needed by more than one module in Module 2, but specialized definitions relevant to a Module should be in that Module.</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> <p>10/8: Committee reviewed new DRAFT Technical Specialist Language and is beginning work on the additions for Annex C to provide example courses and a lab structure example.</p> <p>11/13: Work is now starting on developing the Annex C language. Amanda sent information to Committee members and DRAFT language will be sent to Ilona for inclusion into Module 2 Annex C.</p> <p><b>12/10: The Committee worked on language for Module 2 Annex C course examples. They will also be looking at what college courses are part of an undergraduate degree to see if this gives some ideas too.</b></p> <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> <p>6/11: Volunteers met with the Chemistry FoPT Subcommittee on 6/4/25 to begin the review process</p>
Development of Non-Potable Water PTs and/or other PT issues	<p>Seek ANS status for V1M6.</p>
Support Chemistry FoPT Subcommittee as needed with Radiochemistry FoPT limits.	<p>9/10: Participated in the 1-year review of the new Radiochemistry FoPT limits. See notes in PT Program regarding letter to work with EPA on updates to MQOs.</p>
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.	1/8: Comments on the "clean draft" submitted by committee members were discussed at the December meeting, with additional comments still to be addressed at the January meeting. It may (or not) be possible to have the draft module posted for comment prior to conference.
	3/12: The V1M7 Draft Standard was published for comment on February 26, 2025. At the public meeting during conference in Jacksonville, changes to the standard were reviewed and discussed in a half-day session.
	4/9: No comments received as of April 3, 2025, but committee was notified by LASEC that its recommendation to the NELAP AC was that the module requires additional revisions – sections 3 and 4, which are dependent upon Module 2 content.
	5/14: Comments were received on the Draft Standard.
	6/11: Comment period closed 5/27. Comments will need to be compiled/grouped to aid in responding to them. Assuming all comments were submitted to both the Chair and PA, this will begin soon.
	7/9: 109 Comments were received (from 3 people) and have been organized by their location in the Module. The Committee will take the comments received on the Draft Module 7 and begin to consider them at the July meeting.
	9/10: The Committee began considering comments. Paul will attempt to re-format Module 7 to address the concern that it is too narrative in form. Definitions will be commented within the body to make it easy to see the effects of proposed changes. A couple of committee members expressed concern regarding the daunting number of comments; Paul tried to ease their concerns as many could be easily addressed.
	10/8: No meeting due to lack of quorum. Comments made on the definitions in Draft Module 7 will be discussed via email.
	11/12: Progress was made on some submitted comments. The Committee also will begin work on definitions outside the meeting schedule as a shared document – clarification has been added on many of the comments made on definitions. November meeting being re-scheduled due to timing conflicts.

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	12/10: Continued progress on the comments submitted. The Committee is being encouraged by the Chair to review outside of the scheduled meetings and submit comments to the Committee for consideration. Consideration was made of holding an additional meeting in December, but no easily scheduled dates were available.
Develop technical assistance, guidance documents, checklists, training, and other tools as needed to facilitate the implantation of the new Standard.	6/11: The FoPT subcommittee recommends using PT acceptance criteria similar to Chemistry, in that at least 90-110% windows should be judged acceptable as opposed to strictly basing this window on study data.
Complete the effort to establish a path to achieve data comparability for WET PT data.	3/12: Committee plans to update its PT white paper.
Support as needed the QC Specialist badge for aquatic toxicity for the credentialing initiative.	7/9: The WET FoPT Subcommittee presented a proposal to the Committee as a whole to mirror the Chemistry FoPT tables in that a calculated acceptance limit could never be higher than 90% on the low end of acceptance, nor lower than 110% on the high end of acceptance.
Participate on the Analytical Discipline workgroup.	
Continue to respond to any SIR.	
Provide venue for sharing of information and best practices of WET labs.	
Review and finalize WET definitions list, publish on WET Committee page.	3/12: At the February meeting, the committee cleaned up the list of definitions used in aquatic toxicity testing. Most definitions were already reviewed due to use in the Draft Standard, but not all. Final review and approval remains to be done.
	4/9: Source of most definitions located (for citation purposes). Working on QMS request to determine definitions needed that could go into V1M2.
	7/9: There are conflicts with definitions in Module 2 that the CSDP EC Chair did not comment upon. They will need to be sent separately to the committee to avoid conflict.
	9/10: There was an understanding that additional definitions would be posted on the Committee's TNI webpage. Unsure how that was an expectation, but informed committee that wasn't the case.
Develop training and exam questions to support credential initiative as needed.	3/12: Committee awaits further clarification about "analytical discipline" so that they can create the appropriate KSAs for aquatic toxicity testing.

## 6. NEFAP

### 6.1 NEFAP Executive Committee

2025 Objectives	Status
Market the new Field Activities Standards once completed.	
Complete NEFAP AB re-evaluation process.	3/10: No new applications have been received. 4/9: No new applications have been received. A new PT Evaluator needs to be found and developed to participate on the evaluation teams for 2 of the upcoming evaluations. A new schedule will be developed in April. 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. 6/11: There is currently one application that has been submitted for the NEFAP/PT recognition, but they are also applying for the TNI Standard recognition. All three of these recognitions will need to occur at the same time. One NGAB has requested an extension that has been granted. A reminder will go out this week. Ilona attended the PJLA APLAC Evaluation closing meeting in preparation for their upcoming TNI Standard/NEFAP/PT evaluations. Ilona has two new volunteers that have expressed interest in helping with the PT Evaluations. The tests are complete for this training, but a two hour additional training needs to be scheduled in early July with Marlene. 7/9: Applications are still coming in. 9/10: Applications are ready. Still working out a confidentiality requirement that ANAB has with their submission. Invitations have gone out to 7 potential members for the Recognition Committee (5-8 members are required). The NEFAP EC and PTPEC will then provide confirmation that the makeup of the Recognition Committee is appropriate as described in the Evaluation SOP (SOP 7-101). An initial training date of September 19 <sup>th</sup> has been set-up to train the two new PT evaluators, Recognition Committee members and an AB that has been added to the Evaluation Teams. Once this training is complete, the review of applications and establishment of the Evaluation Teams can begin. NGABs will be notified of Evaluation participants

(Evaluators and TNRC) and receive Conflict of Interest forms for their review to finalize the teams.

10/8: SOP 7-101 (TNI Accreditation Body Evaluation and Recognition Procedure used by the PT Program Executive Committee and NEFAP Executive Committee) was updated and approved as a provisional SOP for use by both the NEFAP EC and PTPEC. It was reviewed by Policy and is being presented to the Board of Directors at the October meeting. Major changes included removal of requirement for an additional evaluator to split the evaluation with the lead evaluator (evaluator to perform witness of assessor in the field or PTPA assessment of a PT Provider is still required), QA Peer Reviewer who is an experienced AB has been added, confidentiality requirements have been increased and general language changes were added to clarify actual onsite vs remote. Ilona prepared an exam for the new SOP with review by Marlene Moore. The training class is 10/10/25 for all evaluators, Recognition Committee (RC) members, TNRC members and QA Peer reviewers. Teams are being formed for RC and TNRC Chair approval. Still need one more witness evaluator for NEFAP.

Status review shared with PTPEC.

11/12: Training has been held. There was a member that needed additional training and had to re-take the exam. There are two members that still need to do a Q&A with Marlene since they could not attend the training, but did pass the exam. The Recognition Committee will meet this next week to select a Chair and then teams can be finalized.

**12/10: The Recognition Committee is meeting at the end of this week to select a Chair so that final evaluation teams can be determined and evaluation dates can be determined.**

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>.

7/9: The course dates have been changed to August 19 and 26, 2025 to give more preparation time.

9/10: Review of final presentation material raised issues that are being resolved by the group developing the class. They are looking at updating references to include the new Volume 1 Standard, adding more examples to the presentation, etc. A new date for the class will be established.

10/8: Part 1 and 2 materials are just about updated. Recordings will be updated by the end of October so they can be distributed to potential students by November 1<sup>st</sup>. Part 3 and 4 will also be updated. Class will be Mid November or first week of December. More examples are being added.

11/12: Tracy is following up on this. Parts 1 and 2 are being updated by Katie to include information for the new Standard. Megan will need to do the same with Parts 3 and 4.

12/10: Paul Bergeron completed the tests for the course. Final slides are being worked on so they can be submitted to Ilona (Training Coordinator) for review. A class date will then be planned after Ilona's review.

- Key Concepts and Implementation of FSMO Volume 1 Standard

9/10: See note under Conclaves.

10/8: Course description was sent to Jerry for inclusion in registration for Boston. This will be a live class and will then be re-done as a webinar in February.

12/10: Course is in development. Ilona will be working on implementation tools – checklist, accreditation process, and possibly GAP analysis.

12/10: In October, Jerry shared an opportunity for someone to volunteer to help ASTM Committee E-50 to develop a proposed PFAS Sampling Guide for Environmental Media. Justin Brown will check on this and volunteer himself or volunteer a staff member.

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.

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

- Hold the third annual virtual Sampling Conclave

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.

6/11: Registration has opened and a flyer with information was distributed. Another Flyer will go out later this week and features will go out each day on Linked In to make people aware of the various presentation topics. Presentations will be due at the end of the week.

7/9: The Conclave had 85 registrations and 7 of those were groups. This means that about 150 people participated in the Conclave this year.

9/10: In discussing options for a Fall/Winter Workshop, the Committee decided to offer a course during the Forum in Boston. The course will include key components and implementation concepts of the new TNI FSMO Volume 1 Standard. The course will then be given as a Webinar in late January/early February.

10/8: The Committee reviewed the results of the survey completed after the June Conclave. A couple of takeaways included a desire for more sampling classes and a bigger break in the schedule because people did not want to miss part of a presentation to get food.

Update policies and procedures to reflect any changes in NEFAP.

Implementation of Volume 1 – FSMO Standard

6/11: The Committee has started the process of reviewing the Volume 1 FSMO Standard for implementation. Ilona prepared an SOP for the review process that has gone out to Committee members to consider for finalization next week so the review can be completed.

7/9: The new review process SOP 5-104 has been approved for use by the Committee and is ready for Policy Committee review.

9/10: SOP 5-108(NEFAP Standards Review and Adoption) has been finalized and the NEFAP EC has started its process for approving V1. The NEFAP ABs are looking for any implementation issues that will be discussed in September.

10/8: Responses were received from all 3 NEFAP ABs. There were no implementation issues and initial feedback on implementation time frame is 3 years, though it could be sooner because many FSMOs are already using the ISO/IEC 17025:2017 standard. ABs need time to transition FSMOs and update their systems.

Ilona prepared a checklist based on SOP 5-108 and the Committee started their review of the Standard and though there was some concern expressed about the removal of a definition (data integrity) they were OK to move towards voting on the approval of the Standard because there was a note in the Review of Comments Summary to review this decision at the next update of the Standard. The Standard approval will be sent out for an email vote since there was no quorum at the meeting. Once the vote is completed and it is in favor of approving the new Standard, the Committee will set an implementation date.

11/13: The Committee continued its review of the FSMO Volume 1 Standard for implementation in NEFAP. There were a few more items for the Committee to consider so an email vote was not done the previous month. A 2/3 vote was completed after 2 email votes and the Standard has now been approved for use. The implementation time frame/effective date will be determined during the November NEFAP EC meeting.

12/10: The NGABs are requesting a three-year implementation for Volume 1 of the FSMO Standard. While they anticipate that most FSMOs will be able to transition sooner, some may not yet have fully implemented the 2017 version of the standard and may require additional time and training for proper implementation. This timeframe also allows NGABs sufficient opportunity to update internal systems following the release of the new Standard. This recommendation is being voted on by the NEFAP Executive Committee by email.

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.

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## 6.2 Field Activities Expert Committee (FAC)

2025 Objectives	Status
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.  6/11: The Volume 1 FSMO Standard was sent to the NEFAP EC for approval for use in their program.  <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.  6/1: The Committee is continuing its final review of Volume 2.  7/9: The Committee is continuing its final review of Volume 2.  11/12: Volume 2 is being finalized, but Ilona is working on some additions based on changes happening in LAB (NELAP Vol 2 Standard). A final DRAFT should be to the Committee by the end of the month/early December.

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	12/10: LAB's meeting was rescheduled in November and just met. This Standard will still be reviewed by FAC before the end of the year.
Assist NEFAP in planning for Sampling Conclave.	6/11: Katie is working on a presentation of the FSMO Volume 1 Standard.
	9/10: The FAC will work with the NEFAP EC to prepare a review of key concepts and implementation of the FSMO Volume 1 Standard for a course in Boston. See NEFAP EC Report.
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.  7/9: Ilona provided tools used previously for the 2014 Standard implementation for consideration for update to assist with the 2024 Standard update.  9/10: Work on implementation tools will need to be expedited to have some of this information available for the Boston training class. Ilona will work on an Accreditation Process PPT.  4/9: Difficulty finding volunteers. Will check with NEFAP EC and Katie has started work on the crosswalk for Volume 1.
Administrative Activities	12/10: Ilona will prepare a first DRAFT of some implementation tools while Marlene, Katie, and Tracy work on the course.  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.

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## 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."  4/9: Provided list of state requirements for Technical Director/Manager to QMS as promised.
	9/10: Met with Chair and PA of the QMS Expert Committee in St. Louis to review and offer comments on revised Technical Specialist language in Module 2.
	10/8: Jerry Parr provided a presentation on the work the Credentialing Committee is doing in developing a Technical Specialist credential. He expects it could take up to 3 years to complete the process but expects Chemistry will be completed within a year. There was positive feedback.
	Ilona reviewed the new DRAFT Technical Specialist language pointing out the changes made since the discussion in St. Louis. This language is being inserted into the DRAFT Standard that will be posted for review and comment.
	11/12: The NELAP AC has started its review of Module 4, Chemistry Standard. There have been some concerns expressed, and Paul Junio (CSDP EC., Chair) was able to join the call to respond. A request for a 30-day comment

period extension has been submitted to the Chemistry Expert Committee. There is some confusion on the actual date the comments are due because the NELAP AC received notification at the end of August, but the due date for comments is mid-November.

12/10: The extension was granted, and comments will be submitted by the end of the year. Committee members are compiling comments that will be reviewed for finalization after the 12/15 NELAP AC meeting.

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 (<https://www.standardmethods.org/pb-assets/standard-methods/Resources/Nomenclature%20JEB%20memo%20revision%20final%202-1740590566063.pdf>) should cause changes to LAMS practices. Kristin spoke with Paul about minor concerns.

6/11: Paul Junio (Chair, CSDP EC) previously asked for information on state requirements related to Technical Specialists. CSDP EC is seeking additional information about how their current requirements could change. There was a good discussion that included examples of what the AC might be able to work with. Paul and Ilona (QMS PA) will work on DRAFT language to present to the QMS Expert Committee and CSDP EC based on the discussion.

7/9: Susan Jackson (PTPEC) and Paul Junio (LAMS) met with the NELAP AC today to discuss an FoPT change that eliminates gamma-Chlordane from the table and adds trans-Chlordane. PT Providers do not offer gamma-Chlordane, but have always offered trans-Chlordane. These are not the same compound and the table has now been corrected. This has impact on accreditation, methods, etc. Jerry will work with EMC to request that EPA provide a document summarizing the issue and providing guidance on how to deal with methods that list gamma-Chlordane when they should list trans-Chlordane. This is an issue for permits also.

Jerry Parr shared information from a recent Cannabis Regulators Association(CANN-RA.org) meeting where they commented that they would like to see more NELAP ABs accrediting for Cannabis.

10/8: Patsy Root presented information on the new UV Viewer PLUS from IDEXX using LEDs instead of the 6-watt Mercury bulb. Information can be found at: <https://www.idexx.com/en/water/other-products-services/uv-viewer-plus/>. Questions were asked about equivalency, but Patsy reminded people that EPA does not make these types of statements because they do not

get into the specifics of the instruments. Standard Methods is adding an amendment to the method.

12/10: Christine Sotelo (CA) presented a status update on their application to become a NELAP AB and shared concerns about their recent EPA evaluation where the validity of the Cynthia Dougherty Memo was questioned. There is concern by Region 9 that the DW assessments are not technical enough and that there is too much focus on Quality Management Systems. Christine will be setting up a meeting with EPA Region 9 and representatives from the NELAP AC and TNI. The NELAP AC is making this a priority so that the issue can be resolved before other EPA regions begin expressing similar 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.

6/11: This topic was further discussed. States would like an opportunity to opt in and pay an additional fee or participate in an evaluation and not pay the additional fee.

The Louisiana Department of Environmental Quality (LDEQ) Louisiana Environmental Laboratory Accreditation Program (LELAP) evaluation was completed. The AC voted to renew their recognition.

The Virginia evaluation was completed. The AC voted to renew their recognition.

7/9: The NELAP AC will begin work on a letter to LASEC and the Evaluation group to recommend changes to the Evaluation process. This will be reviewed at their next meeting.

10/8: The Committee would like to see the re-establishment of the Evaluator calls. There are a number of EPA people that have retired and the invite list will need to be updated. The goal will be to get these rolling again in November.

Ilona also provided and update on the NGAB Evaluations and the addition of the QA Peer Reviewer role with the requirement that the be from a TNI recognized AB organization and review the DRAFT final report, previous ISO/IEC 17011 evaluation and corrective action, the evaluation checklist, review response to corrective action before responding to the AB, etc. There is no longer a requirement to have more than 1 evaluator unless a need

Continue to provide information sharing venue.

Review Policies and Procedures for 5 year review and as needed.

#### Administrative Activities

is determined such as an evaluator to perform the witness of an assessor during an assessment of a lab.

Need to look at whether NELAP can move to 4 year evaluations. Recollection is that previous research was showing that this could work. Need to confirm.

10/8: The Mutual Recognition SOP will be reviewed in the October meeting. This SOP is due for its 5 year review and a question arose on how 2 ABs should address any disagreements. These disagreements should be resolved in the NELAP AC.

**12/10: Work on this SOP will start after Module 4 comments are submitted.**

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.

9/10: Program Administrator assigned: Ilona Taunton

11/12: Worked with the Policy Committee, Jerry Parr, and Paul Junio to update procedures and prepare annual certificates for NELAP ABs. All certificates have been sent.

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## 7.2 Laboratory Accreditation Systems Executive Committee

2025 Objectives	Status
Supplement SIR with Implementation Guidance for non-SIR questions.	<p>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.</p> <p>9/10: The Committee is starting the review of two implementation guidance documents submitted by the Microbiology Expert Committee: Incubator Equilibrium Checks and Temperature Distribution.</p> <p>10/8: SIR Subcommittee began review of the Incubator Equilibrium Checks and Temperature Distribution Implementation Guidance documents. They will be voted on by email or at the next meeting in October.</p> <p>SIR Subcommittee will remain established at least until the LASEC has completed all new Standard reviews.</p>
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 AC of this decision and that was done at the Council's May 5 meeting.</p> <p>10/8: LASEC requested a letter from CSDP EC to confirm that Section 4 (Technical Specialist language) is</p>

not being added to the Standards. Paul Junio has provided this language. The Chemistry DRAFT Standard (Mod 4) is posted for comment and needs to be reviewed.

11/12: LASEC reviewed the procedures for reviewing DRAFT Standards. Based on the information received and the letter from CSDP EC, the Committee voted to remove a previous decision to not review any DRAFT Standards until Section 4 of the Expert Committee Modules were complete. The Committee began its review and comments are being collected. A request for a minimum 30-day extension has been made to the Module 4, Chemistry Expert Committee.

12/10: The extension was granted and the LASEC will submit comments by the end of the year. The Committee continued its review of Module 4 during its November meeting. Committee members will continue to compile comments that Ilona will organize for discussion this Friday.

Prepare to assume role as Recognition Body for NGAB status (parallel to NEFAP and PTPEC recognitions)

9/10: Will be discussed after the current round of evaluations are completed.

Develop Draft Policies and SOPs for NELAP as needed.

3/12: Committee approved minor revisions (5-year review) to POL 3-102 (Relationship of NELAP AB Certificates of Recognition and the NELAP Evaluation Process) at its January meeting.

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

10/8: Maria, Shari, and Ilona will begin reviewing SOP 3-106 (Review of Accreditation Standard for Suitability) for updates to ensure reviews of each DRAFT Standard are provided. This will be further discussed during the October meeting.

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

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.

Administrative Activities

9/10: Maria shared a presentation in St. Louis that reviewed the procedures of the SIR system.

9/10: Program Administrator assigned: Ilona Taunton.

## 8. PROFESSIONAL DEVELOPMENT PROGRAM

### 8.1 PDP Executive Committee

2025 Objectives	Status
Establish and implement guidance, policies, procedures, and tools necessary to implement the program.	9/10: The Charter was updated to include more information about the Committee (terms and balance not required), Jerry is preparing and will share a list of policies and procedures relevant to the Committee.
Provide oversight and guidance to the Credentials and Training committees.	9/10: The Chairs of these Committees will give a report at each PDP meeting.
Establish the Jack Farrell Analytical Excellence scholarship.	9/10: The Committee brainstormed a list of considerations that will be turned in action items after further review during the September meeting.
	10/8: The Committee is looking at the intent of the scholarship, funding opportunities (Jerry added a vendor donation opportunity to the winter meeting), award criteria and specifying what the award can be used for.
	11/12: The Committee is looking at establishing a window of time to receive scholarship applications (January 13 - March 13). The applications will then be reviewed, and awards will occur by June 1 <sup>st</sup> to give people time to sign up for classes and/or the credentialing exam. The amount of scholarship funds to disperse will be determined as of a certain date each year. Applications will be separated into two categories- Digital Badge or Credential. Jerry is working on an article for the newsletter. Joe has been working on the application. Exam criteria will be included in the application so people that only people that meet the qualifications will apply.
Establish a new professionals' initiative.	9/10: The Committee began discussion on this topic and will continue to develop considerations in September.
	10/8: The Committee began discussing the purpose and scope. They will discuss timing to get this initiative started during its October meeting.
Investigate opportunities to identify funding to support the program.	9/10: Jerry will be sharing the budget for the Program. 10/8: The budget was reviewed. Considered whether a portion of any TNI revenue from Jack Farrell's trainings can be donated to the scholarship. Decided that \$5 from every conference registration (attendees) will be included as an "opt-out" function. Added a voluntary \$150 fee for exhibitors for scholarships.

Prepare and deliver an Annual Report for the previous year and Work Plan for the coming year for the annual meeting, or when requested by the Executive Director.	11/12: A small portion of the attendee fee (\$5) will go towards this scholarship program.
Administrative Activities	11/12: Joe Manzella (Chair) started the preparation of the slides for the Boston meeting and presented them to the Committee for additional ideas. The presentation will be finalized in December.
	9/10: The Committee established a meeting date of the third Tuesday at 11am Eastern. Joe Manzella was chosen to Chair of the Committee and Sharon Mertens was chosen as Vice-Chair. The Committee was familiarized with the new organization chart, website development, and the TNI Database. An announcement will go out once the Committee is ready to add more members once the committee webpage is built.
	10/8: Website development in progress.
	12/10: The website is now posted on the TNI website. The Committee membership database and membership application are now ready for use also. Jerry shared the financial report for the Professional Development Program.

## 8.2 Credentials Committee

2025 Objectivities	Status
Support Executive Director in implementing the Credentialing Initiative for a QMS Certified Professional.	7/9: Reviewed and approved a draft web page that will allow individuals to upload a resume with one minor change.  9/10: A total of 17 the individuals that took the exam in St. Louis and 16 passed. The 17 <sup>th</sup> individual did not attempt to answer about 1/3 of the questions and missed many others. Excluding the one individual who failed, the average score was 88% and the range 76-94%. These individuals had an average of 21 years of experience. 15 of the 16 had college degrees in science, but one individual with only a high school degree scored very well.
	10/8: Reviewed the class survey from St. Louis. Decided future exams should not allow the use of cell phones or internet searches, only document review.

Review current exam questions for accuracy and understanding.	3/12: Workshop on applying for and completing the QM digital badges and full credential presented at the end of conference in Jacksonville.  7/9: Reviewed the feedback from the Exam Preparation webinar provided in June and deleted one question, revised 2, and made several policy changes to the Credentials Handbook.  9/10: The committee reviewed around 20 questions of the 210 in the exam in St. Louis where >50% of the applicants provided the wrong answer and reworded the question or answer, or deleted the question from the database.
Select next roles for potential credentialing.	1/8: The Credentials Committee held its November-December meeting on December 4, and that was reported for the 12/11/24 Board meeting.
Develop KSA for next role.	3/12: Review of TS KSAs for analytical discipline “inorganic non-metals” completed at the February 26 meeting. Two additional chemistry analytical discipline KSAs still to be created and reviewed. Expert committees asked to create KSAs for other analytical disciplines.  4/9: Reviewed metals sample preparation KSAs.  6/11: Reviewed and edited draft instructions for creating KSAs for Technical Specialists for other modules.  7/9: Initiated the use of Chat GPT to help develop KSAs and test questions.  10/8: With the assistance of ChatGPT, completed the KSAs for metals by flame atomic absorption.  11/12: Initiated efforts for KSAs for graphite furnace AA.  <b>12/10: Continue to work on KSA for metals.</b>
Review existing training courses and see if additional courses are needed.	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.
Coordinate with TNI Training Committee in developing courses.	
Administrative Activities	4/9: Requested volunteers for the Professional Development Task Force being formed.  7/9: Paul Canevero added as a voting member.  9/10: Mei Beth Shepherd added as a voting member.

### 8.3 Training Committee

2025 Objectives	Status
Continue Linked-In presence.	9/10: Jerry Thao continues to do a great job providing updates on LinkedIn. All training courses, conclaves and workshops have been getting posted.
Continue to work with the Credential Committee to support this effort.	9/10: Jerry continues to provide Credentialing updates to the Committee and the Committee provides feedback on training prepared by Credentialing.
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.  6/11: Working on updates to the application so the training can be finalized.
Work with vendors to develop technical course training opportunities.	10/8 – Jerry presented the work to date. To be discussed further in October.
Develop new survey for webinars.	
Continue to develop ideas for training courses and issue RFPs.	3/12: Workgroup met in February and course descriptions are in progress.  4/9: Workgroup met and final language is just about complete. Will be sent middle of the month.  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: <ul style="list-style-type: none"> <li>– Managing Change to Minimize Risk and Increase Success</li> <li>– Management Review as a Tool to Improve Efficiency, Reduce Waste and Protect the Bottom Line</li> <li>– How to Write Effective Non-Conformances</li> </ul> 6/11: The RFP was distributed, and three bids have come in from Silky, Dorothy and Marlene. Details are being worked on and then classes will be scheduled.  7/7: The following classes have been scheduled:

- Dorothy: Managing Change to Minimize Risk and Increase Success – October 30, 2025
- Silky: Management Reviews – A Pathway to Improvement – ~~September 16, 2025.~~ (10/8: October 22, 2025.)
- Marlene: How to Write Non-Conformance - October 14, 2025.
- Marlene has also submitted an additional course – Introductions to TNI Assessments and Evaluations proposed for November 7, 2025. This class will be recommended to students with no AB experience who wish to take the Basic Assessor class.
- 10/8: Course development completed and set for November 7, 2025.

ANAB has finished writing their Risk course and it is being reviewed. This will be another course that ANAB will offer through TNI.

9/10: The course is in review and should be ready for posting with the upcoming flyer.

10/8: Training class flyer was distributed with all new classes and webcast recordings posted during the last 5 months.

**12/10: Working with Scott Siders on a new course. He did a poll on linked in to assess interest – 29 people responded and 69% said they were interested in a course on performing a deep dive into their quality management system.**

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.

6/11: The Workgroup has made lots of progress on these reviews. It is hoping to have the current scheduled reviews completed by the end of August.

9/10: The Workgroup will be meeting this week to finalize updates and prepare text for William to post with the classes.

10/8: To be completed in October. A 2017 LOD/LOQ/MDL course is being deleted. Jerry will work on a new class.

3/12: Rolled out in Jacksonville, FL.

Continue to update Course Catalog database as new courses are developed.

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.
Continue to offer and market new training courses. (Continued)	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.
	<ul style="list-style-type: none"> <li>- 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.</li> <li>- Mary Johnson is planning an update to her Wastewater Laboratory Basics course in July. Details to follow. She has new material to add.</li> <li>- 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.</li> <li>- 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</li> </ul>

	taught by Jerry Parr on June 16, 2025. All 3 courses are also posted on LinkedIn.
	7/9: Dorothy completed the Keys to Quality Management course. There were 58 students in attendance. Mary completed her Wastewater Laboratory – Basics and Essential Analyses course. There were 15 individual and 3 group registrations, so there were about 45 participants.
	11/12: Four courses were completed:
	<ul style="list-style-type: none"> <li>– Dorothy Love: Managing Change to Minimize Risk and Increase Success – October 30, 2025 – 25 students and 2 groups.</li> <li>– Silky Labie: Management Reviews – A Pathway to Improvement – October 22, 2025 – 29 students and 1 group.</li> <li>– Marlene Moore: How to Write Non-Conformance - October 14, 2025 – 49 students.</li> <li>– Marlene Moore: Introductions to TNI Assessments and Evaluations - November 7, 2025 – 21 students</li> </ul>
Continue to develop ideas and issue RFPs for training courses.	10/8: Work on the next RFP for training classes is starting in October.
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.
Continue to hold Mentor Session and Assessment Forum at every TNI meeting	4/9: The Committee reviewed the surveys and will look into a few items: <ul style="list-style-type: none"> <li>– Make sure people know how to add suggestions after the conference.</li> <li>– Looks like most people responding to these surveys have lots of experience. Does that mean most people attending these sessions are experienced and we should prepare them for these people?</li> <li>– Help develop Conference survey to include, in addition to information already collected, how long people have worked in their industry,</li> </ul>
Other	Perhaps add questions to registration to find out if it is someone's first conference.
	7/9: Agenda for both sessions for St. Louis finalized.
	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.

10/8: Discussed ways to encourage people to register on the EDS page to take classes so that they are included in the database listing all classes a student takes.

- Paul Junio is encouraged to ask people why they would prefer not to do this.
- Improvements being made to website page to explain this better.
- Prepare a recorded webcast on how to establish a training profile.

Test system to ensure that password reminders are sent quickly when requested.

#### 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.

7/9: Ilona presented a new automated program she has implemented for administering tests for webinars. The test and grading for most courses is now automated and provides immediate feedback to determine if there are any questions that might need to be refined before posting as a Webcast.

11/12: New Voting Committee Member: Mei Beth Shepherd

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## 9. PROFICIENCY TESTING PROGRAM

### 9.1 Proficiency Testing Program

2025 Objectives	Status
Establish and maintain a national PT program to support a national environmental accreditation program.	1/8: Continued updating the SOP 4-101 through 3 subcommittee meetings.
	3/12: Continued updating SOP 4-101. Identified potential SOP updates to be made to other SOPs to ensure SOPs match requirements in TNI Standard updates in the works with the PTEC.
	9/10: Ilona prepared SOP 4-108 (PT Program Standards Review and Adoption) and presented it to

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

the PTPEC. The Committee is reviewing it by email and if no comments are received, it will be approved by email.

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.

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#.

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.

5/14: No comments have been received to date. The Committee will review this in their May meeting.

6/11: The tables were posted for comments that need to be made by July 11, 2025. Any comments will be reviewed during the July meeting.

5/14: 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.

6/11: The Chemistry FoPT Subcommittee received the PT data for review of the Radiochemistry limits. The Committee met on 6/4/25 to start the review with the inclusion of volunteers from the Radiochemistry Expert Committee.

7/9: A comment was received from Minnesota and with input from Paul Junio (LAMS), the Committee decided the table posted for comments relative to chlordane needed immediate changes. See description and resolution under NELAP AC report.

7/9: Based on the June Chemistry FoPT meeting, a letter was written to Michella Karapondo with a request for EPA to consider re-evaluating the MQOs for: Gross-alpha, Gross-beta, Radium-226, and Strontium-90. They also requested that EPA consider incorporating zeta- scoring for the Drinking Water Radiochemistry analytes. This scoring model would take into account the standard uncertainties associated with the PT providers assigned values and laboratory reported methods in the evaluation criteria. A meeting is being

set up with Michella and Katie Hoffman from EPA and Robert Rosson from GDIT to discuss options.

10/8 PTPEC advised of inappropriate definitions with QMS for applicability to the PT Program. Support from PTPEC will be required.

Executive committee reviewing EL V4 and will submit collective comment to PTEC for response.

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.

6/11: Data is being re-processed based on recommendations from the WET Expert Committee.

7/9: The Subcommittee completed the FoPT table update on June 18, 2025. It will need to be sent out for comment before finalization. Craig Huff is retiring.

9/10: Work is still being finalized on the DRAFT table. It should be presented for approval by the PTPEC during their September meeting. It will then be distributed and posted for the 45 day comment period.

11/12 Subcommittee finalized and will present draft table for WETT FoPT to full committee in November meeting. If approved, it will then be distributed and posted for 45-day comment period.

12/10 Full committee approve by super majority ballot the Draft WETT FoPT table and posted same on TNI website for 45-day comment period. Chemistry FoPT Subcommittee, as the request of an AB, proposed and approved for recommendation to the PTPEC addition of Ur(mass) to the Drinking Water Inorganic FoPT table; an ARA will be submitted.

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.
	6/11: The Subcommittee has started the 10-year review of all FoPTs.
	7/9: The Subcommittee changed its meeting to mid-July and will continue its review of DW limits.
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.	9/10: The Advocacy Committee will be involved in efforts to reach out to non-TNI ABs. The Ambassador Program they have developed will be key in doing this. PTPEC will provide Advocacy with updates that could be of interest to 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.

Administrative Activities	<p>5/14: The Committee is reviewing a proposed update to DRAFT Volume 4 received from the PT Expert Committee.</p> <p>9/10: The Committee is working on review of Volume 4 to provide PTPEC comments during the open comment period. They have requested a 30-day extension and will provide comments mid-October or sooner.</p> <p>11/12 the committee finalized and approved comments on EL V4. Comments were submitted to PTEC and their receipt was acknowledged.</p> <p>1/8: Began outreach to current active associate members about moving to a voting member status by completing the application. Approved nomination for Michella Karapondo as a voting member. Jennifer Best resigned as a voting member and will continue on as an associate member due to a new professional role.</p> <p>7/9: The Committee did a thorough review of action items.</p> <p>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.</p> <p>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.</p> <p>9/10: Bob Wyeth will be transitioning to the PA role for this Program this month. Ilona will be available as needed. Bob, Ilona, Susan Jackson, and Amy DeMarco met to review all action items and answer questions about the transition.</p> <p>10/8 SOP 7-101 approved by super majority ballot SOP 4-109 was previously reviewed but one additional change has been made. That change adds the term "neutral" to the clause "advantageous economic..."</p> <p><b>12/10 SOP 4-109 being reconsidered at request of 2 committee members; further action tabled awaiting formal comments.</b></p>
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## 10 ADMINISTRATION

### 10.1 Advocacy Committee

2025 Objectives	Status
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Implement a plan for national accreditation and systematic outreach to data users that will explain and promote the benefits of a quality management system.	6/11: Initiated preliminary discussions about objective 1.2.6 (future NELAP vision) and agreed on the following steps:
	<ol style="list-style-type: none"> <li>1. Have a wide-ranging conversation with Dan Hautman.</li> <li>2. Contact the NGABs about their ability to handle more labs.</li> <li>3. Compile a table summarizing all non-NELAP certified labs.</li> </ol>
	11/13: Discussed option of single PT requirement for laboratories only doing 1 PT if they are only accredited by one State AB and that state allows only a 1 PT requirement. Might help states that have a two-tier program. Any PT failure would need corrective action – not only when 2 out of 3 are missed. Jerry will explore this through conversations with appropriate stakeholders.
Finalize the “Introduction to TNI” to create a webinar for new members.	4/9: Discussed whether and how TNI might assist EPA in sustaining laboratory certification activities with EPA's reduced funding and staffing.
Monitor EPA/federal activities for opportunities to share TNI's activities and promote national accreditation.	9/10: Work on this effort has been continued through discussion on outreach to non-NELAP states, preparing a table of non-NELAP states and number of accredited labs, possibly reaching out to the Association of State Drinking Water Administrators, gaining information on NGAB capacity to help with assessments, and reaching out to an EPA Region to find out more about requirements for assessors to complete the DW course.
	9/10: Jerry provided an update after a meeting he attended with Sandhya Parshionikar, Ph.D. (Dan Hautman's replacement). She is currently the Acting Director, and confirmation is not expected until the end of September.
	10/8: Looking at ASDWA (Association of State Drinking Water Administrators) meeting in October in Long Beach. They have some topics of interest related to primacy between the states and EPA. The Committee will be working on reaching out to find out more about the conference and contacting individuals that might be attending.
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.

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.

6/11: Spring newsletter sent on June 4.

9/10: A list of topics and authors for the late October Newsletter have been developed. Devon Morgan will be coordinating this effort with Sharon Merten's assistance.

10/8: Articles are being completed.

11/12: Newsletter sent on 11/11.

- 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.

August 7 – EMS – Paul Junio - Update on TNI Standards

August 7 – EMS – Elizabeth Turner - TNI Microbiology Standard

April 16, 2025: APHL quarterly meeting (virtual) – Jerry Parr – TNI Update

October 7, 2025 – OELA – Michelle Wade – Update on TNI Standards

October 8, 2025 – WEAT – Jerry Parr – Update on TNI Standards

November 6, 2025 IAS ELAP – Jerry Parr – Update on TNI Standards

December 2025 PJLA Conference - Paul Junio – Update on TNI Standards

April 2026 A2L AnnCon - Paul Junio – Update on TNI Standards

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.

6/11: Meeting set for June 23. Jerry is also recruiting cannabis speakers for the NEMC Ensuring Reliable Data session.

7/9: On June 23, Jerry Parr and Sharon Mertens met with the Executive Director and other individuals representing the Cannabis Regulators Association. We shared some of the activities we were doing that could be beneficial to their members and the laboratories they regulate. In the future, we will be working with their committee that focuses on testing issues.

7/9: Victoria Pretti (NY) and Steve Jetter (OR) have agreed to present on cannabis testing issues at EMS.

9/10: These were excellent presentations and Jerry is considering sharing these with CANN-RA. He is also planning to share data integrity procedures from both the NELAP and NEFAP Standards.

Develop a new White Paper on acceptance of NELAP accreditations by non-NELAP states.

Serve as the Steering Committee for TNI’s Annual Meeting

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: The 2025 Forum was in Jacksonville, FL from February 3-6, 2025. 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.

9/10: The committee reviewed the proposed agenda for Boston and made some adjustments as shown below. Committee also reviewed the proposed registration fees and discussed possible locations for the 2027 meeting. Exhibit registration is scheduled to open mid-September and attendee registration on October 1.

**2026 FORUM**  
**January 12-15, 2026**  
**Hyatt Regency Boston**

Time	Monday: 1/12	Tuesday: 1/13	Wednesday: 1/14	Thursday: 1/15
8-12 PM	<b>General Session</b> 8:00 Welcome new Attendees 9:00 Annual Meeting 10:30 Technical Specialist	– Assessment Forum – PTP/PTPTEC – Prof Dev/ /Training	– QMS – Micro	Credentials Exam Training Course – NEFAP IDEXX Field Trip
12-1	Lunch on Own (11:30-1:00)	Lunch Provided	Lunch Provided	
1-5 PM	1:00-5:00 – Mentor Session – LASEC/NELAP – WET	– FAC/NEFAP – Credentials RadioChem – QMS	– Chemistry – LAB – NGAB/Advocacy 4:15 Committee Reports	TNI Staff mtg
5:30	Reception		Board reception	

*Exhibit program runs from 3:00 on Monday to 3:30 pm on Tuesday.*

10/6: Registration for Attendees has opened.

RFPs for 2027 were sent to Atlanta, Dallas, Greenville, Louisville, New Orleans, Portland, St. Louis, Kansas City, Denver, Salt Lake City, San Antonio, Seattle (multiple locations), and California (multiple locations). Twelve proposals were received and 3 of these were rejected for various reasons.

Of the remaining 9, 3 from California (La Jolla, Long Beach, and San Diego) and one from Portland were carefully reviewed. Comments from the attendees indicated strong support for Long Beach and negative comments about Portland due to muggings by homeless individuals at the hotel. Jerry then initiated discussions with Long Beach and successfully resolved some minor issues on the meeting space and secured additional incentives.

11/13: Jerry completed the onsite visit for the Boston meeting. A contract has been signed for a winter meeting on January 12, 2027, in Long Beach, CA.

**12/10: As of 12/8, only 100 registered attendees and 13 exhibitors. Room block is at 407 room nights, or 60% of the contract. An email will be sent this week to encourage registration before the 12/19 deadline.**

The IDEXX field trip is sold out but only 4 registrations for the FSMO training course and 1 for the credential's exam. All committeees meeting in Boston are working on their presentations.

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.

6/11: Devon Morgan approved as a new voting member bring the total to 8.

11/13: Ambassador discussions/updates will now be part of the Committee meeting instead of a separate meeting.

## 10.2 Policy Committee

2025 Objectives		Status
Continue to develop and/or review SOPs and Policies		See Table below.
<b>Policy/SOP No.</b>	<b>Description</b>	<b>Status</b>
SOP 1-123	Personal Data Collection and Use	1/8: Provided for Board endorsement.
POL 7-100	Issuance of NGAB Certificates	3/12: Provided for Board endorsement.
SOP 1-133	TNI Management Review	3/13: Draft complete and forwarded to PAs for review. 4/9: Incorporated comments from PAs and approved SOP.
SOP 2-103	Format and Style Guide for TNI Standards	3/13: Review complete and returned to CSDP EC for minor revisions. 4/9: Reviewed and approved revised SOP revision 1.1. <b>12/10: Revised SOP 1.2 provided for Board review.</b>
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.
SOP 7-100	Evaluation of NGABs for Accrediting Environmental Laboratories under Recognition by TNI	6/11: Initiated efforts to revise this SOP based on May Board discussion. 7/9: SOP provided to the Board for review and endorsement.
TNI Bylaws	TNI Bylaws	9/10: Revised Article VII by adding the Professional Development Program
Policy 1-130	Advertising in TNI Activities	9/10: Provided for Board review and approval.
SOP 5-108	Adoption of NEFAP Standards	9/10: Provided for Board review.
SOP 7-101	Evaluation of NEFAP and PT ABs	10/8: Provided for Board review.

SOP 2-100	Standards Development	10/8: Provided for Board review.
SOP 1-132	Formation of TNI Committees and Task Forces	12/10: Revised SOP provided for Board review.

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 17000 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.

9/10: Review started and 80% complete.

Conduct other activities delegated to the Policy Committee

10/8: Work tabled due to SOPs that need critical review.

Administrative Activities

12/10: Initiated review of Guidance on consumables

6/11: Scheduled a third call for May to expedite work on SOP 7-100.

### 10.3 Environmental Measurement Symposium

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

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

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

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.

6/11: Attendee registration sits at 174, with only 4 of these being recordings. Two EPA presenters had to cancel so the Thursday am session was revised.

7/9: Attendee registration sits at 330, with only 8 of these being recordings. This number does not count ~130 exhibitors nor 10 presenters that have not registered. The hotel room block is at 97% with the deadline to get a room this Friday. We have 13 registrations for the cybersecurity workshop and 14 for the credential's exam.

#### 2025 Environmental Measurement Symposium Conference at a Glance

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

- 9/10: Ended up with 545 attendees. The Steering Committee reviewed the evaluations and initiated planning for the 2026 meeting in Houston, TX. The committee also discussed potential locations for the 2027 meeting. A Request for Proposal (RFP) will go out in September.
- 10/8: RFPs were sent to Atlanta, New Orleans, Chicago, St. Louis, Kansas City, Denver, Salt Lake City, Seattle (multiple locations), and California (multiple locations). Seven proposals were received and 3 of these were rejected for various reasons. The Steering Committee reviewed these and narrowed it down to San Diego and Chicago (O'Hare), with Chicago being the preferred choice, especially in light of Long Beach being selected for the winter meeting. There were some space issues in Chicago but these were satisfactorily resolved in a call with the hotel on 10/6.
- Session titles for the 2026 meeting have been established and the Call for Abstracts should go out in mid-October.
- Registration for exhibitors will open in mid-October.

## 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 applications have been received, but still need their TNI Standard Renewal Application. Ilona will be preparing the 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.  6/11: Applications are due in June, but there have been two requests for an extension. The training will be updated to include the new SOP for the evaluators. Ilona is helping with the development of the class, so consideration is being given to whether updating the SOP and preparing the exam is sufficient to cover her training since she has already undergone the Evaluator training for NEFAP, PTP and NELAP. The only change is the new SOP.  7/9: Judy Morgan and Marlene Moore agreed to continue to serve on the TNRC. All applications are expected to be in by mid-August. Initial review of the first application required that it be returned for more specific references in the checklist. PJLA's application was received on July 7.  9/10: Applications are ready. Still working out a confidentiality requirement that ANAB has with their submission. Edits were made to SOP 7-100 (Evaluation of Non-Governmental Accreditation Bodies (NGAB) for Accrediting Environmental Laboratories under Recognition by The NELAC Institute (TNI)). Ilona prepared the exam for this SOP that is part of the training requirement for QA Peer Reviewers, evaluators, and the TNRC. Ilona has contacted NELAP ABs to fill in the updated QA Peer Reviewer role and has received confirmation to fill all 4 roles needed. An initial training date of September 19 <sup>th</sup> has been set-up for training and all invites will go out on Tuesday of this week. Once this training is complete, the review of applications and establishment of the Evaluator/Peer Reviewer team will be established. NGABs will be notified of Evaluation participants (Evaluator, Peer Review and TNRC) and receive Conflict of Interest forms for their review.

## 11. TASK FORCES AND OTHER EFFORTS

### 11.1 Consumables Task Force

2025 Objectives	Status
Finalize the decision tree and certificates documents.	
Test the guidance with selected stakeholder groups.	
Develop implementation tools for laboratories.	
Prepare guidance document.	1/8: Task Force to ballot approval of draft Guidance Document in January prior to meeting in Jacksonville.  3/12: Draft Guidance Document presented at Winter Meeting and comments were solicited. Comments have been addressed by the Task Force and a final draft document has been created and circulated for review by select interested parties. Anticipate any potential final changes and submitting the Guidance Document to the Policy Committee for review and approval.  4/9: CTF requested select stakeholders review of the draft GD. Comments and suggestions have been received and incorporated into the document for review and approval by the task force during April meeting. GD will then be submitted to the Policy Committee for review and approval.  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.  6/11 Committee approved Guidance Document and is currently working to resolve comments and external reviewer comments and suggestions on appendices and checklists. The full document will be submitted to the Policy Committee in July.  7/9 Final Guidance Document to be present for Task Force vote in July. Vote to be conducted by e-mail ballot due to continued attendance issues. Upon approval the document will be submitted to the Policy Committee for approval.

9/10 One task (introduction to Appendix 5) was identified and remains to be addressed. For potential final approval A draft has been recently developed and will be finalized and shared with Task Force members prior to submittal to the Policy Committee.

10/8 Chat GPT was applied to final draft Guidance Document. The result was creation of a revised document, which was a large improvement relative to clarity and ease of use. This revised document is being circulated for approval by the entire Task Force. Submission to the Policy Committee is anticipated this month.

11/12 Final vote for Task Force approval underway. Anticipate super majority approval in November with submission to Policy Committee to follow.

12/10 final draft of guidance document approved by super majority vote and submitted to Policy committee for consideration.

#### Administrative Activities

9/10 due to attendance issues and conflicting schedule the Task Force has not met recently but rather business is being conducted by e-mail communications.

10/8 Attendance still problematic but business continues by e-mail.

12/10 Further Task Force activities dependent on review by Policy Committee.

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### 11.2 Feedback Task Force

2025 Objectives	Status
Conduct the survey.	1/8: No change, awaiting resolution of technical issues.
Develop recommendations.	11/12: Ilona will use a Microsoft app to send out the survey.
Dissolve the Task Force	

### 11.3 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.

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	5/14: Task Force members identified and draft Charter developed. Sharon Mertens has volunteered to help lead the effort.
	6/11: First meeting schedule for June 13.
	7/9: See Agenda item 1.
Develop plan for the Jack Farrell Analytical Excellence Scholarship.	7/9: Assigned to PDP EC.
Develop recommendations for the Board.	7/9: Recommendations provided to the Board
Dissolve the Task Force	7/9: Task Force dissolved.

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#### 11.4 NGAB Evaluations

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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 applications have been received, but still need their TNI Standard Renewal Application. Ilona will be preparing the 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.
	6/11: Applications are due in June, but there have been two requests for an extension. The training will be updated to include the new SOP for the evaluators. Ilona is helping with the development of the class, so consideration is being given to whether updating the SOP and preparing the exam is sufficient to cover her training since she has already undergone the Evaluator training for NEFAP, PTP and NELAP. The only change is the new SOP.
	7/9: Judy Morgan and Marlene Moore agreed to continue to serve on the TNRCC. All applications are expected to be in by mid-August. Initial review of the first application required that it be returned for more specific references in the checklist. PJLA's application was received on July 7.

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#### 11.5 Environmental Monitoring Coalition

- 4/9: EMC provided comments on the proposed EPA Methods Update Rule on March 24.
- 11/12: EMC has initiated a major new effort to change the EPA approval process for methods. EPMC also plans to provide comments on the TNI Chemistry module.

### 12. MEMBERSHIP

- 1159 active members

## 12.1 Committee Applications

First	Last	Organization	Interest	Committee
Paul	Junio	Pace Analytical Services	Associate	Chemistry
Rachel	Hook	HRSD	Associate	Microbiology
Keven	Stone	OK DEQ - Lab Accreditation Program	Associate	Radiochemistry
Joshua	Snyder	Eurofins Built Environment Testing	Associate	Microbiology
Christina	Pottios	Los Angeles County Sanitation Districts	Associate	Quality Management Systems
Shari	Pfalmer	Pace Analytical Services	Associate	Proficiency Testing

## 12.2 New and Renewed Members:

- 33 New and Renewed memberships in November, 2025

## 12.3 Expired Memberships

- Of the 33 expired memberships from October, 5 renewed after contact (5 were undeliverable, and 1 confirmed non-renewal). Emails were sent to November expired members on December 1, 2025.
- 15 Memberships Expired in November