Summary of the TNI Competency Task Force Meeting
Wednesday, February 22, 2023   1:00 pm Eastern

1.   Welcome and Roll Call

Ken welcomed everyone to the meeting. Attendance is recorded in Attachment 1. The minutes from January 25, 2023, were unanimously approved following a motion by Steve, seconded by Elizabeth.

2.   Addressing Comments on the KSA Document

There were a few comments on the draft KSA document, as revised during the January Task Force meeting.
- The tables in sections 2 and 3 should be numbered in the same way (either A/B/C or 1/2/3) and perhaps the list of badges should be considered a table, also.
- In section 2, we should note that some courses may be used to meet the requirements for more than one badge, and the section on Legacy Courses needs to be clarified to state the these legacy courses can be used for credit towards badge requirements.
- In Section 2.2.1, course content must be applicable to all modules. For instance, in the PT badge, the PT Reporting Limit (PTRL) is relevant only to chemistry but is a fundamental concept of PT operations, and other badges where the technical modules (3-7) have varying requirements, the badge courses and exam should focus on the aspects that apply to all modules, rather than having badges with sub-specialties for each type of testing.

Jerry will create a consolidated list of the references cited in the KSA document, so that the Task Force can determine what materials need to be available for the "open book" exams. Participants agreed that making just specific sections of the Standard available should not be done, as that might guide the test taker to the answer. Jerry will have a proposal about how to handle references to the TNI standard for the March meeting.

3.   New Business

Jerry is planning to propose a recommendation to establish the planned credentialing program to the TNI Board at its April meeting, and once the recommendation is approved, he will plan for a webinar to announce and describe the program. He noted that TNI's IT Administrator, William Daystrom, is making good progress with creating the needed software to support the program.

We will begin working on the questions for the badge exams in March. Several individuals have earlier volunteered – Alfredo, Judy Morgan, Silky Labie and Carl Kircher (per August 27, 2022 minutes). Participants agreed with the suggestion to reserve Carl as our initial "beta tester" for the questions developed, rather than have him writing the questions, and then a small group (5-10) of individuals could be asked to formally validate the questions and answers.

4.   Next Meeting

The next scheduled meeting of the Competency Task Force will be Wednesday, March 22, 2023, at 1 pm Eastern. The agenda, a Teams meeting link, and any necessary documents will be sent in advance.

Competency Task Force Roster

NAME		EMAIL	AFFILIATION	Present?	
Paul	Banfer	paul.banfer@eisc.net	EISC	Yes	1
Kenneth	Brown	kbrown@escondido.org	City of Escondido	Yes	2
Patricia	Carvajal	pmcarvajal@sara-tx.org	San Antonio River Authority	No	3
Steve	Drielak	drielak-associates@usa.net	Drielak & Associates	Yes	4
Amanda	Dutko	adutko@fairwaylaboratories.com	Fairway Laboratories	Yes	5
Stacey	Fry	sfry@babcocklabs.com	Babcock Laboratories	No	6
Harold	Longbaugh	Harold.Longbaugh@houstontx.gov	City of Houston	No	7
Joann	Slavin	joann.slavin@health.ny.gov	NY DOH	Yes	8
Scott	Siders	siders6six@yahoo.com	Retired	No	9
Alfredo	Sotomayor	asotomayor@mmsd.com	MMSD	Yes	10
Elizabeth	Turner	Elizabeth.turner@pacelabs.com	Pace Labs, Inc.	Yes	11
Staff:					
Jerry	Parr	Jerry.parr@nelac-institute.org	TNI Executive Director	Yes	
Lynn	Bradley	Lynn.bradley@nelac-institute.org	TNI Program Administrator	Yes	