

Summary of the TNI Competency Task Force Meeting
Wednesday, June 22, 2022 1:00 pm Eastern

1. Welcome and Roll Call

Ken welcomed everyone to the meeting. Attendance is recorded in Attachment 1. The minutes from May 25 were not approved due to lack of a quorum.

2. Continued Review of QM KSAs

This review resumed at section 3.7, Records Specialist.

§3.7 – Records Specialist

The KSAs for this badge are essentially verbatim from the Standard itself, so an additional paragraph was added to ensure that the topic of records retention will be included in this badge.

§3.8 – Internal Audit Specialist

This section led to discussions of several related topics. First, the distinction between required management reviews and internal audits was discussed and the language for §3.8 clarified to explicitly reference the “quality management system”.

Second, participants sought to determine whether the Internal Audit Specialist and the Corrective Action Specialist badges should be combined or separate, and eventually settled on separate after revisiting §3.6. The Internal Audit Specialist should have some knowledge of corrective actions and root cause analysis, but the Corrective Action Specialist’s role would address nonconformities identified through all possible means (complaints, staff reports, etc.) as well as during internal audits. The Corrective Action Specialist language was revised by shifting paragraphs to reflect that internal audits may be the primary but not the sole source of nonconformities requiring corrective actions.

3.9 – Accommodation and Environmental Conditions Specialist

Participants determined that, since the Quality Manager has no direct control over either the facility or its environmental conditions, this should not be a badge option. Aspects of what was formerly in this badge will be considered for inclusion in the Laboratory Management credential to be considered at a later date.

Also, participants desired to revisit §3.11, Calibration of Support Equipment Specialist, and also §3.12, Sample Handling Specialist, at the next meeting. During the initial review of these KSAs (§1.0 of the document), this badge category was removed, but that decision may need to be revisited as perspectives may have shifted.

At this point, the meeting time was expired. Review of the KSA document will resume with §3.10 at the July meeting.

3. Next Meeting

The next meeting of the Competency Task Force will be on **Wednesday, July 27, 2022, at 1 pm Eastern**. An agenda and any necessary documents will be sent in advance of the meeting.

Attachment 1

Competency Task Force Roster

NAME		EMAIL	AFFILIATION	Present ?	
Aaren	Alger	aaren@alger-consulting.com	Alger Consulting & Tech.	No	1
Paul	Banfer	paul.banfer@eisc.net	EISC	No	2
Kenneth	Brown	kbrown@escondido.org	City of Escondido	Yes	3
Julia	Caprio	JKlensCaprio@Geosyntec.com	Geosyntec	No	4
Patricia	Carvajal	pmcarvajal@sara-tx.org	San Antonio River Authority	Yes	5
Kirstin	Daigle	Kirstin.daigle@pacelabs.com	Pace Laboratories	No	6
Steve	Drielak	drielak-associates@usa.net	Drielak & Associates	Yes	7
Amanda	Dutko	adutko@fairwaylaboratories.com	Fairway Laboratories	No	8
Stacey	Fry	sfry@babcocklabs.com	Babcock Laboratories	No	9
Silky	Labie	elcatllc@centurylink.net	ELCAT	No	10
Harold	Longbaugh	Harold.Longbaugh@houstontx.gov	City of Houston	No	11
Mike	Michaud	Mike.michaud@abilenetx.gov	City of Abilene	No	12
Mitzi	Miller	Mitzi.MQC@gmail.com	MQC	No	13
Sharon	Robinson	Sharon.Robinson@doh.nj.gov	New Jersey DOH	No	14
Scott	Siders	siders6six@yahoo.com	Retired	No	15
Joann	Slavin	Joann.slavin@health.ny.gov	NY ELAP	No	16
Alfredo	Sotomayor	asotomayor@mmsd.com	MMSD	Yes	17
Elizabeth	Turner	Elizabeth.turner@pacelabs.com	Pace Labs, Inc.	No	18
Staff:					
Jerry	Parr	Jerry.parr@nelac-institute.org	TNI Executive Director	Yes	
Lynn	Bradley	Lynn.bradley@nelac-institute.org	TNI Program Administrator	Yes	