

Summary of the TNI Credentials Committee Meeting
Wednesday, October 25, 2023 1:00 pm Eastern

1. Welcome and Roll Call

Ken welcomed everyone to the meeting. Attendance is recorded in Attachment 1. The minutes of August 23 and September 27 were approved by unanimous vote after a motion by Scott, seconded by Steve.

Because this committee has only existed since late spring of 2023, no internal audit was performed, as the checklists were developed before it was created.

2. Updates

No updated information was available. Trainers are reviewing the 900-or-so exam questions and once they've been vetted, they can be entered into the credentials software created by TNI's IT Administrator.

3. Continued Review of Draft Handbook

The review resumed at section 3.1.4 from the September meeting. Issues discussed and resolved are noted below.

After recognizing the conflict between §5.2.5 of the Training Committee's draft SOP 1-129, Development of Examinations, and §3.2 of the draft Handbook, and knowing that we have an ample supply of questions for badges for the current Standard, participants agreed to remove the concept of including experimental but unscored questions in exams.

Handling of problematic questions that might be identified during scoring of exams is addressed in §5.3 of the draft SOP 1-129.

SOP 1-129 needs to be referenced somehow in the Handbook. Jerry will add a reference section to that document (see draft revision distributed with these minutes).

Participants agreed that the language restricting badge and full credential applicants from discussing the test questions with others should be made more obvious than just a few sentences in the Handbook. A Statement of Understanding that spells out the expectations in this regard was added to §3.3.3 and will become part of the application materials.

At this point, the meeting time was expired. Review will resume with §4 at the November meeting.

4. Next Meeting

The next video/teleconference will be on **Wednesday, November 15, 2023, at 1 pm Eastern.** **PLEASE NOTE THAT THIS IS RESCHEDULED FROM THE USUAL 4TH WEEK TO THE 3RD WEEK.** The agenda, a Teams meeting link, and any necessary documents will be sent in advance.

Attachment 1

Credentials Committee Roster

NAME		EMAIL	AFFILIATION	STAKE-HOLDER CATEGORY	Present?
Paul	Banfer	paul.banfer@eisc.net	EISC	Other	No
Kenneth	Brown	kbrown@escondido.org	City of Escondido	Lab	Yes
Patricia	Carvajal	pmcarvajal@sara-tx.org	San Antonio River Authority	Lab	Yes
Steve	Drielak	drielak-associates@usa.net	Drielak & Associates	Other	Yes
Amanda	Dutko	adutko@fairway-laboratories.com	Fairway Laboratories	Lab	No
Stacey	Fry	sfry456@aol.com	CA Dept. of Cannabis Control	Other	Yes
Salima	Haniff	Salima.haniff@bvllabs.com	Bureau Veritas Labs	Lab	No
Harold	Longbaugh	Harold.Longbaugh@houstontx.gov	City of Houston	Lab	Yes
Theresa	Johnson	Theresa.Johnson@mccampbell.com	McCampbell Analytical, Inc.	Lab	Yes
Joann	Slavin	joann.slavin@health.ny.gov	NY DOH	AB	No
Scott	Siders	siders6six@yahoo.com	Retired	Other	Yes
Alfredo	Sotomayor	asotomayor@mmsd.com	Milwaukee Metropolitan Sewer District	Lab	Yes
Elizabeth	Turner	Elizabeth.turner@pacelabs.com	Pace Labs, Inc.	Lab	Yes
Associate Members:					
Ezekiel	Lebron	Ezekiel.Lebron@waterboards.ca.gov	CA ELAP	AB	Yes
Jerry	Thao	Jerry.thao@pacelabs.com	Pace Labs, Inc.	Lab	No
Staff:					
Jerry	Parr	Jerry.parr@nelac-institute.org	TNI Executive Director		Yes
Lynn	Bradley	Lynn.bradley@nelac-institute.org	TNI Program Administrator		Yes