

Summary of the TNI Credentials Committee Meeting
Wednesday, November 15, 2023 1:00 pm Eastern

1. Welcome and Roll Call

Ken welcomed everyone to this meeting, which was rescheduled due to the Thanksgiving holiday. Attendance is recorded in Attachment 1. The minutes of October 25 were approved by unanimous vote after a motion by Patty, seconded by Elizabeth.

2. Updates

Jerry noted that he received the requested thirty questions from the Radiochemistry Expert Committee, for the second part of the QS Specialist badge, and that William is working on automating the exam, but can't really enter the questions until they are all vetted.

The Credentials Committee session at conference in Columbus will be on Tuesday morning, January 23. Three of those present for today's meeting plan to attend.

3. Continued Review of Draft Handbook

The review resumed at section 4 from the October meeting. Issues discussed and resolved are noted below.

- § 4 – To clarify the “exam completion date”, that phrase was changed to be the date when the certificate was awarded.
- §4 – For Professional Development Hours, we realized that individuals are not actually creating questions, but rather TNI's committees are doing that, so the “credit” for test question development was deleted.
- §5 first bullet – Policy 1-129 (Code of Conduct) should be added as a reference and the language about conduct deleted from the Handbook, since that material will be addressed in the Statement of Understanding, to which all candidates will be required to agree.
- §5 second bullet – reword to eliminate the term “deceptive” and just itemize the unacceptable actions.
- §5 third bullet – the term “fraudulent” was rephrased to read “shall not make false representation”.
- §5 fourth bullet – the requirement to report conduct violations by others was retained after discussion, as participants agreed that this is a common part of honor systems in schools and universities.
- §5 fifth bullet and the remainder of the section (second set of bullets) were all deleted. These items are covered in the Statement of Understanding.
- §6 – the section is retitled as Complaints, and directs candidates to use the TNI Complaint process (link on the TNI home page, and the TNI Complaint Procedure, SOP 1-106). This procedure includes an appeal process if the initial complaint resolution is deemed unsatisfactory by the complainant.

At this point, the meeting time was expired. Review will resume with §7 at the December meeting.

4. Next Meeting

The next video/teleconference will be on **Wednesday, December 6, at 1 pm Eastern**. **PLEASE NOTE THAT THIS IS RESCHEDULED FROM THE USUAL 4TH WEEK due to the holidays.** 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	Yes
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	No
Salima	Haniff	Salima.haniff@bvlab.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	No
Joann	Slavin	joann.slavin@health.ny.gov	NY DOH	AB	Yes
Scott	Siders	siders6six@yahoo.com	Retired	Other	No
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	No
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