

Summary of the TNI Credentials Committee Meeting
Wednesday, March 27, 2024 1:00 pm Eastern

1. Welcome and Roll Call

Ken welcomed everyone to this meeting. Attendance is recorded in Attachment 1.

The agenda was approved unanimously following a motion by David, seconded by Salima (see Attachment 2).

There was some discussion about whether the minutes from February 28, 2024, accurately captured the consensus of the next role to be addressed – whether we were going to address Technical Specialist (TS) and Assessor Competency concurrently, or to focus initially on the TS role. Jerry referred to the first sentence of item 4 of the minutes, that the TS KSAs will likely become a portion of the Assessor KSAs. This satisfied the concern about clarity of the minutes, which were then approved unanimously after a motion by Stacey, seconded by Elizabeth.

2. Updates

Jerry noted that the Quality Manager questions are being reviewed, with the results expected by April 1.

3. Draft KSA Document for Technical Specialist

Jerry provided a first draft of what will become the KSA document. The plan is to organize it into three sections:

- §1 – fundamental skills of any environmental testing (basic competencies, with a subsection for each of the five modules) – §1.1 drafted for analytical chemical testing,
- §2 – technical competency requirements from the Standard (V1M2 and V1M4) for any chemical testing (so far); inorganic and non-metals comprise subsection 2.1.
- §3 – Professional and Foundational Competencies – basics that any candidate for TS should possess, acquired from education, training and experience. While not specifically included as part of exam questions, they will certainly be evaluated during a new employee's probationary period.

At this point, participants discussed the differences between the “old” Technical Director/Manager role and the “new” Technical Specialist role, for clarification. The TS may but is not required to have any supervisory or managerial responsibilities. We also noted that the language for TS requirements is still being refined for the draft V1M2 module, although the concept itself is well accepted.

Jerry also noted that the KSA document has an Annex that discussed anticipated training course requirements for the TS role. A course in development will address the fundamental lab skills for chemistry (§1), so he recommended awaiting incorporation of the final course materials before attempting to review the analytical chemical subsection 1.1.

The group then began examining §1.2.2, which has a lot of material that is similar to the QMS specialist badge. One participant suggested using broader terms (e.g., precision and accuracy, or “measures of precision”) instead of attempting to identify and itemize each specific one (surrogates, uncertainty, replicates versus duplicates, calibration, positive and negative controls, analytical limits,, sensitivity, ,etc.). While new analysts may not grasp the broader term, anyone

hired to be a TS will obviously not be a new analyst, so the broader terminology should be acceptable. "Key definitions" will be rephrased as "concepts".

Then, looking at §1.2.3, again it is obvious that 1) there is considerable overlap with the QM KSAs and 2) required data integrity training covers much of the material presently itemized in this section. It became clear that additional revisions will improve this subsection.

Participants noted that the term "inorganic non-metals" is used in 40 CFR Part B, but terms used in that regulation may not be the best way to group all chemical testing. Also, in that regulation, multiple technologies are used within each grouping but also the same technology may appear in different groups. This categorization requires more consideration and possibly the use of more generic groupings of testing types.

One additional point raised was about defining appropriate method modifications, and whether that would fall under method validation or some other category.

The draft document as revised during the discussion is being distributed with these minutes, but Jerry committed to crafting additional revisions prior to the April meeting.

4. New Business

There was no new business.

5. Next Meeting

The next regularly scheduled video/teleconference will be on **Wednesday, April 24, 2024, at 1 pm Eastern**. 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	Kenneth.brown@escondido.gov	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	No
Amanda	Dutko	adutko@fairway-laboratories.com	Fairway Laboratories	Lab	No
Stacey	Fry	Stacey.fry@cannabis.ca.gov	CA Dept. of Cannabis Control	Other	Yes
Salima	Haniff	Salima.haniff@bvllabs.com	Bureau Veritas Labs	Lab	Yes
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	Yes
Scott	Siders	siders6six@yahoo.com	Retired	Other	Yes
David	Smith	david.smith@antylia.com	Environmental Express	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:					
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

Attachment 2

Agenda, March 27, 2024

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes (February minutes attached)
- Election of New Member
- Brief Status Update on Quality Manager Digital Badge Launch
- Begin Consideration and Review of Draft KSA for Technical Specialist/Inorganic Chemistry (see attached draft KSA document plus the Florida checklist used in creating it)
- New Business, if any
- Adjourn