

Summary of the TNI Credentials Committee Meeting
Wednesday, May 22, 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 Patty seconded by Theresa (see Attachment 2). The minutes from the April 24 meeting were approved unanimously following a motion by David, seconded by Salima.

Amanda Dutko has been dropped from the committee roster due to no longer being a TNI member and not responding to requests to renew.

2. Update on the QMS Badges Progress

Jerry received comprehensive reviews of the 800-plus questions from Stacey Crandall, Steve Arms and Paul Junio, with each individual providing 300-400 comments. A few of the original answers needed to be changed as well. All of the exam questions are now ready for William to upload. The final set from the WET committee (for the Method Validation badge) was delivered shortly before today's meeting, and while there were no asbestos questions submitted for Method Validation, so that specialist badge will simply not be offered for now. The total number of questions is reflected in the table below.

Jerry noticed that 80% of the chemistry questions pertain to organic analysis, and asked the committee about splitting the two chemistry badges (QC Specialist and Method Validation Specialist) into general chemistry and organics. Committee members agreed that this is a reasonable way to proceed. Ideally there should be 60 questions per badge with 30 additional questions for the QC and Method Validation module-specific badges

Badge	# Questions	Badge	# Questions
Basic QMS	58	Sample Handling	52
Proficiency Testing	51	QC General	109
Data Integrity	67	QC Asbestos	0
Customer Service	83	QC Chemistry	120
Measurement Traceability	71	QC Micro	47
Internal Audit	39	QC Radiochemistry	24
Corrective Action	50	QC WET	31
Documents and Records	79	Data Review and Reporting	37
Method Validation	44 (<i>specialty badge questions not included in Method Validation count</i>)		

3. Draft KSA Document for Technical Specialist

Review resumed at §1.1.5, but the issue of how best to characterize the various quality-of-reagent terms used in marketing was not yet addressed. Initially, a question was raised about how we would address the overlap of QMS KSAs and the TS KSAs, but it became clear that the two must be standalone requirements, so that every KSA needed for the TS will be in the TS document, regardless of whether it is also in the QMS KSAs. This led to a more detailed consideration of the structure of this TS KSA document, and Jerry agreed to revise it into a structure corresponding to the QMS KSA document. This was done after the meeting, and the revised draft document is being distributed to committee members along with these minutes.

As the detailed review of existing text following §1.1.5, the following points were noted:

- Dilution of acids needs to be a separate item from other types of dilutions.
- The list of items in §1.1.6 is very similar to the general sample handling list in 1.2.7, so that §1.1.6 can be eliminated.
- Even though the TNI Standard does not address health and safety, those aspects of lab work are essential knowledge for a TS, which is why §1.1.7 is included. Jerry noted that a new training course on this topic is in development.
- Sections §1.2.2 and §1.2.3 were derived from the QMS document, but some of the QMS items are not essential for a TS (such as PT handling).

As time expired, §1.2.4 was the next to be reviewed. With the restructured document provided by Jerry after the meeting, the numbering has been modified, so that the committee will need to decide whether to proceed with the inorganic non-metals or return to the more general competencies for all Technical Specialists, at the beginning of the May revision.

4. New Business

Participants briefly discussed the Credentials Committee schedule at conference in August. Jerry estimates that the General Session on Thursday afternoon will have about 20 minutes available for this committee.

Additionally, Lynn noted that the TS KSA document currently is based on analytical disciplines, but that the QMS Expert Committee, in its discussion with the Accreditation Council, stated that the standard will not include analytical disciplines, as that level of detail is considered too much detail for the standard. She asked that Jerry please coordinate with Debbie Bond (QMS Chair) and the workgroup dealing with analytical disciplines to ensure that all aspects of the TS role and meeting qualifications are aligned, and Jerry indicated that those conversations have been initiated.

5. Next Meeting

The next regularly scheduled video/teleconference will be on **Wednesday, June 26, 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@sariverauthority.org	San Antonio River Authority	Lab	Yes
Steve	Drielak	drielak-associates@usa.net	Drielak & Associates	Other	No
Stacey	Fry	Stacey.fry@cannabis.ca.gov	CA Dept. of Cannabis Control	Other	No
Salima	Haniff	Salima.haniff@bvlabs.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
Melanie	Roshu	melanie.roshu@gmail.com	Matrix Sciences International, Inc.	Lab	No
Joann	Slavin	joann.slavin@health.ny.gov	NY DOH	AB	Yes
Scott	Siders	siders6six@yahoo.com	Retired	Other	No
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	No
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, May 22, 2024

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes (March minutes attached)
- Brief Update on QMS Digital Badges Progress
- Resume Review of Technical Specialist KSAs (document attached, resume at §1.1.5 with discussion of how to characterize commercial terminology for various reagent grades)
- New Business, if any
- Adjourn