

Summary of the TNI Credentials Committee Meeting
Wednesday, June 26, 2024 1:00 pm Eastern

1. Welcome and Roll Call

Ken welcomed everyone to this meeting. Attendance is recorded in Attachment 1. A quorum was not present. The agenda was approved by unanimous consent (see Attachment 2). The minutes from the May 22 meeting will be held until the July 24 meeting.

2. Update on the QMS Badges Progress

Jerry delivered the exam questions to TNI's IT Administrator on June 25, and is hoping to have the digital badge application and exam process ready before the end of July. He will prepare an announcement email once the set-up is complete.

3. Resume Review of Technical Specialist KSA Document

The numbering was modified with the expansion presented at the May meeting, and the §1.2.4 (next to be reviewed) is now §3.2.4. Much of the added material in sections 1 and 2 was either boilerplate or taken from a new training course and does not warrant detailed review again.

Participants worked on editing the draft KSA document starting at §4.3, Measurement Traceability. Jerry requested that we table §4.3 until he can compare the "old" QSM document with this current draft, hopefully by the July meeting.

For §4.4, the text will be modified to refer to "documents and records" in all instances, instead of either documents or records. It will be up to the TS to know what handling is required for each or either one.

Review ended and will resume at the July meeting at §4.4.c, but Jerry recommends that we return to and complete review of §4.3 before restarting there.

4. Brief Discussion of Conference Presentation

Lynn asked Jerry and Ken how they envision the presentation for Credentials Committee's 20 minutes during the Thursday afternoon General Session. Assuming that the QMS Digital Badge Credentials are either already announced or ready to be so, the first 15 minutes will be about those digital badges (with a possible demonstration by the IT Administrator), followed by a closing 5 minute update on the Technical Specialist KSA document.

5. New Business

There was no new business.

6. Next Meeting

The next regularly scheduled video/teleconference will be on **Wednesday, July 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@sariverauthority.org	San Antonio River Authority	Lab	No
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	No
Harold	Longbaugh	Harold.Longbaugh@houstontx.gov	City of Houston	Lab	No
Theresa	Johnson	Theresa.Johnson@mccampbell.com	McCampbell Analytical, Inc.	Lab	No
Melanie	Roshu	melanie.roshu@gmail.com	Matrix Sciences International, Inc.	Lab	Yes
Joann	Slavin	joann.slavin@health.ny.gov	NY DOH	AB	No
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	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, June 26, 2024

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes (May minutes attached)
- Brief Update on Quality Manager Digital Badges Progress
- Resume Review of Technical Specialist KSAs (attached)
- Brief Discussion of Conference Presentation
- New Business, if any
- Adjourn