

Summary of the TNI Credentials Committee Meeting
Wednesday, August 28, 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 present. The agenda was approved by unanimous consent (see Attachment 2). The minutes from the July 24 meeting were approved unanimously after a motion by Elizabeth, seconded by Patty.

Ken explained that the discrepancy issue identified during the July meeting was discussed (by email) with the QMS Expert Committee (an apparent conflict in requirements for expiration dates within V1M2 §5.6.4.2, where subsections b, d, and f seem to require different things), and the committee's response was that the standard was intended to apply to in-house prepared materials, but that they will clarify the language in the current revision.

2. Update on the QMS Digital Badge Launch

Jerry noted that beta-testing of the new software is underway, and a few issues have already been identified for the Training Committee. While our committee had earlier reached consensus on not providing either missed questions or correct answers, Jerry liked seeing the now-included report of which exam questions were missed, with the correct answers identified, partly because of disagreement with the "correct" answers. This observation prompted an extensive revisit to the issue of whether to provide this information to digital badge applicants after their exams.

The primary objection was that, long-term, providing this information would allow miscreants to gather information about the exam questions and their correct answers. If it were the SAT or GRE tests, for example, new questions are created annually, but our exam questions will remain unchanged until the next revision of the Standard (likely a minimum of five years), and for some badges, there is not sufficient material in the Standard to create new and different questions every year, even if TNI had the resources to do so.

Ken called for a motion. First, David moved that the software should provide a list of missed questions but not the answers, and Harold seconded this motion. There was no discussion, but after a voice provided an indeterminate response, a roll call vote was taken so that individual votes could be ascertained, and the result was three "yes" votes and five "no" votes, so that motion failed. As this action did not require a super-majority, there is no need to report individual votes; only the final tally is needed, as provided.

Next, Patty moved that neither the questions nor the correct answers be provided, and Harold seconded that motion. With no discussion, another roll call vote was taken and the final tally was seven "yes" votes and one "no". Neither missed questions nor their correct answers will be provided to exam takers.

Participants agreed that the already-completed review for accuracy clearly missed some ambiguous questions, and that a mechanism for revising the questions when warranted should be created. One example given concerned a note about whether a lab "must" allow customers access to the lab, and participants observed that notes are not requirements, so that such questions are "iffy". The suggested mechanism was to export the failed questions and periodically review them for ambiguities and errors. As with the original review, this should be performed by volunteers who are unlikely to actually take the exam. Changes to the questions should be tracked somehow in the question database. Jerry will discuss this issue with the IT Administrator.

Jerry noted that a User's Guide will not be created for the new Educational Delivery System (EDS) software, because it is designed to be intuitive, and evidence shows that users of other products rarely employ such Guides, they just "jump in".

In response to a question, Jerry offered his expectation that the actual launch of digital badges should occur in two to three months.

3. Resume Review of Technical Specialist KSA Document

Jerry explained that, in reviewing the recordings of conference sessions, the V1M2 draft module plans to accept a TNI credential in an analytical discipline as qualification to be a Technical Specialist for that analytical discipline. As "analytical disciplines" are not yet clearly defined, he plans a plenary session at the winter conference to receive feedback on how to define and characterize what that terminology means. Since the TS KSAs and badges are planned to align with technical disciplines, this appears to be a crucial step in moving forward.

Actual review of the KSA document was not addressed; review will resume at the September meeting with §4.5.

4. New Business

Ken noted that an individual's email does not automatically update. A mechanism for cross-referencing one's list of courses taken under a different email address than is currently used is considered essential (and may already exist). TNI membership (for fee purposes) will be determined by the email address used to login to the system.

Jerry gave a brief demonstration of the software for those who were not present for that at conference.

5. Next Meeting

The next regularly scheduled video/teleconference will be on **Wednesday, September 25, 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	Yes
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	Yes
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	No
Melanie	Roshu	melanie.roshu@gmail.com	Matrix Sciences International, Inc.	Lab	No
Joann	Slavin	joann.slavin@health.ny.gov	NY DOH	AB	No
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	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, August 28, 2024

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes (July 24 minutes attached)
- Update on QMS Credential Activities, if available
- Resume Review of Technical Specialist KSA Document (attached, resume at §4.5)
- New Business, if any
- Adjourn