

Summary of the TNI Credentials Committee Meeting
Wednesday, September 25, 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 by unanimous consent (see Attachment 2). The minutes from the August 28 meeting were approved unanimously after a motion by Elizabeth, seconded by Salima.

Scott Siders has resigned from this committee.

2. Updates

QMS Digital Badge Launch

For the Training Committee's September meeting, Jerry reviewed the EDS website with them. A new issue was identified, that some courses have homework and quizzes in addition to the "exam" that all courses have in order to get a Certificate of Completion. He estimates that at least one more month will be needed to finalize the website.

A free workshop will be offered after conference in Jacksonville, explaining how to prepare and apply for badges and full credentials, and how the exams will be given. After conference, a webcast will be recorded that also addresses any questions that arose, and this will be offered free to interested parties. There will be no "practice questions", so as not to give away any of the already prepared exam questions. Ken, Elizabeth and Harold agreed to be presenters at the workshop.

Analytical Disciplines and Expert Committee Support for KSAs

A session on analytical disciplines is planned to follow the Monday morning Annual Meeting at conference. The agenda for this session has not been finalized, as Jerry hoped to have the Expert Committee Chairs report on their progress with creating KSAs for analytical disciplines of their respective modules, while CSDEC had discussed and planned to propose creation of a strawman to define what analytical disciplines actually are. The longer term plan is that once the KSAs are created for each of the analytical disciplines, then the existing training courses will be examined to see which ones are applicable and the Training Committee will either develop or issue Requests for Proposals for new courses to address the various analytical disciplines and their KSAs.

Jerry also noted that the QMS Expert Committee has been asked to reduce the experience requirement for Technical Specialists to one year or possibly even six months. This will eventually be an influential decision for the new model replacing Technical Directors.

3. Resume Review of Technical Specialist KSA Document

Review of the KSA document resumed at §4.5. A number of edits and reordered items were made in both sections 4.5 (Sample Handling) and 4.6 (Data Review and Reporting). These changes are incorporated into the revised KSA document being distributed with these minutes.

4. New Business

There was no new business.

5. Next Meeting

The next regularly scheduled video/teleconference will be on **Wednesday, October 23, 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	Yes
Joann	Slavin	joann.slavin@health.ny.gov	NY DOH	AB	No
David	Smith	david.smith@antylia.com	Environmental Express	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:					
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, September 25, 2024

- Welcome and Roll Call
- Approval of Agenda
- Approval of Minutes (August minutes attached)
- Updates
- QMS Digital Badge Launch
- Analytical Disciplines and Expert Committee Support for KSAs
- Review of Tech Specialist KSA document (attached, resume at §4.5)
- New Business, if any
- Adjourn