

**SUMMARY OF THE
TNI CONSENSUS STANDARDS DEVELOPMENT PROGRAM
EXECUTIVE COMMITTEE MEETING
JUNE 13, 2024**

The Executive Committee held a conference call on Thursday June 13, 2024, at 11:00 AM EST. Chair Paul Junio led the meeting. The committee met utilizing Microsoft Teams. The call was recorded for the purposes of preparation of meeting minutes.

Agenda item 1 - Roll call

Name	Email	Organization	Present
Aaren Alger	aaren@alger-consulting.com	Alger Consulting and Training, LLC	N
Debbie Bond	dbond@southernco.com	Alabama Power Company	N
Robin Cook	cookr@codb.us	City of Daytona Beach	Y
Kirstin Daigle	Kirstin.Daigle@pacelabs.com	Pace Analytical Services	N
Cody Danielson	Cody.Danielson@deq.ok.gov	Oklahoma DEQ	Y
Katie Strothman	katie@sanderslabs.net	Sanders Laboratories.	N
Kevin Holbrooks	holbke@jea.com	JEA	N
Paul Junio	paul.junio@pacelabs.com	Pace Analytical Services	Y
Michelle McGowan	mmcgowan@emsl.com	EMSL Analytical Inc.	Y
Teresa Norberg King	norbe010@d.umn.edu	Aquatic Ecotox Solutions	Y
Amanda Fehr	amanda.fehr@gel.com	GEL Laboratories	Y
Michelle Wade	michelle.wade@pacelabs.com	Pace Analytical Services	N
Cathy Westerman	cathy.westerman@dgs.virginia.gov	Virginia DCLS	N
Ilona Taunton	ilona.taunton@nelac-institute.org	The NELAC Institute	Y
Lynn Bradley	lynn.bradley@nelac-institute.org	The NELAC Institute	Y
Robert Wyeth	robert.wyeth@nelac-institute.org	The NELAC Institute	Y

A quorum was not present, and the meeting proceeded on an informational basis only.

Agenda item 2 – Approval of Agenda

The agenda was previously presented by Paul and is provided as Attachment 1. In the absence of a quorum the agenda was presented for approval.

Agenda item 3 - Review and Approval May Minutes

A draft of the May 9, 2024 minutes was previously provided for review. In the absence of a quorum, an opportunity for comments, and if appropriate a motion and a second to approve these minutes will be via email to all members. A copy of the draft may minutes is presented below.



CSDEC Minutes
240509_draft.docx

Agenda item 4 - SOP 2-104 – CSDP EC Complaint Procedure

In the absence of a quorum the draft of SOP 2-104 was not presented nor discussed. The PAs however upon completion of this CSDP EC meeting did continue their review of the draft document and will present a second draft for committee consideration prior to or during the July meeting.

Agenda item 5 - NEMC Registration Open – Early Bird before June 20

Paul advised members that registration was open for the TNI/NEMC meeting in California this summer and that early registration will close on June 20, 2024.

Agenda Item 6 – Committee Reports

Accreditation Council – The AC had nothing significant to report relative to the CSDP EC. They did have some discussions regarding SIRs and future virtual Assessor “Round Table” discussions and will revisit the topic in the fall to collect some ideas for potential topics.

Asbestos – The committee is resolving balance and membership issues. The committee has completed its revision to Module 3 and has but a few issues to address. New applicants are being solicited and reviewed.

Proficiency Testing - The PTEC is working to response to PTPEC comments on EL V3 and EL V4 and to re-posting of the DSs on the TNI website. The committee has, upon review of PTPEC comments, found that more investigation is required to resolve clarity and potential concerns over creating conflicts with other Volumes and/or Modules. Progress in this regard will be the subject of the committee meeting during the TNI Summer meeting. It is currently anticipated that revised DS for V3 and V4 should be available prior to the end of the year.

Field Activity – No report; the following is the committee report from May. The committee has completed work on both V1 and V2 of their standard. These DS are currently being properly formatted. Balloting of V1 is anticipated in May with posting of the DS, Summary and Justification to follow. V2 is anticipated to be posted in June.

Quality Management System – The QMS committee has reviewed and addressed most of the comments from Columbus; we only have one more section of comments from that meeting to review before we look at the rest of the document. We plan to have an extra meeting in June and in July to complete the review of the full V1M2. The QMS committee expects to provide an overview of changes at the August meeting with the posting of a DS by the end of the year. The Committee continues to work on the resolution of the Technical Specialist. The Technical Specialist workgroup is in progress updating TS responsibilities as requested in feedback received; we will also update qualifications to a base set of requirements that balance experience and education, along with exceptions for current TM or TDs.

Laboratory Accreditation Body – The committee has reviewed and proposed draft responses to all comments The Lab is also working with the QMS to resolve language and timing on replacement of Technical Specialist when necessary; the current Module does not address this situation.

Chemistry – The Committee is working to resolve existing SIRs. Questions for the credentialing effort regarding M4 were completed and submitted. Comments in response to this submittal have been received and the CEC will address the issues presented. The committee also continues to work on proposed language changes in Module 4 and anticipates a presentation at the TNI summer meeting to advise stakeholders of progress in this regard.

Microbiology –The committee continues development of the DS. Production of their revised DS is anticipated to be available by the August meeting.

Whole Effluent Toxicity – The committee continues to work on language for the DS by addressing all comments received as well as a final review of the entire Module by the committee. With two meetings proposed for July, a presentation of the DS is expected in the Summer TNI meeting. One outstanding issue is how to address the yet resolved situation with handling of the Technical Specialist requirements within the Module.

Radiochemistry – The committee has completed their DS development. The committee continues to develop additional General Radiochemistry training webinars to be presented beginning in late summer or early fall. The committee also is continuing to work regarding resolution of the Technical Specialist requirements for radiochemistry.

Agenda Item 7 - New/Old Business

In the absence of a quorum, no new or old business was presented nor discussed.

The meeting adjourned at 11:40 AM ET. The next meeting of the CSDP EC is Thursday, July 11, 2024 at 11:00 AM ET.

ATTACHMENT 1

Consensus Standard Development Program Executive Committee
Conference Call
June 13, 2024; 11:00 AM ET

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 239 062 270 598

Passcode: qyUqbt

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

+1 469-340-2365,,955619075# United States, Dallas

Phone Conference ID: 955 619 075#

1. Roll Call
2. Approval of Agenda
3. Review and approval of May 9, 2024 meeting minutes (attached)
4. SOP 2-104 - CSDP EC Complaint Procedure
5. NEMC Registration Early Bird ends June 20
6. Committee Reports
 - a. Accreditation Council
 - b. Asbestos
 - c. Proficiency Testing
 - d. Field Activities
 - e. Quality Management Systems
 - f. Laboratory Accreditation Body
 - g. Chemistry
 - h. Microbiology
 - i. Whole Effluent Toxicity
 - j. Radiochemistry
7. New/Old Business
 - a. Standards Activity & Tracking Spreadsheet
 - b. Committee Member Business?
 - c. Next Meeting – Thursday July 11, 2024; 11:00 AM Eastern