

**SUMMARY OF THE
TNI CONSENSUS STANDARDS DEVELOPMENT PROGRAM
EXECUTIVE COMMITTEE MEETING
MARCH 13, 2025**

The Executive Committee held a conference call on March 13, 2025, at 11:00 AM EST. Chair Paul Junio led the meeting. The committee met utilizing Microsoft Teams. The call was recorded for the purpose 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	Y
Robin Cook	cookr@codb.us	City of Daytona Beach	Y
Cody Danielson	Cody.Danielson129@gmail.com	Independent/Unaffiliated	N
Amanda Fehr	amanda.fehr@gel.com	GEL Laboratories	Y
Carol Gebhart	carol.gebhart@alsglobal.com	ALS Global	Y
Robert Hecker	robert.hecker@health.ny.gov	New York State DOH	N
Kevin Holbrooks	holbke@jea.com	JEA	Y
Paul Junio	paul.junio@pacelabs.com	Pace Analytical Services	Y
Teresa Norberg King	norbe010@alumni.umn.edu	Aquatic Ecotox Solutions	Y
Katie Strothman	katie@sanderslabs.net	Sanders Laboratories	Y
Michelle Wade	michelle.wade@pacelabs.com	Pace Analytical Services	Y
Cathy Westerman	cathy.westerman@dgs.virginia.gov	Virginia DCLS	Y
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	N

A quorum was present, and the meeting proceeded.

Introduction of New Chair: Paul welcomed Carol Gebhart as the new chair of the Proficiency Testing Expert Committee. Carol introduced herself and shared her background in PT and quality management.

Approval Of Agenda: The agenda was previously presented by Paul and is provided as Attachment 1. The agenda was agreed upon by the unanimous consent of attendees.

Approval of January Meeting Minutes: Paul reviewed and approved the January 9th meeting minutes with minor corrections. Debbie made a motion to approve, and Amanda seconded it. The minutes were approved with one abstention from Carol.

Review of Volume One: Paul and Ilona discussed the review of Volume One, identifying a minor issue with the language that needed to be addressed. They decided to leave the wording as is and address any potential issues through training.

Approval of FSMO Volume One: Paul conducted a roll call vote to approve FSMO Volume One. The motion was approved with a supermajority.

QMS Definitions Survey: Ilona and Debbie discussed the QMS definitions survey, emphasizing the importance of completing it by March 31st. They explained the purpose of the survey and encouraged committee members to participate.

Committee Reports: Various committee chairs provided updates on their respective committees, including the Accreditation Council, Proficiency Testing, Field Activities, Quality Management Systems, Laboratory Accreditation Body, Chemistry, Microbiology, Whole Effluent Toxicity, and Radiochemistry.

Technical Specialist Credential: Lynn raised concerns about developing the knowledge, skills, and abilities criteria for the technical specialist credential. The group discussed the challenges and agreed to seek guidance from Jerry and the training and credentialing committee.

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Next Meeting: Paul announced that the next meeting is scheduled for Thursday, April 10th at 11:00 Eastern. He will send out the FSMO vote to the remaining members and follow up on any questions.

Attachment 1

Consensus Standard Development Program Executive Committee

Conference Call

March 13, 2025; 11:00 AM ET

Agenda

1. Roll Call
2. Approval of Agenda
3. Review and approval of January 9, 2025 meeting minutes (attached)
4. Volume 1 - General Requirements for Field Sampling And Measurement Organizations
5. QMS Definitions
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 April 10, 2025 at 11AM Eastern