

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

The Executive Committee held a conference call on November 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 and will be deleted upon approval of said 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       |
| Carol Gebhart       | carol.gebhart@alsglobal.com       | ALS Group US                       | Y       |
| Cody Danielson      | Cody.Danielson129@gmail.com       | Independent/Unaffiliated           | N       |
| 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       |
| Robert Hecker       | robert.hecker@health.ny.gov       | NYSDoH                             | Y       |
| Teresa Norberg King | norbe010@alumni.umn.edu           | Aquatic Ecotox Solutions           | Y       |
| Amanda Fehr         | amanda.fehr@gel.com               | GEL Laboratories                   | Y       |
| Michelle Wade       | michelle.wade@pacelabs.com        | Wade Consulting and Solutions      | Y       |
| Cathy Westerman     | cathy.westerman@dgs.virginia.gov  | Virginia DCLS                      | Y       |
| Ilona Taunton       | ilona.taunton@nelac-institute.org | The NELAC Institute                | Y       |
| Robert Wyeth        | robert.wyeth@nelac-institute.org  | The NELAC Institute                | Y       |

A quorum was present, and the meeting proceeded.

**Agenda item 2 – Approval of Agenda**

The agenda was previously presented by Paul and is provided as Attachment 1. The agenda was approved by unanimous consent of attendees.

**Agenda item 3 - Review and Approval September 11, 2025, Minutes**

A draft September 11, 2025 minutes was previously provided for review. After review and minor changes, a motion was made by Robin and seconded by Michelle to approve the September minutes, they were unanimously approved. September minutes will be submitted to William for posting.

**Agenda Item 4 – Standard Naming Convention**

A revision to SOP 2-100 was approved in September by the CSDP EC and forwarded to the Policy Committee for approval. The Policy Committee requested a change to the naming

convention for draft standards. The CSDP EC accepted their recommendation with the addition of a Revision # for Draft Standards. An example of the agreed upon naming convention is as follows:

DS-EL-V1M4-2025 R1

Paul will communicate the CSDP EC decision to the Policy Committee.

#### **Agenda Item 5 - Committee Reports**

Accreditation Council – The AC discussed the DS for EL V1M4 and requested a 30-day extension to submit comments. The request for extension was approved.

Asbestos – Committee continued to discuss SRM unavailability. The ATEC work group on equivalency progressing with appropriate potential changes in their module.

Proficiency Testing – The DS for ELV4 was previously posted and comments have been received. The comment period, at the request of the PTPEC extended to 120 days; comment period now closed on October 13, 2025. The committee continues to work on EL V3, which they anticipate will be completed as a DS and posted in the next few months. One issue in EL V3 was the definition of Matrix as it appears in the QMS module. Working with the QMS expert committee an appropriate exception for PT samples is being included. The committee is also preparing to review SOP 4-109 being developed by the PTPEC.

Field Activity – The committee continues working on the language for FMSO V2. Changes being proposed by the LAB Expert committee will require potential additional modifications to language proposed for V2.

Quality Management System – In the QMS Committee we completed the review of sections 4-8 of Draft V1M2. We have reviewed about a third of definitions and have 4 additional terms we are removing from M2: Acceptance Criteria (self-explanatory), Accreditation and Assessment (they are defined in V2 ISO language), and Blank (better described in reference methods and technical modules). Ilona will be revising sections 1 and 2 to keep consistency with the field Standard prior to Committee review.

Laboratory Accreditation Body The committee has completed the review of all the comments received on their DS. The current DS is being reviewed for formatting and editorial/grammatical changes as needed. They believe presentation and posting of their revised DS should occur by the end of the year.

Chemistry – The committee has approved and posted their DS for EL V1M4-2025-Rev. 3.0. The 90-day comment period opened on August 15. The AC has requested a 30-day extension to the comment period which is being granted. The comment period will now close on or about December 14, 2025. Multiple comments have been received to date which the CEC is reviewing. The committee will respond to the comments as directed in SOP 2-100.

Microbiology – MEC met this last Tuesday. It was a small group, and we did not have a quorum. We briefly looked at the language that was drafted last month on sterility and agreed that it was sound language. We then moved on to go over approximately 20-25 comments to our DS and made proposals for persuasive/non-persuasive as well as suggested language for ones we thought would be persuasive. This input has been shared to the group as a whole for additional discussion and decisions. We also discussed that we are looking for folks interested in MEC leadership, as the original plan was for Cody to leave the Chair position after this year. We also have two voting members up for renewal and two lab voting members rotating off and Ashley Larssen left the industry so she is no longer going to be on the MEC. We will be getting a ballot out for voting and reaching out to those up for renewal. We continue to make progress on the comments to our DS, though it will likely not be completed by the end of the year.

Whole Effluent Toxicity – The WET DS (EL V1M7) has been posted for comment, and the comment period has closed. The committee is reviewing the comments received and will proceed as per SOP 2-100.. They are hopeful for a Revised DS for the Boston meeting.

Radiochemistry - The Radiochemistry committee's DS is complete. The committee continues to address further training needs specifically for data users. They will also be working with the PTPEC on the annual review of FOPT issues and/or concerns. Committee is reviewing the definitions dropped by the QMS to ascertain the potential need to reopen EL V1M6 for necessary definitions specific to Radiochemistry. They are also reviewing Technical Specialist criteria for inclusion in Annex C of the QMS module.

### **Agenda Item 7 - New/Old Business**

No new or old business was presented for discussion by the CSDP EC.

The meeting adjourned at 12:20 PM ET. The next meeting of the CSDP EC is scheduled for 11:00 AM ET on December 11, 2025, utilizing Microsoft Teams.

### **ATTACHMENT 1**

Consensus Standard Development Program Executive Committee  
Conference Call  
November 13, 2025; 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 September 11, 2025 meeting minutes (attached)
4. Standard Naming Convention
5. 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

6. New/Old Business

- a. Committee Member Business?
- b. Next Meeting – Thursday December 11, 2025 at 11AM Eastern