

**SUMMARY OF THE  
TNI CONSENSUS STANDARDS DEVELOPMENT PROGRAM  
EXECUTIVE COMMITTEE MEETING  
DECEMBER 11, 2025**

The Executive Committee held a conference call on December 11, 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**

<b>Name</b>	<b>Email</b>	<b>Organization</b>	<b>Present</b>
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
Carol Gebhart	carol.gebhart@alsglobal.com	ALS Group US	Y
Cody Danielson	Cody.Danielson129@gmail.com	Independent/Unaffiliated	Y
Katie Strothman	katie@sanderslabs.net	Sanders Laboratories	N
Kevin Holbrooks	holbke@jea.com	JEA	Y
Paul Junio	paul.junio@pacelabs.com	Pace Analytical Services	Y
Robert Hecker	robert.hecker@health.ny.gov	NYSDoH	N
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	N
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. Paul requested approval to modify the agenda to include a vote of the executive committee to approve Debbie Bond for a third term on the QMS committee. The agenda was approved by unanimous consent of attendees.

**Agenda item 3 - Review and Approval November 13, 2025, Minutes**

A draft of the November 13, 2025 minutes was previously provided for review. After review and minor changes, a motion was made by Robin and seconded by Amanda to approve the November minutes, they were unanimously approved. November minutes will be submitted to William for posting.

**Agenda Item 4 – Request for approval of 3<sup>rd</sup> Term for Debbie Bond**

Regarding the additional agenda item mentioned above, the request to extend a third term to Debbie Bond on the QMS committee, a motion to approve the request was presented by Robin and seconded by

Amanda. The motion was unanimously approved, and Debbie Bond has approval to serve an additional term up to 3-years on the QMS committee.

#### **Agenda Item 5 – Reminder – Consensus Standards Development**

Paul reminded expert committee chairs that unanimity is not required in the standard development process. Consensus is defined as a participatory process by which a group deliberates as it attempts to make a decision. Note - In this context, consensus is not synonymous with unanimity; unanimity is a decision-making rule. A group that follows consensus may have a different decision-making rule than unanimity.

#### **Agenda Item 6 - Definitions removed from Module 2 – Sensitivity, Technology**

The expert committee chairs were advised that the QMS committee has removed the terms “technology” and “sensitivity” from their list of defined terms. The definition of technology was particularly problematic for the PT Expert Committee. If said terms are critical to the presentation of requirements in individual modules, the Committee(s) will need to include them in their DS.

#### **Agenda item 7 - Committee Rotations**

Paul noted that Michelle Wade is rotating off the Chemistry committee and that a new chair will need to be elected. It was also pointed out that Amanda’s term was expiring but a request to the CSDP EC to extend a third term for Amanda will be forth coming. Further Committee chairs were reminded to review their rosters relative to members rotating off and to take appropriate actions to maintain committee membership.

#### **Agenda item 8 - Standard Naming Conventions**

Paul reported that the previously approved change to the DS naming convention was returned to the Policy committee because the SOP as written could not have been followed while a Draft Standard was being developed. Additional comments have also been received and the changes in naming conventions is again an open issue. The CSDP EC will be advised of progress in this regard.

#### **Agenda Item 9 - Committee Reports**

Accreditation Council – The AC met with and received a presentation regarding CA and issues of discrepancies between perceived TNI and EPA requirements. They also worked on comments on the DS for EL V1M4. Roundtable discussions sponsored by the AC are scheduled to enhance uniformity in assessments.

Asbestos – Committee continued to discuss SRM unavailability. The Asbestos 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 committee is working on resolution of comments received. The committee continues to work on EL V3, which they anticipate will be completed as a DS and posted in the next few months. 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 FSMO V2. Don’t anticipate many additional changes. Also preparing for a presentation at the Boston meeting.

Quality Management System – The committee has completed their review of definitions, and the inclusion or elimination of specific definitions has been communicated. They continue to review the last few comments as they progress towards a DS. The committee is beginning work on Annex C relative to Technical Specialist criteria and will need course information from Asbestos, Radiochemistry, and Microbiology to complete it.

Laboratory Accreditation Body The committee's work groups are completing 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 shortly after the conference in Boston.

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 closes on December 13, 2025. Multiple comments have been received to date which the committee is reviewing. The committee will respond to the comments as directed in SOP 2-100.

Microbiology – Microbiology continues to review comments on their DS. The committee anticipates completion of the R2C process in early 2026. The committee will continue to be chaired by Cody, but a number of openings will be available. A vice chair is also being sought so as to provide the necessary committee experience prior to Cody rotating off the committee next 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. A few issues remain prior to the committee's ability to post a revised DS.

Radiochemistry - The committee continues to address further training needs specifically for data users. After reviewing the definitions dropped by the QMS, the committee has determined that re-opening of their module will not be necessary. They are also reviewing Technical Specialist criteria for inclusion in Annex C of the QMS module.

#### **Agenda Item 10 - New/Old Business**

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

The meeting adjourned at 11:53 AM ET. The next meeting of the CSDP EC is scheduled for February 12, 2026 at 11:00 AM ET utilizing Microsoft Teams. The January meeting will be cancelled as it conflicts with the forum in Boston.

### **ATTACHMENT 1**

Consensus Standard Development Program Executive Committee  
Conference Call  
December 11, 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

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**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 November 13, 2025 meeting minutes (attached)
4. Reminder – Consensus Standards Development (unanimity not required)
  
5. Definitions removed from Module 2 – Sensitivity, Technology
6. Committee Rotations
  - Approval of third term for Debbie Bond on QMS
7. Standard Naming Conventions
8. 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
9. New/Old Business
  - a. Committee Member Business?
  - b. Next Meeting – Thursday February 12, 2026 at 11AM Eastern