

TNI Board of Directors Meeting Summary

April 8, 2020

1. Roll Call

Directors	Present
Jordan Adelson	X
Aaren Alger	X
Steve Arms	X
Justin Brown	X
Kristin Brown	X
David Caldwell	X
Stacie Crandall	X
Bob Di Rienzo	
Jack Farrell	X
Maria Friedman	X
Myron Gunsalus	X
Paul Junio	X
Judy Morgan	X
Patsy Root	X
Debbie Rosano	
Scott Siders	X
Nick Slawson	X
Alfredo Sotomayor	X
Dave Speis	X
Lem Walker	X
Curtis Wood	X
Past Chair	
Sharon Mertens	X
Staff	
Lynn Bradley	X
Carol Batterton	X
Jerry Parr	X
Suzanne Rachmaninoff	X
Ilona Taunton	X
Janice Wlodarski	X
Bob Wyeth	X

2. Approval of March 2020 Minutes

Motion to Approve March 2020 Minutes: Dave Speis

Second: Aaren Alger

Approved: Unanimous

Abstentions: Justin Brown, Myron Gunsalus

3. Strategic Plan

The current draft of the strategic plan, including changes made in the December Board call, was provided separately. In February, the Board got to Goal 4.4.

Goal 4.4 Reach out to non-NELAP states to see how TNI can provide benefits to their program

Advocacy has initiated both of these issues already. One more ambassador has already been added.

There is at least 1 state that is interested in having us evaluate their program.

Goal 4.5 Explore and make recommendations on the need and feasibility for developing standards for sensor technology

This goal is ok as is. We will hold off on this until the other task forces and committees are in process. Sharon will be looking into this objective later in the year and will brief the Board at that time.

Add the words “when appropriate, or if appropriate...” to the end of the objective.

Do we have a formal mechanism to monitor the goals and progress in the strategic plan? We think we do – it might be in our quality management system. We also review the Strategic Plan occasionally.

Goal 4.6 Explore the acceptance of TNI standards internationally and make recommendations

Why did we put this in? To do more marketing internationally or to provide more support nationally? This came out of some inquiries we received over the past year or two. Footnote #6 sums it up. These low priority items may be raised in priority if there is an increase in the level of interest/demand. This is okay as it is written.

Other/Editorial/Formatting:

We need to add column headers to all the tables/pages. Also, we mix the terms “moderate” and “medium”. We need to decide with term to use. Last time we used “medium.”

Motion to Approve the 2020 – 2025 Strategic Plan

Motion to approve the Strategic Plan (with those changes above): Curtis Wood

Second: Judy Morgan

Approved: Unanimous

4. Update on the Environmental Monitoring Coalition (Attachment 1)

The EMC Steering Committee met on April 2. The Charter was slightly revised and ACIL, APHL, and TNI have all approved the formation of this group. WEF is expected to approve the Charter this month. The Steering Committee will be sending invitations to the previous ELAB membership along with a few others representing NELAP, ASTM, and EDQW this week. The revised Charter is found in Attachment 1.

5. New Committees and Task Forces (Attachment 2)

We have received twenty-four (24) applications this morning, for all of these committees.

Below is information on the IACET course, provided by Lynn Bradley:

IACET is the International Association for Continuing Education and training (www.iacet.org). They also have a standard to which they accredit groups that provide "open digital badges", which are verifiable, portable digital badges (images, essentially) with embedded metadata about skills and achievements. They are an ANSI "standards development organization" (trainer's words, and different than what TNI is accredited as, apparently), but did NOT say that their standard is an ANS standard.

While the course itself was half marketing for their other courses, it did explain how digital badges contain more information ("metadata") about credentials than the paper certificates ("flat credentials") traditionally offered for training courses, and stressed how any organization planning to use digital badges should plan for their use from the outset of the credentialing program and take care not to compete with (or undermine) other types of recognitions. A digital badging program can be retrofitted, but the ideal is to start with it and plan for scaling up as the continuing education program grows.

A few relevant points:

- * Digital badges are currently in the "wild west" stage of development, as many companies offer the technology to provide badges but hinted that not all are trustworthy and reliable indicators of the badge-owner's actual knowledge/skills. The implication here is that the IACET-accredited badge issuers are the go-to firms.
- * 82% of CEU providers are "ignorant" of badges.
- * Badges come out of the gaming world. They are displayed openly, but the badge earner can control who can "see" a badge. The badge itself contains actual evidence of learning or accomplishment, somehow embedded in the image in the same way that metadata gets embedded in a digital photo (as best I can guess).
- * For professional development, the badges are typically displayed in social media such as LinkedIn, and are valuable for recruiting as well as marketing one's self as a consultant, and for team formation within larger firms.
- * A group planning to issue badges should plan for how that badge will function with the "ecosystem" where it's used (culture and structure of the sector, as I understood this).
- * For more traditional brick/mortar educational institutions, badges can be built into transcripts to show non-graded skills like leadership and team building.

IACET offers a 4-level set of courses in setting up digital badging systems that would run ~\$2000 total, with courses offered quarterly. The first course beyond today's freebie is \$500 for IACET member (\$129/year) or \$600 non-member, and is 6 hours of independent study, and the next offering is on April 24, which seems 'way too soon since the credentialing task force is not yet constituted.

My recommendation is that now is too soon to take any further steps with this concept, but as the credentialing task force and the training committee progress, we should keep in our minds the option of offering digital badges as an upgrade to certificates. Of course, others would decide but seems to me that it would probably belong to the Training Coordinator and Executive Director, eventually, if offered, but since I volunteered to staff the task force, I was probably the "right" person to take this into course.

6. 2020 Summer Meeting

The NEMC Steering Committee discussed the feasibility of the meeting given the COVID-19 pandemic. At this time, the meeting is a go, but the committee will revisit this topic on April 20. Mailing of the brochure and opening registration are pending until then.

7. California Proposition 65

After the discussion last month, Jerry studied this issue more. The Consumer Products Safety Commission, using ILAC ABs, has accredited 567 labs. Most of these are in east Asia (China, Hong Kong, Vietnam, Japan, etc.), but seventy-three (73) are in the US. Of those in the US, fewer than five (5) are also accredited under NELAP. A review of the scope of these labs show they are accredited to methods very differently. For example, the method for phthalate esters involves dissolution of the product in THF, precipitation of polyvinyl chloride with hexane, and then measurement of specific phthalate esters, many of which do not appear in EPA method lists.

It is clear that NELAP has very little, if anything, to do with consumer product testing. TNI's Executive Director proposes we post a statement on the TNI website to that effect and send a letter to the regulatory agency responsible for Proposition 65 (OEHHA) asking them to remove NELAP from the regulation. Below is the proposed language:

TNI's National Environmental Laboratory Accreditation Program (NELAP) was established to accredit environmental laboratories that test environmental media (e.g., air, soil, water) for environmental contaminants using test methods published by the United States Environmental Protection Agency and other groups such as ASTM International and Standard Methods. Section 25900 of California's "Proposition 65" regulation contains a clause that among other entities, mentions laboratories accredited under NELAP. NELAP-accredited laboratories typically do not use test methods approved by the Consumer Products Safety Commission and the test methods these laboratories do use are not appropriate for consumer products. TNI therefore recommends OEHHA remove this clause from the existing regulation and cautions all NELAP-accredited laboratories to not imply their NELAP accreditation has any basis for testing consumer products. TNI recommends those seeking to have consumer products tested use an accredited lab from the Consumer Products Safety Commission.

Jerry wants the board to endorse posting this statement to the website and also to send this to California.

Motion to endorse posting this statement: Jack Farrell

Second: David Caldwell

Approved: Unanimous

Abstentions: Maria Friedman

8. Potential Changes to Bylaws

The TNI Bylaws do not address participation of individuals in Task Forces who are not members of TNI. The Bylaws are unclear as to how ex-officio Directors are counted in determining balance. The Bylaws use the term "stakeholder groups" while SOP 2-100 (and ANSI) use the term "interest category."

The Board to direct this issue to the Policy committee to consider whether or not the Bylaws need to be revised relevant to the first two items above. The 3rd sentence has been addressed already.

9. 2019 Annual Report

Presentations from the opening session in Newport were converted to a document to produce an "Annual Report." This document presents goals for each committee for 2020 and will need review and approval by the Board. Move to May 2020 call.

10. Program Reports (Attachment 3)

Attachment 1

Revised Resolution for forming the Environmental Monitoring Coalition

Whereas since July 1995, the US Environmental Protection Agency (EPA) sponsored the Environmental Laboratory Advisory Board (ELAB) provided the environmental monitoring community with a mechanism for developing consensus recommendations for requirements regarding:

- nationally recognized environmental laboratory accreditation;
- national recognition of the program-administering accreditation authorities,
- and advancement of the EPA's measurement programs in areas such as:
 - a. Validating and disseminating methods for sample collection and for biological, chemical, radiological, and toxicological analysis;
 - b. Developing scientifically-rigorous, statistically-sound, and representative measurements;
 - c. Employing the performance paradigm in environmental monitoring and regulatory programs;
 - d. Improving communications and outreach between EPA and its stakeholder communities; and
 - e. Employing a quality systems approach that ensures the data gathered and used by EPA are of known and documented quality.

During its operation, ELAB produced over 40 reports on a variety of environmental measurement topics (see Attachment A) and provided a mechanism to generate consensus viewpoints on environmental monitoring issues. In response to a presidential directive, ELAB was disbanded in October 2019, leaving a critical gap in the community's ability to develop and disseminate expert, consensus recommendations.

Therefore, be it resolved:

The organizations listed below agree to form the Environmental Monitoring Coalition (EMC) to develop consensus positions on environmental monitoring issues and expand outreach to states as well as federal agencies. Founding EMC partner organizations include:

- American Council of Independent Laboratories
- Association of Public Health Laboratories
- The NELAC Institute
- Water Environment Federation

EMC's purpose, objectives, composition, and meetings are described in a Charter appended to this resolution.

ATTACHMENT I cont.
ENVIRONMENTAL MONITORING COALITION (EMC) CHARTER

1. **PURPOSE.** EMC's purpose is to develop consensus recommendations and advice on environmental monitoring issues for submittal to federal and state agencies.
2. **MANAGEMENT AND ADMINISTRATIVE SUPPORT.** EMC is supported by the EMC partners: trade associations and other related groups interested in environmental data quality. Each of the partners may appoint one individual to serve as a designated member of EMC. Each EMC partner will provide administrative support to EMC on a rotating basis, to be determined at the beginning of each EMC year. This will include organizing calls, developing agendas with the chair, hosting the call, and scribing meeting minutes as appropriate.
3. **OBJECTIVES.** The EMC develops consensus recommendations and provides advice to federal and state agencies and stakeholder groups that will reflect the opinions and positions of its constituents on issues that include but are not limited to:
 - Validating and implementing methods for sample collection and for biological, chemical, radiological, and toxicological analysis;
 - Developing scientifically rigorous, statistically sound, and representative measurements;
 - Encouraging the method performance approach in environmental monitoring and regulatory programs;
 - Employing a quality systems approach that ensures that environmental monitoring data are of known and documented quality; and
 - Facilitating the operation and expansion of a national environmental accreditation program.
 - Providing input on specific method implementation and monitoring issues.
4. **COMPOSITION.** EMC membership will consist of approximately 15 members with an interest in environmental monitoring, including one individual selected by each EMC partner, to represent their organization, and others from among, but not limited to, state laboratory associations, state regulatory agencies, other trade associations, academia, federal and state agencies, data users, and environmental monitoring vendors including consulting firms and laboratory assessment bodies. The EMC may establish subcommittees, workgroups, and task forces as it finds necessary to carry out its duties.

Note: The initial EMC will include David Friedman from ACIL, Jerry Parr from TNI, and Sarah Wright from APHL to assist in developing the basic structure and operation. These individuals may or may not stay involved long term. The initial EMC members will serve a three-year term and will establish policies for future membership.
5. **MEETINGS.** It is expected that the EMC will meet at the National Environmental Monitoring Conference. EMC members will need to provide their own funding to attend. TNI will cover NEMC meeting costs. It is expected that EMC will meet by teleconference every two months or more frequently if timely action is required on some specific topic. Other teleconference and in-person meetings will be called as needed. EMC will not compensate members for their service.

ATTACHMENT I cont.
ENVIRONMENTAL MONITORING COALITION (EMC) CHARTER cont.

6. **POLICIES AND PROCEDURES.** The EMC may adopt policies and procedures as necessary to carry out its business.

7. **REPORTING.** At the annual meeting, EMC will summarize actions from the previous year and goals for the upcoming year. EMC will also routinely provide minutes from its meetings to EMC partners and to the public on its website.

ATTACHMENT I cont.
**Attachment A: Recommendations and Reports from the
Environmental Laboratory Advisory Board**

October 17, 2018	Drinking Water Method Approvals
October 17, 2018	Minimum Criteria for Selected Ion Monitoring (SIM)
October 17, 2018	Laboratory Involvement in the Quality Assurance Project Plan Development Process
September 19, 2018	User-Generated Mass Spectral Libraries and Tuning Criteria
May 16, 2018	Preservation of Wastewater Samples Tested for Acrolein and Acrylonitrile
May 16, 2018	Minimum Criteria for Selected Ion Monitoring (SIM)
April 18, 2018	Cyanide Testing in Drinking Water
March 8, 2018	Cyanide Testing in Drinking Water
October 26, 2017	Drinking Water Certification Officer's Training Course
June 26, 2017	Cyanide Testing in Drinking Water
May 17, 2017	Whole Effluent Toxicity (WET)
April 18, 2017	Method 6010d
April 17, 2017	Minimum Criteria for Selected Ion Monitoring (SIM)
April 17, 2017	Method Harmonization
March 2017	Cyanide Testing in Drinking Water
April 28, 2016	Laboratory Involvement in the Quality Assurance Project Plan Development Process
March 17, 2016	Method Harmonization Update and Method Comparisons
December 16, 2015	Reporting of Compliance Data with Qualifiers That Do Not Impact Data Usability
May 20, 2015	Clean Water Act Method Update Rule
October 22, 2014	Minimum Criteria for Selected Ion Monitoring
July 29, 2014	Intergovernmental Data Quality Task Force
June 20, 2014	Method Harmonization
June 19, 2014	Analysis Requirements and pH Preservation for Acrolein and Acrylonitrile
March 3, 2014	Clean Water Act Method Update Rule
February 28, 2014	Method Update Rule
January 28, 2014	SW-846 Update V
December 18, 2013	Clean Water Act Method Update Rule
July 23, 2013	Method 608 Revision A
June 24, 2013	Draft Methods 624B and 625B
June 24, 2013	Compound Identification Inconsistency
February 21, 2013	Proposed Revisions to Methods 624 and 625
November 2, 2012	National Environmental Laboratory Accreditation Program
August 10, 2009	Crosswalk between the TNI Standard and the Drinking Water Certification Manual
October 11, 2000	A Critical Review of the USEPA Performance Based System Initiative
May 16, 2000	Recommendations for Fields of Accreditation
May 12, 2000	Recommendations for NELAC Structure
May 11, 2000	Recommendations to Changes to Appendix D of Chapter 5 of the NELAC Standards
January 14, 1999	Recommendations for the Implementation of Performance Based Measurement Systems
July 1, 1998	Recommendations for the Use of Checklists during a NELAC On-site Assessment
July 28, 1997	GLP Subcommittee Final Report

Attachment 2

Update on New Committees and Task Forces

Training Committee (Strategy 2.4)

Calista Daigle (Chair)
Curtis Wood
Jack Farrell
Maria Friedman

Paul Junio
Aaren Alger
Jerry Parr
Ilona Taunton (Staff)

Objectives

- Develop a comprehensive plan for training.
- Seek out additional trainers for needs identified.
- Explore development of training tracks for quality managers, technical managers, and other similar groups.
- Expand use of technology to administer and automatically grade tests and provide certificates and digital badges.
- Increase use of available training materials already developed.

Status: Committee Charter under development. Calista, Ilona, and Jerry met to April 8 to discuss the Charter.

Task Force for Competency (Strategy 4.1)

Jerry Parr
Bob Wyeth
Curtis Wood

Alfredo Sotomayor
Aaren Alger
Lynn Bradley (Staff)

Objectives

Establish a task force to explore and make recommendations regarding programs to document competencies for Quality Managers, Technical Managers, Assessors, Samplers, and others as appropriate.

- Such documentation may involve credentialing

Status: Lynn completed a webinar from the International Association for Continuing Education and Training (IACET) in early April about open digital badges, which are granted by some training and credentialing organizations as a symbol of accomplishment for completion of required training or experience to be displayed by individuals on their social media accounts (think, LinkedIn). TNI may, or not, decide to use these if formal training programs or credentialing become part of our Educational Development System.

Task Force - Laboratory Consumables (Strategy 4.2)

Objectives

Explore the feasibility of developing implementation guidance, and ultimately, a standard for laboratory consumables.

- Consider forming an Expert Committee to turn guidance into a standard once the initial effort is complete.
- Ensure representation from the vendor community.

Judy Morgan (Chair)
Patsy Root

William Lipps
Bob Wyeth (Staff)

Status: No effort to date.

Attachment 2

Update on New Committees and Task Forces cont.

Advocacy Subcommittee for Mentor Program (Strategy 4.3)

Jacob Oaxaca, California ELAP (Chair)
Robin Cook, City of Daytona Beach
Debbie Bond, Alabama Power
Trinity O'Neal, City of Austin

Jerry Parr
Steve Arms
Carol Batterton (Staff)

Objectives

Explore and make recommendations on developing a mentoring program which considers various approaches such as one on one, conference calls, webinars, and electronic bulletin boards.

- Create as a subcommittee under Advocacy.
- Use TNI Ambassadors to help implement.

Status: Jerry, Steve and Carol met with Jacob Oaxaca, chair of the Mentoring subcommittee, to discuss formation of the Mentoring subcommittee. They developed a draft charter for the subcommittee and identified some potential members. Jerry will send out an announcement soon requesting volunteers for the new initiatives. Once we receive responses from additional volunteers the subcommittee will begin to meet.

Attachment 3 PROGRAM REPORTS

CONSENSUS STANDARDS DEVELOPMENT

- The ANSI 2019 Audit Response has been submitted and we await their review of our corrective actions and the status of our accreditation.
- The Consensus Standard Development Executive Committee's Task Force on SOP 2-100 Revision 3 in response to the ANSI audit is very near completion. SOP 2-101 and a new SOP for membership and application management are progressing and attention will soon be focused on these SOPs. The revisions to these SOP's will address the "lessons learned" document from the LASEC/AC and simplify the standard development process.
- The TNI Glossary update and expert committee training were also discussed and plans are being developed to address these tasks. These tasks however will not conclude until the above referenced SOP modifications are complete.
- The Chemistry committee has approved two new members. These additions bring the committee census to the maximum of 15 members and remains balanced and without dominance. The committee also continues to discuss "Technical Manager" requirements and alternative approaches by identifying the duties and responsibilities of the position prior to establishing necessary requirements. The committee continues to develop a list of issues to be addressed for necessary changes to Module 4.
- The Proficiency Testing expert committee's transition to their new Chair has been completed. A new topic was brought to the attention of the committee which involves the impact on COVI19 on the reporting of PT study results. Concern was raised that laboratory accreditation could be effected with their inability to meet the requirements of the standard during this national crisis. The committee continues to develop a work plan for 2020 focusing on needed changes to Module 4, including review of ISO 17011, 17025 and 17034 for consistency with the TNI standard.
- The Asbestos expert committee did not meet in March due to lack of a quorum. They will be addressing the public comments received during the Newport Beach meeting relative to the proposed VDS for EL1 M3. A final VDS approved by the committee is anticipated to be completed soon.
- The Laboratory Accreditation Body Expert Committee is approaching completion of its review and response to the comments on the draft outline of proposed changes and the draft revised standard. As the comment reviews near completion, the committee is tackling a few larger issues such as assessor training and qualifications, and requirements for selecting the methods to be assessed for labs.
- Now that concepts for the two major issues to be revised in the WET module are essentially agreed upon, volunteers have stepped up to address sections of the standard module as well as particular WET committee activities identified in recent months. Each volunteer or group will work outside of the monthly meetings and report back to the group during the scheduled teleconferences. Topics include specific language for portions of the standard, review of existing and planning for new training materials, addressing updates to the WET method codes, reviewing which methods are included in LAMS, and several different items related to PTs.
- The Radiochemistry Committee did not meet in March. The Committee completed their Summary of Suggested Changes to the Standard table and is planning a public Webinar late May. The Committee is revisiting Technical Manager language and finishing a new proposal it will send to Quality Systems in May since they did not meet in March.

- The Microbiology Committee finished language for an implementation guidance statement for SIR #301. The original question pertained to method blank frequency and the definition of sample. The Committee began work on SIR 371. The question deal with pH monitoring requirements for dilution water. The Committee is working on their Summary of Suggested Changes to the Standard table. A subcommittee was formed to expand on the changes discussed during the Newport Beach meeting.
- The Quality Systems Committee is working on their Summary of Suggested Changes to the Standard table to begin preparing for a public webinar to receive more input on the needed changes/additions to the Module 2 Standard. Jessica Jensen was voted in to continue as Chair of the Committee and Kathi Gumper will continue as Vice-Chair.
- The SSAS Committee is continuing work on their SOPs to define how they will be able to provide audit samples at other concentrations. The Committee is continuing to meet more frequently to try to finish up both the SOPs and the Standard updates in hopes that these changes to the program will encourage another audit sample provider to apply. The Source Emissions meeting was canceled, but the poster developed for the meeting will be saved for a future meeting.

NEFAP Executive Committee

- Kirstin Diagle resigned as Chair of the NEFAP EC and Justin Brown was voted onto the Committee and voted in as Chair of the Committee. Tracy Szerszen will continue as Vice-Chair.
- The NEFAP EC began discussion on looking for onsite evaluators who will review the NEFAP ABs procedures while assessing an FSMO in the field.
- The Subcommittee helping to prepare a proposal to the TNI Board of Directors regarding NEFAP strategy is finishing its work and will be providing the NEFAP EC with a recommendation this month to review and finalize for the TNI Board of Directors. It was recommended that the subcommittee provide a little more detail on training options.
- The Committee worked on SOP 5-103 (Nomination) and SOP 5-104 (Complaints, Appeals and Disputes). The Policy committee's comments were reviewed on SOP 5-103 and an update will be reviewed this month. It was determined a lot more work on needed on SOP 5-104 to ensure it lines up with the new NEFAP/PTP Combined Evaluation Procedures, so a subcommittee was formed to work on a revision that will be presented to the NEFAP EC in the next month.
- Work on the Scope Guidance document has been tabled until Strategic Planning is complete.

Field Activities Expert Committee (FAC)

- The Committee is continuing work on the DRAFT FSMO Standard that was developed by combining the 2014 Standard with the new ISO/IEC 17025:2017. They are continuing work on Section 8 of the Standard as a group. Their focus is on preparing the Summary of Suggested Changes to the Standard so they can prepare for a public webinar to get stakeholder input before they start working on language for the Voting Draft Standard (VDS). Section 8 is being reviewed as a model on how to review each section to prepare the Summary of Suggested Changes.
- Scott Haas was voted in to serve another year as Chair of the FAC and Marlene Moore was voted in as Vice-Chair.

NELAP

Accreditation Council

- The final evaluation of the 2016-2019 cycle is completed and the recommendation for renewal of recognition is being prepared. Review of the three newly submitted applications (current cycle) is underway, but current circumstances do not allow for site visits to be planned.
- The Council meeting on April 6 was planned to be a discussion sharing operational issues about AB operations in the current emergency status of most states. Any conclusions emerging from the discussion can be verbally discussed, if time permits.
- The implementation status of all NELAP ABs is unchanged from the March Board meeting, and is displayed in the table below.

Implementation Plans for 2016 TNI ELS Standard – 4/6/2020		
State	Process for Implementing the New Standard	Anticipated Implementation Date
FL	FL adopted the TNI 2016 Standards by regulation on September 26, 2018. Laboratories were granted a grace period until April 1, 2019, to implement the new standards	Fully implemented on April 1, 2019
IL	Rulemaking was finalized in July 2019, with a 6 month integration period and full implementation on January 31, 2020	January 31, 2020
KS	Rulemaking underway, but slowly. Is allowing labs to upgrade now.	Early 2021, hopefully
LA DEQ	Regulation updates delayed	Unknown
LA DOH	Rulemaking initiated, hope to complete by June 2020, plus time for labs to comply	End of 2020, hopefully
MN	Adopts by statute, and is updating its databases now. Full implementation by the end of 2020 but is encouraging labs to implement 2016 standard now	December 31, 2020
NH	Rulemaking underway, is allowing labs to upgrade now	End of 2020, hopefully
NJ	Incorporated into regulation by reference	January 31, 2020
NY	Adopts by reference; is rewriting regulation to update other aspects on separate timeline	Hopes to complete regulation by the end of 2020
OK	Hopes to begin rulemaking later in 2020, is allowing labs to upgrade now	uncertain
OR	Requires rulemaking plus time for labs to comply; database development is underway	October 1, 2020
PA	Incorporated into regulation by reference, all labs will be required to have the 2016 standard implemented by July 2020	June 30, 2020
TX	Incorporated into regulation by reference	January 31, 2020
UT	Rulemaking underway; allowing labs to upgrade to 2016 now	Several more months needed, but during 2020
VA	Rulemaking begun; timeframe for completion unknown	Unknown

Laboratory Accreditation Systems Executive Committee

- LASEC has a new Chair, Maria Friedman. She was enthusiastically welcomed by committee members at the same time as they were saddened to have Judy Morgan leave that position. Both of these leaders are excellent, and Judy will work with Maria for a few months to ease the transition. Even though Judy moves on to lead the task force addressing the quality of vendor-supplied materials for labs, she will remain as an associate member and continue to oversee the Assessment Forums while Dorothy Love remains as Vice Chair and oversees the Mentor Sessions. Planning for both of those training events is underway for the summer conference in Minneapolis.
- The committee is revising the SIR Management SOP 3-105 to address several improvements made concerning interactions with expert committees as well as to identify more effective ways of tracking timelines for the SIR sequence of activities. At its March meeting, committee members discussed how to proceed with a newly separated Implementation Guidance SOP 3-114, since these documents have grown beyond just a spin-off from invalid SIRs and are now being generated independently by expert committees as well.
- The survey distributed at conference in Newport Beach received only 14 responses, primarily from California labs, and most respondents said good things about their ABs. The small number of returned surveys does not justify any further action to ensure that ABs meet the timelines of the standard for issuing reports and other actions. Additionally, with the 2017 version of ISO/IEC 17011, a new section requires that an AB must take corrective actions when it is not conforming to the requirements (any requirements!) of the standard, and that will be in place once the revision in process is completed, adopted, and implemented.

SIR Update

Total Number	Closed Out	At LASEC	At NELAP AC	At Expert Committee
376	357	5	8	6

PROFICIENCY TESTING

- The Breakdown Analyte Subcommittee completed its review and provided a recommendation on the DDT degradation (to DDE or DDD) impact on PT results issue. They recommended a footnote be added on the NPW and SCM FoPT tables. The footnotes and associated changes to the PT design criteria will alleviate the issue of DDT degradation products being reported inappropriately when DDT is spiked into a PT sample. The footnotes state that if a parent compound of 4-4'-DDT or Endrin is spiked into a PT sample, then its degradation products must also be spiked into that PT sample. The NPW and SCM FoPT tables are being updated and PT Providers are being contacted to determine an effective date. The PTPEC generally agreed with the recommendation and will review the updated tables later this month and vote on the approval of the tables and an effective date.
- ARA for PCBs: *Currently, if the laboratory mis-identifies an Aroclor and quantitates the misidentified Aroclor, the laboratory would pass the five "non-detect" Aroclors and fail the other two Aroclors (the one that was not correctly identified and the one that was quantitated in error). The addition should be made to add the "PCB Aroclor Identification" line in the same way that it currently appears on the DW FoPT. Additionally, we would like to have Footnote 2 on both the NPW and SCM table expanded to include the addition of "Successful participation in a proficiency study for PCBs includes an Acceptable score on the PCB Aroclor Identification. A Not Acceptable evaluation of any one or more Aroclor Identifications constitutes a failure to demonstrate proficiency for all Aroclors (listed above) which comprise the study".*

The PTPEC reviewed the Chemistry FoPTs recommendation on this ARA and reviewed written concerns received from a PTPEC member about the recommendation. The PTPEC agreed there were more issues that need to be considered before it can accept the Chemistry FoPT Subcommittee's recommendation. Issues that need to be considered include whether states will accredit for a subset of PCBs, can a lab only report what they are accredited for if they are not accredited for all PCBs, how will the footnotes proposed impact labs that are accredited to a subset of the PCBs or states that accredited to a subset. Further discussion is planned in April.

- The Committee received a concern that TNI PT providers are interpreting the SCM FoPT table differently. This deals with acceptance criteria for metals. One PT provider is applying footnotes 5 and 6 to metals analytes as these are fixed criteria applied to the study mean, just as they would the volatile analytes. The other PT providers are applying the footnotes only to the volatile analytes. The Chemistry FoPT Subcommittee reviewed this concern and did not think there was an issue that required updating the SCM table. The PTPEC reviewed the recommendation and decided to work with the PTPA's to determine whether the concern expressed is still an issue before deciding next steps.
- The PTP/NEFAP Combined Evaluation Taskforce. Progress will continue to be made in April on:
 - Finalization of the DRAFT application by the NEFAP EC and PTPEC – Draft PT checklist has been completed and Shawn Kassner and Ilona will work to finalize it.
 - Finalization of a DRAFT PTP checklist that has been prepared based on Vol 4 of the 2016 Standard and a SSAS Checklist. Shawn Kassner and Ilona will work to finalize it this month.
 - Still need to finalize evaluator training with Marlene Moore when we have a solid time frame.

ADMINISTRATION

Advocacy

- Jerry, Steve, and Carol met with Jacob Oaxaca, chair of the Mentoring subcommittee, to discuss formation of the Mentoring subcommittee as described under Strategy 4 in the new strategic plan. They developed a draft charter for the subcommittee and identified some potential members. Jerry will send out an announcement soon requesting volunteers for the new initiatives. Once we receive responses from additional volunteers the subcommittee will begin to meet.
- The TNI Ambassadors met reported on activities in their states. The group discussed ways to engage non-NELAP states by encouraging use of TNI resources.
- Trinity O'Neal reported that she had received most of the articles for the next newsletter. Publication of the newsletter will be delayed until after the NEMC steering committee determines whether to proceed with the summer meeting.
- Members reviewed Jerry's PowerPoint which assimilated information from the Newport meeting and other discussions about how accreditation improves the quality of laboratory data. The committee will be developing another white paper on the value of accreditation but changing the focus from "data of known and documented quality" to "data you can trust" (or similar).

Policy Committee

- The Policy Committee finalized updates to the Internal Audit procedures and requested an update to the Internal Audit Database. A memo went out this week to let Program Administrator and Chairs know that the database is ready to be used to begin corrective actions. Corrective actions are scheduled to be complete by May 31st.
- The Application and Membership Tracking SOP was initially reviewed, and updates have been made. The Committee approved the changes and it is being sent out to the Committee members who

missed the last meeting and Bob Wyeth to make sure there are no other changes needed before forwarding to William for expansion of the application database and to the TNI Board for final approval.

Training

- Current Classes being worked on:
 - Good Laboratory Practice – Internal Audits – Part II (Matt Sica) – Comments sent to ANAB for review and update of the training. Matt has resigned from ANAB, but will still be involved in providing training.
 - Marlene and Ilona are still discussing evaluator training for the NEFAP/PTP Evaluations.
 - A new proposal was submitted by Marlene to teach a traceability series with three 3 hour trainings: “Traceability of Measurements”, “How to Measure Temperature” and “How to Measure Mass.” Attendees will register for all 3 classes and the scheduled dates are July 7, July 23, and August 13, 2020. Registration will open for this class in April.
- Calista has agreed to Chair the new Training Advisory Committee. She will be meeting with Jerry and Ilona this week to review to work on a DRAFT charter and begin preparation to get the Committee started.

Environmental Measurement Symposium - Minneapolis

- Marketing materials for the Minneapolis meeting were scheduled to go out on April 1. However, the steering was uncertain about whether to send out and agreed to meet again on April 20 to decide about whether to proceed with the Minneapolis meeting. Data from the Minneapolis Health Department projects that the pandemic will have tapered off in MN by the end of June.
- The program and all plenary and keynote speakers will be finalized by April 20 in order to prepare the meeting announcements.

Membership

- **Active Members:** 1112
- There were 6 committee applications received: 1 – FAC, QS, 1 – Multiple Committees (asked applicant for more information), 1 – LASEC, 2 – Chemistry, 1 – Radiochemistry,
- **60 New and Renewed Memberships (March)**
- **34 Expired Memberships (March)**