

TNI Board of Directors Meeting Summary

June 13, 2018

1. Roll Call

| Directors | Present |
|-------------------|----------|
| Jordan Adelson | X |
| Aaren Alger | X |
| Steve Arms | X |
| Justin Brown | X |
| Bob Di Rienzo | X |
| Jack Farrell | X |
| Maria Friedman | X |
| Chris Gunning | |
| Myron Gunsalus | X |
| Daniel Lashbrook | X |
| Judy Morgan | X |
| Cheryl Nolan | X |
| Patsy Root | X |
| Debbie Rosano | X |
| Scott Siders | X |
| Alfredo Sotomayor | X |
| Dave Speis | X |
| Lem Walker | X |
| Curtis Wood | X |
| Past Chair | X |
| Sharon Mertens | X |
| Staff | |
| Lynn Bradley | X |
| Carol Batterton | X |
| Ken Jackson | |
| Jerry Parr | X |
| Ilona Taunton | X |
| Janice Wlodarski | |

2. Approval of May 2018 Minutes

Motion to Approve: Scot Siders
Second: Curtis Wood
Abstentions: Dave Speis
Approved: Approved

3. Implementing the 2016 Standard

Reviewed the updated spreadsheet summarizing the activities that need to occur before the 2016 Standard can be implemented. Good progress has been made in the past month.

4. Florida Proposed Rule

There is some concern regarding the 2003 and 2009 pieces found within the 2016 rule. Summary of the issues:

- Advocacy spotted that language from the 2009 PT module was kept (very similar to 2016)
- Many of the 2003 NELAC pieces are about lab requirements not found in V1, only in V2
- Language about demonstration of capability in the 2016 version isn't much different

Bottom line: There are no new requirements – just a “messy” rule.

Aaren states that PA has done three rule-makings since 2006 and has added a few things with no adverse comments. She has offered to share all specific requirements in state rules that are nebulous in the TNI Standard.

Discussion continues regarding variations and supplemental requirements added/removed from the standard and whether or not these need to be removed/approved, and if the AC should assess the “extra” requirements to see if every AB uses them. Aaren will communicate her suggestions for improvement (as put in the rule by PA) with the expert committee and will ask other ABs to share their unique additions.

5. Policies and SOPs to Review

>Policy 1-126, Board Attendance

Motion to Approve Policy: Jack Farrell
Second: Patsy Root
Approved: Unanimous

6. China Update (Attachment 1)

See Attachment 1 for update. Here are some key points:

- This may work with CNAs, which is APLAC-recognized
- Patsy noted that IDEXX has a large office in China and offered to chat with that office to find out what the IDEXX customer labs use for accreditation
- Language is a major barrier
- Maybe the Chinese can attend the winter meeting in Milwaukee
- Perhaps we can involve the NGABs (which are also APLAC signatories)

The team will put together options and discuss with the Chinese at the next teleconference.

7. Program Reports (Attachment 2)

8. New Business

There are many issues with vendors and traceability of materials, where the traceability does not meet the requirement of the Standard. This is an industry-wide problem. Another issue are unidentified lot numbers in packages.

Should TNI get involved or should the labs be left to deal with it alone? Individual labs aren't going to be able to do corrective actions. Subject deferred to the July meeting.

Attachment 1
Initial China Meeting 6/6/18

Attendees in US:

Robert Benz
Alfredo
Jerry
Ilona
Bin

Attendees in China:

Yan Jinhai
Li Bo
Pan Yunyu

Huge growth in labs last 5 years – mainly in more populated areas.

10 years ago, most environmental labs had gov't background. Now there are labs in the environmental testing business. China has had a lot of privatization. There are hundreds of commercial labs in cities.

The policy has changed and now the government prefers to purchase testing and consulting from the private labs.

CMA and CNAS are the two lab accrediting organizations now in China. All labs need to be accredited by CMA and other labs are voluntarily accredited by CNAS.

CMA applies to all fields of testing possibilities.

TNI is complete and detailed already – unlike what they have now. That is why they are interested in our Standard.

CMA accreditation is necessary by law to do business in China. CNAS is voluntary. Labs have no knowledge of the TNI program in China. They don't know it and would need time to learn.

CNAS and CMA are based on ISO 17025. They are not sure if CMA is internationally accredited like CNAS is. CNAS has APLAC like our other NGABs.

CMA is controlled by the government.

Thoughts on how to roll TNI forward in China -

Li – In the past 5 years CMA is easier to become accredited to than CNAS. In China all labs must have CMA accreditation to do lab work. If they want to be more professional and differentiate themselves from other labs ... there is currently no way to do this. TNI would make them more "excellent" than other labs.

It is easy to get CMA. This system is abused by some people. There is no value in the CMA accreditation to show some labs are better. They need a really good program to differentiate good labs from bad labs. CNAS is more general and not specific enough to environmental. This is why they are looking at the TNI Standard.

Alfredo ... there is a Standard and then there is an over site part of implementing the Standard. Someone has to monitor the use of the Standard and this is done by an AB. NELAP implemented the TNI Standard.

Ilona asked if there are any thoughts on how they can see TNI being implemented in China. Would it be through CNAS? A new organization? Other ideas?

Mr. Li – 3 ways to implement in china. 1. CNAS – they can implement it. Would need cooperation from CNAS. (Concerns expressed that this may be difficult because of a lot of changes happening in the government and the organization.) 2. Work at a higher level with the ministry of environmental protection. Can avoid CNAS. (Concerns expressed about possible difficulty in finding the right person to talk to.) 3. Pick 8-10 labs and implement the Standard in them as a pilot program. Show how it works. (They think this might be the more practical approach. Once the labs are functioning you can start to promote the use of the TNI Standard.)

Alfredo asked who will do the accreditation of those labs?

Robert noted that A2LA and PJLA can accredit to the TNI standard and they do work in China. (ANAB also does work internationally.)

Maybe look at third party first to accredit the pilot labs and then expand?

Mr. Li commented that it would be better to set-up an organization and then start accrediting to the TNI Standard.

Alfredo emphasized that the body that accredits the labs needs to be recognized by TNI.

If it is going to be a pilot and the labs would want to be accredited, they could use the third party ABs.

There was some question raised about whether the ABs would need to be registered through CMA and the labs would definitely need to be registered. Ilona noted that the labs chosen for the pilot would probably already be registered since they are already doing work in China.

They seem to be leaning towards a pilot program, but how this happens is vague.

Ilona suggested maybe TNI can put some possibilities in writing that can be translated to facilitate further discussion. We are not experts on their system, but they can correct what we write to make it work for their system. Maybe this process may be easier than working on the call with all the translation issues.

There were also questions raised about what other products TNI offers that would be applicable. Alfredo strongly suggested a call to share the details on how TNI works and what it's structure looks like. This presentation would help alleviate some of the confusion expressed during the call about how labs are accredited to the TNI Standard.

Next Steps:

- 1) Plan presentation by conf call of TNI of structure and how it all works.
- 2) Work on some options related to what they told us about their system today. Send in writing. Bin will help with translation needs.

Attachment 2 PROGRAM REPORTS

CONSENSUS STANDARDS DEVELOPMENT

- The Consensus Standards Development Executive Committee (CSDEC) has discussed the “Lessons Learned” document provided by LASEC as a result of its experience in reviewing the 2016 standard. The 2016 Standard development followed a version of SOP 2-100 that had since been replaced, and the CSDEC found that most of the LASEC comments had been anticipated when the new version of the SOP was being prepared. However, some issues remained, and the CSDEC believes it can make appropriate changes to accommodate all of LASEC’s needs. A draft of proposed actions has been prepared and has been sent to LASEC for feedback. When finalized, the CSDEC document will be shared with the TNI Board of Directors.
- The Asbestos Expert Committee continues to work through revision of V1M3.
- The Chemistry Committee’s re-drafting of its guidance documents on Detection/Quantitation and Calibration nears completion. During their June conference call, the Committee Members voted to approve Max Patterson of the UT accreditation program and Charles Neslund of Eurofins as voting Committee Members. This will bring the membership to 3 Laboratory, 3 AB, and 3 Other. The committee has identified Demonstration of Capability (DOC) as an area that should be updated in the next standards revision cycle and has asked the NELAP Accreditation Bodies to provide information on their DOC requirements for laboratories.
- The PT Expert Committee has been informed that its PTRL guidance document has been approved by the Policy Committee. The committee is now focusing on completing its review of Standard Interpretation Requests. They are also in discussion with the Microbiology Expert Committee regarding some laboratories reporting greater-than values on their PT samples, since this will not be permissible with the new 2016 standard. The PT Providers are being asked the methods where this is problematic. Looking ahead to the next standards development cycle, the issue of PT frequency will be revisited, and it will be a topic of discussion at the August meeting in New Orleans.
- The Laboratory Accreditation Body Committee continues working through the draft document, ISO 17011 (2017) with TNI language inserted.
- The WET committee reviewed draft language to address the chemistry QA requirements in the revised module of the standard. They have apparently reached consensus on a desired approach, with a few additional tweaks, and plan to finalize the language at the June meeting. Discussion of revisions to the scope of V1M7 as well as the IDOC/CDOC processes are getting underway. Plans to meet with ELAB or EPA, or both, about the WET PT issues at conference in New Orleans are underway.
- The Radiochemistry Committee is continuing work on review of the procedures used to update Radiochemistry FoPT limits. The committee is continuing to plan for the New Orleans training. Course title: TNI 2016 Standard – ASTM D7283 and EPA 906.0 (Liquid Scintillation Counting). Bob Shannon and Carolyn Wong are expected to give this training.
- The Quality Systems committee is continuing to review the 2016 Standard vs. ISO/IEC 17025: 2017 to prepare a crosswalk and to start moving language around to move the 2016 Standard into the new format.
- The Microbiology Committee is continuing to discuss to Method Code issues. Topics included a discussion on using only current methods. Incentives for labs to update to current methods, updating methods in permits, PT reporting requirements, etc. The committee will start by looking at the current

TNI method codes and comparing them to SDWIS (EPA database). Dan Hickman participated on the last call to give more background on how TNI sets Method Codes. The committee is still planning a working lunch in New Orleans to discuss microbiology method code issues. They hope to include NELAP ABs and EPA.

NEFAP Executive Committee

- Justin Brown and Paul Bergeron have been working on the first Mobile Laboratory Task force meeting planned in June. Nothing new to report.
- The Nominating Committee has finalized the slate and the information has been passed on to William with copies of the candidate resumes. The vote should open soon.
- The committee will continue to focus on Marketing/Strategic Planning over the next few meetings.
- The committee has delayed the review of the Field Activities Expert Committee (FAC) DRAFT Scope Guidance Document. It will be added to the next agenda.
- The old FAQ document was on the last agenda to be reviewed, but there was no time on the call to finish this. It will be added to the next meeting agenda.
- The committee received a complaint about FSMO assessment frequency. Justin is finalizing a Complaint Subcommittee that will begin work on this topic this week.

Field Activities Expert Committee (FAC)

- Shannon is still working on a comparison of the current FSMO Standard to the new ISO/IEC 17025: 2017. This comparison will be the starting point for discussion on updating the Standard. The committee will meet twice in July to begin work on this and make plans for the sampling discussion at the special meeting on Wednesday in New Orleans.

NELAP

Accreditation Council

- The Council is in process of voting on a motion to adopt the 2016 TNI Environmental Lab Sector Standard, with stated intent to set an implementation date once all guidance documents are approved. The PT Expert Committee's guidance on PT Reporting Limits was discussed, and representatives were asked to provide their comments in time for the Council's July meeting. When the revised two chemistry guidance documents are received, that review will resume.
- For the current round of evaluations, twelve letters will have been issued with six recognition renewals approved. Seven applications are in various stages of review. One of the remaining renewal letters will go out this month and the other in the fall of this year.
- Vice Chair nominations have concluded with the vote scheduled for July, per the new General Operations SOP 3-100.
- The draft policy for de-coupling the NELAP AB recognition certificates from the evaluation process needs its definitions updated, now that the TNI Glossary is final. The Council decided that, if some form of interim oversight is desired, it will be adequate to include that in the NELAP Evaluation SOP 3-102.
- The Council discussed Florida's proposed regulation and had no objections to it. They also began discussing the Lessons Learned document, now that CSDEC has responded to the LASEC, and will continue that discussion in July.

Laboratory Accreditation System Executive Committee (LASEC)

- Planning for the Mentor Session and Assessment Forum session in New Orleans is going well.
- LASEC is reviewing the PT guidance document has been distributed. They also discussed CSDEC's response to the Lessons Learned document. Once the AC's contributions are received, this document will be provided to the Board.
- LASEC approved its Conflict of Interest SOP 3-113, which was provided to Policy Committee for review. Policy's comments will be addressed at the June meeting.

PROFICIENCY TESTING

- The NELAP AC has raised questions about the PCB footnote that was added in response to an Analyte Request Application (ARA) that was completed recently. Proposed wording from the NELAP AC was received and reviewed by the committee. Maria and Ilona also met with the PT Providers and PTPAs to get feedback on the footnote. Phenova offered alternative language for consideration. They felt the language from the NELAP AC was too vague and the Chair of the PT Expert Committee also had concerns. Maria asked that the Chemistry FoPT Subcommittee Chair (Carl Kircher) re-write the footnote based on the discussion and present it at the next meeting.
- FoPT Table Format Subcommittee: The Subcommittee has finished up the tables to include CAS numbers and an initial attempt at lining up nomenclature with LAMS. There were some analytes highlighted where the subcommittee would like LAMS to consider making a change. Maria will be discussing this with Dan Hickman before the next meeting.
- The PTP/NEFAP Evaluation Workgroup: The subcommittee working on the combined language is still reviewing the Policy Committee comments and recommended changes.
- The PTPEC has been working on a recommendation from the complaint subcommittee regarding the 4,4'-DDD PT complaint. Maria has now let the complainant know that it cannot change the PT result and that the laboratory needs to discuss this with their AB. She also let them know that the PTPEC is continuing its investigation into the analyte breakdown in PT samples.
- The Microbiology FoPT Tables (DW and WW) have now been updated to reflect the changes being recommend by the Microbiology FoPT Subcommittee in response to the MPN Analyte Request Application (ARA). Maria has requested analyte codes from Dan Hickman to finish up the tables for a final vote.

ADMINISTRATION

Advocacy

- The Advocacy committee is developing a panel discussion on "The Value of Accreditation" to include in their meeting in New Orleans.
- The committee discussed and commented on comments to Florida's proposed rule. They agreed to forward to proposed comments to the TNI board for their consideration.
- The committee reviewed comments and edits on the article prepared by Jerry comparing the 2009 TNI standard to 2016. The article is very close to being finalized.

Policy Committee

- Policy reviewed the LASEC Conflict of Interest SOP 3-113 and will return comments to LASEC to be addressed. They also reviewed and approved the PTRL Guidance, as meeting requirements of a guidance document, with no new requirements added.
- Several items from the newly approved TNI Glossary, where there are conflicts with multiple definitions, were referred to the Policy Committee for review and resolution. These will be shared with CSDEC and appropriate committees where revisions need to be made.

- The Committee reviewed and approved the guidance document on PT reporting limits.
- The committee reviewed and approved minor edits to three policies.

Training

- A number of new training courses are being worked on:
 - Sample Collection (Silky Labie – A final date for the course is still forthcoming based on a trip to Florida to help with the recording of this training.)
 - Technical Training Series (Marlene Moore – 5 classes 4 hours classes). This series will be finishing up on Tuesday. We have had about 50 people take all 5 courses, 190 sign up for individual classes and about 30 group registrations.
 - Good Laboratory Practice – Internal Audits (Matt Sica) This is a self-paced course that gives a great overview on internal audits and provides examples on how to organize an internal audit program. We expect this to be released any day.
 - The Asbestos assessor training was held May 21-23, 2018. The class was handled as a webinar and we are working on the recording to provide it as a webcast too. There were 6 attendees in this pilot assessor class.
 - “Understanding Radiochemistry: Ra-228 and Gas Proportional Counting” will be available in the next 2 weeks. The final package recording has been completed and now all the recordings need to be linked and handouts organized.
 - Plans are now in place for a full day course in New Orleans in August - Understanding Radiochemistry Testing and the TNI 2016 Standard – ASTM D7283 and EPA 906.0 (Liquid Scintillation Counting).
 - Marlene is considering a Microbiology Assessor training by webinar.

NEMC

- Hotel and conference registrations are continuing to come in ahead of last year’s numbers. The website is set up to receive payment for the cruise separately from conference registration.
- We currently have 151 oral presentations and 37 posters.
- Twelve abstracts have been received and accepted for the Technology Showcase.
- There are 52 confirmed exhibitors who have purchased a total of 59 tables.
- We have around 350 registrations and the hotel room block is at 75%.

Active Members: 1040

- There have been 4 new committee applications received. They were related to the NEFAP EC nomination process.