

TNI Board of Directors Meeting Summary September 11, 2019

1. Roll Call

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

2. Approval of July 2019 Minutes

Motion to Approve: Patsy Root
Second: Judy Morgan
Approved: Unanimous

3. Implementing the 2016 Standard

There is one item remaining: The Standard Interpretations Request consolidated document is incomplete. Jerry has asked Paul CSDC – which committees are complete and which ones aren't. Then put together a consolidated document.

4. Strategic Planning Meeting (Attachment 1)

The agenda and list of likely attendees is shown in Attachment 1. As of 9/9/19, only 6 individuals have made hotel reservations. Please let Jerry know if you are not going to attend the meeting: Scott will check and get back to Jerry.

5. Policies and SOPs to Review

- **SOP 3-104 NELAP Dispute Resolution Process**

This SOP has minor revisions as part of a 5-year review process and does not require approval by the Board.

Comments: No.

- **SOP 3-108 Issuance of Provisional Recognition**

This SOP also has minor revisions as part of a 5-year review process and does not require approval by the Board.

Comments: No.

- **SOP-7-100 NGAB Evaluation Procedure**

This SOP has significant revisions by adding in language relative to a renewal application and does require approval from the Board. Both a redline and clean version are provided.

Comments: Main change to the SOP is to include the renewal process for the NGABs. The renewal process is similar to that used for PT, NEFAP, and a lot of NELAP.

Are there any TNRC SOPs that should be referenced in this SO? There is a policy that is referenced under Section 3, Related Documents.

Motion to Endorse: Paul Junio
Second: Justin Brown
Approved: Unanimous

6. Committee Reports from Jacksonville (Attachment 2)

One item on last page, lab to lab mentor program, will be discussed at the strategic planning meeting.

7. California Update (Attachment 3)

- California's Environmental Laboratory Technical Advisory Committee met on August 22, and a subcommittee reported on the revised "California Quality Management System." In response to this presentation, the TNI Executive Director prepared two letters, one to the water board correcting misstatements, and a second one to Christine Sotelo with specific comments on the proposed subcommittee report. The text of both of these letters are in Attachment 3. As noted in the letters, extensive attachments were included with the letters. The full text with attachments is available upon request.
- The proposed rule is expected to be published in the next 30-60 days and will not include the California QMS. It will be the 2016 TNI Standard with the exceptions for one PT sample per year and relaxed qualifications for the Technical Director.
- A separate issue arose in the ELTAC meeting indicating a desire for California to work with the PT providers to change the PTRL to go down to drinking water MDLs. TNI contacted the ELTAC chair and informed him the PT providers cannot make this change as it is the responsibility of the PT Executive Committee and as well provided technical reasons for why this proposal was not a good idea.

8. Standard Purchased vs. Accredited Labs

Suzanne compared all accredited labs in LAMS vs those that purchased the Standard. Out of 1300-1400 accredited labs, only about 300 – 400 have purchased the Standard. Jerry will probably share the document, as well as send a letter to labs talking about the standard.

Is it required for a lab to purchase the Standard? Yes. Anyone can download the quality checklist, but they have to verify that they own the Standard before they can download the checklist. It seems checklists can be requested from the ABs. It is, however, a copyright violation to have the checklist and not the Standard document.

This information will be placed in the Standard, in the next update, so it's very clear.

9. Program Reports (Attachment 4)

Attachment 1
2019 TNI Strategic Planning Meeting

October 17-18, 2019
Hyatt Place Dulles Airport North

Link for rooms:

https://www.hyatt.com/en-US/hotel/virginia/hyatt-place-sterling-dulles-airport-north/iadzn?corp_id=G-NELC

AGENDA

Thursday, October 17

8:30 – 8:45 Overview – Alfredo Sotomayor

- Review agenda and expectations for Strategic Planning Meeting

8:45 – 9:56 Background – Jerry Parr

- Review and validate organizational mission, vision, and programs
- Summarize organization history and profile
- Lessons from history
- Program summaries (Worksheet 11)
 - CSDP
 - NELAP
 - NEFAP
 - PTP
 - Administration

10:15 – 12:00 Review Worksheet 21 and current strategic plan, noting accomplishments and disappointments – Carol Batterton

11:45 - 12:30 Lunch

12:30 – 2:00 Strengths, Weaknesses, Opportunities, Threats – Carol Batterton

2:00 – 3:00 Potential New Initiatives – Jerry Parr

3:15 – 5:00 Changes in Core Strategies and Additional Strategies Needed – Carol Batterton and Jerry Parr

Friday, October 18

8:30 – 9:00 Long range Financial Projections- Curtis Wood

9:00– 11:30 Goals and Objectives to Accomplish Strategies – Carol Batterton, Alfredo Sotomayor, Jerry Parr

11:30 Lunch

12:00 – 3:00 Next steps (Staff)

- Writing the plan
- Developing an operational plan
- Other

Strategic Plan Attendees 2019

Name	Organization	Representing
Jordan Adelson	US Navy	TNI Board
Justin Brown	EMT	TNI Board
Stacie Crandall	HRSD	TNI Board
Bob Di Rienzo	ALS	TNI Board
Maria Friedman	California ELAP	TNI Board/PTPEC
Myron Gunsalus	KDHE	TNI Board
Paul Junio	NLS	TNI Board/CSDP
Sharon Mertens	Milwaukee MSD	TNI Board
Judy Morgan	Pace	TNI Board/NELAP
Patsy Root	IDEXX	TNI Board
Scott Siders	PDC Laboratories	TNI Board
Alfredo Sotomayor	Milwaukee MSD	TNI Board
Dave Speis	Retired	TNI Board
Lem Walker	EPA	TNI Board
Curtis Wood	ERA	TNI Board
Kirstin Daigle	Pace	NEFAP Chair
Lynn Bradley	TNI	Program Administrator
Carol Batterton	TNI	Program Administrator
William Daystrom	TNI	IT Administrator
Jerry Parr	TNI	Executive Director
Ilona Taunton	TNI	Program Administrator
Suzanne Rachmaninoff	TNI	Executive Administrator
Janice Wlodarski	TNI	Note Taker
Bob Wyeth	TNI	Program Administrator
Not Coming		
Aaren Alger		
Steve Arms		
Jack Farrell		
Debbie Rosano		
Chris Gunning		
Cheryl Nolan		

Attachment 2

Summary of TNI Committee Reports to the Board of Directors Environmental Measurement Symposium Jacksonville, FL August 8, 2019

This is a summary of committee activities during the public meeting sessions plus anticipated meeting times needed for the Forum on Laboratory Accreditation in Newport Beach, CA, in February 2020.

Environmental Laboratory Advisory Board – presumably a half day

ELAB did not meet in Jacksonville, due to not having its charter renewed.

Consensus Standards Development Program Expert Committees

Asbestos – Did not meet

Chemistry – ½ day; Chad Stoike reporting

The committee reviewed and approved three SIRs and completed one response, which is yet to be approved. They also completed the SIR Summary spreadsheet. Chad Stoike was confirmed as the new Vice Chair.

The primary topics in February will be demonstrations of competency and continued discussions of the Technical Director language.

Field Activities – ½ day; Scott Haas reporting

FAC has combined the TNI language from the 2014 Standard with the ISO/IEC 17025:2017 language. They plan to use PowerDMS for further revisions, so use of that tool was introduced, and creation of the outline of proposed changes was started.

Laboratory Accreditation Body – ½ day; Carl Kircher reporting

LAB began its discussions about the formal comments received in response to publication of the outline of proposed changes and the draft revised V2M1. LAB's next step will be to finalize the Voting Draft Standard.

Microbiology – ½ day; Robin Cook reporting

The committee reviewed one SIR and believes that it will be more appropriate as an Implementation Guidance document. They discussed the Technical Director language for the different types of analyses and also whether new topics should be brought into the standard. Casey Raley is the rising Chair.

Proficiency Testing – ¼ day; Nicole Cairns reporting

PTEC reviewed the guidance for PTRL reporting, since the new procedures will be implemented in January 2020. They also looked at SIR topics that recur as they worked to complete the SIR Summary.

Quality Systems – full day if possible (two full sessions), but not Monday; Jessica Jensen reporting

In the first session, QS made progress with discussions of Technical Director qualification language, and also looked at SIRs. The second session was devoted to changes to the standard.

Radiochemistry – ½ plus ¼ day, plus a full day of training; Terry Romanko reporting

The committee continued discussing the Technical Director qualifications needed as well as recommendations for revision of the radiochemistry module. Friday's training was to be on gamma spectrometry, and there will be one more in the training series (in February 2020).

WET – ¼ day; Thekkekalathil Chandrasekhar reporting

There was not a formal committee meeting due to attendance issues. Instead, the Chair led a productive discussion of both the committee's accomplishments and its struggles with improving the usefulness of PT testing for WET. Also discussed was how to define requirements in the revised WET module of the standard, for individual demonstrations of competency, when WET tests are typically a team effort with flexible roles among team members. Without ELAB to act as intermediary with the EPA, Lem Walker (EPA representative on TNI's Board) will seek to assist with achieving data comparability for PT results. Other issues with PTs are more difficult, since, with the organisms being the "detector", organism health is critical, but frequently depends on the source used (grown in-house or purchased/shipped).

Stationary Source Audit Sampling – no meeting; Tom Widera reporting

This program is at a standstill due to one of the audit sample providers dropping out. With only one provider, EPA cannot require its use, so the program is now voluntary only. A new second provider is being sought, with the affected community divided about whether to continue (the regulators) or not (the stack testers). SSAS had begun revising its standard modules, but is proceeding slowly pending identification of a second provider. Several SOPs will soon undergo revision – one for SSAS table management and the other to lower the concentrations of audit samples. The NEMC and TNI communities are probably not bringing the stack testing community to meetings, so the program is seeking a different conference for improved outreach.

Other Committees

NELAP Accreditation Council – ¼ day; Aaren Alger reporting

The Council focused its discussions on four (4) topics, and requested that the Assessment Forum be scheduled at a time when the Accreditation Body staff can attend.

- Submitting an Analyte Request Application for PCBs – NELAP ABs hope to resolve the issue of labs continually failing PTs, but cannot be suspended because they're failing different isomers each time, instead of the same one twice in a row. The solution appears to be adding a qualitative PT to the FoPT table, with a footnote for the evaluation of performance by ABs to incorporate both the quantitative and qualitative PTs, in order for a lab to maintain accreditation. The Council plans to ask PT providers for input to this concept prior to submitting it to PTPEC.
- Implementation of the 2016 TNI Standard – almost all NELAP ABs will be implementing this standard in early 2020 due to incorporation by reference or because they planned rulemaking early enough to have that completed in early 2020. The only AB whose status is uncertain is New Hampshire.
- Technical Manager/Director Qualifications – most NELAP ABs believe they can accept some version of language that allows substitution of experience for education, so long as the experience is well defined. Perhaps TNI can develop a Technical Manager training program with certification that can count as education credits?
- Analyte Request Application for Microbiology (MPN test, tubes separate from wells) – the Council will revisit this request and is inviting EPA to a future Council meeting to further discuss the issue.

Laboratory Accreditation Systems Executive Committee – ¼ day; Mentor Session – ½ day; Assessment Forum – ½ day; Judy Morgan reporting

The Chair reviewed the accomplishments since Milwaukee. Changes have been made to the SIR Management SOP 3-105 to help ensure that SIRs are addressed during revisions to the standard, and another change will be made to accommodate the planned distribution of all incoming SIR questions to the expert committee chairs and the Small Lab Advocate, on an information only basis.

The Mentor Session was standing room only in the morning, but after lunch break, only a handful of participants returned. Apparently, some other session presented a serious conflict to people's interests. The Assessment Forum was well attended. Both of these training sessions were good and lively.

Proficiency Testing Program Executive Committee – ¼ day; Maria Friedman reporting

After the Chair provided a general introduction to the committee, the PT Provider Accreditors presented their reports to participants. Those reports will be more fully reviewed by the committee in future meetings. The committee also discussed the completed SOP updates for the Field of Proficiency Testing SOP 4-103, especially the triggers for FoPT updates, and its portion of the combined NEFAP/PTPEC Evaluation SOP 7-100. The committee is seeking to resolve a discrepancy between the number of labs and the number of data points for DDT/and breakdown products, since the PT Provider numbers are not consistent. They also discussed several new and existing Analyte Request Applications still in review, or being returned to active status.

National Environmental Field Activities Program Executive Committee – ¼ day; Kirstin Daigle reporting

NEFAP discussed its goal of learning what companies or agencies hiring Field Sampling and Monitoring Organizations look for in their selection process, and to understand how NEFAP can address those selection criteria.

Advocacy – ½ day (at end); Steve Arms reporting

Advocacy has reinstated the Small Laboratory Advocate, with Robin Cook accepting the role, and the first part of its meeting focused on defining that position so that the committee's charter can be properly updated. They further discussed the draft white paper, "The Value of Accreditation", and how to proceed with gathering useful facts to demonstrate that value. Finally, as usual, the committee reviewed meeting activities to identify areas where Advocacy can or should become involved.

Update from the Executive Director – Jerry Parr reporting

TNI's Strategic Planning Meeting will be October 17-19, 2019, in Sterling, VA (near Dulles International Airport), and is open to any members who wish to participate.

Plans for the Forum on Laboratory Accreditation in Newport Beach, CA, in February are shaping up. Since the 2020 Superbowl LIV takes place on Sunday prior to the February 3-7, 2020, meeting, a party is planned at a nearby restaurant, but since the game begins late afternoon in California, the party should not interfere with anyone's sleep and the Forum itself will start first thing Monday morning.

California plans to have its proposed rule published prior to this meeting, and the Forum will offer several sessions intended to provide compliance assistance to California's labs, from an introductory session about TNI first thing Monday morning to several sessions on Wednesday and Thursday that will be structured primarily for California labs, although they should be useful to any lab just becoming accredited. These two days will include a lunchtime talk by Christine Sotelo, the Mentor Session (topic, documentation) and Assessment Forum (topic, working with third party assessors), plus a "walk-through" of V1M2 sections 4 and 5 about implementing a quality system, presented by a panel of labs, accreditation bodies and third party assessors.

Training courses will be the final radiochemistry course and one on managing an environmental lab. Jerry seeks to set up a lab-to-lab mentor program with California labs, and hopes to get already-accredited labs to agree to mentor one of the California labs.

He also reported that an explanation has been found for the "exorbitant" prices for PT samples that California labs were quoted. Apparently, California is not using the TNI FoPT tables, but is asking for samples that are not normally prepared for national distribution. These "custom" samples are priced far higher than the normally offered PT samples, which explains the much higher prices.

Jerry thanked everyone for a great conference and the meeting adjourned.

Attachment 3
Letters to California Re ELTAC Meeting

August 30, 2019

E. Joaquin Esquivel – Chair and Board Members
California State Water Resources Control Board
P.O. Box 100
Sacramento, CA 95812-0100

Dear Chairperson Esquivel and Board Members:

The NELAC Institute (TNI) helps facilitate the National Environmental Laboratory Accreditation Program (NELAP) by evaluating state agencies and third-party organizations (Non-Governmental Accreditation Bodies, NGABs) to Volume 2 of the TNI accreditation standards and then approving these organizations as to meeting the requirements for operating a laboratory accreditation program. Currently, 15 state agencies and three NGABs are recognized to accredit laboratories to the TNI standard and over 1300 laboratories in 49 US states and territories, three Canadian provinces, and eight countries are accredited to the TNI standard. See Figure 1.

At the August 22, 2019 meeting of California’s Environmental Laboratory Accreditation Committee (ELTAC), a subcommittee presented an alternative to the current proposed draft rule, termed a “California Quality Management System.” TNI will be submitting comments about the technical merits of this proposed change to ELAP separately. This letter is to address inaccurate statements and misleading information provided in that presentation.

The fifth slide in the presentation stated the document was “vetted through industry practice and input.” We strongly disagree with this statement and its implications. The document was produced by only eight individuals, all of who represent one stakeholder group (municipal laboratories) and who have limited experience and understanding of quality management systems. Only three individuals on this subcommittee work(ed) for a laboratory that has implemented the TNI standard. By comparison, the TNI standard is a product of a well-established consensus process; it is the result of 25 years of work by hundreds of volunteers representing a diverse range of expertise and stakeholder interests. TNI requires all committees to have a balance of interests, representing laboratories of all types, accreditation bodies, and others such as regulators, data users, proficiency test providers, consultants, and laboratory assessors. As an example, Attachment 1 lists the current members of TNI’s Board of Directors. Note the diversity among the different stakeholder groups. TNI’s Quality Systems committee has 15 members, including four individuals representing laboratories, five members representing accreditation bodies, and six members representing other interests including two third-party laboratory assessors. The laboratory members of this committee each have 10 years or more experience in implementing a quality management system, and the accreditation bodies and third-party assessors have all taken either the EPA certification officer training course or TNI’s basic assessor training and thus know what is auditable and what is not.

This slide also implied the California plan is the “Choice of State Systems” with a map showing “~650 labs” with only municipal labs in California and commercial labs thought out the rest of the

US. This is misleading, as over 500 non-commercial laboratories (municipal, state, federal, tribal, university, etc.) are accredited though out the US to the TNI standard. See Attachment 2.

Slide six also contained inaccurate and misleading information. Only two states are still on the 2003 standard, not six as stated on the slide, and these states plan to move to the 2016 standard next year. There are 14 states recognized as NELAP Accreditation Bodies, and four other states that accept TNI in lieu of their own program. The slide is correct in stating that only one state (Florida) is accrediting to the 2016 standard, as Florida had a rule change already in the works, but seven others plan to do so by January 31, 2020, the date the standard becomes effective for NELAP, and the remaining six later in 2020 once their rulemaking is completed. The presentation noted that some states have a “two-tier program.” This is true, but misleading. Pennsylvania and Virginia do have dual programs where municipal laboratories can implement a lesser program. However, that lesser program is essentially the same as what California ELAP has proposed in its draft regulations, with relaxed requirements for proficiency testing to perform only one sample per year and relaxed educational requirements for the laboratory Technical Director. Both states require all laboratories to implement the complete quality management system.

The presentation noted that some states do not require all laboratories to be accredited. That is true and was an intentional decision made in 1995, recognizing that states have the sovereign right to implement the program according to their own statutes and regulations. For example, Texas is a state that only requires accreditation for commercial laboratories. However, of the 149 laboratories accredited in Texas, only 65 of these are commercial laboratories. The other 84 have voluntarily chosen to become accredited.

Please feel free to contact me if you would like to follow up on any of the comments presented here.

Sincerely,
Jerry Parr
Executive Director

cc: Darrin Polhemus
Robert Brownwood
Christine Sotelo

August 26, 2019

Ms. Christine Sotelo, Chief
Environmental Laboratory Accreditation Program
State Water Resources Control Board
P.O. Box 100
Sacramento, CA 95812-0100

Dear Ms. Sotelo:

At the August 22 ELTAC meeting, the ELTAC subcommittee that is developing a "California QMS" gave an updated presentation on their efforts. The letter and attachments I provided you in April are still relevant. This letter emphasizes four additional points: the problems with the "addition through subtraction" concept, the checklist, training, and consensus.

Pages 100 to 103 of the meeting packet contained an Addition through Subtraction table that showed which sections of the TNI standard were deleted with a citation as to where alternate language could be found. The presenter indicated that the requirements were maintained, but in simplified language. Attachment 1 takes one example of this approach, the requirements for document control in section 4.3 of the TNI standard. The ELTAC subcommittee believes paragraph (f) of section 4.2.8.4 could replace section 4.3. However, a review of paragraph (f) shows this is just a requirement to have a procedure in the Quality Manual but contains no requirements for the laboratory to actually implement a document control system. Section 4.3 provides specific, auditable details that a laboratory assessor can use to ensure the laboratory actually has implemented an effective document control system. A careful comparison of the TNI standard to the subcommittee's proposed language will show this is the case everywhere alternative language was proposed.

The original packet contained a 46 page "QMS Checklist" which was plagiarized from the TNI website. It appears members of ELTAC were impressed with the depth of this checklist. What they did not realize is that the subcommittee selectively deleted much of the checklist, especially the sections relating to a Quality Management System. The complete TNI checklist contains over 500 items that were deleted in the proposed California checklist. For example, a review of the requirements in section 4.3 (shown in Attachment 1) shows 11 specific auditable requirements that were not in the proposed California QMS checklist.

In the presentation, Ms. Ross indicated she had reached out to CWEA and they could offer training. TNI already has over 35 recorded webcasts that relate to the TNI Standard. See Attachment 2. You will see that most of these courses were given by Jack Farrell, Silky Labie, or Marlene Moore. As shown by their brief biographical sketches in Attachment 3, these individuals have extensive experience in quality systems and the TNI standard. Most of the other instructors were chairs of the particular committee that developed the standard. For example, Paul Junio was chair of the Quality Systems committee from 2011 through 2018.

The subcommittee represents one stakeholder group, municipal laboratories. Thus, the subcommittee proposal is very far from a consensus opinion. TNI requires all of its committees to have balanced representation with no one stakeholder group as a majority. This approach causes our standards development timeframe to be very long in order to achieve consensus but results in a better standard in the end.

In summary, the "California QMS" should be rejected completely, because it has serious technical flaws and does not represent consensus. Please contact me if you have further questions.

Attachment 4 PROGRAM REPORTS

CONSENSUS STANDARDS DEVELOPMENT

- The Consensus Standard Development Executive Committee has completed revisions to the Internal Audit checklists for both the executive committee and the expert committees and is seeking Policy committee approval. The SOP 2-100 Task Force met in Jacksonville and is continuing to work on necessary changes to this document.
- A TNI Newsletter article is planned to solicit new members to the expert committees as numerous individuals are rotating off at the end of 2019.
- The ANSI audit process is underway and TNI received numerous questions on 5 parts of the standard which will be audited. The standards under audit are EL V2, EL V3, FSMO V1, FSMO V2 and EL V1M4. A response to their questions was supplied on August 6, 2019. Further interactions with ANSI and their auditor are anticipated.
- The Chemistry expert committee has completed its SIR Summary and continues to work on a few SIRs not yet fully resolved with the LASEC/AC. Their next efforts will focus on changes to Module 4 related to needed clarifications of the requirements for Demonstration of Capabilities (DOC).
- The Proficiency Testing expert committee in Jacksonville presented more PTRL guidance and information surrounding select/common SIRs in attempt to ease implementation of the 2016 Standard in January 2020. They are currently reviewing issues that have been presented to the committee directly or through the SIRs to determine what the committee must address in future revisions to the standard.
- The Asbestos expert committee continues to develop a draft VDS of EL V1M3. It is anticipated that the VDS will be presented in Newport Beach. No comments have been received by the committee on their Notice of Intent, Website Announcement of changes to Module 3 or to the posting of their Summary and Outline of said changes.
- LAB began reviewing comments on the outline of proposed changes and the draft revised V2M1 at conference in Jacksonville and will continue reviewing and discussing these comments in upcoming meetings. Additionally, comments received during the Milwaukee public session remain to be reviewed.
- The WET session in Jacksonville had lively discussions about all of the current issues – improving PT usefulness and designing a sensible scheme for individual demonstrations of competency in a WET lab. Board member Lem Walker has graciously offered to help the committee sustain its interactions with various EPA staff, especially around the PT issue, and committee members sincerely appreciate his willingness to do this. Working with several Canadian governmental Society for Environmental Toxicology and Chemistry (SETAC) members, a few WET committee members will present a workshop about accreditation of WET testing prior to the SETAC meeting in Toronto. Teresa Norberg-King of EPA, a WET Committee Affiliate member, is the incoming President of SETAC, and is one of the organizers of this workshop. The workshop will be on November 1, and the meeting itself on November 3-7. The presenters are considering whether it will be possible to accommodate remote participation, and the announcement may be viewed.
- The Radiochemistry Committee is taking the feedback received in Jacksonville and will continued work on defining Technical Manager requirements. The Committee is starting to work on Part 5 of the training series. Terry is working on a course Summary for the meeting flyer that should be completed

by 9/11/19. The Committee is compiling a list of possible changes to the Standard and will then begin planning a public webinar using Webex.

- The Microbiology Committee is taking the feedback received in Jacksonville and will continued work on defining Technical Manager requirements. The Committee will discuss the possibility of providing implementation guidance for SIR #301 with the LASEC. The Committee is completing the paperwork to officially begin working on the Standard and is starting to compile a list of expected changes to the Standard that they will use for a public webinar to get feedback.
- The Quality Systems Committee is taking the feedback received in Jacksonville and will continue to work on defining Technical Manager requirements. The Committee is refocusing on the update of the Standard. They started looking at language in Jacksonville and will begin compiling a list of possible changes. This list will be used to prepare for a public webinar to get feedback. The Committee will be working on membership during it September meeting.
- The SSAS Committee is preparing a recommendation on the future of the SSAS Expert Committee to the CSDP Executive Committee and TNI Board of Directors. This should be completed at their September 23rd meeting. The Committee is working on their SOPs to define how they will be able to provide audit samples at other concentrations. The Committee is meeting 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.

NEFAP Executive Committee

- The Committee worked on making final edits to address Policy Committee comments on SOPs. The Voting SOP won't be complete until October due to competing meeting topics.
- The Committee is continuing work on the Scope Guidance document. This was discussed in Jacksonville but will need to be revisited in October.
- The Nomination Committee has finalized the list of candidates for NEFAP EC membership and the information has been forwarded to William to post the online vote.
- The Committee has delayed the discussion regarding accreditation options for FSMO's until the Scope Guidance Document is complete. Reminder: An interesting discussion was started in Milwaukee when someone asked if they could add an FSMO accreditation to their NELAP accreditation. This could work currently for an NGAB accrediting to the TNI Environmental Standard.
- The Committee met in August to start review of Worksheet 11. There have been some lively discussions and a lot of changes are expected to be made to the Worksheet as the Committee considers future markets and how to better market the sampling standard. A subcommittee has been meeting this month to work on this and a DRAFT will be reviewed by the Committee during its meeting in September.

Field Activities Expert Committee (FAC)

- The Committee is now looking at the DRAFT FSMO Standard that has been developed by combining the 2014 Standard with the new ISO/IEC 17025:2017. They are compiling a list of expected changes to the Standard and will begin planning a public webinar for comment. They are also starting to prepare DRAFT language to update the Standard. The Committee is using DMS to make the updates to the Standard.

Field Activities Task Force

- The Task Force discussed the progress by the NEFAP EC on the scope guidance document, the feedback to its presentation in Jacksonville, and assigned work on the Task Force objectives as follows:
 - Objective 1—Nick Nigro will finalize the executive summary for the scope of accreditation spreadsheet
 - Objective 2—Discussion of the accreditation flowchart will be the topic of the September 27 teleconference
 - Objective 3—Discussion of the definitions and the executive summary for the definitions will be the topic of the next two teleconferences
 - Objective 4—Paul Bergeron will finalize the recommended language document and prepare the executive summary

NELAP

Accreditation Council

- The NELAP AC planned to meet on Monday, September 9, rescheduled from the Labor Day holiday, and is expected to approve an outstanding recommendation for renewal, leaving two ABs remaining for this cycle. One site visit is scheduled for later this month, but the final evaluation will not begin until this current one is over since the Program Manager of the currently active evaluation is the state team member of the final AB.
- Revisions to the NELAP Evaluation SOP 3-102 need to be rushed to completion, since the first renewal letter will go out in early October. While substantial revisions are unlikely, experience requires some updates from the previous cycle. It is unlikely that a new training for evaluators will be needed until the revised Volume 2 Module 1 is finalized and adopted.
- From reports during the AC session in Jacksonville, all but three ABs expect to implement the 2016 TNI Standard within the first few months of 2020. The Council will consider LASEC's recommendation to accept the most recent revision of the LOD/LOQ Guidance GUI 3-109 at its September 9 meeting.

Laboratory Accreditation System Executive Committee (LASEC)

- Both the Mentor Session and the Assessment Forum were successful in Jacksonville. LASEC's SIR Subcommittee has completed reviews of all Implementation Guidance documents from the Mentor Session discussions in New Orleans, and these have been sent to the webmaster for posting.
- Discussions about the possibility of implementing some form of interim evaluation of NELAP ABs continue, despite the fact that the NELAP AC discussed this several years ago and found it to be an infeasible concept.
- The July revision of the LOD/LOQ Guidance document, GUI 3-109, was approved for recommendation to the NELAP AC as acceptable.
- **Standard Interpretation Request Update**

Total Number	Closed Out	LASEC	NELAP AC	Expert
354	339	3	8	4

PROFICIENCY TESTING

- The PTPEC did notify the PTPAs that they can let PT Providers implement the 2016 Standard whenever they choose to, but the scoring implementation still needs to be implemented on 1/31/2020. The Committee will consider developing some sort of a transition memo that will also discuss the equivalency of the 2009 and 2016 Standards during their September meeting.
- SOP 4-102 Rev 2 (PTPEC Appeals/Complaint SOP) needed more revisions and will be voted on by email.
- The Committee will begin putting an implementation plan together for Volume 4 of the 2016 Standard. Shawn Kassner and Maria are determining what procedures in Volume 4 were deleted from the 2009 Standard when moving to the 2016 Standard. These deleted procedures need to be updated and added to PTPEC's SOPs.
- The Committee started work on Worksheet 11 in Jacksonville and will review a DRAFT during their September meeting. The issue of a national program versus a program for NELAP was discussed in Jacksonville. This discussion relates to the issues EPA raised about whether the PT Program is national.
- The PTP/NEFAP Combined Evaluation Taskforce. Ilona will work in September with Tracy Szerszen and Maria Friedman to finalize an application and Shawn Kassner to finalize a checklist. She will also begin discussing training options with Marlene Moore and this will be further discussed with the PTPEC and NEFAP EC during their September meetings.

ADMINISTRATION

Advocacy

- Articles and topics have been identified for the next newsletter. Publication date is approximately mid to late November. Sharon Mertens is the editor.
- Jerry is working with the committee on the agenda for Newport. Highlights of the meeting will include a Super Bowl party on Sunday afternoon, a lunch speaker from the California Water Board on Tuesday, a special session on "How Accreditation Improved my Laboratory" with seven speakers, and a session on Implementing and Maintaining a TNI Quality Management System.

Policy Committee

- Policy will be reviewing updated Internal Audit checklists for all TNI programs and committees over the next six weeks, so that these can be uploaded to the Internal Audit Database. Internal audits should begin in late October and be completed prior to the winter holidays, although specific due dates are not yet set.
- The updated NGAB Evaluation SOP 7-100 was approved by Policy at its July meeting, and is presented for Board review and approval at this meeting.
- Two revised SOPs approved by Policy in July are available for optional Board review and endorsement at this meeting. These are the NELAP Dispute Resolution Process SOP 3-104 and the NELAP Provisional Recognition SOP 3-108.

Training

- Good Laboratory Practice – Internal Audits – Part II (Matt Sica). Ilona received the updated training and comments are due 9/17/19. This class will focus on technical internal audits.
- The Radiochemistry Expert Committee is working on Part 5 of 5 of the Understanding Radiochemistry Series. Part 4 of the series had 15 attendees in Jacksonville, FL.
- Marlene will be doing Technical Assessor Training – Assessing Whole Effluent Toxicity. The class will take place November 4, 6, 7 and 8 with a total of 16 hours of instruction.
- Marlene and Ilona are starting to discuss evaluator training for the NEFAP/PTP Evaluations.

NEMC

- The steering committee reviewed comments and suggestions from session chairs and attendees at the Jacksonville meeting for consideration in planning the 2020 meeting.
- The planning schedule, workplan and budget for 2020 were reviewed and finalized.
- A list of potential session topics will be considered and finalized at the next meeting. Tentatively, there will be 26 NEMC sessions with a total of 141 speakers. The EPA speakers will be included in the Wednesday morning plenary so that there are no conflicting sessions.
- January 27, 2020 is the tentative due date for abstracts.

Winter Forum

- The Forum will be February 3-7, 2020 in Newport Beach, CA.
- Registration for exhibitors is open now and attendee registration will open around October 1.

NGAB

- IAS Evaluation: The Evaluation team met with IAS in Jacksonville to discuss corrective actions. A follow-up lab assessment will be done in September and then final information will be sent to the Evaluation Team to complete the evaluation.

Membership:

- Active Members: 1068
- There were three committee application received – NEFAP Executive Committee, Advocacy and Quality Systems.