

Summary of the TNI Competency Task Force Meeting
Wednesday, February 23, 2022 1:00 pm Eastern

1. Welcome and Roll Call

The new Chair, Ken Brown, welcomed everyone to the meeting. Attendance is recorded in Attachment 1. The minutes from January 26 were approved by unanimous vote.

2. Update on Discussion of Credentialing at February Board Meeting

Jerry explained that after the excellent support for a credentialing program that he heard during and after the special session in San Antonio, he approached the Board of Directors for its endorsement, as there will be additional costs involved with setting up such a program. The Board approved moving forward with the concept, and Jerry will create a business plan for establishing such a credentialing program (separate from the Task Force). Jerry also mentioned to the Board that this Task Force will likely need to become a standing committee at some point in the future, and explained that the group will initially focus on a Quality Manager credential.

3. Credentialing for Quality Managers (QMs)

The Task Force's starting point for this effort is Attachment 4 of the Credentialing document that was distributed during the special session in San Antonio. Jerry explained that he had drafted this document for the Credentialing Subcommittee, and that the Subcommittee had reviewed it up to Item 5, but recommended that the Task Force review the entire document. Jerry further explained that he created the KSAs from review of V1M1 and V1M2, but did not address any of the technical discipline modules.

As recommended, Ken began walking the Task Force through the document. Comments were as follows:

§1 – except as noted below, the digital badges seem acceptable. The introductory paragraph needs to clarify that there will be a separate document for the total QM credential and ongoing professional development requirements.

- Item #9, Accommodation and Environmental Conditions Specialist, is probably not appropriate for the QM credential. Remove this item, unless some other aspect makes it seem appropriate in later discussions. An awareness of these factors might be necessary, but it does not seem to be the QM's role to oversee them.
- Item #4, Customer Service Specialist, is very important.
- Item #11, Calibration of Support Equipment Specialist, is probably not a QM role. The QM would have the records and need to understand the process but is unlikely to be performing the actual calibrations.
- Item #12, Sample Handling Specialist, may not be appropriate for the QM either. The QM should have general knowledge of the process and may (or not) provide guidance and advice to samplers, but would definitely not be doing the work.

§2 – this is essentially a job description for a QM, a general basis for what the QM must understand. Add "root cause" to §2.2.4.

§3 – this section details the KSAs needed for each of the Specialist digital badges and the training courses that would qualify an individual to receive the Specialist badge.

- 3.1.1 – this section addresses PT, from V1M1.
- 3.1.2 – these KSAs are from V2 and should be taught in training so that the individual does not need to purchase the AB volume.
- 3.1.3 – these KSAs are from V3 and should be taught in training so that the individual does not need to purchase the PT Provider volume.

- 3.1.5 – one course needed; a request for proposals has been published and circulated for this course. The listed “Changes to the TNI Standard” course is considered supplemental, but as the Standard does change, it would keep the digital badge current. NOTE that a course in corrective actions is a pre-requisite for this badge.

Review will resume at §3.2 for the March meeting, after the edits made are affirmed. Ken thanked everyone for their part in the discussion.

Participants requested that, once the KSAs are vetted, a display chart of badges, courses, prerequisites and credentials be prepared, including any optional courses. Jerry noted that development of this item could be assigned to the Training Committee.

At the suggestion of several TF members, Jerry will investigate the use of screen-sharing for future meetings while reviewing this document. WebEx may not be the best option, as not all employers will allow its required download.

4. Next Meeting

The next meeting of the Competency Task Force will be on **Wednesday, March 23, 2022, at 1 pm Eastern**. An agenda and any necessary documents will be sent in advance of the meeting.

Attachment 1

Competency Task Force Roster

NAME		EMAIL	AFFILIATION	Present?	
Aaren	Alger	aaren@alger-consulting.com	Alger Consulting & Tech.	Yes	1
Paul	Banfer	paul.banfer@eisc.net	EISC	No	2
Kenneth	Brown	kbrown@escondido.org	City of Escondido	Yes	3
Julia	Caprio	JKlensCaprio@Geosyntec.com	Geosyntec	No	4
Patricia	Carvajal	pmcarvajal@sara-tx.org	San Antonio River Authority	Yes	5
Kirstin	Daigle	Kirstin.daigle@pacelabs.com	Pace Laboratories	No	6
Steve	Drielak	drielak-associates@usa.net	Drielak & Associates	Yes	7
Amanda	Dutko	adutko@fairwaylaboratories.com	Fairway Laboratories	Yes	8
Stacey	Fry	sfry@babcocklabs.com	Babcock Laboratories	Yes	9
Kimberly	Kostzer	kkostzer@coca-cola.com	Coca-Cola	No	10
Silky	Labie	elcatllc@centurylink.net	ELCAT	No	11
Harold	Longbaugh	Harold.Longbaugh@houstontx.gov	City of Houston	Yes	12
Mike	Michaud	Mike.michaud@abilenetx.gov	City of Abilene	No	13
Mitzi	Miller	Mitzi.MQC@gmail.com	MQC	No	14
Jerry	Parr	jerry.parr@nelac-institute.org	The NELAC Institute	Yes	15
Sharon	Robinson	Sharon.Robinson@doh.nj.gov	New Jersey DOH	No	16
Joann	Slavin	Joann.slavin@health.ny.gov	NY ELAP	No	17
Alfredo	Sotomayor	asotomayor@mmsd.com	MMSD	Yes	18
Elizabeth	Turner	Elizabeth.turner@pacelabs.com	Pace Labs, Inc.	Yes	19
Program Administrator:					
Lynn	Bradley	The NELAC Institute	Lynn.bradley@nelac-institute.org	Yes	