Summary of the TNI Competency Task Force Meeting
Wednesday, June 23, 2021 2:30 pm Eastern

1. Welcome and Roll Call

Aaren welcomed everyone to the meeting. Attendance is recorded in Attachment 1. The minutes from April 28 (revised) and May 26 were approved by acclamation. The meeting time was delayed so that Aaren could present the proposal to the Radiochemistry Committee, but that group did not meet as planned.

Kasey Raley asked to be removed as an Associate member of the Task Force and Michelle Wade requested that she be added as an Associate member. Those changes are reflected in the roster in Attachment 1.

2. Review of the Technical Manager Proposal

Since the May meeting, either Aaren or Jerry (or both) have presented the TD proposal to every expert committee except Radiochemistry (which did not meet) and also to CSDEC. Each of the committees was "mostly" in favor of the concept.

Major points of feedback from the various committees are as follows:

- The Drinking Water Certification Manual has language stating that a lab "should" (as this document is technically guidance) designate a person to oversee the functions that are typically associated with the technical director role. Consensus was to delay outreach to the drinking water program until after presenting to the Accreditation Council or later, but to show possible rejection of the concept as a "con" in the draft proposal.
- Labs often assign the title, Technical Director, to an employee who meets the current qualifications (education and experience) but that person in reality functions as a subject matter expert with no supervisory responsibility.
- State specific requirements might impact mutual recognition, but variations in how ABs evaluate education and experience requirements exist within the current requirements already – there are no standard course equivalents, so the number of credit hours is up to the judgement of the AB and how it classifies course content (often only by course title). ABs do not commonly inquire about how the primary AB evaluates qualifications when granting secondary accreditation. Also, most of the states having qualification requirements in regulation apply those only to the state-only certification programs (i.e., they have two-tier programs).

Participants agreed to present the draft concept proposal to the NELAP Accreditation Council at its July meeting, explaining the process thus far, and accepting the Council's feedback while also advising them that the concept will be presented to the larger TNI community during a session at conference. Then, with feedback from the entire TNI community including the Accreditation Council, TNI can make a well-informed decision about how to proceed with revising the Quality Systems module, V1M2.

A revised draft will be prepared with the three points mentioned above (two "pro" and one "con") and additional attachments reflecting the DoD gray box language and California's new regulatory language, and circulated to Task Force members (see attachment 2, below), with a request for comments by COB Tuesday July 29 so that the document can be finalized in time to distribute it to the Accreditation Council for its July 6 meeting.

3. New Business

One participant noted that much discussion has been occurring among assessors, and there is a lot of concern about "lowering the NELAP standards to plain ISO". Other participants pointed out

that, if the functioning of a lab's quality system is dependent on one individual, then it's not actually a robust quality system, and that ISO 17025 has hefty requirements about documenting staff responsibilities and training.

4. Next Meeting

The next meeting of the Competency Task Force will be on **July 28, 2021, 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	Yes	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	No	5
Yumi	Creason	ycreason@pa.gov	Pennsylvania DEP	Yes	6
Kirstin	Daigle	Kirstin.daigle@pacelabs.com	Pace Laboratories	No	7
Bob	Di Rienzo	Bob.DiRienzo@ALSGlobal.com	ALS Global	No	8
Steve	Drielak	drielak-associates@usa.net	Drielak & Associates	Yes	9
Amanda	Dutko	adutko@fairwaylaboratories.com	Fairway Laboratories	Yes	10
Stacey	Fry	sfry@babcocklabs.com	Babcock Laboratories	No	11
Kitty	Kong	Kitty.Kong@chevron.com	Chevron	No	12
Kimberly	Kostzer	kkostzer@coca-cola.com	Coca-Cola	No	13
Silky	Labie	elcatllc@centurylink.net	ELCAT	No	14
Harold	Longbaugh	Harold.Longbaugh@houstontx.gov	City of Houston	Yes	15
Mike	Michaud	Mike.michaud@abilenetx.gov	City of Abilene	No	16
Mitzi	Miller	Mitzi.Miller@nv5.com	NV5	Yes	17
Jerry	Parr	jerry.parr@nelac-institute.org	The NELAC Institute	Yes	18
Sharon	Robinson	Sharon.Robinson@doh.nj.gov	New Jersey DOH	No	19
Joann	Slavin	Joann.slavin@health.ny.gov	NY ELAP	Yes	20
Alfredo	Sotomayor	asotomayor@mmsd.com	MMSD	Yes	21
Elizabeth	Turner	Elizabeth.turner@pacelabs.com	Pace Labs, Inc.	Yes	22
Curtis	Wood	curtis_wood@waters.com	ERA, A Waters Company	No	23
Associate Members (for TM/TD activities):					
Debbie	Bond	DBOND@southernco.com	Alabama Power	Yes	24
Michelle	Wade	mwade@a2lawpt.org	A2LA Workplace Training	Yes	25
Program Administrator:					
Lynn	Bradley	The NELAC Institute	Lynn.bradley@nelac-institute.org	Yes	

Attachment 2

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