

Summary of the TNI Competency Task Force Meeting
Wednesday, September 24, 2020 1:00 pm Eastern

1. Welcome and Roll Call

The Interim Chair, Jerry Parr, welcomed everyone to the meeting. Attendance is recorded in Attachment 1. The minutes of the August 27 meeting were approved unanimously with Aaren abstaining due to her absence at that meeting.

2. Affirmation of Edits to KSA Document from August Meeting

Jerry walked through the edits from the previous meeting to confirm that the changes agreed with the discussion. Participants agreed that two additional items should be added that were not considered in August -- §1.2.5.3.k, sample receiving operations, and §1.2.5.3.j, using QC data to make improvements or changes as warranted.

3. Continued Discussion of Generic Competencies (§1.2)

Picking up at §1.2.5.4, participants proceeded through the draft and specific issues discussed are noted below.

§1.2.5.4 – for subsections a & b, replace “confirming” with “determining”

1.2.5.5 – delete subsections c & d; add an attendance sheet (corresponding change for opening meeting, as well) and timeframes for the follow-up actions

§1.2.5.6 – add preparing the report (however named)

§1.2.5.7 – delete subsection a; reword subsection b to read “evaluate satisfactory completion of corrective actions to address non-conformances”; add new subsection to provide a conclusion about the recommendation for the accreditation decision (options are accredit, continue accreditation, continue with changes, or suspend/revoke)

§1.2.6 – delete completely

§1.2.7 – renumber and add something about avoiding consultancy

§1.2.8 – renumber and delete subsection f

§1.2.9 – renumber and make the subsections into bullets

Consideration of §1.2.9 (renumbered to be 1.2.8) led to discussion of what constitutes a “technical disagreement” and whether the training should include some process for dealing with the challenges that might be presented during an assessment. There was no final resolution to these questions.

At that point, the meeting hour was up. The October meeting will start review at §1.3 and scan §1.3 & 1.4. As these professional and foundational competencies are not collectively to be incorporated in the training but rather determined during the hiring process, these two sections will be scanned for any of the items that should be moved into the training itself. Additionally, several documents provided from the Training Committee will be reviewed for content that might pertain to competency.

A revised draft will be prepared, based on those edits, and distributed with these minutes.

4. Next Meeting

The next teleconference meeting will be Wednesday, October 28, 2020, at 1:00 pm Eastern. An agenda and any documents will be distributed prior to 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	Yes	4
Patricia	Carvajal	pmcarvajal@sara-tx.org	San Antonio River Authority	Yes	5
Bob	Di Rienzo	Bob.DiRienzo@ALSGlobal.com	ALS Global	Yes	6
Steve	Drielak	drielak-associates@usa.net	Drielak & Associates	No	7
Amanda	Dutko	adutko@fairwaylaboratories.com	Fairway Laboratories	Yes	8
Stacey	Fry	sfry@babcocklabs.com	Babcock Laboratories	Yes	9
Kitty	Kong	Kitty.Kong@chevron.com	Chevron	Yes	10
Kimberly	Kostzer	kkostzer@coca-cola.com	Coca-Cola	No	11
Silky	Labie	elcatllc@centurylink.net	ELCAT	Yes	12
Harold	Longbaugh	Harold.Longbaugh@houston.tx.gov	City of Houston	Yes	13
Emily	Mellot	emmellott@pa.gov	Pennsylvania DEP	Yes	14
Mike	Michaud	Mike.michaud@abilenetx.gov	City of Abilene	Yes	15
Mitzi	Miller	Mitzi.Miller@nv5.com	NV5	No	16
Jerry	Parr	jerry.parr@nelac-institute.org	The NELAC Institute	Yes	17
Sharon	Robinson	Sharon.Robinson@doh.nj.gov	New Jersey DOH	No	18
Joann	Slavin	Joann.slavin@health.ny.gov	NY ELAP	Yes	19
Alfredo	Sotomayor	asotomayor@mmsd.com	MMSD	Yes	20
Elizabeth	Turner	Elizabeth.turner@pacelabs.com	Pace Labs, Inc.	No2	21
Curtis	Wood	curtis_wood@waters.com	ERA, A Waters Company	No	22
Program Administrator:					
Lynn	Bradley	The NELAC Institute	Lynn.bradley@nelac-institute.org	Yes	