

TNI Board of Directors Meeting Summary

November 13, 2019

1. Roll Call

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

2. Approval of October 2019 Minutes

Motion to Approve October 2019 Minutes: Patsy Root

Second: Paul Junio

Abstentions: Jordan Adelson, Dave Speis, Curtis Wood, Debbie Rosano, Justin Brown

Approved: Unanimous

3. Implementing the 2016 Standard

The revised guidance document for LOD/LOQ was approved by Policy and is now posted. There is 1 item remaining to be completed:

- The Standard Interpretations Request consolidated document is incomplete. Paul is hoping to have it completed by the end of this month (November). We should have it for the next board meeting. (December).

4. Continuation of the SSAS Program (Attachment 1)

Motion to Approve the Continuation of the SSAS Program as Outlined: Dave Speis

Second: Judy Morgan

Abstentions: Curtis Wood

Approved: Unanimous

There is a very small investment on our part to continue this program. The long term plan is unsure, but as long as samples are being purchased, we should support the program.

We have gotten stack testers to join so they can access the database. We have received support from the stack testing community at a very low cost.

We were seeking to make this a standard through ANSI. Do we want to continue this at this time? There is no financial impact to doing it. Do we need to ask the SSAS? It takes a little bit of work but gives us more credibility. Work will continue towards standard.

5. SOPs to Review

- SOP 1-101, Revision 2.6, Operation of TNI Committees

This SOP was updated during the review of the internal audit checklists with minor changes. The SOP does require approval from the Board.

Motion to Approve Revision 2.6 of SOP 1-101 with changes below: Jack Farrell

Second: Patsy Root

Approved: Unanimous

Changes to be made:

7.4.1 Committee dominance – “can be” should be changed to “is”. Editorial change accepted.

TOC Section 6 and 7 – are on page 3, not page 2. Editorial change accepted.

10.1.3 Opening line – delete “to teleconferences”.

6. Strategic Planning Update (Attachment 2)

We had a very successful meeting on October 17-18. Alfredo prepared an article for the newsletter that did a nice job of explaining what happened. The draft plan should be ready for the December Board call.

7. Internal Audit Process

Policy Committee completed its review of the internal audit checklists and we are now ready to start this process. In discussion about this issue, Policy recommends the Board formally request the TNI Program Administrators to initiate this effort, working with their committee chairs, with the goal of having this effort completed in time to report to the membership at the Newport Beach meeting.

Motion to Recommend that the Board ask the Program Administrations to Initiate this Effort; Completion Date to be January 3, 2020:

Motion to Approve: Paul Junio

Second: Stacie Crandall

Approved: Unanimous

8. California Update

The proposed rule was published on October 11. It will be the 2016 TNI Standard with the exceptions for one PT sample per year and relaxed qualifications for the Technical Director. TNI will be sending in a letter of support in general, and a negative comment on one issue, the definition and role of a "principal analyst." A public hearing will be held in Sacramento on December 18 and ELAP has requested Jerry to attend.

9. Informational Items

- In an email to the current ELAB members on October 17, EPA announced it was dissolving ELAB, stating:

On June 14, 2019, President Trump signed Executive Order (EO) 13875: Evaluating and Improving the Utility of Federal Advisory Committees. The EO required federal agencies to review and evaluate the need for each of the agency's federal advisory committees (FACs) established under Agency authority or authorized by law but not required by statute. After conducting a thorough review with senior leadership of its 22 committees, the Agency recommended and the Office of Management & Budget approved that the EPA not retain ELAB. The agency determined that there are existing committees and other mechanisms that can provide EPA with the guidance and work products that fall under ELAB's charge.

- TNI, APHL, WEF, and ACIL have initiated very preliminary discussions about forming an independent group, not reporting to EPA, that could take on some of the previous activities of ELAB.

The Environmental Laboratory Coalition Council – would have the same duties as ELAB. They could come up with coordinated consensus opinions and send them to EPA. These 4 groups may not be on the same page for all issues. Ties with one of the strategic objectives to work with others of similar interest.

An advantages and disadvantages document will be pulled together to discuss at next conference call.

It's important to fill this void. It is possible that EPA won't listen. What was the makeup of ELAB? Should we mirror that? It's in the charter to reach out to others, beyond even what ELAB had done in the past.

There is an advantage to not have to play by the federal rule. Some people were there (in ELAB) to just check a box. We want to make sure participation is meaningful.

The ELAB website, etc. has been taken down. Jerry found a cache site and was able to download the information so we have it.

We need qualified people that want to be there and to contribute. We may want to have qualifications and requirements for membership.

We need to be sure of what our purpose is. And that we are addressing the proper audience. Those that can implement these things and/or add to it.

- On October 23, 2019, EPA published a new Methods Update Rule for the wastewater program. For the most part, this proposed rule just contains updates to more recent versions of Standard Methods and ASTM methods. TNI does not plan to comment.
<https://www.govinfo.gov/content/pkg/FR-2019-10-22/pdf/2019-22437.pdf>

- The National Academy of Sciences has published a report assessing 257 laboratories in the US Geological Survey to determine how these laboratories can improve data quality. The report evaluated 4 different approaches:
 - 1) Scientist-defined procedures and protocols that are implemented at the individual laboratory level.
 - 2) Institution-defined best practices that are implemented at the individual laboratory level.
 - 3) Institution-defined QMS requirements that are implemented throughout the institution.
 - 4) Externally-defined QMS requirements that are implemented at the institution or individual laboratory level to demonstrate compliance with an external quality standard.

The report concluded that laboratories focused on supporting research and method development, which need the flexibility to innovate and experiment, institution-defined best practices (step 2) are appropriate. In contrast, laboratories that carry out well-characterized and routine analyses for internal or external users (production activities) would benefit from an institution-defined QMS (step 3). A few of these laboratories (e.g., the National Water Quality Laboratory) may also need to meet externally-defined QMS requirements (step 4).

<https://www.nap.edu/catalog/25524/assuring-data-quality-at-us-geological-survey-laboratories>

- The Food and Drug Administration has proposed a national program for the accreditation of laboratories that perform food testing. The program uses ISO 17025:2017 as its basis with accreditation performed by ILAC-recognized Accreditation Bodies. FDA retains some oversight.
<https://www.fda.gov/news-events/fda-brief/fda-brief-fda-proposes-new-rule-establish-lab-accreditation-program-help-improve-reliability-some>

10. Program Reports (Attachment 3)

Attachment 1
Memo from SSAS Committee

14 October 2019

To the Members of the TNI Board,

With the loss of one of the two providers of Stationary Source Audit Samples, the EPA has rescinded the mandate that all source emission testing events for regulatory purposes be accompanied by a Stationary Source Audit Sample. Since that time, there has been some concern about the continued existence of the SSAS Expert Committee.

The Code of Federal Regulations (CFR) has two major requirements for the Stationary Source Audit Sample Program to be mandatory: 1) Audit Samples must be “commercially available”, where “commercially available” is defined as two or more independent accredited audit sample providers (AASP) having blind audit samples available for purchase, and, 2) a voluntary consensus body is mandated to be in charge of the Audit program. The SSAS Expert Committee meets the EPA requirements for the aforementioned body and is currently responsible for maintaining the SSAS Central Database. In addition, the SSAS Expert Committee oversight of the program is mentioned specifically in the SSAS Modules (see, for example, V1:M1 Preface, and Sections 6.3.1, 6.3.2, and 10.1.2). Without the SSAS Committee, the Modules cannot be used in their current incarnation and the Audit Program will no longer exist, either voluntary or mandated.

While the Audit sample program is currently voluntary, companies continue to routinely purchase and report audit samples. Regulators are relying on the SSAS Expert Committee, as the voluntary consensus body, to oversee and monitor the quality of the Audit Sample data.

The SSAS Expert Committee is currently revising the SSAS Modules to reflect the current Stationary Source Audit Sample process and remove vestigial references to the PT Program. In addition, these revisions are intended to make the program more cost effective for Providers, thereby encouraging other Providers to become accredited, such that the mandated program can resume. These cost effective changes do not diminish the quality of the SSAS Program.

The combined professional experience of the SSAS Expert Committee members allows the Committee to effectively update the Modules to best reflect the needs of the SSAS Program participants. If the Committee is suspended or dissolved, the forward momentum for finalizing the current revision effort will be lost, and there is a possibility that the people who have the most knowledge of these revisions may retire or decline to join the Committee again when it resumes or is reinstated.

The SSAS Expert Committee is currently writing a Standard Operating Procedure (SOP) for conducting pilot studies that would allow for the addition of new analyte/method combinations to the SSAS table. This SOP is also designed to allow for the expansion of the concentration ranges for existing method/analyte combinations. The expansion of concentration ranges, in particular the lowering of concentration ranges, has been repeatedly requested by Regulatory Agencies and other Participants in the Audit Program. In addition, the Committee is writing a second SOP for managing the SSAS table. Management of the table is a significant component of the Committee’s oversight role.

The completion of the SOPs and of the revisions to the Modules would allow the EPA’s Audit Sample Program to resume operations immediately after the EPA mandate resumes.

The cost of operating The SSAS Expert Committee for TNI is small. Jerry Parr estimated it to be <1% of the total TNI budget. The SSAS Expert Committee believes that this expenditure in committee member time and TNI’s budget is a wise investment in the future of quality Source Emission Testing.

On behalf of the SSAS Expert Committee,

Tom Widera
SSAS Expert Committee Chair

Attachment 2 Summary of Strategic Planning Meeting

What Strategic Planning Tells Me

A few weeks ago, a group of TNI leaders sequestered themselves in a Washington DC suburb hotel and for a day and half deliberated on strategies and goals to guide the Institute's actions for the next five years. By my count, this is the third time I have participated in such an exercise with TNI, but I have been a part of various others for other organizations.

Depending on your profile's tolerance for visioning and channeling, you may find these meetings invigorating or exhausting. I tend towards the former, but at this meeting I found myself doing more reflection and synthesis. It was mildly liberating to be less concerned with process.

In his Third Symphony, Gustav Mahler writes music describing what the flowers in the meadow, the animals in the forest, man, the angels, and love all tell him. He was more inspired and infinitely more talented than me, and bleak Virginia on arrival was no match for rural Austria in the summer. So, I can only share some thoughts on what this strategic planning session "told" me.

Numbers Matter

We invited the TNI Board, Committee Chairs, and selected TNI leaders to attend the meeting. We had about 20 participants, including TNI Staff. The group was manageable and its size gave everyone a chance to be heard. Fewer would not have been sufficiently representative and more would have taxed the limited time we had available for our agenda.

The More You Do It, the Better You Get at It

Reiteration taught us that we did not have to revisit many of the norming discussions of previous strategic planning meetings. Our **Mission** and **Vision** are solid and still relevant. No one questions their validity or applicability. The core strategies we identified at our last session continue to apply, with some minor refinements. This time we added one more strategy dealing with expansion, exploration of additional benefits for stakeholders, and support of the Institute's financial stability.

You will be able to see the entire plan once it is final to get more details, but for now, I just want to highlight that operating under the "less is more" principle did not preclude us from considering initiatives. It is very satisfying to confirm that the path we set years ago is still good pavement.

Surprise! We Write Standards

We cannot deny it. We will continue to write standards as part of our core functions, no matter what else we embark on. Because we write standards, we are comfortable discussing language and do that until we get to the right word. Well, truly, during this meeting there was not too much of that. Our standard-writing pedigree was more evident when we started to discuss goals (subsets of strategies) and their placement in the plan. There probably was a reason why years ago, a group of taxonomists approached TNI about the possibility of drafting standards for their use, but those standards did not materialize. Did we even scare the taxonomists away?

This time, we deferred heavy word-smithing to a set of able drafters that will then share their product with TNI leadership. This worked because there is a lot of earned trust among all participants. This also allowed us to focus on strategic content, not packaging.

Breaks and Rest Are Essential

Creativity, so necessary for this kind of activity, requires equal doses of stimulation and reflection. The excitement comes from guided discussion and time spent together outside the meeting room at lunch and dinner. The morning after brings-up insights gained from considering and examining previous ponderings on one's own, after a good night sleep. The second morning session of the meeting had an extraordinary flow and the quality of the ideas and suggestions discussed was superior.

We Are Not That Young Anymore

TNI has grown-up. We are not a foundling organization. We are beyond essaying first steps and babbling first words. The programmatic assessments we reviewed at the meeting paint a good picture of the Institute. We appear to be headed into middle adulthood with a good set of skills and experience. We know we need to ensure our financial sustainability and included that dimension in our newest strategy. Doesn't that sound like responsible adult talk?

In the End

A plan is just a plan, even a very important one as is a strategic plan. The completed plan will be there to remind us of where we want to go and where we do not want to go. But, things change; they always do. And so, the plan is a roadmap not scripture. The ultimate purpose of this strategic plan is to facilitate us pursuing TNI's mission, not to predict the future with perfect accuracy. I believe the plan that will come out of our meeting will do that very well.

Attachment 3 PROGRAM REPORTS

CONSENSUS STANDARDS DEVELOPMENT

- The ANSI audit process continues as we have responded to the final set of auditor questions; now awaiting ANSI audit report.
- The Consensus Standard Development Executive Committee has completed revisions to the Internal Audit checklists and plans to initiate process in early 2020.
- The SOP 2-100 Task Force continues to meet and discuss potential changes for the next revision of the SOP. Numerous changes are anticipated to address the “lessons learned” document, and the ANSI audit. The anticipated changes in this SOP will necessitate a similar review and modification of SOP 2-101 (committee operations).
- The TNI Glossary is also planned to be updated.
- Expert committee training is being revised.
- A TNI Newsletter article is planned to solicit new members to the expert committees as numerous openings are available and/or individuals are rotating off at the end of 2019.
- The Chemistry expert committee may be facing balance/dominance issues as a number of members have changed affiliations. Hopefully they can expand membership as opposed to elimination of current members.
- Chemistry committee continues to work on a few SIRs and is awaiting LASEC comments. Their next efforts will focus on changes to Module 4 related to needed clarifications of the requirements for Demonstration of Capabilities (IDOC and CDOC). Comments and suggestions from the AC have been received by the committee. Will work collaboratively with AC prior to NOI.
- The Proficiency Testing expert committee is seeking a new Chair as the current chair will rotate off this year. They are currently reviewing issues that have been presented to the committee directly or through the SIRs to determine what the committee should address in future visions to the standard. Some key issues include concerns over supplemental PTs, impact of breakdown products in PT results, prep methods, and handling of PCB PT findings amongst others. The committee will also be reviewing ISO 17011, 17025 and 17034 for consistency with the TNI 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. BSR-8 will be filed with ANSI shortly.
- LAB continues reviewing and discussing the comments on the draft outline of proposed changes and the draft revised standard. It seems likely that a Voting Draft Standard will be ready for publication by the next conference. LAB prepared a response to one SIR and approved one new member, with another new member application awaiting consideration at the November meeting.

- The WET committee is continuing to flesh out its new paradigm for demonstrations of competency, focusing on the “lab DOC” and documented comprehensive analyst training. They are also working to create a training course outline for data processing and interpretation of WET test results; the need for this course was identified when a number of people sought help in using specific statistical packages, but the course outline itself will focus more on the data interpretation aspects than on actual statistical calculations. TNI provided WebEx support for the November 1 SETAC workshop about accreditation of WET testing, in Toronto. At least 50 people participated with more than 30 of those joining remotely, thanks to this WebEx availability.
- The Radiochemistry Committee is working on Part 5 of 5 of the Radiochemistry training that will be presented in Newport Beach, CA.
- A Draft of implementation guidance for SIR #301 will be reviewed by the Microbiology Committee this month. The Committee reviewed a Draft of the PROPOSAL FOR ESTABLISHMENT OR MODIFICATION TO TNI STANDARD. Updates are being made and the Committee will finalize it in November for submission to the CSDP. The Committee is starting to compile a list of expected changes to the Standard that they will use this for a public webinar to get feedback.
- The Quality Systems Committee is continuing to review all the 2016 Standard language that was inserted into the ISO/IEC 17025:2017 standard to make sure it was transferred correctly and to make sure there is no duplicate language. Once this is done ... they will review ISO/IEC 17025:2005 language and see if any of this language needs to be inserted into the new standard. Jessica provided DRAFT language for Technical Manager requirements (Chemistry, Microbiology, Radiochemistry and WET) to the NELAP AC for comment. QS is hoping to get comment back by the end of the year so it can be considered in January.
- The SSAS Committee provided a letter to the TNI Board of Directors with input on the direction of SSAS. The Committee is continuing work on their SOPs to define how they will be able to provide audit samples at other concentrations. The Committee is continuing to meet 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

- Work on the Scope Guidance document has been tabled until Strategic Planning is complete.
- No Progress: 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.
- Worksheet 11 was completed and presented to the TNI Board during the Strategic Planning meeting in mid-October.
- See update under PTPEC for Combined Evaluation progress.
- Scott Haas (Chair, FAC and member of Field Activities Task Force) presented a flowchart to help determine which accreditation (NEFAP or NELAP) should be used for field and sampling work. Committee members will provide feedback by email.
- SOP 5-103 (Nomination) was updated and reviewed. A final vote is being completed by email and the SOP will be sent to the Policy Committee for finalization in November.

- A Draft of SOP 5-107 (New – Conflict of Interest) was reviewed by the committee. Suggested changes will be made and presented to the NEFAP EC in November for vote.
- A subcommittee is being formed by Justin Brown to prepare a report to the TNI Board with options for NEFAP operation moving forward. This Subcommittee will begin meeting this month.

Field Activities Expert Committee (FAC)

- Justin Brown and Ilona provided an overview of the TNI Board Strategic Planning meeting held mid-October. The FAC should continue to work on updating the FSMO Standard.
- The Committee continues to look at the DRAFT FSMO Standard that has been developed by combining the 2014 Standard with the new ISO/IEC 17025:2017. They have made assignments to update each of the sections so that people can begin looking at the sections and taking notes for possible changes. They will compile a list of expected changes to the Standard and will begin planning a public webinar for comment. The Committee will use DMS to make the updates to the Standard and will begin training committee members in its use in December.

Field Activities Task Force

- Justin Brown met with the Task Force to provide an overview of the TNI Board Strategic Planning meeting held mid-October. One outcome of this meeting was to place this Task Force on hold until Strategic Planning for NEFAP is complete. The Task Force plans to finalize the work done to date so that it can be used to help with the Strategic Planning process and can be picked up when needed.

NELAP

Accreditation Council

- The NELAP AC will have met on Tuesday, November 12, with several major items on the agenda. First, the Council will take up formal nomination of a new Chair. Kristin Brown, the current Vice Chair, will be a candidate, but others may also be nominated. The Council will also consider the previously rejected revised FoPT table that reflects separation of “tube” technology from “well” technology for the Most Probable Number (MPN) test for coliforms, a work-around for differences in how state ABs maintain records of mobile lab accreditations, the revised NELAP Evaluation SOP 3-102, and a discussion of how to handle method identification for PFAS and related chemical methods.
- There were some interpretations on the TNI website that go back to the NELAC days (before 2006) and one of these surrounding BOD was controversial and not consistent with Standard Methods. These old interpretations did not go thru the TNI SIR process and we have no documentation to back them up. Jerry and Lynn made the executive decision to remove these from the website.
- Effective October 28, 2019, Dana Marshall, PA DEP LAP Accreditation Officer has assumed the responsibilities for the Acting Chief of the Laboratory Accreditation Program for the Commonwealth of Pennsylvania, Department of Environmental Protection.

PROFICIENCY TESTING

- The Committee sent a letter to the PT Providers and PTPA's with an implementation schedule for the remainder of Volume 3 of the 2016 TNI Standard. The letter includes information about the equivalency of the 2009 and 2016 standards. The letter was also posted on the TNI website on October 23, 2019.
- An issue was found with SOP 4-102 (PTPEC Appeals/Complaint SOP) and this is being discussed and possibly updated by email.
- No Progress: 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.
- Worksheet 11 was completed and presented to the TNI Board of Directors.
- The PTP/NEFAP Combined Evaluation Taskforce. Marlene submitted a training proposal for evaluator training that is being reviewed by Jerry and Ilona. Ilona will be working with Marlene to make a few modifications. Training is expected to take place in February 2020. The application and evaluation checklists will be done before the end of the year.
- The Committee looked at the FoPT table titles to ensure they are consistent with the title clicked on to view the table. Updates are being made as part of the process of finalizing a new FoPT format that will include CAS numbers and references consistent with LAMS.
- No progress: The PTPEC will help the WETT Expert Committee collect data to evaluate FoPT information.
- The Chemistry FoPT Subcommittee started an email vote to accept the Radiochemistry FoPT limits as calculated using a new procedure developed by the Radiochemistry Expert Committee and reviewed by EPA. The vote was extended and was just completed. Part of this approval includes sending the new written procedures to the PTP SOP Subcommittee. The information will be forwarded to the PTPEC this week for consideration during their November meeting.
- Shawn Kassner has been added to the PTPEC membership roster and his membership approval has been sent to the TNI Board Chair.
- MPN ARA. Originally the NELAP AC questioned the need for separate listings of MPN-Multiple Tube and MPN-Multiple Well PTs. Originally these PTs were combined into one and now they are separate in the new FoPT table. After discussion with the Chair of the Microbiology FoPT Subcommittee (Jennifer Best, EPA), the NELAP AC will be reconsidering its original position this month.
- A new ARA was received from Rachel Ellis from NJ DEP and reviewed by the PTPEC. She is requesting PCB Aroclor identification be added to the NPW and SCM FoPT tables. The addition is requested to be similar to how it appears on the DW FoPT table. She would also like to see that a footnote be included to state that a Not Acceptable evaluation of any one or more Aroclor identifications results in a failure to demonstrate proficiency for all Aroclors which comprise the study. Not just for the Aroclor failed.
- The PTP SOP Subcommittee provided a DRAFT Conflict of Interest SOP for PTPEC consideration. This will be reviewed in November.

ADMINISTRATION

Advocacy

- All articles have been submitted and the newsletter is ready to be published.
- The committee reviewed and commented on Jerry's comment letter on the California's proposed rules for their laboratory accreditation program. The only significant comment related to language for the "principal analyst".
- Conference and hotel registration are open for the Newport meeting.

Policy Committee

- Policy has completed planning for the 2019 Internal Audits of TNI committees, and this information is presented to the Board today for its consideration and approval. The committee also approved minor revisions to the TNI Committee Operations SOP 1-101, most of which were identified as necessary during review of the Internal Audit checklist revisions in October. This SOP 1-101 is presented to the Board today for its approval.
- The Detection and Quantitation Guidance GUI 3-109 was reviewed to ensure that no additional requirements beyond those in the standard are added in the guidance (there are none). This is the final step in formal approval of the last of the Guidance documents accompanying the 2016 TNI ELS Standard.

Training

- Current Classes being worked on:
 - Good Laboratory Practice – Internal Audits – Part II (Matt Sica) – Comments sent to ANAB for review and update of the training.
 - The Radiochemistry Expert Committee is working on Part 5 of 5 of the Understanding Radiochemistry Series.
 - Marlene completed a Technical Assessor Training – Assessing Whole Effluent Toxicity. The class took place November 4, 6, 7 and 8 with a total of 15 hours of instruction and 15 students. Survey results are being collected and will be reported on in December.
 - Marlene and Ilona are discussing evaluator training for the NEFAP/PTP Evaluations. This training is expected to occur in February 2020.
 - Two potential new trainers have approached TNI to do training. Ilona is providing a list of classes TNI is interested in to both inquirers. This list will continue to be developed once the TNI Training Committee is developed.

Environmental Measurement Symposium

- The NEMC call for abstracts has gone out.
- The committee decided on a boat cruise with dinner as the Wednesday night social event. Space is limited to 145 people at a cost of \$55 per person.
- Vendor registration began on November 1.

NGAB

- IAS Evaluation: IAS has planned a laboratory onsite early December to close the onsite portion of their evaluation. They have been in communication with the Evaluation Team and have requested informal reviews of a few DRAFT documents in preparing for their final corrective action submission.

Membership

- Active Members: 1069
- There were 3 committee applications received:
 - 1 – Quality Systems (QS)
 - 1 – Chemistry Expert
 - 1 – LAB Expert