

Summary of Advocacy Committee Meeting
June 4, 2015

1. Call to order

Steve Arms called the meeting to order at 12 Noon CDT, June 4, 2015. Attendance is recorded in Attachment 1.

2. Approval of minutes

Minutes of the May 7, 2015, meeting were reviewed and presented for approval. There was not a quorum present and the minutes could not be approved.

3. Agenda for Chicago Advocacy meeting

Steve requested suggestions for the agenda at the Chicago meeting. Members agreed on:

- Highlights of the Chicago meeting
- Upcoming newsletter: Fall editor is Stacie Metzler, Lara Phelps is winter
- 2015 work plan implementation
- Update on handbook

Robin Cook made a motion to extend an invitation for assessors to attend the Assessment Forum in Chicago at no charge. Attendees would still have to pay travel expenses and registration to attend other sessions. Elizabeth Turner seconded the motion. All present voted in favor. Steve will send an invite and/or work with Donnell Ward to extend the invitation through the APHL State Assessor Forum.

4. Letter to the FEM

Carol reported that the only draft report she had received was from Lynn Bradley for the NELAP update. Carol will remind the other program administrators to send in their reports.

5. High Priority Objectives for Advocacy from the Strategic Plan

At the last meeting, members suggested that we try to work through state lab associations to identify potential TNI ambassadors to non-NELAP states. Steve reported that he did not have any response from the state assessors on lab associations in their states. Jerry provided a list of TNI members in non-NELAP states and suggested we use this list to identify ambassadors. It was also agreed that we start this effort with a pilot project limited to a few key states. Potential states include:

- KY, TN, WI, WA, SC, AR, ND, NV, and GA

It was noted that many of these states have a large number of DoE labs. George Detsis may be able to help us identify contacts. Jerry and Carol will put together a list of potential contacts in these states. All members present agreed with the draft qualifications and job description for the TNI ambassadors that had been sent earlier.

Next steps for this effort include: identifying the ambassadors, sending a letter of introduction to the state program official, and finalizing a script for the ambassadors to use.

6. Gift memberships

The question of free membership to TNI was discussed at the last meeting. There was concern that a free membership might not be allowed because it could be considered a gift. Steve provided information from the State of Florida ethics policy about gifts to state employees. It appears that a free membership to a professional association is allowable if the membership is called “honorary”. Language from the policy pasted below:

Gift does not include any of the following:

e. Honorary membership in a service or fraternal organization presented merely as a courtesy by such organization, i.e., a membership extended by an organization without cost to that organization;

h. Gifts provided directly or indirectly by a state, regional, or national organization which promotes the exchange of ideas between, or the professional development of, governmental officials or employees, and whose membership is primarily composed of elected or appointed public officials or staff, to members of that organization or officials or staff of a governmental agency that is a member of that organization, i.e., Environmental Health Association in which the department has membership and a direct interest. However, this does not include organizations such as the Florida Medical Association , etc. (Section 112.312(12) (b), F.S.)

7. Handbook

Aurora requested help with her chapter of the handbook. Trinity offered to help. Stacie will arrange a conference call to discuss. Carol will send out a status of the chapters.

8. Next meeting

The next meeting will be on Thursday, July 2, 2015 at 12 Noon Central Daylight Time. Since the Advocacy Committee will also meet in Chicago, the August meeting will be cancelled.

Attachment 1

	Name	Stakeholder Group	Present/Absent
1.	Lara Phelps	EPA (Other)	Present
2.	Steve Arms	AB	Present
3.	Lynn Bradley	Other	Present
4.	Stephanie Drier	Lab	Absent
5.	Martina McGarvey	AB	Present
6.	Stacie Metzler	Lab	Present
7.	Zonetta English	Lab	Present
8.	Marlene Moore	Other and NEFAP	Absent
9.	Elizabeth Turner	Small Lab Advocate	Present
10.	Gary Ward	AB	Absent
11.	Michael Wichman	Lab	Absent
12.	Janice Willey	Federal	Absent
13.	Trinity O'Neal	Lab	Absent
14.	Robin Cook	Lab	Present
	Associate Members		
	Kirstin Daigle	Lab	Absent
	Judy Morgan	Lab	Absent
	Aurora Shields	Lab	Absent
	JoAnn Boyd	Lab and FAC	Absent
	Judy Duncan	Other	Absent
	Kenneth Jackson	Other	Absent
	Keith Chapman	Other	Absent
	Sharon Mertens	TNI Board Chair	Present
	Staff		
	Jerry Parr	TNI ED	Present
	Carol Batterton	TNI PA	Present