

Summary of Advocacy Committee Meeting
August 3, 2017

1. Call to order

Steve Arms called the meeting to order at 12:00 Noon CST, August 3, 2017. Attendance is recorded in Attachment 1.

2. Approval of minutes

Minutes were not considered at this meeting.

3. Last minute conference planning notes

Jerry reminded everyone to try to attend the conference planning session on Thursday at the Washington, D.C., meeting. The session will be from 9:00 am to 12:00 pm. Members were also encouraged to attend the Monday afternoon mentor session focused on regulatory overview and staff training.

4. California draft preliminary regulations

Jerry first asked members to comment on what the process should be for approving comments submitted on behalf of TNI. He suggested that in the worst case scenario when there is a short timeframe for comments, at least one or two people should review the document besides Jerry. Others suggested that if there is time, the full Advocacy Committee, Board or Board Executive Committee should review. There was support for allowing the Executive Director to seek out any subject matter expert within the organization who could provide an independent review. This could be done through the expert committee and the chair could designate a reviewer. If an SOP is developed to cover this process, we should be sure to give examples of how this process might work. Members also suggested that we update the SOP on white papers to include all Advocacy developed documents. Some were concerned about whether it was TNI's place to comment on issues not directly related to the TNI standards. Jerry believes we should comment if the issue relates to the accreditation process.

Jerry then presented the preliminary comment document that he had developed on the draft California regulations. Comments were shown in a text box and suggested new language is in blue.

Comments and suggestions on the first section (64801.Definitions) included:

- Members concurred with Jerry's comment about citing the full title of the 2016 standard to avoid confusion.
- Should we comment on the term "California analyte"? Is this term necessary?
- Should the term "deviation" be "finding" instead to be consistent with other terminology in this field?

- Members concurred with Jerry’s proposed comment to change “sophisticated instrument” to “sophisticated technology”.
- Members concurred with Jerry’s proposed comment on the definition of TNI.

Comments and suggestions on Article 2 Accreditation Requirements included:

- Members agreed with jerry’s comment that the period of accreditation should be clarified. Did CA mean 12 month or 24 months? It appears assessment frequency and accreditation are being confused.
- In b (2) of the same section, it would be helpful to require the applicant to clearly note any changes being requested in the renewal application.
- In several places, it is not clear that PT results should be submitted to the state directly from the PT provider. This should be clarified.
- In 5(f), add the word “renewal” before “application”.
- Under Quality Systems, d (1) (A) is confusing and needs to be restated. Also change the word “certification” to “accreditation”
- Members agreed with Jerry’s comment to eliminate the requirement for quarterly reports from the laboratories.
- Under Fields of Accreditation, members concurred with Jerry’s comment that this section needs more detailed and perhaps a process outlined.
- The concept of “unit of accreditation” versus field of accreditation is confusing and should be explained more clearly.
- Under Proficiency Testing, we should reiterate that PT results need to be submitted by the provider.
- Members agreed with Jerry’s comment concerning determination of root cause.

Because of time constraints, the committee was not able to review the complete regulations and comment package. The committee agreed to resume the review the following week in Washington, D.C.

5. Next meeting

The next teleconference meeting of the Advocacy Committee will be on Thursday, August 31, 2017, at 12 Noon Central time to allow the committee to do a final review on the draft California regulations and TNI comment letter.

Attachment 1

	Name	Stakeholder Group	Present/Absent
1.	Lara Phelps	EPA (Other)	Present
2.	Steve Arms	Other	Present
3.	Lynn Bradley	Other	Present
4.	Stephanie Drier	Lab	Absent
5.	Martina McGarvey	AB	Present
6.	Stacie Crandall	Lab	Absent
7.	Zonetta English	Lab	Present
8.	Marlene Moore	Other and NEFAP	Absent
9.	Elizabeth Turner	Small Lab Advocate	Absent
10.	Janice Willey	Federal	Present
11.	Trinity O'Neal	Lab	Absent
12.	Robin Cook	Lab	Absent
13.	Sharon Mertens	Lab	Absent
	Associate Members		
	Kirstin Daigle	Lab	Absent
	Judy Morgan	Lab	Absent
	JoAnn Boyd	Lab and FAC	Absent
	Celeste Crowley	AB	Absent
	Keith Chapman	Other	Absent
	Teresa Coins	TNI Ambassador	Absent
	Andrea Teal	TNI Ambassador	Present
	Devon Morgan	TNI Ambassador	Absent
	Bob Pullano	TNI Ambassador	Absent
	Lee Wolf	TNI Ambassador	Present
	Paul Junio	TNI Ambassador	Absent
	Staff		
	Jerry Parr	TNI ED	Present
	Carol Batterton	TNI PA	Present