

Summary of Advocacy Committee Meeting  
September 3, 2009

1. Call to order

Judy Duncan called the meeting to order at 12 Noon CST. Attendance is recorded in Attachment 1.

2. Approval of minutes

Minutes from the 6-4-09 meeting were reviewed and approved for posting on the TNI website.

3. Next newsletter

Carl Craig is editor for the next newsletter. Since this will be the last newsletter of the year, the committee changed the due dates as follows: Articles are due October 6. Estimated publication date is November 1. Articles and assignments are below:

<b>TNI NEWSLETTER 2009 -3</b>				
Featured Topics	Assigned to	Email	Due Date for Draft	Status
NELAP article to include standards adoption and implementation schedule, also regional workshops.	Carol Batterton and NELAP Board	<a href="mailto:carbat@beecreek.net">carbat@beecreek.net</a>	Oct. 6	
SSAS: clear the air article, status of TNI activities	Maria Friedman	<a href="mailto:maria.friedman@testamericainc.com">maria.friedman@testamericainc.com</a>	Oct. 6	
Chicago meeting	Jerry Parr	<a href="mailto:jerry.parr@nelac-institute.org">jerry.parr@nelac-institute.org</a>	Oct. 6	
Member Profile (Keith Chapman)	Kirstin McCracken	<a href="mailto:kmccracken@stl-inc.com">kmccracken@stl-inc.com</a>	Oct. 6	
NEFAP program status plus info on acid rain and lead program	Marlene Moore	<a href="mailto:mmoore@advancedsys.com">mmoore@advancedsys.com</a>	Oct. 6	
Committee membership and participation, Board	Judy Duncan	<a href="mailto:judy.duncan@deq.ok.gov">judy.duncan@deq.ok.gov</a>	Oct. 6	

elections, link to committee app on website				
Summary of what committees on working on, plans for 2010	Jerry and staff	<a href="mailto:tauntoni@msn.com">tauntoni@msn.com</a> <a href="mailto:carbat@beecreek.net">carbat@beecreek.net</a>	Oct. 6	
SW 846	Michael Wichman	<a href="mailto:michael-wichman@uiowa.edu">michael-wichman@uiowa.edu</a>	Oct. 6	
<b>Sidebar Topics</b>	<b>Assigned to</b>	<b>Email</b>	<b>Due Date for Draft</b>	<b>Status</b>
Recap of San Antonio	Jerry Parr	<a href="mailto:jerry.parr@nelac-institute.org">jerry.parr@nelac-institute.org</a>	Oct. 6	
Future meetings	Jerry Parr	<a href="mailto:jerry.parr@nelac-institute.org">jerry.parr@nelac-institute.org</a>	Oct. 6	

### 3. Small Lab Advocate Update

Len Schantz reported that four members of the Small Lab Advocacy Group (SLAG) went to the San Antonio meeting. At their conference call last week, some of the members suggested that part of the Assessment Forum at the Chicago meeting be dedicated to small lab issues.

The SLAG continues to discuss Demonstration of Capability (DOC) for small labs. They are planning to develop a guidance document showing what different small labs have done to meet this requirement of the standards. Continuing DOC could be a topic for a workshop in Chicago. Jerry suggested that it might be more appropriate for the mentoring session.

### 4. Letter to the Forum on Environmental Measurement (FEM)

Carol and Jerry reported that at the San Antonio meeting several people had met with Lara Autry and Greg Carroll to discuss development of an MOU between EPA and TNI. The purpose of the MOU would be to jointly recognize each organization's efforts toward national accreditation and to agree to continue to work together on this issue. Another purpose of the MOU would be to dispel beliefs that EPA was not involved in national accreditation.

At San Antonio, it was agreed that the first step was a letter to the FEM suggesting development of an MOU. Jerry and Carol presented a draft letter to the Advocacy Committee for discussion. The committee suggested that language be added to the letter recognizing EPA's ongoing efforts and activities and offering for TNI to develop the first draft of the MOU. Example MOU's should also be included in the letter.

Michael Wichman moved that the letter be revised and forwarded to the TNI Board with a recommendation to send to the FEM. Aurora Shields seconded. All present voted in favor.

Jerry and Carol will revise the letter for TNI Board consideration. The letter needs to be sent to the FEM in time for the Oct. 7, 2009, meeting.

## 5. Advocacy Work Plan

The committee considered the draft work plan below outlining Advocacy activities for the next 6-9 months. Suggested additions to the draft plan included:

- Adding a review of comments from Judy Morgan's survey to see if there were any items that needed action by the Advocacy committee
- Outreach to non-NELAP AB's. A revised database is needed to pursue this activity.
- Review past action item lists to see if all previous activities have been completed. Carol will do this.

Revisions are shown in red.

### Advocacy Committee Work Plan

Task	Date	By whom
Write letter to FEM re: MOU		
Develop and execute MOU with EPA		
Next newsletter (articles due Oct. 6, publish Nov. 1)	November 1	Carl Craig
Continue to support Small Lab Advocate		
Provide input to assessor uniformity project		
Continue to work with EPA regional staff on improving EPA regional/TNI relations		

Meetings with EPA program staff to introduce new standards		
Review comments on Judy Morgan's survey to identify action items for Advocacy Committee		
Outreach to non-NELAP ABs		

## 8. Next meeting

The next meeting will be October 1, 2009, at 12 Noon CDT. The agenda will include

- Discussion of the survey comments
- Outreach to Region 5.
- Newsletter schedule for 2010

### Attachment 1

#	LastName	FirstName	Stakeholder Group	Present	Term
1	Autry	Lara	Other	Y	1
2	Coats	Kevin	Other	N	2
3	Conlon	Pat	Other	N	3
4	Craig	Carl	Other	Y	2
6	Moore	Marlene	Other	N	1
7	Duncan	Judy	AB	Y	1
8	Jackson	Kenneth	Other	N	2
9	Shields	Aurora	AB	Y	3
10	Wyatt	Susan	AB	N	1
11	Eaton	Andy	Lab	Y	1
12	English	Zonetta	Lab	N	2
13	Perry	Michael	Lab	N	3
14	Pletl	Jim	Lab	Y	1
15	Ward	Gary	Lab	Y	2
16	Wichman	Michael	Lab	Y	3
17	Schantz	Leonard	Small Lab Advocate	Y	
18	Parr	Jerry	ED	Y	
19	Batterton	Carol	PA	Y	
			ASSOCIATE MEMBERS		
	McCracken	Kirstin	Lab	N	
	Morgan	Judy	Lab	Y	

