

Summary of Advocacy Committee Meeting
October 6, 2011

1. Call to order

Judy Duncan called the meeting to order at 12 Noon CDT on October 6, 2011. Attendance is recorded in Attachment 1.

2. Approval of minutes

Minutes of the July 7, 2011, and the August 18, 2011, meeting were reviewed, and approved for posting on the TNI website.

3. Benefits of NELAP paper

Michelle Wade, KS, joined the call and explained that she had been asked to give a presentation to her management about being a NELAP AB and why that was important to her state. Jerry had prepared a draft bullet outline of Benefits of NELAP to help Michelle with her presentation. It was suggested that this might be easier to use for a briefing if it was a powerpoint style handout with the outline serving as speaker notes. Suggestions for possible addition to the presentation included:

- Add a slide showing which states participate and the number of labs accredited.
- Emphasize that participating states are the “best of the best”.
- NELAP provides a national forum to discuss issues and reach consensus.
- Labs outside of the state are held to the same standard as labs inside the state, creates a level playing field.
- Provides a uniform way to handle PTs.
- Many other states use elements of NELAP in their programs.
- Technical assistance and other resources are available to states and labs through NELAP.
- Judy Morgan’s survey indicated that labs have seen the benefit of NELAP accreditation.
- What NELAP has done best is to help labs with documentation, so that client actually knows the quality of data.

Jerry will turn this into a briefing package as discussed and send to Michelle ASAP. We should also let the NELAP AC review it.

4. Articles for WEF Lab Solutions

Carol reported that she had sent a list of topics to the editor of WEF Lab Solutions following the Bellevue meeting with a list of topics and indicated that TNI could prepare articles on these topics. WEF had indicated interest in an overview

article on TNI, SLAG activities, the quality manual template and the small lab handbook. At some point they would also like an article on DoC. Jerry indicated that the TNI overview could be developed from slides used at Bellevue and planned for the Dallas EPA QA meeting. Jerry will send the pertinent slide to Carol to begin developing the article. Keith, Elizabeth and Paula volunteered to assist. There was an article in the last newsletter on the quality manual template that can be used. Keith volunteered to prepare an article on the small lab handbook.

5. QA check on accreditation body database

Judy asked what the committee thought the next steps should be for the accreditation body database. In Bellevue it was noted that the database should be QA'd before being advertised widely. Judy Morgan indicated that she had reviewed it and had some notes on information that could be added. Jerry said that he will start contacting states to let them know we plan to post this data and ask if they have any corrections.

6. Updates

Newsletter: Gary Ward reported that he was waiting on articles from Richard Burrows and William Daystrom, but all others had been submitted. Steve Arms volunteered to write an article on TNI's 5 year anniversary. Jerry suggested that we delete the article on new committee chairs. All late articles should be in by next Monday.

Brochures: Jerry reported that he had not received any feedback from the program areas on the brochures. Jo Ann Boyd indicated that Marlene Moore had some changes. She will remind Marlene to send those to Jerry.

APHL task force: Ken Jackson was not able to join the call, but Michael Wichman reported that the task force had not been able to find a time to meet. Ken is working on it and they hope to meet again soon.

7. Position papers

The draft position papers prepared by Lynn and Jerry were circulated prior to the meeting. Suggested additions to the papers included an implementation section, if appropriate, and a sunset date. Carol will forward the draft papers to the programs and ask for input on content. there was also a list of potential topics develop at a previous meeting. Carol will find the list and put it on the agenda for review and discussion at the next meeting.

8. Next meeting

The next meeting of the Advocacy Committee will be November 3, 2011.

Attachment 1

#	LastName	FirstName	Stakeholder Group	Present	Term
1	Autry	Lara	Other	N	1
2	Coats	Kevin	Other	N	2
3	Bradley	Lynn	Other	Y	1
4	Duncan	Judy	AB	Y	1
5	Jackson	Kenneth	Other	N	2
6	Wyatt	Susan	AB	N	1
7	English	Zonetta	Lab	N	2
8	Perry	Michael	Lab	N	3
9	Hogg	Paula	Lab	Y	1
10	Turner	Elizabeth	Lab	Y	
11	Ward	Gary	AB	Y	2
12	Wichman	Michael	Lab	Y	3
13	Keith	Chapman	Small Lab Advocate	Y	
14	Parr	Jerry	ED	Y	
15	Batterton	Carol	PA	Y	
			ASSOCIATE MEMBERS		
	McCracken	Kirstin	Lab	Y	
	Morgan	Judy	Lab	Y	
	Steve	Arms	AB	Y	
	Shields	Aurora	Lab	N	
	Boyd	Jo Ann	Lab and FAC	Y	