

Summary of Advocacy Committee Meeting  
February 7, 2013

1. Call to order

Steve Arms called the meeting to order at 12 Noon CST February 7, 2013. Attendance is recorded in Attachment 1. Stephanie Drier was also present.

2. Approval of minutes

Minutes of the January 3, 2013, and January 16, 2013, meetings were reviewed. Lynn Bradley moved that the minutes be approved. Paula Hogg seconded. All present voted in favor. Those not present at the meetings abstained.

3. Next Newsletter

Michael Wichman is the editor. Articles are due February 28 and target publication date is March 15. Articles and authors are shown in the table below. Jerry pointed out that the timing is not right to include the results of Board elections in the newsletter, so an extra email to the membership may be needed to announce the results.

<b>TNI NEWSLETTER 2013 -1</b>			
Featured Topics	Assigned to	Email	Due Date for Draft
LAB 3 <sup>rd</sup> party assessors	Lynn B. and Jeff Flowers	<a href="mailto:LmbTbird@aol.com">LmbTbird@aol.com</a>	2-28-13
Status of progress on standards	Ken Jackson	<a href="mailto:ken.jackson@nelac-institute.org">ken.jackson@nelac-institute.org</a>	
NEFAP has recognized an AB	Kim Watson	<a href="mailto:kwatson@stone-env.com">kwatson@stone-env.com</a>	
Summary of crypto meeting	Carrie Miller	<a href="mailto:miller.carrie@epa.gov">miller.carrie@epa.gov</a>	
Save the date San Antonio	Jerry	<a href="mailto:jerry.parr@nelac-institute.org">jerry.parr@nelac-institute.org</a> (Combine with Denver re-cap)	
Re-cap of Denver	Carol B.	<a href="mailto:carbat@beecreek.net">carbat@beecreek.net</a>	
TNI Board elections	Steve Arms	<a href="mailto:Steve_Arms@doh.state.fl.us">Steve_Arms@doh.state.fl.us</a>	
Chemistry committee report	Richard Burrows	<a href="mailto:Richard.Burrows@testamericainc.com">Richard.Burrows@testamericainc.com</a>	

Status of implementation of 2009 standards by NELAP ABs	Lynn B.	<a href="mailto:LmbTbird@aol.com">LmbTbird@aol.com</a>	
Summary of EDS training courses 2012	Jerry	<a href="mailto:jerry.parr@nelac-institute.org">jerry.parr@nelac-institute.org</a>	
Regulatory update	Jerry	<a href="mailto:jerry.parr@nelac-institute.org">jerry.parr@nelac-institute.org</a>	
Common audit deficiencies and how to address	Carl Kircher, Stephanie Drier, Steve Gibson	<a href="mailto:stephanie.drier@state.mn.us">stephanie.drier@state.mn.us</a> <a href="mailto:Carl_Kircher@doh.state.fl.us">Carl_Kircher@doh.state.fl.us</a> <a href="mailto:jgibson@tceq.texas.gov">jgibson@tceq.texas.gov</a>	
Ask WEF for article about national lab accreditation survey	Elizabeth (and Sharon?)	<a href="mailto:eturner@ntmwd.com">eturner@ntmwd.com</a> <a href="mailto:SMertens@mmsd.com">SMertens@mmsd.com</a>	
Member profile – Gary Dechant	Stephanie Drier	<a href="mailto:stephanie.drier@state.mn.us">stephanie.drier@state.mn.us</a>	
Status of NGAB task force	Carol B.	<a href="mailto:carbat@beecreek.net">carbat@beecreek.net</a>	
Microbiology Committee update	Robin Cook	<a href="mailto:CookR@codb.us">CookR@codb.us</a>	
Radiochemistry update	Bob Shannon	<a href="mailto:bobshannon@boreal.org">bobshannon@boreal.org</a>	

#### 4. Committee membership

The committee reviewed applications for membership from Marlene Moore and Stephanie Drier. The committee also noted the resignation from Susan Wyatt. Lara Phelps moved that the application from Marlene Moore be accepted. Michael Wichman seconded. All present voted in favor. Lara Phelps moved that the application from Stephanie Drier be accepted. Michael Wichman seconded. All present voted in favor.

#### 5. Position Statements

Lara Phelps presented a revised draft of the position statement on small laboratory quality systems. Members noted that we may need to re-visit the Position

Statement SOP in order to add requirements for document control information, and other elements such as a sunset date. Jerry volunteered to review the SOP and identify any missing elements. He will also add document control information to the position statement and re-distribute.

6. Letter from ELAB to the FEM

Jerry advised the committee that after discussion with Sharon Mertens and TNI staff, he had decided to recommend to the Board that TNI not directly respond to the ELAB letter. Instead, he will recommend that TNI provide the FEM with a progress report on TNI accomplishments since we last briefed them. This will be on the agenda for discussion at the next Board meeting. Jerry anticipates that the Advocacy Committee will be involved in drafting the response if the Board concurs. Lara noted that the FEM will likely respond to ELAB before their February 20 meeting.

7. Session in San Antonio for Data Users

Jerry reviewed the concept discussed in Denver for a half day session for data users and the benefits of using accredited FMSOs. Jerry indicated that he hoped the session could also be used as a webinar for those who cannot attend. Jerry requested input on his suggested list of topics and ideas for speakers. This item will be on the agenda at the next meeting.

8. Next meeting

The next meeting of the Advocacy Committee will be in March 7, 2013, at 12 Noon CST.

Attachment 1

	Name	Stakeholder Group	Present/Absent
1.	Lara Phelps	EPA (Other)	Present
2.	Steve Arms	AB	Present
3.	Lynn Bradley	Other	Present
4.	Judy Duncan	Other	Absent
5.	Kenneth Jackson	Other	Absent
6.	Martina McGarvey	AB	Present
7.	Susan Wyatt	AB	Resigned
8.	Zonetta English	Lab	Present
9.	Paula Hogg	Lab	Present

10.	Elizabeth Turner	Lab	Absent
11.	Gary Ward	AB	Present
12.	Michael Wichman	Lab	Present
13.	Janice Willey	Federal	Present
14.	Keith Chapman	Small Lab Advocate	Present
	<b>Associate Members</b>		
	Kirstin Daigle	Lab	Absent
	Judy Morgan	Lab	Present
	Aurora Shields	Lab	Absent
	JoAnn Boyd	Lab and FAC	Absent
	<b>Staff</b>		
	Jerry Parr	TNI ED	Present
	Carol Batterton	TNI PA	Present