

Summary of Advocacy Committee Meeting
July 16, 2015

1. Call to order

Steve Arms called the meeting to order July 16, 2015, in Chicago IL. Attendance is recorded in Attachment 1.

2. Approval of minutes

Minutes were not considered at this meeting.

3. PowerPoint presentation

Steve Arms delivered a PowerPoint presentation outlining accomplishments for the Advocacy Committee since the winter meeting.

4. Highlights of the Chicago Meeting

Steve Arms summarized highlights of the week and asked for attendees to contribute their impressions and potential areas of focus for Advocacy. Highlights of the discussion included:

- TNI needs to provide a webinar to non-NELAP states to help them understand the NGAB program and how they might potentially be able to accept a third party accreditation.
- The IT committee reported that data is still needed in LAMS from NY and FL, but otherwise almost complete.
- The NELAP AC needs to develop a policy on use of the generic application. It is 99% done and can be used to fill in the missing data in LAMS. Almost ready for a newsletter article.
- Training about changes in metrology needed, possibly for Tulsa meeting. Georgia Harris is a potential speaker.
- Changes to the standard in Radiochemistry. We need to do training for assessors and labs in Tulsa, followed by a webinar. Should try to get EPA OW to endorse.
- Need to think about turning the Assessment Forum into a webinar.
- NEFAP reports 10-20 FSMO's accredited. Some people don't understand the differences between NELAP and NEFAP. Marlene is working on a paper for Lara to give to the FEM.
- TNI should offer a free webinar on the standards development process.
- Should also offer a webinar on the new standards when final.
- CA situation is progressing. Jerry and Steve are monitoring.
- NELAP AC is re-vamping their evaluation process, looking at conflict of interest.
- Ways and Means committee had a brainstorming session. Best Practices Handbook may turn into training on each chapter.

5. Upcoming newsletter

Stacie Metzler is the editor for the fall newsletter. Tentative due date for articles is October 2 with an October 16 publication date.

Suggested articles and authors:

TNI Newsletter Assignments Due October 2 to Stacie Metzler, issue editor Publication date – October 16		
Recap of Chicago meeting	Jerry Parr	Jerry.parr@nelac-institute.org
Winter meeting in Tulsa	Jerry Parr	Jerry.parr@nelac-institute.org
Update on 2015 standard (thermometer)	Bob Wyeth	
Sidebar article on SLAG Linked In group	Elizabeth Turner	
Member profile (Mike Miller)	Stephanie Drier? Carol will check	
EPA Method 8	Tom Widera	
EPA memo on Enforcement of water regs	James Morgan	
Update on NGABS	Carol B.	
Update on NEFAP	Kim Watson	
Charlie Carter award	Lara Phelps	
Update on mobile labs	Paul Bergeron	
Update on whole effluent toxicity committee	Rami Reddi	
Board elections	Steve Arms	
Forum on Environmental Accreditation (new name)	???	

The list of articles and authors will be refined and finalized at the September 3 meeting.

6. Workplan Implementation

Steve reviewed the committee's progress on developing a "State of National Accreditation" report. The committee is currently in the process of drafting a letter to the FEM similar to the one sent in 2013 to update them on TNI's activities. The letter will also summarize the results of the Future of National Accreditation project. The goal is to have the letter before the FEM at their next meeting on October 28. Lara will need to

have the final version at least two weeks before that meeting. This letter will also be shared with the Assessors group.

Steve also reported that the Advocacy committee had begun the process of assigning TNI ambassadors to non-NELAP states. He is in the process of contacting ambassadors for the pilot states identified. After the ambassadors have all been contacted, the committee will have a conference call or webinar to discuss activities for ambassadors. It was suggested that the ambassadors should try to help make non-NELAP states aware of resources available from TNI. For example, the small lab handbook, QA template, methods compendium, LAMS, PT tables, training/webcasts, mentoring session and assessment forums at meetings.

7. Update on Lab Practices Handbook

Steve reviewed the status of the handbook chapter drafts to date and members discussed strategies for completing this project. Carol will develop a chart showing the steps to chapter completion and the status of each chapter. Jerry also informed the group that there was interest in developing training based on handbook chapters or groups of chapters. Action items from this discussion included:

- Add Williams Lipps to the Instrument Selection chapter
- Send Jerry the outline for the Data Handling chapter. Add calculations as a topic to the Data Handling chapter
- Send Robin Cook the Microbiology chapter for technical review by the expert committee
- Add Casey Raley to the Aquatic Biology chapter and remove Elizabeth Turner.

8. Next meeting

The next meeting will be September 3, 2015, at 12 Noon Central time.

Attachment 1

	Name	Stakeholder Group	Present/Absent
1.	Lara Phelps	EPA (Other)	Present
2.	Steve Arms	AB	Present
3.	Lynn Bradley	Other	Absent
4.	Stephanie Drier	Lab	Absent
5.	Martina McGarvey	AB	Present
6.	Stacie Metzler	Lab	Absent
7.	Zonetta English	Lab	Absent
8.	Marlene Moore	Other and NEFAP	Present
9..	Elizabeth Turner	Small Lab Advocate	Present

10.	Gary Ward	AB	Absent
11.	Michael Wichman	Lab	Absent
12.	Janice Willey	Federal	Present
13.	Trinity O'Neal	Lab	Present
14.	Robin Cook	Lab	Present
	Associate Members		
	Kirstin Daigle	Lab	Absent
	Judy Morgan	Lab	Present
	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	Absent
	Staff		
	Jerry Parr	TNI ED	Present
	Carol Batterton	TNI PA	Present