

Summary of Advocacy Committee Meeting
November 5, 2015

1. Call to order

Steve Arms called the meeting to order at 12 Noon CDT, November 5, 2015. Attendance is recorded in Attachment 1.

2. Approval of minutes

Minutes of the October 1, 2015 meeting were reviewed and presented for approval. After a quorum arrived, Robin Cook moved that the minutes be approved and Zonetta English seconded. All present voted in favor.

3. Letter to the FEM

Carol and Jerry reported that the TNI Board had requested some minor revisions to the letter to the FEM. The revisions were made and the letter was approved by the Board, and sent to EPA. Members discussed how to best advise the TNI membership. It was agreed that there would be an article in the next newsletter advising that the letter was posted on the website.

4. Newsletter

The latest newsletter has gone out. Jerry is troubleshooting why some people did not receive it.

Since there will not be another regular newsletter until after the winter meeting and several announcements need to be made, it was agreed that a “mini-newsletter” will be published in early December announcing the January meeting and with hotel information. The newsletter will also include an article on the California Expert Panel report, and TNI’s letter to the FEM.

5. Ambassadors

Carol summarized the most recent conference call with TNI ambassadors. The group continues to make progress with their state contacts. The ambassadors suggested that TNI’s upcoming webinar updating non-NELAP states on TNI activities include discussion of what the current TNI standard is based on, and how ISO 17025 works. There is a lot of anecdotal information still out there about the old NELAC standard. They also suggested that we include a discussion of our process for making changes in the standard since there is a perception that there are still a lot of changes.

6. Handbook

Steve indicated that he will begin sending handbook chapters to the expert committees for review. It was agreed that all chapters except Microbiology and Aquatic Biology should go to all expert committees including Field Activities. Microbiology and Aquatic Biology should go to the Microbiology, WET, Field Activities, and Quality Systems expert committees.

7. Webinar

TNI’s strategic plan assigned the Advocacy Committee to “Develop and offer a free webinar to introduce TNI and highlight the benefits of recognition, to expand communication on the TNI standard as the ‘ gold standard ‘, and to explain what NELAP is today.” After discussion, members agreed that two webinars should be developed. The first would address needs specifically identified for California. These include:

- Benefits to states and members such as standards, training, guidance materials, methods compendium, etc.
- Description of the standards and how developed.
- Explanation of the costs of standards and ISO. CA labs are used to getting drinking water lab information for free. We need to emphasize that improved data quality will have a cost.

Training on the technical content of the standards has already been developed and is available as a webcast.

The second will focus on what NELAP is today with the non-NELAP states as a target audience. We will also need to develop a briefing for the R.S. & T. directors based on the FEM letter. Jerry suggested that staff work on this with Steve rather than a team as originally envisioned.

8. Next meeting

The next meeting of the Advocacy Committee will be December 3 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	Present
4.	Stephanie Drier	Lab	Absent
5.	Martina McGarvey	AB	Present
6.	Stacie Metzler	Lab	Absent
7.	Zonetta English	Lab	Present
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	Absent
14.	Robin Cook	Lab	Present
	Associate Members		
	Kirstin Daigle	Lab	Present
	Judy Morgan	Lab	Absent
	Aurora Shields	Lab	Present
	JoAnn Boyd	Lab and FAC	Absent
	Judy Duncan	Other	Absent
	Kenneth Jackson	Other	Absent
	Keith Chapman	Other	Absent
	Sharon Mertens	TNI Board Chair	Absent
	Teresa Coins	TNI Ambassador	Absent
	Andrea Teal	TNI Ambassador	Absent
	Devon Morgan	TNI Ambassador	Absent
	Bob Pullano	TNI Ambassador	Absent
	Lee Wolf	TNI Ambassador	Absent
	Paul Junio	TNI Ambassador	Absent
	Staff		
	Jerry Parr	TNI ED	Present
	Carol Batterton	TNI PA	Present