

Summary of Advocacy Committee Meeting
January 5, 2012

1. Call to order

Judy Duncan called the meeting to order at 12 Noon CST on January 5, 2012. Attendance is recorded in Attachment 1.

2. Approval of minutes

Minutes of the December 1, 2011, meeting were reviewed and approved for posting on the TNI website.

3. Plan for Sarasota meeting

Members agreed that the agenda for the Sarasota meeting should include:

1. Report on accomplishments of the Advocacy Committee since the summer meeting.

- Database of state accreditation programs. We should put the database on the TNI website and have it live before the meeting. States can be encouraged to submit corrections if needed. We can talk about highlights and what we have learned from the database. Steve Arms will announce it in the opening session and invite attendees to come to the Advocacy meeting.
- Updated brochures – Jerry
- Info for outreach to non-NELAP states –Jerry
- Updated membership – Judy Duncan
- Plan for articles to WEF Lab solutions – Paula or Carol
- Participation in APHL and ASDWA – Ken
- Response to ELAB request for information

Carol will research the past minutes to see if there are other topics that should be mentioned. She will also check to see what comments, if any, TNI has provided to EPA within the last 6 months.

2. Planning for future newsletters – Judy D

3. Discussion on outreach to non-NELAP states not participating in TNI. How to do this?

4. TNI presentations library and policy for use – Jerry

5. SLAG update – Keith will not be able to attend. He will provide an update to be included in the agenda.

6. Other topics that may have come up during the meeting.
4. Draft policy on use of TNI presentations

Jerry sent an email to members proposing these key points in the policy:

Purpose

Allow access to powerpoint presentations covering various TNI topics such as organizational structure and governance, standards development, and benefits of laboratory accreditation.

Mechanism

Powerpoint library on TNI website with secure URL, accessible by TNI staff, Board, Advocacy Committee, committee chairs, and other individuals designated by the Executive Director.

Process

Person interested in providing a presentation may download presentation and modify as needed. Individual must inform Executive Director of presentation (when, where, what group, topic) and provide a copy of presentation to Executive Director before presenting, if the presentation is modified in any way.

Jerry emphasized that the process needs to be as open as possible but with some control. Carol and Jerry will work on getting this policy into the TNI format and send out for approval.

5. Status of articles for WEF Lab Solutions

Carol reported that she is working on the article about the Small Lab Handbook for TNI's next submission to WEF Lab Solutions. She will finalize it by email and turn it in before Sarasota. Committee members suggested that the emphasis in our article should be that we are trying to make the accreditation process easier for utility labs.

Members also suggested that TNI consider marketing the Handbook at regional WEF and AWWA meetings. Up to now our focus has been partnering for training but we could focus more on exhibiting and marketing. We will need to get more information about the local WEF and AWWA meetings. We should also look for meetings that include state agency program staff. The AWWA Water Quality Technical Conference is coming up. Elizabeth is preparing abstracts and could try to get TNI on the agenda.

6. Method update rule

Jerry reported that EPA's Method Update rule may be final this month. We should watch for it and see if there are implications for TNI labs. The Advocacy

committee may need to react. This could be a significant discussion point in Sarasota.

Jerry also noted that TNI had received a letter from the EPA Office of Water. It appears that there is still some confusion about the TNI standards, ISO and quality systems. Steve Arms suggested that the TNI Board should review the letter and then assign to Advocacy, if appropriate.

7. Other

Steve Arms asked if it was possible for TNI to lobby a state legislature. Carol advised that a non-profit by law can spend up to 20% of its budget on lobbying. Lara responded that TNI cannot use any federal funds to lobby. We also have to consider that TNI has state members that are prohibited from lobbying. Jerry will put this on the TNI Board agenda for further discussion.

8. Next meeting

The next meeting of the Advocacy Committee will be February 1, 2012, in Sarasota, FL.

Attachment 1

	Name	Stakeholder Group	Present/Absent
1.	Lara Autry	EPA (Other)	Present
2.	Lynn Bradley	Other	Present
3.	Judy Duncan	Other	Present
4.	Kenneth Jackson	Other	Absent
5.	Martina McGarvey	AB	Present
6.	Susan Wyatt	AB	Absent
7.	Zonetta English	Lab	Present
8.	Paula Hogg	Lab	Present
9.	Elizabeth Turner	Lab	Present
10.	Gary Ward	AB	Present
11.	Michael Wichman	Lab	Absent
12.	Keith Chapman	Small Lab Advocate	Present
	Associate Members		
	Kirstin Daigle	Lab	Absent
	Judy Morgan	Lab	Present
	Steve Arms	AB	Present
	Aurora Shields	Lab	Absent
	JoAnn Boyd	Lab and FAC	Absent
	Staff		
	Jerry Parr	TNI ED	Present
	Carol Batterton	TNI PA	Present