

Summary of Advocacy Committee Meeting
November 3, 2011

1. Call to order

Judy Duncan called the meeting to order at 12 Noon CDT on November 3, 2011. Attendance is recorded in Attachment 1.

2. Approval of minutes

Minutes of the October 2, 2011, meeting were reviewed and approved for posting on the TNI website.

3. Newsletter

Jerry had sent the draft newsletter out for review and comment prior to the meeting. He noted that there were two LAMS articles and one of them (Hickman) needed to be deleted. This will leave another hole for a sidebar. After discussion, the committee determined that sidebars should be added for outreach activities, mobile apps (with Q code), and the announcement of training courses in Sarasota. Carol will send Jerry the information to add Cathy Vidito of WEF Lab Solutions to the distribution list.

4. AB Database

Jerry reported that the IT Committee had identified some issues with the AB database and he requested Advocacy Committee input. There is confusion in the way the types of state programs are identified. Comments and recommendations from the committee included:

- Accreditation /certification program type should be identified as DW, State Only, or NELAP. That information should be moved to the top.
- Need to add a disclaimer: This information is correct as of (date). If state wants to update, contact Jerry Parr. The IT Committee recommends once per quarter updates.
- Rad is part of DW, not necessary to list separately.
- The Lab contact person should be deleted or moved away from the accreditation contact person. Name of lab contact may not be necessary.
- Delete the phone number at the top.
- Add a line to show if accreditation is required by the state.

Jerry will get on the agenda for the State Assessors' meeting and ask them to validate the state information.

5. Library of presentations

Judy stated that she had received a presentation earlier from Ken Jackson and a question had come up about saving presentations and sharing so that members did not have to reinvent the wheel every time a global TNI presentation was needed. She requested input on the best way to do this. Lara commented that there are three types of presentations to consider: official TNI presentations using the template, presentations using TNI materials, and presentations related to programs. Presentations could be placed on the TNI website with members only access or board only access. For others, the website could list available presentations and a contact name for anyone who wished to use a presentation. After discussion Jerry offered to draft a policy for this. Elements of the policy would include:

- Where the presentations would be located
- Who would have access
- Notification to TNI by persons using the presentations (venue, etc.)

Judy requested that the draft policy be on next month's agenda.

6. State Primacy Accreditation Task Force (SPATF)

Ken Jackson presented a draft update report from the SPATF. Ken indicated that the task force had done a good job outlining the problems, but had not developed any solutions. He indicated that under the current system with State NELAP ABs, it is not likely that many more state primacy labs will participate. Ken stated that the only way forward is probably a third party AB and that it will have to be less expensive than a state NELAP AB. Another alternative would be to use state assessors. Judy said that EPA Region 6 uses this model. Judy advised Ken that EPA Region 6 has state primacy lab director calls and he might want to get on the agenda for one of these calls. Keith Chapman suggested that the CLIA model may also be a possibility. Ken recommended that the task force be suspended as TNI explores the possibility of a third party AB through the AB Task Force. Carol will send Ken's report to the AB Task Force subcommittees working on Recommendation #8 and ask them to focus on Ken's point #2. Judy will thank the SPATF and tell them we will get back to them as we explore issues and develop solutions.

7. Membership

The current membership roster was reviewed. The committee determined that Kevin Coats and Michael Perry will rotate off. Judy will extend an invitation to Martina McGarvey to join the committee. It was recommended that JoAnn Boyd be moved to regular member, but we will need to determine how many other committees she is on. Carol will follow up with JoAnn. Jerry will contact Janice Willey to see if she is interested in replacing Kevin Coats.

8. SLAG update

Keith reported that SLAG is anxiously awaiting the Small Lab Handbook posting on TNI's website. SLAG's next project is development of a Keep it Simple list for small labs. SLAG's next meeting is at the end of this month.

9. Next meeting

The next meeting of the Advocacy Committee will be December 1, 2011.

Attachment 1

#	LastName	FirstName	Stakeholder Group	Present	Term
1	Autry	Lara	Other	Y	1
2	Coats	Kevin	Other	N	2
3	Bradley	Lynn	Other	Y	1
4	Duncan	Judy	Other	Y	1
5	Jackson	Kenneth	Other	Y	2
6	Wyatt	Susan	AB	Y	1
7	English	Zonetta	Lab	Y	2
8	Perry	Michael	Lab	N	3
9	Hogg	Paula	Lab	Y	1
10	Turner	Elizabeth	Lab	Y	
11	Ward	Gary	AB	N	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	N	
	Morgan	Judy	Lab	Y	
	Steve	Arms	AB	Y	
	Shields	Aurora	Lab	N	
	Boyd	Jo Ann	Lab and FAC	N	