1. Call to order

Judy Duncan called the meeting to order at 12 Noon CDT. Attendance is recorded in Attachment 1.

2. Approval of minutes

Minutes from the 9-4-08 meeting were reviewed and approved for posting on the TNI website.

3. Benefits of Accreditation White Paper

Carol Batterton reviewed changes to the Benefits of NELAP Accreditation white paper. A paragraph for the benefits to utility labs was added and members asked if Carol could get numbers of accredited utility labs from the NELAP Board. It was also suggested that TNI try to get an estimate of laboratory size from membership and registration data.
Lara Autry offered to take the next step with this paper and develop documents that will go deeper into detail about the benefits to various stakeholders. The goal will be to have resources easily available to tailor a white paper to a particular audience.
It was also suggested that we need a strategy to gather case studies in order to make a more compelling argument for accreditation. Pat Conlon's presentation from the DC meeting was cited as being a source of material for case studies. Carol, Ken, Judy, and Lara will come up with a strategy to collect case studies.

4. WEFTEC presentation

Jerry Parr had previously sent out a draft presentation for Sharon Mertens to deliver at WEFTEC. The consensus of the group after review was that the presentation should be shortened to approximately 25-30 slides maximum. It was suggested that Sharon begin with slide # 12. The comparison slides were too detailed and should be reduced in number down to 5. A slide needs to be added for field activities. Sharon will make these edits and also review the small lab advocate slides that are in the presentation that Alfredo Sotomayor will deliver in Florida later in October.

5. Small lab advocate

Carol Batterton reviewed notes from the earlier conference call Len Schantz, the Small Lab Advocate. Len expanded on the notes and indicated that he saw his

primary role as increasing the participation of small laboratories in NELAP accreditation.

6. Newsletter

Judy Duncan reported that Michael Wichman had asked her to convey his appreciation to everyone for getting their newsletter information in on time. He was waiting on only one article, but expected to be able to meet the Oct. 15 deadline. Pat Conlon is editor of the next newsletter which will be after the Miami meeting.

7. Advocacy committee activities list

Carol Batterton had developed and circulated an activities list for the Advocacy Committee pulled from the TNI strategic plan. Judy suggested that the committee review the activities with short deadlines (end of 2008, early 2009) and be prepared to discuss at the next meeting. Lara Autry indicated that an EPA contractor was currently working on the comparison of TNI standards to DW standards and she requested a copy of the TNI standards for the contractor.

Concerning interaction with EPA's water programs, it was agreed that a letter to Mike Shapiro thanking him for his participation in the NEMC meeting and following up on discussions about DMRQA and PT frequency would be appropriate. A similar letter should be written to the EPA air program acknowledging our coordination and collaborative efforts.

8. Next meeting

The next meeting will be Nov. 6, 2008, at 12 Noon CDT. The Advocacy Task list will be discussed.

Attachment 1

#	LastName	FirstName	Stakeholder Group	Present	Term
1	Autry	Lara	Other	Y	1
2	Coats	Kevin	Other	N	2
3	Conlon	Pat	Other	N	3
4	Craig	Carl	Other	N	2
6	Moore	Marlene	Other	Y	1

7	Duncan	Judy	AB	Y	1
8	Jackson	Kenneth	AB	Y	2
9	Shields	Aurora	AB	N	3
10	Wyatt	Susan	AB	N	1
11	Eaton	Andy	Lab	Y	1
12	English	Zonetta	Lab	N	2
13	Perry	Michael	Lab	N	3
14	Pletl	Jim	Lab	N	1
15	Ward	Gary	Lab	Y	2
16	Wichman	Michael	Lab	N	3
17	Schantz	Leonard	Small Lab Advocate	Y	
18	Parr	Jerry	ED	N	
19	Batterton	Carol	PA	Y	
			ASSOCIATE MEMBERS		
	McCracken	Kirstin	Lab	N	
	Morgan	Judy	Lab	Y	