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**TNI Board of Directors Meeting  
February 2, 2011**

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1. Roll Call

<b>Directors</b>	<b>Present</b>
Joe Aiello	<b>X</b>
Aaren Alger	√
Steve Arms	√
Susan Boutros	√
Judith Duncan	√
Robert DiRienzo	√
Zonetta English	√
Jack Farrell	√
Ken Jackson	√
Sharon Mertens	√
Judy Morgan	√
Matt Sica	<b>X</b>
Alfredo Sotomayor	√
Dave Speis	√
Elizabeth Turner	<b>X</b>
Curtis Wood	√
Bob Wyeth	√
<b>Ex-Officio Directors</b>	
Brenda Bettencourt	√
Brooke Connor	√
George Detsis	√
Edward Hartzog	<b>X</b>
<b>Staff</b>	
Carol Batterton	√
Jerry Parr	√
Ilona Taunton	√
Jane Wilson	√
Janice Wlodarski	<b>X</b>
Lynn Bradley	√

Committee chairs present included:

Marlene Moore  
Eric Smith  
Art Clark  
Kirstin McCracken  
John Gumpper  
Richard Burrows  
Silky Labie

## 2. Savannah Meeting Program Reports

**ELAB:** Dave Speis reported that ELAB had submitted comments on two new rules proposed by EPA - the Method Update Rule and the Sufficient Sensitivity rule. ELAB is trying to get a meeting with EPA to discuss comments on these rules. The SW-846 policy is in draft. ELAB and EPA have reached agreement on the language for method versions. Dave reported that ELAB also discussed the beach rules and they have concerns about the PCR (polymerase chain reaction) testing.

**Policy Committee:** Alfredo Sotomayor reported that the committee had a working session this week. They have a solid draft of the compliant resolution policy and received some good comments. Following review of these comments, the policy will be ready for presentation to the Board.

**Onsite Expert Committee:** John Gumpfer reported that the committee received input from attendees on training language in the new standard. The committee will continue to try to refine and interpret the new requirements.

**Accreditation Body Expert Committee:** Lynn Bradley reported on behalf of Joe Aiello. The committee requested new member volunteers and talked about improvements to training opportunities through activities like videoconferencing. They also discussed EPA's request that TNI use third party evaluators in lieu of EPA evaluators in the next round of AB evaluations.

**Flexible Approaches to Environmental Measurements:** EPA staff presented program updates and approaches to environmental measurements. EPA will provide a series of free webinars later in February and March for those not in attendance at the conference.

**Pesticide program special meeting:** Jerry Parr reported that representatives of TNI had met with EPA Office of pesticides staff to discuss requirements for labs involved in efficacy testing of antimicrobial disinfectants. TNI may be able to assist in accrediting these labs. It is a potential expansion area for TNI.

**PT Expert Committee:** Kirstin McCracken reported that 11 of 13 members were present at the meeting. They reviewed and discussed four topics of concern about the new standard from the NELAP AC, along with an issue on WET testing. They had a good discussion on potential TIAs on these issues. They hope to present some language before Seattle, but this may not be TIAs. A full revision may be necessary. They will need to discuss how this might impact implementation.  
[Newsletter article]

**Mentoring Session:** Jack Farrell reported that there was good attendance at the mentoring session. The presentations highlighted tools to assist ABs in tracking assessments, PTs and documents.

**Educational Delivery System:** This session highlighted TNI's draft educational delivery SOP and procedures. The TNI website has been changed to incorporate this SOP. Attendees were encouraged to fill out the training survey to assist in implementation of the new program.

**TAC working lunch:** Ilona Taunton reported on behalf of Betsy Kent that TAC reviewed the Mentoring session, identified regional training opportunities, discussed the quality manual template, and the status of the small lab handbook.

**Quality Systems Expert Committee:** Silky Labie reported that QS now has a full and balanced committee. They reviewed comments on the draft standard. She also reported that the CSDB will be looking a voting issue that had come up for QS on changes to the 2009 standard that were needed for implementation. The issue failed the committee vote and according to the SOP will have to go back to the beginning. After discussing various options, Bob Wyeth moved that the TNI Board endorse the CSDB's recommendation that the Quality Systems Committee re-prepare a Working Draft standard. The motion was seconded by Ken Jackson. All Board members present voted in favor. [Newsletter article]

**AB Task Force:** Judy Duncan reported that the task force had presented their findings and draft recommendations for ways TNI could assist ABs with current budgetary limitations. The next steps will be to brief LASEC and the NELAP AC and incorporate comments before a final presentation to the TNI Board.

**PT Executive Committee:** Eric Smith reported that the committee reviewed an SOP on FoPT management and received comments. On February 17, the committee will vote on removing the Experimental PT table from the website. Eric reported that the process to evaluate the current experimental for addition to the regular tables will continue. The additional DW PTs from the experimental tables will be sent to the NELAP AC for vote next. The committee is preparing a recommendation to the TNI Board regarding the PT database.

**IT Committee:** Art Clark reported that the accreditation body information has been loaded into the Laboratory Accreditation Management System database. The meeting time was spent discussing method codes and analyte codes. They hope to be able to show the database in operation by the Seattle meeting. **[Newsletter article]**

**CITF:** Alfredo Sotomayor reported that each of the CITF sub-groups gave presentations in their session. They then had breakout sessions to gather additional ideas. Each group leader summarized the results and reported back at the end of the session. He anticipates having recommendations back to the TNI Board by the end of the task force's charter. Jack Farrell commented that the breakout sessions worked well and we should consider using this process to get participation in the future. **NEFAP:** Marlene Moore reported that they are looking for new members. They have done a considerable amount of Advocacy to get the word out on this program. They have been offered support from SES, the stack testers' organization.

**NEFAP Executive Committee:** Marlene reported that the committee had voted to accept the last of two SIRs. They also updated and revised their evaluation checklist and will be sending letters to the AB applicants identifying the evaluation teams. They will also be reviewing their voting procedure to streamline it.

Marlene said the committee is concerned that the current NELAP ABs have been adopting the "TNI standards" into their regulations which means both NELAP and NEFAP. The current NELAP ABs are not being evaluated to the NEFAP standards. There is overlap that needs to be resolved. Jerry Parr stated that the Staff would begin fact gathering on this issue and that NEFAP and NELAP should work together to resolve. Jerry indicated that a staff report would be ready in May.

**SSAS:** Maria Friedman reported that TNI standard for Stationary Source Stack Sampling (SSAS) was finished but TNI was waiting for EPA to change their regulations in order to implement it. The EPA regulations have been changed, and the committee is answering some questions from EPA about the TNI program.

**Cryptosporidium working group:** Lynn Bradley reported that this was primarily an information sharing meeting. This is an EPA mandated program, but EPA would like TNI's assistance with the PT part of the program. There is some question about whether EPA would like to hand off the program status quo or whether they want a re-designed program. The State of Wisconsin has a program that could be a model. EPA will not discontinue their program until a new one is in place.

**LASEC working lunch:** Ilona Taunton reported that quite a few SIRs were getting finalized. A trend analysis into the SIRs should offer a good insight into what training is needed. The committee will review the 2003 interpretations and move those that apply to the 2009 standard.

**CSDP:** Bob Wyeth reported that the expert committees needed additional volunteers in order to meet the requirements for balance. **[Newsletter article- committee volunteers and Board member solicitation]**

NELAP AC: Aaren Alger reported that the council received an update on AB renewals and training for evaluators this week. Aaren also indicated that there were three states that would not be able to fully implement the 2009 standard for various reasons and that 3 others were lagging, but the ABs did not foresee this to be a problem for the labs. The AC will address these delays in an implementation policy. They will need to decide the best way to communicate this staggered implementation to the labs and stakeholders. The AC does not expect this delay to impact reciprocity. **[Newsletter article]**

**Advocacy:** Judy Duncan reported that Advocacy had a joint meeting with representatives of APHL to discuss a way to accredit state environmental labs. Advocacy will appoint a sub-committee to work on this.

**3. Next meeting**

The meeting scheduled for February 9 was cancelled. The next meeting will be March 9, 2011. The 2010 financial report and 2011 budget will be on the agenda for that meeting.