
**TNI Board of Directors Meeting
August 18, 2011**

1. Roll Call

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

Committee chairs present included:

Marlene Moore
Eric Smith
Art Clark
Kirstin McCracken
John Gumper
Richard Burrows
Silky Labie
Mitzi Miller
Steve Stubbs
Betsy Kent
Maria Friedman

2. Item of Business

Judy Morgan moved that TNI should pursue ANSI approval for the TNI standard to become an American National Standard. Judy Duncan seconded. All board members present voted in favor.

3. Bellevue Meeting Program Reports

CSDB: Ken Jackson reported in place of Bob Wyeth. Meeting of expert committees went well this week. Ken reported that the Onsite Committee and Accreditation Body committee held a joint meeting to consider merging the committees. The meeting went well, but the committees still need to vote to make it final.

EMMEC: Richard Burrows reported that the EMMEC had a full day meeting with good discussion. They have developed an outline of a draft standard for calibration. The goal is to have a working draft standard by the Sarasota meeting. The committee has some issues that need to be discussed with the Quality Systems Committee. Their version may be more detailed than what is currently in Quality Systems.

PT: Kirstin McCracken reported that the committee had voted on whether to go with PT reporting to LOQ or PTRL. The vote was to go with PTRL, but not a lot of members were there. Mitzi Miller was elected as the new chair of the committee.

Quality Systems: Silky Labie reported that the committee presented their working draft standard and heard comments. Several clarifications changes are needed. Comments are due by early September.

SSAS: Maria Friedman reported that the committee presented a summary of activities and progress report. Their program has been approved by EPA. A subcommittee is still working a method to be added later.

FAC and NEFAP: Marlene Moore reported that NEFAP has approved 4 ABs to accept applications. The AB evaluations are still ongoing and NEFAP will observe the assessments done by the candidate ABs. There may also be other AB applicants. NEFAP has modified their committee membership and added 3 new members. FAC has also added members to maintain balance and have full participation. They will have suggestions for a working draft standard in Sarasota.

NELAP: Steve Stubbs reported that 5 ABs have begun implementing the new standards (FL, UT, TX, LADHH, and OR). 10 ABs are still on the 2003 standards with staged implementation. NELAP is also working on AB task force recommendation # 5, use of assessments performed by other organizations. A number of issues and factors need to be discussed and addressed before going forward. Steve reported that all assessment teams for the current round of renewals have been staffed. Getting state participation has been difficult for this round due to

budget issues. They are preparing for EPA participation to decline in the next round. PT reporting will be an issue with some ABs on the 2003 standard and some on 2009. The AC asked the PT providers to annotate electronic reports that include LOQ reporting. PT providers indicated that this is doable.

TAC: Betsy Kent reported that the Mentoring Session and Assessment Forum went well, particularly the DoC panel. Since the new TNI standard doesn't require refresher training, TAC did not give out certificates for the assessment forum. Some people still want certificates and this issue will need to be resolved before Sarasota. At the TAC lunch meeting they received comments on the Small Lab Handbook and discussed AB task force recommendation #1. TAC is getting some good input on training needs.

LASEC: Ilona Taunton reported that LASEC had discussed AB task force recommendations # 6 and 7 and had volunteers to take the lead on these projects. They also discussed changes to the SIR voting site. Judy Morgan has volunteered to assist on a crosswalk of SIRs from the 2003 to the 2009 standard.

PT EC: Eric Smith reported that the PT EC will recommend to the NELAP that chloral hydrate be dropped from the PT tables due to the shipping issues raised related to DEA regulations. They also discussed the NPW FoPT table that will be effective Oct. 3. They are working on the FMSO table and footnotes. There are some issues with formatting of the FoPT tables. The PT EC has a goal to incorporate technology into the tables. They also received input on the FoPT table SOP. They would like to finalize this by the end of the year. Eric also reported that the protozoan subcommittee is making progress.

Advocacy: Judy Duncan reported that the Advocacy Committee held two meetings in Bellevue. At the first meeting, members got updates from SLAG and a report on the APHL task force. At the second meeting, participants reviewed the database of state accreditation programs and discussed how to QA the data and how to effectively use the information in TNI outreach programs. They also discussed the new TNI brochures and decided to let each program review and edit their program information. Jerry will send out a Word document to each program chair to review and edit. Advocacy has also made contacts with WEF and AWWA about submitting articles to their publications. The next TNI newsletter will be coming out Nov. 1.

AB Task Force: Judy Duncan presented the final ABTF report at the Assessment Forum. There was a separate meeting to discuss implementation Recommendation 8, the use of non-governmental ABs. The task force will form subcommittees to pursue this.

Policy: Alfredo Sotomayor reported that this committee reviewed the Complaint Resolution SOP and flow chart. The next step is to send it to the TNI Board for approval. They also took comments on the policy on training materials. They also reviewed some draft policies and SOPs for NEFAP.

CITF: Alfredo Sotomayor reported that CTIF gave presentations reviewing progress and draft recommendations. They plan to have their project complete by the end of October.

IT: Art Clark reported that so far all but one of the ABs have laboratory demographic data in the LAMS, but some ABs are having difficulty uploading fields of accreditation. Florida has successfully uploaded some of their FOAs. The IT committee met with ABs to hear about problems. Dan Hickman will assist those having difficulty.

Conference Planning: Jerry reported that the Sarasota meeting will be a 3-day meeting. He proposes ELAB and Policy meeting on Monday morning (has since been changed) with presentations from third party ABs and on ISO 17011 in the afternoon. Tuesday will have committee breakouts and ABTF recommendation status reports. The Board will meet Wednesday afternoon with training on Thursday and Friday. There will possibly be an FSEA event then as well. Next summer's meeting is back in DC with the same format as Bellevue. Location for the winter meeting 2013 will be determined.

ELAB: Judy Morgan reported that EPA had approved ELAB's new charter. ELAB has recommended to EPA to use the TNI quality systems standards in the DW certification manual. A task group has been assigned to follow up on this, and there will be a presentation in Sarasota. ELAB is also responding to EPA's request for comments on the WQS. ELAB is preparing a report for EPA on the Health of National Accreditation. They are gathering input from all stakeholder groups. ELAB has sent a letter to EPA reminding them of ELAB's expertise and encouraging EPA to call on them when needed.

Other: Marlene Moore asked what happened to the joint committee to look at overlap of NELAP and NEFAP. Ilona and Lynn reported that they had looked into this and couldn't find any issues. Marlene said there is overlap and conflict and Ilona agreed to look into it again.

4. Next meeting

The next meeting will be September 14, 2011.