

Field Activities Committee Meeting May 26, 2009 2:00 PM Eastern Time

Members present:

Marlene Moore, Chair
Jim Eychaner
John Moorman
JoAnn Boyd
David Speis
Jan Wilson
Justin Brown
Mike Miller
Robert DiRienzo
Brian Conner

Associates present:

Terrance Romaine
Glen Green

Review and approve meeting minutes

May 11th meeting minutes were reviewed, and no comments were provided. The committee approved the minutes unanimously (Jim Eychaner motioned/John Moorman seconded).

NEFAP Feasibility Plan

Illona was not present to update us on the plan. Discussion related to the NEFAP Board composition. NEFAP is to be independent of the process and may need to be made up of outside parties rather than ABs. Need to update "Who does what" from 12/17 to ensure we know the roles of all parties. This may help to determine the composition of the NEFAP Board.

It does not appear the feasibility plan will be completed in time for the board meeting in June.

Communications

Justin received a draft document from Marlene for a generic article. Justin completed the article on May 18. The article was submitted to all members on June 9. Comments due by June 20. Finalize by June 30. Justin is to submit articles for publication.

JoAnn completed a draft brochure for the committee acceptance. Comment due by June 20. Finalize by June 30.

Other business

Committee Renewal Dates - Attached is a listing of members with dates for rotation. Each committee member is to let me know if these are acceptable. (Alphabetical listing used to set dates.) Term is 3 years with option 3 years. Many of members were on the committee prior to Nov 06 (start of TNI), so the dates for rotation were selected on an alphabetical basis. These are open for comment. At the next meeting the names with the Nov 06 date will be asked to rotate off or accept another 3 year term. Based on any rotations off the committee, new members will be added. The current number of voting members is 13.

The meeting was adjourned. (Joann Boyd motioned/Robert DiRienzo seconded)

Next Full Committee and Associates meeting July 13 at 3 pm Eastern Time

<u>Committee Date</u>	<u>Balance</u>	<u>Member Name</u>
3 yr rotation		
Nov - 06	Accred. Lab.	Boyd, Jo Ann
Apr-09	AB	Brian Conner
Apr-09	FSMO	Brown, Justin B.
Apr-09	AB	DiRienzo, Robert P.
Nov - 06	Other (Fed Govt)	Eychaner, Jim
Nov - 06	Other	Miller, Miller
Nov - 08	Other	Moore, Marlene (Chair)
Nov - 08	FSMO	Moorman, John
Nov - 08	Accred. Lab.	Perry, Michael
Nov - 07	Accred. Lab.	Sorbet, Elaine
Nov - 07	Accred. Lab.	Speis, David
Nov - 07	Other	Wilson, Jan
Nov - 07	Other	Wren, Dane C.

For comment and revision