

TNI Information Technology Committee Meeting Summary March 17, 2016

1. Roll Call

Participants	Present
Daystrom, William	X
Evans, Nick	---
Friedman, Maria	---
Hickman, Dan	X
Kuhn, John (Chair)	X
Parr, Jerry	X
Shepherd, Mei Beth	
Starr, Rip	---
Varner, Pam	
Ward, Keith (Vice Chair)	X
Wlodarski, Jan	X

2. Approval of February 2016 Minutes

No quorum. Hold for April 2016 meeting.

3. Nitrate-Nitrite Method Request

This request is for a new technology that uses an enzyme.

We think it's ok to post methods codes and reference LAMS, however, using our logo would imply that we approved them and since we don't approve methods (we publish them), this would not be okay. Dan will respond that it's okay for them to post the information but not to use the TNI logo as we do not approve methods.

3. Continued Update on 2016 IT Charter

Changes:

- Goal 5, Success Measures, 2nd bullet point: Change 3 – 13 to read “at least 3”.
- Goal 5, Success Measures, 4th bullet point: Change 10 – 20 to read “at least 20”.
- Maria is no longer with TestAmerica. This notation will be removed from the Membership Section.

John will send an updated document to members for review and email vote.

3. Procedural Motion on Membership

John will send an email to the committee regarding interest in the Chair position.

4. Website Update

Basic information has been posted about the Orange County meeting. Jerry has sent more information to William to post. Williams is also working on the member side – member database and laboratory demographics – so members can download this information themselves. These features will be live this coming weekend.

5. LAMS, Gen App, & Method Compendium

Gen App – William finished all the things that Dan needed done. Everything is working and it's ready for testing. Dan wrote up instructions specifically for Kansas. They are going to try and have their labs fill out these applications. Dan is going to use those FOAs to upload into LAMS for them and see if we can get something started. Dan has had no word back from them yet. What will happen is once they fill out a Gen App and email it, it will come to Dan and he will review it to make sure everything makes sense. He will then send it back to Kansas for additional information. Once it comes back to Dan, he will format and save it into LAMS for them. Once Kansas is in, it should be very easy for them to maintain.

Dan has not sent it to ESC yet. He was hoping to have the documentation from Mei Beth finished before sending it out. He is targeting next week to make this happen.

LAMS – Dan has received the first couple FOA files from Illinois. He has been working with their IT people and they are down to fixing a few things and it's starting to look pretty good. So we may be able to get Illinois FOAs put in soon. He is also working with New Jersey (who has a legacy system that is really difficult) and we're getting them up to date again. The other ABs have been doing pretty good on their FOAs.

We have determined that LAMS needs to have expiration date on the FOAs – when the certificate expires. The ABs have agreed and think it's a great idea. Dan needs to find out how long it will take William to make it happen. It has to be added to the database, the upload file, and the download file. If William can give Dan a date, then Dan can give the ABs a date for the switchover.

First couple of FOA files from IL have come through! We are down to fixing a few problems but overall it looks pretty good. Dan has been working with their IT people to accomplish this.

Dan has also been working with NJ – they too have a legacy system that makes it very difficult. He is working with Martin Hackman to review, check and help perform the upload.

Other ABs have been doing pretty well with their FOAs.

Method Compendium – Very slow at this point, but moving along a method at a time. This is the LAMS version.

Method "Anthology" – We need a better name than "anthology". The database needs to be something like NEMI and use something like analytes to get to it, which is a much bigger complication.

6. Website Content – Member Benefits vs. Non-Benefits

We should spend a good amount of time going through this table line by line. Jerry has re-sent the document to everyone to review for the next meeting.

7. August Conference

Do we need to do any presentations in August, i.e., the Methods Compendium or the Gen App? Dan thinks there will be enough changes in the App to be of interest to people. Time/space is limited, however; we could do a working lunch on Tuesday or as a webinar outside of the conference. We will decide later.

8. Next Meeting: April 21, 2016; 3:00pm EST.

Appendix I 2015 Website Statistics

2015 Monthly Averages

- Unique visitors: 5055
- Number of visits: 9921
- Pages: 50808

Unique visitors counts each visitor (a PC or mobile phone) that visits any page on the website (not counting NEMC, which is tracked separately). So, you would be counted once per month when viewing the website from your PC, regardless of the number of times you visited the site.

Number of visits counts the number of times someone views any page on the website, including duplicate visitors. So, if you visit the website 30 times a month, you would add 30 to the number of visits.

Pages is the number of web pages viewed, including duplicate visitors and pages. So, if you visited the website 30 times a month and viewed 5 pages every time, you would be adding 150 (30x5) to the number of pages.

Most Popular Downloads of 2015

- 2003 NELAC Standard (367)
- SOP 1-100, Format Guidelines of SOPs for TNI (249)
- TNI Forum, 2008 Newport, Manual Integration Assessment Forum (231)
- TNI Forum, 2008 Newport, Auditing ICP Methods 200.7, 6010B Assessment Forum (218)
- SSAS FAQ (153)
- SSAS Table (148)