

# TNI Information Technology Committee Meeting Summary

## April 15, 2020

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### 1. Roll Call

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

### 2. Approval of January 2020 Meeting Minutes

**Motion to Approve:** William Daystrom

**Second:** Mei Beth Shepherd

**Approved:** Unanimous

### 3. Website/Internal Audit Database/Content Management Database Updates (William)

- Website was updated with Jacksonville forum information and opened registration.
- Posted three new guidance documents.
- Posted new TNI newsletter (for once, without having to be reminded by Jerry or Janice -- see, progress!).
- Set up one of our webcasts using Vimeo as host. This, as you'll recall, is to work toward migrating us away from the flash-based video player we currently use for webcasts. William would appreciate testers to try out the webcast and let me know of any problems: Does the video show up OK? Any issues watching video? Any audio problems? Any problems skipping to different parts of video? Note the video seems to start abruptly in the middle of a sentence, that isn't actually a problem with Vimeo – the WebEx recording just started that way, so it can't be helped. The URL of the webcast for testing is <https://nelac-institute.org/eds/download/id158v.php>. Please do not share this link (or include in meeting minutes) outside the committee.
- Added a corrective action field to the Internal Audit checklist
- Other: The Board Election is complete. PT table updates have been done. William is getting ready for NEMC registration. Nothing done on the GenApp or LAMS, except maybe some troubleshooting. The presentations from Newport need to be posted yet.

### 4. LAMS/Method Compendium/Gen App Updates (Dan)

**LAMS:**

- Dan has a list of things to be done when William has time.
- A review of the annual database has started, and a few minor problems have been found in the data.
- Dan sent reports to all ABs about inactive analytes in their FOAs (this happens yearly). Most have been removed, but there were about 10 – 15 analytes set to inactive and these are being corrected.

- Dan did create 2 brand new user manuals – 1 for the general user; 1 for the ABs, which has the general user information plus everything the ABs need. These are ready to be posted on the website.
- FL is making an attempt to get their database working so they can get their FOAs online.

**Analyte Codes for O&G:**

- Jerry is going to work something out with Maria (regarding the ones that have the wrong codes) and let Dan know what to do. When this is finished the Abs will be notified to make changes.

**Method Compendium:**

- Work continues as Dan can.
- There is a contact at EPA for the SW-846. This contact has been able to get Dan pretty much any method he is looking for.

**GenApp:**

- This is complete.
- OK and KS are using the GenApp pretty consistently.
- UT, IL, PA, and VA are working to adopt it.
- If this is successful, we may be able to direct more people to using it. We don't have a presence for GenApp that we do for LAMS; it is time to create that.
- The user manual is also now complete and is ready to be posted.
- Dan will create a tutorial webinar for the GenApp and the new version of LAMS.

**5. Next Meeting:** July 15, 2020; 12N CST / 1pm EST