

**Website Committee  
Conference Call  
November 15, 2006**

**SUMMARY**

The committee met at 1:00 PM EST on Wednesday, November 15, 2006 by telephone conference call. The Committee Chair, Art Clark, led the meeting. Other committee members participating were: Keith Ward, Pam Varner, Brooke Connor, Silky Labie, Rip Starr and Maria Friedman.

**Interim TNI Website**

The committee reviewed the content of the current website and agreed that the content is adequate for the short term, provided the migration to the ClubExpress site can occur in the near term.

**Final TNI Website** (hosted by ClubExpress)

The committee reviewed the document provided by Jerry Parr on the content for the final site and recommended the changes as documented in the attached table.

**NELAC Website**

The committee reviewed the table provided by the NELAC website subcommittee and decided that for the interim solution, the NELAC site would be mirrored under a button on the TNI website with the following changes:

- All items marked for deletion would be deleted
- All EPA logos and related text would be removed.

The addition of the archived NELAC website to the TNI site cannot occur until after EPA freezes the NELAC website, currently scheduled for November 20.

**INELA Website**

The INELA website is to stay in its minimal form until superceded by the final TNI site.

The next meetings of the Website Committee will be held on Wednesday, November 29, from noon to 1:00 pm EST and Thursday, December 14, from noon to 1:00 pm EST.

## Format and Content of TNI Website

### Public Side

	Content	Documents/Links
<b>Home</b>	About us text*	Bylaws, Board of Directors
<b><u>News</u></b>	Like the old INELA site*	
<b><u>Membership Benefits</u></b>		Member sign up
<b><u>Accreditation Help Center</u></b>	Verbiage*	Quality Manual, Checklists
<b><u>Member Signup</u></b>	Like the old INELA site*	
<b><u>Committees</u></b>	Page for each committee; Committee application form	Committee page: Members, minutes
<b><u>Event Calendar</u></b>		
<b><u>Conferences</u></b>	Conference Home Page*	Denver, Cambridge
<b><u>Publications &amp; Presentations</u></b>		AboutTNI.ppt
<b><u>Standards</u></b>	Discussion of standards*	2003 NELAC Standard, Archived Standards, Draft Standards
<b><u>Accrediting Authorities</u></b>		
<b><u>PT Providers</u></b>		PT Providers
<b><u>Accredited Laboratories</u></b>		Accredited Labs
<b><u>PT limits</u></b>		PT Tables
<b><u>INELA Archive</u></b>		
<b><u>Links</u></b>	Other State Programs NELAC	

Add site map

### Member Side

	Content	Documents/Links
<b>Home</b>	About us text	Bylaws, Board of Directors
<b><u>News</u></b>		
<b><u>The Institute Review</u></b>		
<b><u>Accreditation Help Center</u></b>	Verbiage*	Quality Manual, Checklists
<b><u>Committees</u></b>	Page for each committee; Committee application form	Committee page: Members, minutes
<b><u>Event Calendar</u></b>		
<b><u>Conferences</u></b>	Conference Home Page	Denver, Cambridge
<b><u>Publications &amp; Presentations</u></b>		
<b><u>Standards</u></b>	Discussion of standards	2003 NELAC Standard, Archived Standards, Draft Standards
<b><u>Member Services</u></b>	ISO Standards*	
<b><u>Membership Directory</u></b>		
<b><u>Forums</u></b>		
<b><u>Accrediting Authorities</u></b>		
<b><u>PT Providers</u></b>		PT Providers
<b><u>Accredited Laboratories</u></b>		Accredited Labs
<b><u>PT limits</u></b>		PT Tables

<b>Surveys</b>		
<b>INELA Archive</b>		
<b><u>Links</u></b>	Other State Programs NELAC	

\*Jerry to develop verbiage.