

TNI Information Technology Committee Meeting Summary October 16, 2014

1. Roll Call

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

Approve September 2014 Minutes:

Changes: Section 3 – Change “WDS” to “VBS”. Note regarding website – “sucks” to “needs improvement”.

Motion for Approval: Pam V.

Second: Dan H.

Approved: Unanimous

Jan offered to upload the minutes to the website if it would help William out. No need. William will continue to post.

2. IT Committee Quorum Discussion & Proposed Solutions

The suggestion of Dan and William becoming voting members was voted on. All but one member voted, and all those voted yes.

John has contacted members who have not been able to attend meetings. David Caldwell has resigned from the committee. We will take his name off the website as a committee member.

3. Communications and Outreach Conference Call

Jerry, John, and Mei Beth were on the call. Discussion involved feedback regarding website users:

- Website was not designed for marketing outreach.
- Would like to redesign it as marketing, outreach, technical assistance, and information for members.
- Brainstorm or survey to get recommendations?
- There is valuable information on the website but it is not easy to get to.
- Consensus body, members may feel they should have input into the website.
- This project should be taken on by the committee as a long term project. Possible ways to get feedback: webinar or ½ day session at the next conference. Questions to ask: “What are you looking for that you are unable to find?” Maybe just a matter of renaming or having an icon – “Toolbox”.
- Members do not like the term “toolbox”

- Items requested most often per Jerry:
 - How to get accredited
 - PT tables
 - SSAS ID (Stationary Source Audit Sample Program)
 - Linking to State ABs
 - We can find out other items as well
- Rename “Professional & Technical Resources” because it seems as if these are some of the most requested items. William will do this before the next call.
 - “I want to...”?; Help?; Quick Links?
- Would a sitemap be helpful? We previously had one and it was very rarely looked at. It doesn’t always show where to go when looking for an item.

William will work on ideas/a proposal.

4. Website

William will be putting up the information for the next TNI conference soon (agenda, hotel link, etc.).

5. LAMS/FOA Tables/Method Compendium

Method Compendium: Going slowly. Dan has been updating PA and IL. It’s possible that those states will be added to LAMS by the next meeting.

Upload routine from LAMS: There are problems with uploads – they become unresponsive. Solution may be for William to rewrite. The delay can be as long as ½ hour or stops altogether. ABs are unable to put data in.

6. DC Meeting

Getting ready to post programs, brochure. Will try again to hold a website meeting with more attendance.

NEMC presentations (2013/2014) need to be placed on website. Jan is working on these.

7. Next Meeting: Thursday, November 20, 2014; 3:00pm EST