

TNI Information Technology Committee Meeting Summary November 21, 2013

1. Roll Call

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

Approval of October 2013 Minutes:

Motion to Approve: John Kuhn

Second: Rip Starr

Approved: Unanimous

2. Historic IT Committee Accomplishments / Committee Charter Review(Jerry)

Jan to update Charter per discussion.

- Remove the first three items under Key Milestones on the charter because these are finished and covered under successes.
- Change Item #10 to Goals.
- Change Item #11 to Key Milestones
- Take last bullet out of Success Measures and place it in the Goals section. ‘

We will vote on the charter at our next meeting.

3. Gen App Development Plan (Mei Beth/Dan)

Comments from Mei Beth were reviewed and entered into the Plan. An updated version was sent to William for technical review and revision. It's now complete and ready to go the next groups for review.

Next Step: Jerry will send to LABEC and LASEC for review and comment and/or go ahead. We will ask LASEC to review from policy perspective and to send to council with recommendation. If Council says nay, then we're done. Would like comments on/before Louisville, and can discuss comments at the Louisville meeting.

4. IT Committee Agenda for January TNI Meeting in Louisville

Suggested Agenda items include:

- o General Lab Application
- o Methods Compendium
- o Method and Analyte Codes
- o LAMS
- o Wish List – What do people need from the IT Committee?

5. Methods Compendium

William created a form for Dan to use to submit PDF copies of methods. Dan has started working on this and is working his way through them. Fifty-six have been completed so far. The Methods Compendium is live and can be demo'd at the Louisville IT meeting and perhaps at lunch on Tuesday as well.

Can we add a "Method Available" column in the CSV file so we can see whether it's available or not? William will consider this.

6. LAMS Update (Dan)

Two big pieces of news: NJ is well on their way to getting all primary FOAs listed. Dan is working with them one lab at a time. Not a word yet from NY or PA. KS (nothing) and IL (getting new database). CA – no idea. As for NH, Bill lost Natalie – there has been no update since Knatalie left. Uploads in the last month include: NJ, TX, VA, UT, LADEQ. So there is some activity on a regular basis.

LABS ACTIVE: 1598

FOAs: over 256133

METHODS COMPENDIUM: 56 Methods

ACTIVE ANALYTES: 2714

ACTIVE METHODS: 4192

RAD issue: RAD methods – Dan wants to send RAD Methods to the RAD committee for review to see what is correct / what needs to be changed.

Also working with Micro to sort out all the Micro methods on a variety of issues.

Virginia asked for help putting together a database comparison for what the lab requested vs. what is listed as primary FOAs. Simple query. We will put together a small database sample for her.

5. Website Update (William)

Mostly maintenance and background updates for the website. People don't seem to know where/how to find things – do we need to retitle LAMS? We'll do something a little different on the homepage to make it more easily found. Maybe an orange button that says "LAMS: Find Analytes, Methods, and Labs." William can make this change.

6. Adjournment

Next call will be Thursday, December 19th, at 3:00pm EST.