

TNI Information Technology Committee Meeting Summary April 17, 2014

1. Roll Call

	Participants	Present
	Caldwell, David	
	Daystrom, William	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)	---
	Wlodarski, Jan	X

Change: Item 3 – EDI request: We should add the rationale for our decision not to pursue this request. There are already commercial entities out there dealing with this issue and we don't want to be a competitor to them.

Motion to Approve March 2014 Minutes: Maria Friedman

Second: Pam Varner

Approved: Unanimous

2. Committee Chair Election Update

Confirming John as chair – waiting for email responses (from Jerry)...

3. Website Update

New provider status: New host has been delayed. William is having trouble getting all of LAMS to work on the new server. Until LAMS is working, he cannot move the rest of the website. The one piece that can move before LAMS is the email. It can be moved to a different server. He is estimating another 2 weeks to finish all the troubleshooting to get LAMS up and running on the server. Current host provider is now on a month-to-month payment until the move occurs.

Office 365 for non-profits: William applied and has just been approved. This weekend he will begin moving his email over to see how the process is going to work. He will then contact TNI staff for information about moving their email accounts over. Domain name and email addresses will remain the (same after the move). Jerry wants to understand "free" on Office 365 – free if it's on the server or \$4.99/month for desktop versions per user? Yes. The difference is whether or not you are always connected to the internet.

4. LAMS Update

Status update on NEFAP request for inclusion in LAMS by Field Activities Chair, Justin Brown: NEFAP ABs are not interested in including their FSMOs in LAMS. They would prefer that TNI continue to focus on promoting them throughout the organization.

Update potential inclusion of other non-NELAP candidates into system and potential issues to anticipate: No real progress because William has been tied up and probably won't get to it before the Washington DC meeting. He also doesn't want to make any changes to LAMS before getting it set up on the new host/server, plus there are a lot of other priorities (i.e., NEMC abstracts upload and getting registration open in the next week). We will do a check on the status of this topic in September.

Dan is completely done with NJ. NY doesn't seem to be updating demographics and other information in LAMS at all now. PA – Dan is working through their list of codes. He has finished all, but a few hundred of the analytes, then will work on the method codes. When done, they should be ready to upload to LAMS.

5. Method Compendium Update

The easy methods are done. Dan is now cutting and pasting methods from manuals which is much slower. There are lots of methods approved that NEMI doesn't have; a lot that have the wrong edition; and they don't have any old methods. Any approved methods in NEMI are only the most recent methods.

6. General Application Plan Update

Development plan is done/written; the rest is on hold until the website move is completed.

7. Committee Schedule & Information – August 2014 Wash DC Meeting

Meeting is Monday morning, 10:30am – 12:00pm. Topics: Record the webinar about LAMS during the meeting and discuss the Method Compendium at the same time.

8. Next Meeting:

May 15, 2014; 3pm EST