

TNI Information Technology Committee Meeting Summary

June 15, 2017

1. Roll Call

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

2. Approval of May 2017 Minutes

Changes: Add approval of March Minutes: Motion – Keith Ward; Second – Rip Starr; Approved - Unanimous

Motion: Dan Hickman
Second: Mei Beth Shepherd
Approved: Unanimous

3. Loss of Pam Varner and Ed Howland on IT Committee

Due to changes in their schedules, Pam and Ed have tendered their resignations from the IT Committee. Jerry has looked through the applications, but doesn't see any submissions that might be a good fit. We will need to recruit someone. William will remove Pam and Ed from the website IT Committee page.

4. Discuss Votes on Charter

John has tallied the votes received so far and the vote has been unanimous to approve. Only Maria hasn't weighed in yet. As soon as John receives the information from Maria, he will let Jerry know and Jerry will forward the Charter to the BoD for approval.

Work Plan: Does this go on the website or we just keep amongst committee members? We keep it amongst committee members only.

5. Website Update

A lot of new webcasts have been edited and posted lately. William is receiving a new one approximately every 1 – 2 weeks. They often come with edit requests – to delete 10 or 15 seconds here and there – this takes quite a bit of time.

William has been working on updates to the AMember software to make it work better and easier. The update has been posted as of yesterday.

LAMS: We had a deadline of 6/15 to find a new host for LAMS. Last Saturday, William migrated LAMS to the new LAMS 2.0. The old LAMS is gone for good. The new LAMS is at the same address as the old LAMS. The changeover worked pretty well.

Along with LAMS migration, the GenApp was effected and an update to this was also put up last Saturday. Migration of databases and websites have all been completed.

6. LAMS / GenApp / Method Compendium

LAMS: If you used the old LAMS a lot, you may notice differences in the new LAMS. The migration did go well, and there are a couple of minor issues that have been worked out. There will be modification requests from the ABs. There has been a lot of interest from the ABs regarding uploads and how they can make it work better. Kansas is working with the GenApp.

Method Compendium: Activity has slowed down. There are not a lot of methods left to put up. There are other methods that we don't have, but he doesn't know if we want to find them or not. If we do, it will take a deeper search with the EPA to find them. He has not yet put the MUR information up yet in LAMS or in the Method Compendium.

GenApp: A couple of labs have tried the GenApp and it seems to work fine. No bad feedback.

7. Upcoming Conference in D.C.

Everything is pretty much set. The final program is almost complete. There are a just few things that Jerry doesn't have yet. There are 69 exhibitors. approximately 180 presentations, 6 sessions every day – some days there are seven. If you're coming to conference and don't have a room, you need to get one soon.

7. New Business

Request from Ken Jackson – he wants to see the SOP for Voting on Standards from an IT perspective. How much do we need to document [processes] in case the person responsible become unavailable? Something that we could write in simple, plain English, not coding.

William is more than ½ through writing it. He is mainly covering timelines, who gets informed about results, who gets informed about results, etc. General information [high level] about how it works.

Work Plan: William and Dan to go through the Work Plan and update the document with current dates and information.

No IT meeting in August due to the conference.

8. Next Meeting: July 20, 2017 at 3pm EST