

## TNI Information Technology Committee Meeting Summary June 18, 2015

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### 1. Roll Call

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

#### **Approve April 2015 Minutes**

**Motion:** Pam Varner

**Second:** Nick Evans

**Approved:** Unanimous

#### **Approve May 2015 Minutes**

**Motion:** John Kuhn

**Second:** Pam Varner

**Approved:** Unanimous

### 2. Website Scavenger Hunt

Feedback: Some items were a little challenging to find but if you used the Search box, it worked pretty easily. In general, everything was found pretty much within a minute or less. Those more experienced with the website may have even quicker results. The Google Search box is really good.

### 3. TNI Chicago Meeting

IT meeting agenda and time slot is all set for Chicago. We will be discussing social media and implementation at the conference – do we want to talk about this now at all? Chicago meeting will be more of an announcement that this will be coming soon. Gen App will be discussed at the LAB meeting. William is making this presentation.

### 4. Website Update (William)

Is the acronym pdf on website? Not yet.

Presentations being posted within 1 month – when will we start this? Do we go back or start with this next meeting? We will go back for all the meetings and track them down, but it's a low priority. We should do this moving forward, however. John and Dan have their old presentations and they will package them up and send them to William.

There is not much new regarding the website – just the normal upkeep and maintenance.

Gen App – There will a new version of the system to demo in Chicago.

**5. LAMS, Gen App, & Method Compendium Update (Dan)**

Dan's webinar from August DC Conference – status pending.

FOA table query/download from LAMS for all users: this is one of the most important things we need to get done before the conference – it's a CSV download of a laboratory's FOA. Dan will let William know what people are telling him they want (features, filters, etc.) so they can work on the download table.

Upload problem for AB's – has this been resolved? Yes, the system just needs to be rebooted or something like that.

Dan has finished identification of all SW846 Update 3, 4, and 5 methods and now would like a filter for them in the table. Can this be done before the meeting? Dan would like to demo at the conference.

We are getting questions from laboratories now, via the TNI form, that FOAs are missing or incorrect. Usually this is because the ABs are not uploading the FOAs. That there are some errors in the FOAs does not seem to be uncommon, but it is not necessarily our fault; the error is often on the AB side. Part of the issue may also be an upload problem.

The Method Compendium update is going along pretty well. All but 3 or 4 of Update 3 methods are complete. Dan will send these to Jerry and he will see if he has them in other sources. Almost all of Update 4 is complete. Do we want to list the Update 5 since it's not gone to final yet? They don't take their methods to final anymore. There is no Update 5 in the register, but it may not matter. Go ahead with Update 5.

We are now getting requests for all kind of method combinations – we could end up with thousands of methods. A possible solution: Include calculation as an analyte. Dan is looking for guidance on how to create method codes for these types of things.

**6. IT Committee Goals/Charter**

Review the draft that John sent around for our next call in August.

**7. New Business & Open Topics**

Is there a free white board app that we can occasionally use on these calls? It's an option with Freeconference. One person shares their computer and everyone else can see it. The cost is minimal. We can try it at one of the next meetings after the conference.

**8. Next Meeting:** Thursday, August 20, 2015; 3:00pm EST.