

Non-Governmental Accreditation Body Working Group  
 TNI Non-Governmental Accreditation Body Recognition Committee  
 March 29, 2016

1. Roll Call

Alfredo Sotomayor called the Non-Governmental Accreditation Body (NGAB) Working Group and the TNRC meeting to order at 11:30 am CST on March 29, 2016. The following members were present:

**Non-Governmental Accreditation Body (NGAB) Working Group:**

Name	Stakeholder Group	Present
Alfredo Sotomayor, Chair	TNI Board member	✓
Kristin Brown	NELAP AB	✓
Jim Todaro	Laboratory	<b>Absent</b>
Cheryl Morton	Non-governmental accreditation body	✓
Steve Arms	Chair, TNI Advocacy Committee	✓
Dave Speis	Chair, TNI Finance Committee	✓
Carol Batterton	TNI staff support	✓
Jerry Parr	TNI Executive Director	✓

**TNI Non-governmental Accreditation Body Recognition Committee (TNRC):**

Name	Stakeholder group	Present
Kim Watson	Accredited FSMO, NEFAP EC	✓
Judy Morgan	Laboratory, LASEC Chair	✓
Daniel Lashbrook	Laboratory	✓
Yumi Creason	State Accreditation Body	<b>Absent</b>
Marlene Moore	Other, NEFAP Recognition Comm.	✓
Ilona Taunton	Evaluation Coordinator and Lead Evaluator	✓

Alfredo asked members to review minutes of the previous meeting and send any corrections to Carol.

2. Update on evaluations

Ilona reported that onsite evaluations of the three NGAB applicants have been completed. One of the observations has been done, another is scheduled for the third week in April, and the third is expected to be done in early May. Overall, she believes we are on-schedule to announce recognitions at the

summer meeting. Two areas will need some discussion and follow up including NGABs' procedures for evaluation of PT results and training for NGAB assessors. Ilona will be looking for guidance from the TNRC on these topics. There are also indications that there will be a fourth NGAB applicant by early next fall.

### 3. Organizational placement of the TNRC

Alfredo reported that the TNI Board had rejected the working group's recommendation to leave the TNRC under the TNI Board. Disagreement with the recommendation seemed to be based on the fact that some Board members believed the working group was overly influenced by minimal concerns of a few people. Most Board members seemed to believe that the TNRC should be placed under the LASEC.

Reasons identified for not placing the TNRC under the LASEC include:

- LASEC currently or will soon have a heavy workload with review of the 2016 standard
- LASEC charter and composition will have to be changed for balance
- Keeping the TNRC under the TNI Board for now will allow close monitoring of a new program by the Board

After discussion, work group members determined that another option is to explore ways to organize so that all non-governmental AB recognitions (NEFAP, PT, and lab) can be under one organizational umbrella. It may take a year to plan and implement this organizational change. In the meantime, the TNRC could stay under the TNI Board.

Cheryl made a motion that the following recommendation be made to the TNI Board and it was seconded by Kim:

- 1) Retain the current working group (TNRC and NGAB working group) to prepare a plan to combine all of TNI's recognition programs for non-governmental accreditation bodies (NEFAP, PT, and Laboratory)
- 2) Leave the TNRC under the Board's oversight until the plan is completed and implemented
- 3) Direct the working group to develop a charter for the Board's approval to establish timelines and whether any modifications to work group composition are needed

All present voted in favor. Alfredo will present this recommendation to the Board at their April 13 meeting.

### 4. Next Meeting

The next meeting of the NGAB working group and TNRC is scheduled for Thursday, April 28, at 10:00 am Central time.