

Non-Governmental Accreditation Body Working Group  
June 19, 2014

1. Roll Call

Alfredo Sotomayor called the Non-Governmental Accreditation Body (NGAB) Working Group meeting to order at 10:00 am CDT on June 19, 2014. The following members were present:

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

2. Approval of Minutes

Alfredo asked members to review the minutes of the previous meeting and send changes or additions to Carol.

3. The TNI Non-Governmental Accreditation Body Recognition Committee (TNRC)

Jerry reported that the solicitation for nominations to the TNRC has been posted, but no nominations have been received to date. Nominations are open until June 27. The Nominations Committee may need to solicit nominations in order to get the right balance on the committee.

The working group discussed the role of the TNRC and noted that there were other administrative duties that would need to be performed that were beyond the scope of the role defined for the TNRC. Possible organizational homes for these administrative functions include the TNI Board or the LASEC. The group agreed that the LASEC was the more appropriate home for administration of the program. Kristin agreed to contact Judy Morgan, chair of the LASEC, to see if that group would be willing to take on the program administration. **Note:** Kristin reported that she contacted Judy and the LASEC would like to see a list of the responsibilities before agreeing to this role. That will be discussed at the next meeting and in DC.

The working group agreed that their job would continue until the summer meeting at which time duties would be transitioned over to the TNRC.

#### 4. TNI standards

Several members of the working group noted that the existing definition of accreditation body in V1M1 of the TNI standards would preclude a third party from becoming an AB. The proposed definition in V2M2 also includes this wording. Steve and Alfredo will submit comments noting this.

#### 5. Other issues

Jerry reported there had not been a meeting of the Finance Committee on development of a budget for the NGAB program and fees for applicants. We may not have this information in time for discussion at the summer meeting.

The evaluation SOP was approved by the working group and Alfredo will forward to the Policy Committee. The final SOP will be forwarded to the NELAP AC and the NGABs prior to the DC meeting.

#### 6. Next Meeting

The next meeting will be Tuesday, July 15 2014, at 10:00 am Central. The agenda will include planning the DC meeting and discussing the support needed from LASEC.