

TNI PT Board Meeting Summary September 20, 2007

1. Roll call and approval of minutes.

Chairman Carl Kircher called the TNI PT Board to order on September 20, 2007, at 12:00 PM CDT. The following members were present: Curtis Wood, Eric Smith, Matt Sica, Michella Karapondo, Raeann Haynes, Kirstin McCracken, Steve Gibson, Svetlana Isozamova, and Richard Sheibley. Associate Members Chuck Wibby and Mike Haller were present. Program administrator Carol Batterton was also present.

The minutes from the August 21, 2007, meeting were approved for posting on the TNI website.

2. Appointment of Microbiology FoPT subcommittee

Carl Kircher advised the Board that they need to appoint the Microbiology FoPT Subcommittee that currently serving under the NELAC PT Board in order for the transfer of activities to take place. A list of names of the volunteers that have already been selected to serve on this group was previously circulated. The TNI PT Board also needs to affirm the charge given to the Subcommittee by the NELAC PT Board. The appointment of members and approval of the subcommittee charge was passed unanimously by all members present (simple majority vote).

Carl will actively monitor the subcommittee's activities and advise them that the TNI PT Board would like to see their recommendations by the January meeting.

3. Transfer of NELAC PT Board Activities to TNI PT Board.

In order for the NELAC Board to cease activities, one of the remaining actions needs to be transfer of the activities of the NELAC PT Board to the TNI PT Board. In order for this to happen, the TNI PT Board needs to agree to run all aspects of the TNI PT Program according to the 2003 NELAC Standards (not just for evaluating the PTOB/PTPA) until TNI gets a final PT Standard of its own. Richard Sheibley questioned how this could happen without a full vote of the NEALC membership. Carl and Carol did not have the specifics, but agreed to contact Judy Duncan, as NELAC Chair, with the question, since this issue is a NELAC Board issue and not a TNI issue.

A motion was made and seconded to accept the NELAC PT Board program and run it according to the 2003 NELAC standards. All members present voted in favor which constituted a full quorum. (Bill Ingersoll and Gary Dechant were absent for the vote).

4. PT Formulation Recommendations.

Carl advised the Board members that they need to ratify, and send on to the TNI NELAP Board, the PT formulation recommendations approved by the NELAC PT Board and previously circulated. A motion was made and seconded. All members present voted in favor constituting a full quorum vote (Bill Ingersoll and Gary Dechant absent).

The PT formulation recommendations need to be posted on the TNI website by 1-01-08.

5. Next Meeting

The next meeting of the TNI PT Board will be held on October 20, 2007 at 12 Noon Central time.