



## **The NELAC Institute (TNI) Quality Systems Expert Committee**

### Meeting Minutes

The Quality Systems Expert Committee of The NELAC Institute (TNI) met on March 8, 2010 at 1:00 PM EST by conference call. The action items are listed in Appendix A and the attendees listed in Appendix B.

As a quorum was not present, the Committee could not finalize any pending actions. The addition of an Accrediting Body member was discussed. Responses were favorable, but candidate cannot be issued an invitation until a vote of all committee members.

Since the committee chair, Paul Junio resigned, there is a vacant position for a laboratory representative. Several candidates were mentioned, and will be approached to determine their interest.

The meeting was adjourned at 1:30 EST.

## APPENDIX A - ACTION ITEMS

### TNI Quality Systems Committee Meeting

<b>Item No.</b>	<b>Date Proposed</b>	<b>Action</b>	<b>Date to be Completed</b>	<b>Date Completed</b>
1	03/08/10	e-mail all committee members for email vote on the February and March Minutes	4/1/2010	
2	03/08/10	Email all committee members for mail vote on final selection of committee chair	4/1/2010	
3	03/08/10	Email all committee member for email vote on accepting proposed accrediting body member	4/1/2010	
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## APPENDIX B - PARTICIPANTS

<p><b>Mr. Brian R Boling</b> Oregon Dept. of Environmental Quality 3150 NW 229<sup>th</sup> Suite 150 Hillsboro, OR, 97124 P: (503) 693-5745 E: <a href="mailto:boling.brian@deq.state.or.us">boling.brian@deq.state.or.us</a></p>	Excused	<p><b>Ms Laurie Carhart</b> NYS DOH ELAP PO Box 509, ESP Albany, NY 12201 P: (518) 486-2538 E: <a href="mailto:ljc09@health.state.ny.us">ljc09@health.state.ny.us</a></p>	Absent
<p><b>Mr. Patrick Conlon</b> Environmental Standards 1140 Valley Forge Road PO Box 810 Valley Forge, PA 19482-0810 P: (610) 955-8319 E: <a href="mailto:pconlon@envstd.com">pconlon@envstd.com</a></p>	Present	<p><b>Ms Robin Cook</b> City of Daytona Beach 3651 LPGA Blvd Daytona Beach FL 32124T P: (386) 671-8856 E: <a href="mailto:cookr@codb.us">cookr@codb.us</a></p>	Present
<p><b>Ms Tamara DeMorest</b> Utah Department of Health PO Box 142109 Salt Lake City, UT 84114-2109 P: (801) 538-9372 E: <a href="mailto:tdemorest@utah.gov">tdemorest@utah.gov</a></p>	Present	<p><b>Mr. Gil Dichter</b> IDEXX Laboratories One Idexx Dr Westbrook, ME 04092 P: (207) 556-4687 E: <a href="mailto:gil-dichter@idexx.com">gil-dichter@idexx.com</a></p>	Absent
<p><b>Ms Michelle Henderson</b> USEPA, ORD 26 W ML King Dr. MS 207 Cincinnati, OH 45268 P: (513) 569-7353 E: <a href="mailto:henderson.michelle@epamail.epa.gov">henderson.michelle@epamail.epa.gov</a></p>	Present	<p><b>Ms Dorothy M. Love</b> Lancaster Laboratories, Inc. 2425 New Holland Pike, P.O. Box 12425 Lancaster, PA 17605-2425 P: (717) 656-2300 x1204 E: <a href="mailto:dmllove@lancasterlabs.com">dmllove@lancasterlabs.com</a></p>	Present
<p><b>Ms Silky S. Labie</b> Env. Lab Consulting &amp; Technology, LLC PO Box 13324 Tallahassee, FL 32311 P: (850) 656-6298 E: <a href="mailto:elcat-llc@comcast.net">elcat-llc@comcast.net</a></p>	Present	<p><b>Mr. Fred S. McLean</b> NAVSEA 04XQ(LABS) 1661 Redbank Road Goose Creek, SC 29445-6511 P: (843) 764-7266 E: <a href="mailto:fred.mclean@navy.mil">fred.mclean@navy.mil</a></p>	Absent
<p><b>Mr. Robert Martino</b> QC Laboratories 60 James Way, Unit 6 Southampton, PA 18966 P: (267) 699-0103 E: <a href="mailto:RMartino@qclaboratories.com">RMartino@qclaboratories.com</a></p>	Absent	<p><b>Mr. Randall Querry</b> A2LA 5301 Buckeystown Pike, Suite 350 Frederick, MD 21704 P: (301) 644-3221 E: <a href="mailto:rquerry@a2la.org">rquerry@a2la.org</a></p>	Absent
<p><b>Ms Michele Potter</b> NJDEP 9 Ewing Street, 2nd Floor Trenton, NJ, 08625 P: (609) 984-3870 E: <a href="mailto:Michele.Potter@dep.state.nj.us">Michele.Potter@dep.state.nj.us</a></p>	Present		
<p><b>Ms Jane M. Wilson, M.P.H.</b> Director of Standards NSF International P: (734) 827-6835 E: <a href="mailto:Wilson@nsf.org">Wilson@nsf.org</a></p>	Absent		

### Associate Members Attending: