



The NELAC Institute (TNI) Quality Systems Expert Committee

Meeting Minutes

The Quality Systems Expert Committee of The NELAC Institute (TNI) met on April 12, 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. Silky announced that Michelle Wade from Kansas has been approved as a committee member. The final steps will be performed per the CDSP SOP.

A list of candidates and their credentials were circulated among the expert committee members. Any comments on the candidates must be shared with the committee via email.

Silky also announced Michelle Henderson has resigned. This leaves an opening for a representative from EPA. Gary Johnson was discussed, and Silky will follow up.

The Committee worked on a recent standards interpretation request, but the request will not be finalized until the May meeting.

Several members requested the TNI presentation before considering the concerns and suggestions made by Jerry Parr. Silky will send the slides and discussion on his email will be tabled until the May meeting.

There was some discussion about added specific qualifications for the QA officer, similar to those of the technical directors. A suggestion was made that at a minimum, training in QA principles must be required. Any changes will need to be proposed in a revision to the document.

The meeting was adjourned at 1:30 EST.

APPENDIX A - ACTION ITEMS

TNI Quality Systems Committee Meeting

Item No.	Date Proposed	Action	Date to be Completed	Date Completed
1	4/12/01	Complete nomination for Michelle Wade	5-10-10	5-1-10
2	4/12/10	Contact potential members	5-10-10	5-1-10
3	4/12/10	Contact current members concerning membership	5-10-10	5-1-10
4	4/12/10	Research HACH factory Curves	5-10-10	5-1-10
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APPENDIX B - PARTICIPANTS

Mr. Brian R Boling Oregon Dept. of Environmental Quality 3150 NW 229 th Suite 150 Hillsboro, OR, 97124 P: (503) 693-5745 E: boling.brian@deg.state.or.us	Excused	Ms Laurie Carhart NYS DOH ELAP PO Box 509, ESP Albany, NY 12201 P: (518) 486-2538 E: ljc09@health.state.ny.us	Excused
Mr. Patrick Conlon Environmental Standards 1140 Valley Forge Road PO Box 810 Valley Forge, PA 19482-0810 P: (610) 955-8319 E: pconlon@envstd.com	Absent	Ms Robin Cook City of Daytona Beach 3651 LPGA Blvd Daytona Beach FL 32124T P: (386) 671-8856 E: cookr@codb.us	Present
Ms Tamara DeMorest Utah Department of Health 4431 South 2700 West Salt Lake City, UT 84119-8600 P: 801-965-2541 E: tdemorest@utah.gov	Present	Mr. Gil Dichter IDEXX Laboratories One Idexx Dr Westbrook, ME 04092 P: (207) 556-4687 E: gil-dichter@idexx.com	Present
Ms Silky S. Labie Env. Lab Consulting & Technology, LLC PO Box 13324 Tallahassee, FL 32311 P: (850) 656-6298 E: elcat-llc@comcast.net	Present	Ms Dorothy M. Love Lancaster Laboratories, Inc. 2425 New Holland Pike, P.O. Box 12425 Lancaster, PA 17605-2425 P: (717) 656-2300 x1204 E: dmlove@lancasterlabs.com	Excused
Mr. Robert Martino QC Laboratories 60 James Way, Unit 6 Southampton, PA 18966 P: (267) 699-0103 E: RMartino@qclaboratories.com	Absent	Mr. Fred S. McLean NAVSEA 04XQ(LABS) 1661 Redbank Road Goose Creek, SC 29445-6511 P: (843) 764-7266 E: fred.mclean@navy.mil	Absent
Ms Michele Potter NJDEP 9 Ewing Street, 2nd Floor Trenton, NJ, 08625 P: (609) 984-3870 E: Michele.Potter@dep.state.nj.us	Present	Mr. Randall Querry A2LA 5301 Buckeystown Pike, Suite 350 Frederick, MD 21704 P: (301) 644-3221 E: rquerry@a2la.org	Excused
Ms Jane M. Wilson, M.P.H. Director of Standards NSF International P: (734) 827-6835 E: Wilson@nsf.org	Absent		

Associate Members Attending: