

TNI Board of Directors and Committee Chairs Meeting
 Denver, Colorado
 January 17, 2013

1. Attendance

Directors	Present
Joe Aiello	
Aaren Alger	X
Steve Arms	
Susan Boutros	
Judith Duncan	
Zonetta English	
Jack Farrell	x
Keith Greenaway	
Sharon Mertens	x
Judy Morgan	x
Patsy Root	x
Scott Siders	
Alfredo Sotomayor	x
Dave Speis	x
Elizabeth Turner	
Susan Wyatt	x
Ex-Officio Directors	
Brenda Bettencourt	x
Brooke Connor	
George Detsis	
Jordan Adelson	x
Staff	
Lynn Bradley	x
Carol Batterton	x
Ken Jackson	
Jerry Parr	x
Ilona Taunton	x
Janice Wlodarski	

Committee chairs (and substitutes) present included: Justin Brown, Curtis Wood, Mitzi Miller, Paul Junio, Richard Burrows, Maria Friedman, Marlene Moore, Bob Wyeth, and Bob Shannon.

2. Committee Reports

Sharon Mertens called the meeting to order and requested that all committee chairs give a report of progress made at the Denver meeting. Jerry Parr also requested that committee chairs give an estimate of meeting time they will need at the San Antonio meeting this summer.

Field Activities Committee – Justin Brown:

FAC addressed the comments received on their draft standard and indicated they are working on a modified draft. Justin requested ¼ day in San Antonio.

Laboratory Accreditation Body Committee – Jeff Flowers:

LAB worked on their 3rd party assessor proposal to the Board and their generic application. They will need ½ day in San Antonio.

Quality Systems – Paul Junio:

QS sent modules to LASEC for review. They are adding new committee members. They will need ½ day in San Antonio.

Chemistry – Richard Burrows:

Chemistry worked on revisions to the calibration piece of their standard and will be proposing a working draft standard soon. They will need a full day in San Antonio.

Radiochemistry – Bob Shannon

Radiochemistry is looking at a re-write of the standard to make it more suitable for regulatory use. They had 10 of 11 members participating in their meeting. They will need a full day in San Antonio.

Microbiology – Patsy Root for Robin Cook

Three members were present and four were on the phone. They reviewed their charter and expectations. Also discussed cryptosporidium FoPTs and EPA crypto methods and discussed whether to include these in the standard or guidance. They will need ½ day in San Antonio.

SSAS – Maria Friedman

A second PT provider has applied to SSAS and is going through approval process. Will need ½ day in San Antonio.

PT Expert Committee – Mitzi Miller

All members were present or on the phone. They will be increasing the committee to 15 members. They addressed 60 of 90 comments at this meeting and will be discussing one other with the NELAP AC. After they finish voting on all of the comments, they will QA responses against the other 4 volumes of the standard and the SIRs, and then prepare a new working draft standard. PT will need a ½ day in San Antonio.

CSDB – Bob Wyeth

CSDB reviewed SOP 2-100 and will modify process for the initial draft standard considerably. They will continue working on a second draft of SOP 2-100. They will need ½ day in San Antonio.

NELAP AC – Aaren Alger

The NELAP AC discussed LAMS and reported that over half of the data from the states is in the database. Dan Hickman is working on the rest. They will also be responding to a request to put information on the

website about which version of the standards that the various ABs are using. They requested ¼ day in San Antonio.

LASEC – Judy Morgan for Kirstin Daigle

LASEC reviewed the SIR SOP and discussed draft language to make the process more timely and efficient. Also they discussed activities that would trigger a notification from one AB to another AB. They will need ½ day in San Antonio.

Assessment Forum – Jack Farrell

The Forum had 35-40 participants in the morning discussing SIRs. The mentoring session had 50 in the afternoon. They would like a full day in San Antonio, but are concerned about which sessions they will be up against.

NEFAP – Marlene Moore for Kim Watson

NEFAP approved an AB and accreditation of FSMOs is in progress. They also approved their charter. There are three openings on the committee in the “other” category. They also discussed the need for increased Advocacy for NEFAP. They will need ½ day in San Antonio.

PT Executive Committee – Curtis Wood for Stacy Metzler

The committee had low participation at this meeting, only 6 members. A new PT table for non-potable water has been approved and sent to the NELAP AC for approval. PTPA renewals for A2LA and ACLASS are in progress. PTEC will need ½ day in San Antonio.

Administrative committees – Jerry

Conference Planning debriefed this meeting and discussed the next winter meeting in Louisville. There will be a similar first day format there. Conference planning will have a lunch meeting in San Antonio.

Policy Committee will have a ¼ day meeting or working lunch in San Antonio.

IT Committee reported good progress on LAMS, and discussed how to incorporate NGABs and non-NELAP states. They also provided updates on method codes and analyte codes. IT will need ¼ day or working lunch in San Antonio.

Advocacy discussed a complete re-design of the newsletter for the March edition. They will also be focusing on more outreach for NEFAP. Advocacy would like a full day in San Antonio. Advocacy also discussed the ELAB letter to EPA that was sent in November and provided to the Board in January. After discussion of this topic, the Board asked Jerry to draft an email to Lara Phelps indicating TNI will be developing some comments relative to this letter. This topic will be on the Board agenda for February.

NGABs – Alfredo Sotomayor

There was good feedback on the NGAB concept paper and process for TNI recognition. Next steps will include the formation of a working group to develop the evaluation SOP and other processes to be used by the Recognition Committee. The TNI Board will appoint the working group and the recognition committee. A draft evaluation SOP will be presented in San Antonio for discussion. A ½ session is needed.

ELAB – Jack Farrell

ELAB has a number of new board members with more diversity in opinion and background than previously. ELAB has submitted a letter to EPA on national accreditation that TNI should look at for opportunities. EPA has asked ELAB to look at TNI's Chemistry committee for broader applicability and also to look at accreditation for radon.

3. Other

Jerry reported that the TNI board elections would be in March. He will send an email to indicate who is rotating off.

Jerry also requested that committee chairs focus on committee terms. November 2013 is the date that would be the end of a member's 2nd 3 year term. Committee chairs need to put rotations into effect and get new members on their committees. The committee operations SOP will be revised to allow extensions in special cases where a certain expertise is needed. Jerry also asked committee chairs to get the website membership lists and committee charters up to date.

4. Next meeting

The next meeting of the TNI Board is February 13, 2013, at 1:00 pm Eastern time.