

**Notes from TNI Board Meeting  
Cambridge  
8-23-07**

1. Call to order.

Judy Duncan, Chair of the TNI Board, called the meeting to order at 5:30 PM on August 23, 2007. The following Board members were present: Steve Arms, Aurora Shields, Dave Mendenhall, Judy Morgan, Alfredo Sotomayor, Sharon Mertens, Dave Speis, Ken Jackson, Joe Aiello, Ken Jackson and Bob Wyeth. TNI staff present included: Jerry Parr, Carol Batterton and Jane Wilson.

2. Review of Cambridge meeting

Judy asked members to share feedback they had received on the Cambridge meeting. Comments included:

- Good food
- Still lots of energy even on Thursday
- Too much controversy in PT meeting
- Technical program well received
- Some session chairs did not hold to the program
- TNI should have a booth next year
- PT and QS expert committees need more time (QS will need to have a face to face meeting in Lancaster, PA, in October)
- Attendees aren't confused about roles of committees, people starting to work together
- No crisis from EPA
- No place to write in technical sessions (theater seating vs. classroom)
- Exhibitors were happy
- The evening outing should be on Wednesday night instead of Tuesday night

4. Briefing on Newport Meeting.

Jerry briefed the group on the Newport meeting to be held January 13-18, 2008. The EPA and TNI evaluator training will be held on Sunday, January 13. Monday morning will be administrative committees with an opening plenary at 1:30. The final meeting of the NELAC Board will be held Monday evening. The TNI meeting will conclude on Thursday. Board members and committee chairs should plan on staying over for a session on Friday. Jerry will do a site visit next week.

5. NELAC PT Board

Members discussed the confusion that is being generated by the continued operation of the NELAC PT Board. Members requested that Judy convene the NELAC Board and issue a directive to the NELAC PT Board to cease operations ASAP.

#### 6. PT Database

Jerry announced that there was a meeting with A2LA on Friday regarding the PT database. Building the PT database according to the 2003 NELAC standards will be very expensive. Using the new TNI standard is more reasonable, but it is not final. However, there have been no comments on the proposed language. Jerry suggested that the proposed language in the TNI standard be used as the scope of work. Members requested that he send the scope to the PT Board for approval/endorsement before executing the agreement with A2LA.

#### 7. Finance Committee

Sharon Mertens, TNI Board treasurer, reported that the Finance Committee had met for a planning session on Wednesday at lunch. Susan Johns facilitated the meeting. The committee is committed to having an audit of the INELA books completed by the end of the year. Sharon requested approval from the Board Chair to form the following subcommittees: Budget, Ways and Means, and Financial Audit.

#### 8. Executive Session

The Board convened in Executive Session for the remainder of the meeting.

It was noted by several members that Absolute Standards was promoting their website [www.nelacinstitute.com](http://www.nelacinstitute.com). Board members felt this was inappropriate and a motion was made to have the Executive Director send a letter to Absolute expressing concern. Motion passed. Further action may be needed based on the response.

The Board further requested that the Policy committee draft a policy on the use of the TNI name and logo. A2LA's policy was noted as a good starting point.