

TNI Board of Directors Meeting Summary

February 13, 2008

1. Call to Order

Chair Judy Duncan called the meeting to order at 12 Noon CST on Wednesday, February 13, 2008. The following members were present:

- Steve Arms
- Aurora Shields
- Jack Farrell
- Judy Morgan
- Alfredo Sotomayor
- David Speis
- Ken Jackson
- Bob Wyeth
- George Detsis
- Judy Duncan
- Ken Olsen
- Brooke Connor

TNI staff member Carol Batterton was also present. Jerry Parr could not attend due to personal matters.

Minutes from the December 12, 2007, meeting were reviewed and approved with a correction to the spelling of Allan Antley's name.

2. Newport Follow-up

Dave Speis reviewed the items on an email that he had sent earlier outlining issues that needed follow-up from the Newport Meeting.

- a) Dave suggested that a follow-up letter was needed to confirm TNI's interest in the eLRN which is a project establishing criteria for the selection of laboratories to provide technical assistance during a terrorist event or other emergency. TNI follow-up should reiterate the offer of database access and determine if the eLRN can provide some financial support. Dave suggested that the offer and request for funding should be formalized via a letter to Allan. The Board determined that a conference call with Mr. Antley and TNI's National Database Committee should be set up to discuss the particulars of this project and how it would interface with the National Database. Barbara Finazzo offered to contact Mr. Antley about his availability and to get back to Dave with a time to set up the call.
- b) Dave presented the USEPA Office of Air's proposal seeking assistance from TNI on the management of the source emission audit program (PT program). The Office of Air is losing funding to support the audit program and wants to privatize the process through TNI.

Dave stated that TNI follow-up is needed to assure the Office of Air that TNI can manage the logistical requirements of the program. An enforcement commitment from USEPA is needed to assure stack tester participation, cement our desire to support the program and provide an incentive to PT providers to make audit samples available. The TNI follow-up must include a request for funding to support the development of the PT support processes needed to manage this program. The Board concurred with sending a follow up letter, but expressed a desire that EPA offer incentives for TNI to initiate this program as well as assurances of long term business. Dave will draft a letter for Judy's signature.

- c) Dave indicated that Scott Evans had approached him and asked if TNI would be interested in being an AB for stack testers, accrediting them to the ASTM stack testing standard. There are several benefits to this including the potential to use another organization's standard for accreditation, create a voluntary accreditation at the national level and generate a revenue stream for TNI.

Board members asked Dave to get back to Scott and request that he provide a proposal for this program to the TNI Board. Judy offered to contact the state air quality administrators organization to see if there was widespread interest in this approach. The Board should also contact the EPA Office of Air to see if they are interested.

3. Small Labs

Brooke Connor had earlier forwarded a string of emails that came about after she sent out an email announcing the dissolution of the Small Lab Committee, and the creation of an advocate for small labs instead. It appears that there has been some misunderstanding of TNI's intentions with respect to small labs. Brooke brought the comments to the Board's attention to highlight the continuing need for good and timely communication within TNI and its members, and the need for more discussion on small labs.

After discussion, the Board determined that the article slated for publication in the next newsletter should be reviewed to make sure that it was very clear about TNI's intentions with respect to small laboratories. The next step needs to be a charter for the small lab advocate. Aurora will discuss this with the Advocacy Committee and develop a draft charter.

4. Report from Advocacy Committee

Aurora reported that the Advocacy Committee has reviewed the TNI SOP on Committee Operations and had determined that it was a good SOP and that the Advocacy committee should use it. However, it was previously decided by the Partnership Planning Team that the chair of the Advocacy Committee should come from the TNI Board. She asks whether the Board wanted to continue to appoint the chair or whether the committee should elect the chair as specified in the SOP. It was the consensus of the Board that the Chair of the Advocacy committee should continue to be appointed by the TNI Board. The Board agreed that the Advocacy Committee should be removed from the Committee Operations SOP, and that the Advocacy Committee should develop their own operations SOP specifying that the TNI Board will appoint the chair.

Aurora also reported that the newsletter was coming together well and was slated to be published on March 15.

5. Other Business

The Board requested that Executive Director Jerry Parr circulate a report on the Newport meeting expenses and any profit. Also, term limits and succession planning for the TNI Board needs to be on a future agenda. The meeting was then adjourned.

6. Next meeting

The next regularly scheduled Board meeting is March 12, 2008, at 12 Noon CDT.