

Summary of Advocacy Committee Meeting
October 4, 2018

1. Call to order

Steve Arms called the meeting to order at 12:00 Noon CDT, October 4, 2018. Attendance is recorded in Attachment 1.

2. Approval of minutes

Minutes from July 5, 2018, and September 6, 2018, were reviewed. Robin moved that the minutes be approved and Sharon seconded. All present voted in favor.

3. Newsletter Update

Steve reported that he had received a number of the articles requested for the newsletter. He will wait until Monday to send out reminders. Jerry indicated that the call for abstracts article cannot be written because the NEMC topics haven't been finalized yet. Publication is still planned for around November 1.

4. Conference planning

Jerry reported that he had requested additional West Coast proposals for the winter 2020 meeting after it was discovered that the dates proposed by Hyatt Sacramento included Martin Luther King Day. The two viable proposals received were from Mission Bay (San Diego) and Newport Beach. After discussion, members agreed that the food and beverage minimum required in the Mission Bay proposal was too high and posed unnecessary financial risk. Therefore, all agreed that Jerry should pursue negotiations with Hyatt Newport Beach. In addition to the lower food and beverage minimum, other advantages to Newport Beach included a more walkable community and a more central location for California labs.

Jerry also reported that a training course had been added to the Milwaukee meeting. Marlene will teach a course on "Managing an Environmental Laboratory". This will be five part training with the first three sessions live in Milwaukee and the last two sessions on WebEx.

5. Article Approval

Jerry presented the article he has prepared titled "The 2016 TNI Laboratory Accreditation Standard and TNI Resources for Implementation". In accordance SOP 1-122, the Advocacy Committee has to approve this article before it is posted on the website. Jerry will continue to perform minor style edits, but requested approval of the document. Sharon moved to approve, and Robin seconded. All present voted in favor.

6. Quality Systems Position Paper

Carol reviewed the changes she had made to the paper as requested by the Policy Committee after their review. After discussion, the committee decided to use the term "quality system" throughout the document as opposed to "quality management system" or "management

system”. Carol will make this change and re-send the document to the committee for final review. We must send it back to Policy before October 19.

7. Next Meeting

The next meeting of the Advocacy Committee will be Thursday, November 1, 2018, at 12 Noon Central time.

Attachment 1

	Name	Stakeholder Group	Present/Absent
1.	Lara Phelps	EPA (Other)	Absent
2.	Steve Arms	Other	Present
3.	Lynn Bradley	Other	Present
4	Martina McGarvey	AB	Present
5.	Stacie Crandall	Lab	Absent
6.	Zonetta English	Lab	Absent
7.	Marlene Moore	Other and NEFAP	Present
8.	Janice Willey	Federal	Present
9.	Trinity O’Neal	Lab	Present
10.	Robin Cook	Lab	Present
11.	Sharon Mertens	Lab	Present
12.	Teresa Coins	Lab	Present
13.	Ron Coss	Lab	Absent
	Associate Members		
	Kirstin Daigle	Lab	Absent
	Judy Morgan	Lab	Absent
	JoAnn Boyd	Lab and FAC	Absent
	Celeste Crowley	AB	Absent
	Keith Chapman	Other	Absent
	Andrea Teal	TNI Ambassador	Absent
	Devon Morgan	TNI Ambassador	Absent
	Bob Pullano	TNI Ambassador	Absent
	Lee Wolf	TNI Ambassador	Absent
	Paul Junio	TNI Ambassador	Present
	Lily Sanchez	TNI Ambassador	Absent
	Silky Labie	Other	Present
	Elizabeth Turner	Small Lab Advocate	Absent
	Stephanie Drier	AB	Present
	Staff		
	Jerry Parr	TNI ED	Present
	Carol Batterton	TNI PA	Present