

Summary of Advocacy Committee Meeting December 3, 2020

1. Call to order

Steve Arms called the meeting to order at 12:00 Noon CDT, December 3, 2020. Attendance is recorded in Attachment 1.

2. Approval of Minutes

Minutes from November 5 were reviewed. Since there was not a quorum of members, the minutes were not approved.

3. Updates

- Newsletter: Jerry reported that the newsletter had gone out and in a new format. Everyone on the call reported receiving the newsletter.
- Mentoring subcommittee: The subcommittee has developed a draft webpage, a questionnaire, and is working on a mentoring agreement. They will present their final work product in January at the winter meeting. A preliminary report will be presented to Advocacy at the next meeting.
- Conference planning: Jerry noted that we need to get the word out to committee members to register for the virtual winter meeting. Jerry is still working on getting speakers for some of the sessions. The agenda for the Advocacy committee at the winter meeting will include:
 - Summary of recent and future activities
 - Highlights of the meeting and newsletter planning
 - Conference planning for the summer meeting – Bellevue, WA

The Advocacy committee meeting will be on WebEx and will be interactive. There will be more information at the January meeting. Jerry will ask Suzanne and Ilona to prepare a summary of how the meeting will work.

4. Strategic plan review and 2021 workplan development

Steve presented the preliminary workplan that Carol developed with strategic plan tasks for Advocacy grouped by topic. After discussion, members agreed that the committee should focus on the high priority outreach and advocacy tasks, in particular documents and presentations that will prepare us to reach out to the new administration at EPA after mid-year. The committee agreed to focus on the following:

- Revising and updating the State of National Accreditation report – Carol will send out a Word version of the previous report to all TNI program administrators for the committees to update. Due date for responses will be the end of January. We will also need to develop a shorter, high level presentation.
- Introduction to TNI presentation – Jerry and Sharon will work on updating. All new members will get a link to the new presentation. Steve suggested that we include quotes from The Heart of a Volunteer to encourage new members to volunteer for committees.
- Introduction to NELAP – Jerry will follow up with the state assessor group to see if they would like him to present the second half of this presentation.

7. Next Meeting

The next meeting will be January 7, 2021 at 12 Noon Central time. The agenda will focus on virtual conference planning and the Mentoring Subcommittee report and presentation.

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	Absent
8.	Janice Willey	Federal	Absent
9.	Trinity O'Neal	Lab	Present
10.	Robin Cook	Lab	Present
11.	Sharon Mertens	Lab	Present
12.	Teresa Coins	Lab	Absent
13.	Josh Wyeth	PT provider	Absent
	Associate Members		
	Kirstin Daigle	Lab	Absent
	Judy Morgan	Lab	Absent
	JoAnn Boyd	Lab and FAC	Absent
	Celeste Crowley	AB	Absent
	Keith Chapman	Other	Present
	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	Absent
	Elizabeth Turner	Lab	Absent
	Stephanie Drier	AB	Absent
	Erin Consuegra	Lab	Present
	Nan Thomey	Lab (other)	Present
	Aurora Shields	TNI Ambassador	Absent
	Staff		
	Jerry Parr	TNI ED	Present
	Carol Batterton	TNI PA	Present