

Summary of Advocacy Committee Meeting
March 5, 2015

1. Call to order

Steve Arms called the meeting to order at 12 Noon CDT, March 5, 2015. Attendance is recorded in Attachment 1.

Steve noted that we received applications for membership after the Crystal City meeting from Trinity O’Neal and Robin Cook. He asked members to review the applications and be prepared to vote by email.

2. Approval of minutes

Minutes of the Crystal City meeting were reviewed. There was not a quorum, so the minutes were not approved.

3. Newsletter

The newsletter editor for this edition is Marlene Moore. Article deadline is March 18 and target publication date is April 3. The finalized list of articles and authors is shown in the table below. Carol will check with Stephanie Drier to see if she is still willing to write the Member Profile article.

TNI Newsletter Assignments Due March 18 to Marlene Moore, issue editor. Target publication date – April 3		
Conference name change	Jerry Parr and Lara Phelps	Jerry.parr@nelac-institute.org Phelps.lara@epa.gov
2014 NEFAP standard, implementation, comparison	Kim Watson	kwatson@stone-env.com
Strategic plan	Sharon Mertens	smertens@mmsd.com
2015 standard and SOP 2-100, process for standards review	Bob Wyeth and Ken Jackson	rfwyeth@yahoo.com ken.jackson@nelac-institute.org
Process to move the new standard forward. The Road forward	Judy Morgan and Aaren Alger	JMorgan@esclabsciences.com aaalger@pa.gov
Member profile (Mike Miller)	Stephanie Drier	stephanie.drier@state.mn.us
Summary of Future of National Accreditation Project	Carol Batterton	carbat@beecreek.net
Sidebar on PT position paper	Steve Arms	Steve.Arms@flhealth.gov
Update on summer meeting	Lara Phelps	phelps.lara@epa.gov
Recap of Crystal City meeting	Jerry Parr	Jerry.parr@nelac-institute.org

Sidebar on board elections	Steve Arms	Steve.Arms@flhealth.gov
Sidebar on ELAB topics of interest	Lara Phelps	phelps.lara@epa.gov
Article on MUR	Jerry Parr	Jerry.parr@nelac-institute.org
Update on website revisions and RSS feed	William Daystrom	william.daystrom@nelac-institute.org
KY begins accreditation of FSMOs	Zonetta English	english@msdlouky.org

4. Strategic Plan

Steve presented the items assigned to Advocacy on the draft strategic plan that were not reviewed in Crystal City because of lack of time (under Goal 2.4).

For the first objective, “Continue to hold a semi-annual Forum on Laboratory Accreditation”, members agreed to continue exploring a name change to reflect the broader mission of the organization.

For the third objective, “Explore opportunities for working cooperatively with other organizations to hold other regional conferences and workshops”, members suggested that we look at the list of organizations where TNI members currently are asked to give presentations to see if we are going where we should be going. It was also suggested that we contact some vendors, such as Robert Benz, to see if there are any other meetings that we might benefit from attending.

Jerry (?) noted that we currently have a request from the NH lab association for a speaker on data integrity. He is not sure we will be able to find someone for this presentation.

Steve suggested that Advocacy should start working on the strategic plan by focusing on the high priority objectives and develop work plans, with assignments, steps, and a timeline. Carol will develop work plans for two objectives to be on the next agenda.

5. PT Position Paper

Steve presented the PT position paper with Marlene’s suggested edits. The focus of Marlene’s edits was to change the word “laboratory” to “testing organization” to reflect the broader scope of PTs within TNI. During discussion, it was noted that some might miss the point if “environmental testing organization” is used. It was suggested that we continue to use the word laboratory, but define laboratory to include any body that tests and includes, but is not limited to, fixed-base laboratory facilities, mobile laboratories and Field Sampling and Measurement Organizations. It was also noted that ISO uses the word “laboratory” in a similar context. Steve will revise the paper and circulate again for voting.

6. Next meeting

The next meeting will be on Thursday, April 2, 2015 at 12 Noon Central Daylight Time.

Attachment 1

	Name	Stakeholder Group	Present/Absent
1.	Lara Phelps	EPA (Other)	Present
2.	Steve Arms	AB	Present
3.	Lynn Bradley	Other	Present
4.	Stephanie Drier	Lab	Absent
5.	Martina McGarvey	AB	Absent
6.	Stacie Metzler	Lab	Present
7.	Zonetta English	Lab	Present
8.	Marlene Moore	Other and NEFAP	Absent
9..	Elizabeth Turner	Small Lab Advocate	Present
10.	Gary Ward	AB	Absent
11.	Michael Wichman	Lab	Absent
12.	Janice Willey	Federal	Absent
	Associate Members		
	Kirstin Daigle	Lab	Present
	Judy Morgan	Lab	Absent
	Aurora Shields	Lab	Absent
	JoAnn Boyd	Lab and FAC	Absent
	Judy Duncan	Other	Absent
	Kenneth Jackson	Other	Absent
	Keith Chapman	Other	Absent
	Sharon Mertens	TNI Board Chair	Present
	Trinity O'Neal	Lab	Present
	Robin Cook	Lab	Present
	Staff		
	Jerry Parr	TNI ED	Present
	Carol Batterton	TNI PA	Present