1.  Call to order

Steve Arms called the meeting to order at 12:00 Noon CDT, May 6, 2021. Attendance is recorded in Attachment 1.

2.  Approval of Minutes

Minutes from April 1, 2021 were reviewed. However, minutes were not approved due to lack of quorum. Steve indicated that the Advocacy Committee needs to elect/appoint a new vice chair. Sharon Mertens volunteered to serve as vice chair. It was also suggested that we consider having future meetings on WebEx.

3.  Updates

- Newsletter: Jerry reported that the newsletter articles have been sent to Jan for formatting, but the newsletter will not be sent out until registration for the summer meeting is open. He also suggested that we begin sending the newsletter to non-NELAP states. Steve suggested that we approach associate members to serve as newsletter editors in the future. Members agreed to both suggestions.
- Mentoring Initiative: The mentoring initiative on was launched on the website May 2. Jerry reported that we have received 5 requests for mentors and 5 people have volunteered to be mentors. A mentoring steering committee has been created to facilitate pairing. Jacob Oaxaca, chair of the mentoring subcommittee, has resigned from California ELAP to accept a new position. Another chair will be appointed for the steering committee.
- Summer meeting: Plans for the summer meeting are going well. Jerry plans to open registration within the next week. The brochure is at the printer and around 6,000 emails announcing the conference will go out next week.

4. State of National Accreditation Report

The Advocacy Committee discussed distribution of the State of National Accreditation letter among EPA and other federal officials. Because many of the higher-level EPA officials have not yet been confirmed, the committee decided to begin by sending the letter to the Environmental Methods Forum at EPA (John Griggs, chair) to be followed by a webinar presentation for state assessors and Regional Science Directors. Outreach to higher level officials will be postponed until additional confirmation hearings have been completed.

5. Workplan Tasks

Steve asked members to review the workplan looking for high priority tasks that we need to address next. It was noted that progress has been made on several tasks already and Lynn suggested adding columns to the workplan table which would denote the status of the task. Steve indicated that the tasks under Goal 2.2 should be our next project:

- Develop a long-range plan for promoting the use of the TNI accreditation program to data users.
  - Show the value/benefits.
  - Demonstrate the improvement in performance and data quality.

It was suggested that we focus on the words "quality management system" instead of accreditation when promoting accreditation to data users. The committee will discuss ideas for completing this task at the next meeting.

6. Next Meeting

The next meeting is June 3 , 2021 at 12 noon CDT.

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 | Absent |
| 5. | Stacie Crandall | Lab | Present |
| 6. | Zonetta English | Lab | Absent |
| 7. | Marlene Moore | Other and NEFAP | Absent |
| 8. | Janice Willey | Federal | Absent |
| 9. | Trinity O'Neal | Lab | Absent |
| 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 |
|  | Keith Chapman | Other | Absent |
|  | Andrea Teal | TNI Ambassador | Absent |
|  | Devon Morgan | TNI Ambassador | Present |
|  | 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 | Absent |
|  | Nan Thomey | Lab (other) | Present |
|  | Aurora Shields | TNI Ambassador | Absent |
|  | William Lipps | Other | Present |
|  | Celeste Crowley | Other | Absent |
|  |  |  |  |
|  | **Staff** |  |  |
|  | Jerry Parr | TNI ED | Present |
|  | Carol Batterton | TNI PA | Present |
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