

Summary of Advocacy Committee Meeting
October 7, 2021 1:00 pm Eastern

1. Call to Order

Steve Arms called the meeting to order at 1:00 pm Eastern, October 7, 2021. Attendance is recorded in Attachment 1. In her current role at EPA, Lara Phelps has a standing conflict with our meeting time and has agreed to step down to Associate Member.

2. Approval of Minutes

Minutes from September 2, 2021 were reviewed. Sharon moved and Josh seconded that the minutes be accepted as presented. Approval was unanimous.

3. Revised Charter for Approval

The Advocacy Committee Charter was returned from Policy Committee with several requested changes. An effort to conduct an email vote after the September meeting resulted in several additional revisions but no actual voting. Robin moved to approve that latest revision, but a discussion issue arose (see next paragraph) that resulted in a need for further revision, so without a second, Robin withdrew her motion.

The issue raised was about Policy's recommendation to remove reference to NEFAP, as NEFAP now has its own marketing group, but yet a NEFAP article was considered an Advocacy document and required approval. The consensus of participants was that since both PTPEC and NEFAP have marketing efforts underway, there will be Advocacy documents generated for that effort, and thus the Advocacy Charter should reflect that the committee facilitates and reviews marketing efforts for all TNI programs (not just NELAP). This is consistent with the TNI Advocacy Document Control SOP 1-122, but the TNI Document Control SOP 1-104 should be revised to clarify that marketing and outreach materials for all TNI programs are considered "Advocacy documents".

Jerry will revise the Charter to incorporate this item, and either an email vote will be sought or the Charter may be approved at the November meeting.

4. Updates

Mentors – one more mentor still needed

Newsletter – articles have been sent to Jan for formatting into the newsletter; actual publication withheld until early November when final decision about in-person meeting in San Antonio seems likely and registration is open.

Approval of Advocacy Documents – On September 27, Jerry became aware of two articles ready for publication on October 1 in the Source Evaluation Society's quarterly newsletter. One article was a quarterly update about SSAS and the other a one-time article about NEFAP. These were approved as Advocacy documents with a quick turnaround vote by Advocacy members, the final vote arriving by COB September 28. Previously published (but not approved) articles in the same newsletter are now archived as Advocacy documents and future articles that require email approval will have a more reasonable turnaround time. Jerry will also communicate the need for approval of articles to all Committee Chairs and Program Administrators, going forward.

5. Conference Agenda for San Antonio

Jerry provided the draft conference agenda for January in San Antonio, and talked about the joint committee session with the Training Committee, the Competency Task Force and Expert Committee

Chairs responsible for the ELS V1 modules, planned for Thursday morning to talk about the updated Technical Manager language and possible credentialing activities that TNI might consider, and then the follow-on Training Committee session on Thursday afternoon. Lynn advised moving the NELAP/LASEC sessions away from Thursday afternoon, as the NELAP AB members will likely be highly interested in the Training Committee's discussions.

6. Value of PT Initiative

Jerry stated that he believes this item has been completed, but that he will verify that TNI Position Paper POS-1205 on PT is up-to-date.

At this point, time was expired, so the Work plan review is once again postponed.

7. New Business

The State of National Accreditation report should be sent to state contacts. Jerry has an updated list of those people for every state, so the report that was sent to EPA's John Griggs for the Environmental Methods Forum in May 2021 has been sent to every state, either the certification officer or the agency head or the NELAP Program Manager.

Steve noted that the NELAP Ambassadors are scheduled to meet at 2 pm Eastern on October 12.

8. Next Meeting

The next meeting is November 4, 2021, at 1:00 pm Eastern.

Attachment 1

	Name	Stakeholder Group	Present/Absent
1.	Steve Arms, Chair	Other	Present
2.	Martina McGarvey	AB	Present
3.	Stacie Crandall	Lab	Present
4.	Zonetta English	Lab	Absent
5.	Marlene Moore	Other and NEFAP	Present
6.	Janice Willey	Federal	Absent
7.	Trinity O'Neal	Lab	Present
8.	Robin Cook	Lab	Present
9.	Sharon Mertens, Vice Chair	Lab	Present
10.	Teresa Coins	Lab	Absent
11.	Josh Wyeth	PT provider	Present
12.	William Lipps	Other	Present
	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	Absent
	Bob Pullano	TNI Ambassador	Absent
	Lee Wolf	TNI Ambassador	Absent
	Paul Junio	TNI Ambassador	Absent
	Lily Sanchez	TNI Ambassador	Absent
	Silky Labie	Other	Absent
	Elizabeth Turner	Lab	Absent
	Stephanie Drier	AB	Absent
	Erin Consuegra	Lab	Absent
	Aurora Shields	TNI Ambassador	Absent
	Carol Batterton	Other	Absent
	Celeste Crowley	Other	Absent
	Lara Phelps	EPA (Other)	Absent
	Staff		
	Jerry Parr	TNI ED	Present
	Lynn Bradley	TNI PA	Present