

TNI NATIONAL DATABASE CONFERENCE CALL

Meeting Minutes

Tuesday, December 5, 2006 4:00pm – 5:00 pm EST

1. Attendance

Daniel Hickman,	Oregon DEQ (Chair)
David Caldwell,	Oklahoma DEQ
Tim Fitzpatrick,	Laboratory Data Consults
Rachel Gehrett,	Minnesota DOH
John Kuhn,	JEA
Keith Ward,	Wibby Environmental
Judy Morgan,	Environmental Science Corporation

Not in Attendance:

Gary Dechant,	Analytical Quality Associates, Inc
Paul Ellingson,	Utah DEQ
Jerry Parr	TNI (Special Guest)

2. No content change was made to the agenda

3. ITQA plan final revisions

- a. Motion to approved the ITQA plan for posting on the TNI website for review
 - i. Dan Hickman will email out a final copy prior to posting on the website
- b. Decided to include the issue of source code ownership in the RFP.
- c. Decided to place a reference to a requirement for maximum down time in the ITQA plan and place details in the Development Plan
 - i. John Kuhn will send Dan proposed language to place in the ITQA plan.

4. Everyone present at the meeting intends to attend the Denver TNI meeting in January.

5. Dan Hickman summarized the changes from NELAC and INELA to TNI

- a. The new website is available
- b. Bylaws are posted
- c. Committees are summarized on the website
- d. Money will be able for resources for committees to use
- e. Administrative activities will be taken care of for committees by TNI

6. Development Plan

- a. We will discuss the existing document from the old database committee in our meeting on the 18th.

- b. Everyone will look for good outlines to use for a development plan.
 - c. Rachel Gehrett will look through our minutes for parking lot items raised during development of the ITQA plan that can be used in the Development Plan and send to Dan Hickman.
 - d. Dan will distribute any documents relevant to the Development Plan discussion prior to our next meeting.
7. Next meeting: December 18, 2006 at 1:00 Pacific, 4:00 Eastern time.