

TNI Information Technology Committee Meeting Summary
Hyatt Regency, Milwaukee, Wisconsin
Monday, January 28, 2019 3:30 PM – 4:30 PM

1. Roll Call

Committee	Present
Mei Beth Shepherd (chair)	x
Jerry Parr	x
William Daystrom	x
Nick Evens	
Maria Friedman	
Paul Harrison	
Rip Starr	
Keith Ward	
Additional Attendees	
Steve Arms	x
Carol Batterton	x
Sharon Mertens	x
Suzanne Rachmaninoff (scribe)	x

2. Advocacy Committee Documents

Discussion: A discussion about the location on the website of documents produced by the Advocacy Committee included putting them in TNI Documents, Document Library, and Advocacy Committee.

Decision: It was decided that they should not be under TNI—TNI Documents, but should be included under TNI — Document Library, as well as TNI — Advocacy Committee. Under the Advocacy Committee location there should be designated topics such as Minutes, White Papers, Position Statements, etc. Further discussion noted that all documents produced by TNI should be located in the Document Library.

3. Standards Interpretation Requests

Discussion: SIRs and responses to them are kept in one spreadsheet that is cumbersome to use and includes some obsolete information, such as when an SIR is no longer applicable to a new standard. A response to an SIR for one standard is not cross referenced to another standard. May want members to be able to find vetted answers to the standard regardless to what standard it applies.

4 options were discussed:

- a. Build a Searchable Database under Lab Accreditation — NELAP and TNI Standards Interpretation. This would be a database similar to LAMS; we would need to determine the searchable parameters (SIR#, date, etc.); for every SIR with every standard, mark the SIR as “carried forward” or “not carried forward.” Pilot a database with PT only; do not post the entire spreadsheet online.

- b. Add the SIR spreadsheet online under Lab Accreditation — NELAP and TNI Standards Interpretation. Add “Check here for SIR spreadsheet”, which would allow interested parties to download the entire SIR spreadsheet.
- c. Build a Lab Accreditation — NELAP and TNI Standards Interpretation page similar to the Method Code page with search capability that will include the ability to export an Excel spreadsheet.
- d. Do not post it online at all. Is there a need? William checked the SIR hits online and it averages 30 checks/month.

Decision: Standards Interpretation Requests and subsequent responses to them should be available to TNI members and should be located under the Lab Accreditation tab under NELAP — SIR Interpretations. Follow Option “b” above while William reviews options similar to LAMS or options a or c. It may be added as a member-only benefits.

4. Corporate Membership

TNI needs to build a corporate sponsor page to complete our obligation to corporate member benefits. Add logos as one picture to the scrolling pictures at the top of the Home Page. There will be a clickable link that goes to the corporate sponsors page with all the sponsors information. Suzanne will follow up with corporate sponsors who have not yet sent us information and logos.