

## TNI Information Technology Committee Meeting Summary December 21, 2017

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### 1. Roll Call

Participants	Present
Daystrom, William	X
Evans, Nick	X
Friedman, Maria	
Hickman, Dan	X
Kuhn, John (Chair)	X
Parr, Jerry	X
Shepherd, Mei Beth	X
Starr, Rip	
Ward, Keith (Vice Chair)	X
Wlodarski, Jan	X

### 2. Approval of November 2017 Minutes

**Changes:** Change "next meeting date" to December's (today's) date.

**Motion:** Mei Beth Shepherd

**Second:** Dan Hickman

**Approved:** Unanimous

### 3. IT Committee Chair Replacement for John Kuhn

The term limit under SOP 1-101 is a 6-year limit, with an option for one additional year. The term expiration date for John is February 27, 2018 so we'll need to name a new Chair. We will table this discussion for one more month while Jerry finds a resolution (change SOP and/or add new members) to the Chair question. There may be some ABs that have some IT people that may be interested in joining the group. Dan will put some feelers out to see if there is anyone that would like to take part on the committee.

### 4. January 2018 Albuquerque Meeting

Jerry provided the PowerPoint document from last year for review and to update for the upcoming meeting. This document will still work just with some minor changes to wording on the first slide. We may want to clarify the difference between the Method Compendium and the Method Repository. The second slide can be updated using the Tracking Spreadsheet. Jerry will revise the document and send it out to everyone for review.

### 5. Review Tracking Spreadsheet

Tracking spreadsheet was reviewed and updated. Jerry provided the editorial updates to SOP 1-121 for information only. William will put it up on the website.

### 6. Website Update (William)

Routine updates – minutes, roster changes, sops, etc. Board Election: 4 nominations so far.

## 7. LAMS/Method Compendium/Gen App Update

**LAMS:** Most of what Dan is working with is a bug in the ABs. They are coming more current – having updated in the last few months. Dan is also in the process of organizing the presentation for the webinar on the use of LAMS 2.0. He will break this into 2 webinars – one for the general user, and then a much shorter one that includes all the things the ABs are doing and should be doing to keep their data current and correct.

**AB Status Table as of 12/21/17:** Dan needs to go back and review the info and make sure it's correct. See Appendix A.

**Method Compendium:** Work continues. Dan has all but just a few [EPA] methods that are odd and he needs to figure out how to deal with these. Dan also has a question about the WETT methods. He hasn't put any of the pdfs of the WET methods online because each of those methods is included in a manual that has a lot of other stuff other than the specific method. The question is, do I put the whole manual in there for each of the methods or do I pull just the pertinent information and create a whole new method for these? This may be a question for the WETT committee.

**Gen App:** Nothing much is new. Mobile lab requirements are complete and have been sent to William. Dan is making a list of miscellaneous items that to come with the GenApp for each of the states.

## 8. Next Meeting: February 15, 2018 at 3pm EST

**Attachment 1  
 AB Status Update as of 12/21/17**

AB	Demographics	Last Updated
A2LA	2	01-Jun-16
ANAB	0	
FL	389	21-Aug-17
IL	33	30-Dec-14
KS	67	30-Apr-15
LADEQ	51	21-Aug-17
LADHH	2	20-Jan-15
MN	132	21-Aug-17
NH	65	05-Sep-17
NJ	59	18-Sep-17
NY	480	27-Jul-17
OR	137	21-Aug-17
PA	52	21-Aug-17
PJLA	0	
TX	201	29-Aug-17
UT	80	18-May-17
VA	60	14-Sep-17

AB	FOAs	Last Updated
A2LA	0	
ANAB	0	
FL	0	
IL	4257	19-Jul-16
KS	0	
LADEQ	668	06-Dec-12
LADHH	2392	09-Jan-17
MN	20965	29-Mar-17
NH	41033	05-Sep-17
NJ	57235	23-Aug-17
NY	0	
OR	72715	24-Jul-17
PA	179693	03-Aug-17
PJLA	0	
TX	70926	15-Sep-17
UT	44271	27-Jul-17
VA	61968	14-Sep-17