

TNI Information Technology Committee Meeting Summary February 15, 2018

1. Roll Call

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

2. Approval of December 2017 Minutes

Motion: Mei Beth Shepherd
Second: Nick Evans
Approved: Unanimous

3. Paul Harrison – Possible Participation on IT Committee.

Paul is a Laboratory Improvement Specialist for the Kansas Department of Health & Environment and is with the Accrediting Body for that area. Dan recruited Paul and thinks he would be a great addition to the committee, especially as a new AB to help guide us where we are headed.

Motion to approve Paul Harrison as a member of the IT Committee:

Approved: Unanimous

3. IT Committee Business

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.

John will be stepping down, at the end of this meeting, as the Chair of this Meeting. We all thank John for his participation and great management of the committee.

John thanks Dan and William for all their support, innovation and administration of so many projects, as well as making sure things move forward. It's been very nice to serve on the committee with you.

Keith is the Vice Chair, but this is not a good time for him to take over the Chair position. He thanks John for all the work he has done; it has been very much appreciated. He wishes John all the best moving forward.

The floor is open for nominations for a new Committee Chair:

Mei Beth – is willing to nominate herself as the new Chair. The term limit in the Bylaws for committee membership do not apply for this committee so she is happy to do this.

Motion to approve Mei Beth as the new IT Committee Chair, effective March 2018.

Approved: Yes

Abstentions: 1

4. January 2018 Albuquerque Meeting Highlights

Mei Beth – One of the highlights was the list of items Jerry was going through, of things that need to be done prior to the 2016 Standard implementation. William was way ahead of Jerry – things that were mentioned that needed to be done where already completed, and it was great to have all of that done ahead of time.

There was not a lot of talk about the GenApp at the conference, but a lot of this is done offline. Dan offered to talk about it, but no one wanted to discuss it. There really wasn't much new to offer everyone at this time, anyway.

Dan – Had a good meeting with the WETT Committee Chair and the PT Committee's Craig Huff – they are working to get all the naming of method codes and analyte codes together. They were able to sort out what needed to be done with the Tox methods, which are already done. It turned out very well. The PT Committee is going to use the LAMS method and analyte codes in the PT table.

William – Demonstrated the internal audit database/website to Ilona and she was happy with it. Work on it is complete except for any reports that are yet to be defined. The PT database has its first use in December. There are 7 PT providers; 6 of them had PT sample data that applied to the request. They uploaded their information and it worked! Now we are thinking about more data that can be placed in the database. There was also a demonstration of the PowerDMS document management system software for Board members and some Advocacy committee members. A meeting following the demonstration discussed PowerDMS vs. Dropbox vs. SharePoint; we are going to go forward with a preliminary usage of the PowerDMS system. William met with Advocacy about their need for document organization on the website and he will be working on this during February and March.

Another change to the website menu was done during the meeting, changing the Advocacy and Promotion option to just Advocacy. We used to sell shirts and sweaters on the website under Promotion. We don't do sell these anymore so this menu item has been renamed.

Staff meeting – succession planning discussed. Jerry and Dan and William are all planning to be hanging around for five or so years.

5. Review Tracking Spreadsheet

Dan will make changes to the spreadsheet and sent it to Mei Beth for distribution.

6. Website Update (William)

See the Albuquerque updates above. Also, the standards pages on the website have been updated with new language regarding the licensing options for the standards. The consultant list on lab accreditation page has been updated. Jerry sent William all the committee charters that were approved by the Board and they have been updated on all the committee webpages.

7. LAMS/Method Compendium/Gen App Update

LAMS: Dan talked to a lot of ABs at the meeting. Kansas has a new database that will allow them to input their FOAs and everything (Utah and TX uses this too). Dan is meeting with them in Utah to make sure everything they have works. He is also meeting with FL and their database guys. It appears that we will, at least, get demographics and FOAs for them.

IL – has Drinking Water FOAs entered, but needs input from others. A week before the meeting, Dan received a spreadsheet with all the FOAs from NY. There are some holes in the data, but it appears they are pushing forward which is encouraging.

The new version of LAMS has been working well.

AB Status: See updated AB Status Table as of 2/15/18 in Attachment 1.

Method Compendium: MUR methods are in. Dan continues to find archive methods.

Gen App: Some people are using the App, even though not for the original purpose intended. We need to add a few data fields for mobile labs.

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

Attachment 1
AB Status Update as of 2/15/18

AB	Labs	Latest	Oldest	FOAs	Latest	Oldest
A2LA	0			0		
ANAB	0			0		
FL	309	5/23/2017	8/13/2015	0		
IL	31	12/30/2014	3/29/2011	4257	7/19/2016	7/18/2016
KS	59	4/30/2015	4/1/2011	0		
LADEQ	47	2/14/2018	12/12/2014	1059	2/14/2018	11/30/2012
LADHH	2	1/31/2018	1/20/2015	2297	1/31/2018	1/31/2018
MN	66	8/21/2017	5/28/2014	23904	1/22/2018	1/22/2018
NH	56	1/3/2018	9/9/2015	40505	1/3/2018	10/2/2017
NJ	35	9/13/2017	1/29/2015	50867	8/23/2017	7/27/2017
NY	399	7/27/2017	3/29/2011	0		
OR	126	1/9/2018	7/6/2016	69566	7/24/2017	7/24/2017
PA	37	8/3/2017	5/28/2015	165526	1/18/2018	1/18/2018
PJLA	0			156	12/28/2017	12/28/2017
TX	158	2/7/2018	1/27/2015	70135	12/1/2017	12/1/2017
UT	71	5/18/2017	3/29/2011	43833	1/10/2018	10/12/2017
VA	54	2/1/2018	1/17/2017	59681	2/1/2018	12/1/2017