Summary of Accreditation Body Committee Meeting  
September 16, 2008

1. Roll Call and Introductions

Committee chair Jeff Flowers called the meeting to order at 12:00 PM on September 16, 2008. Members and guests present are listed in Attachment A.

2. Minutes

Minutes were deferred.

3. Reports

The proposed agenda was read and is enclosed in Attachment B.

The chair reported that Mike Miller had decided to be an affiliate member of the ABC since he is a current member of the field activities committee.

Lynn Bradley reported that as Evaluation Coordinator for the current round of AB evaluations she was aware that Paul Ellison had edited the existing check list and that there are several check lists available for a starting point to work from.

4. Discussion

- The Accreditation Body committee discussed the agenda items found in Attachment B.

- Ed Askew has requested the committee consider changing the meeting day/time of the monthly conference call as he is teaching during the current time slot. The committee discussed the item and decided not to change the meeting day/time at this time.

- The committee then reviewed the agenda items. The committee concluded its discussion by recognizing that the checklists will need to logically follow the program design. The program definition needs to have been made before a checklist can be formed. The following groupings of tasks were identified:

  - State Survey to determine the current needs of the non recognized Accreditation Bodies
  - Guidance Documents/SOP’s to aid in implementation
New Recognition System: to broaden TNI scope to non recognized Accreditation Bodies

5. Next Steps

- Jeff Flowers to coordinate getting the survey from Judy Morgan
- Jeff Flowers to send the 17-point spread sheet to committee and for re-posting
- Steve Arms to work from 17-point sheet for guidance on identifying needed items for implementation that need to be addressed
- Joe Aiello to develop discussion points to frame discussion on New Affiliate Accreditation Program definition
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Attachment B

Agenda for ABC 9.16.08

  Meeting Time / Day change?

  Check List work

  Guidance Document
  SOP

  New Recognition System
  Affiliate
  Associate
  Allied

  State Survey for route to Adoption

  New Members