

TNI PT Board Meeting Summary March 20, 2008

1. Roll call and approval of minutes.

Chairman Carl Kircher called the TNI PT Board to order on March 20, 2008, at 12 Noon CDT. The following members were present: Bill Ingersoll, Raeann Haynes, Matt Sica, Steve Gibson, Michella Karapondo, Curtis Wood, and Gary Dechant. Associate member Chuck Wibby was present. Program administrator Carol Batterton was also present.

Minutes from the February 21, 2008, meeting were approved for posting on the TNI website.

2. Housekeeping

Carl Kircher asked if it was necessary for associate members to state their request to be included in meetings in writing. There apparently is not a requirement and the program administrator noted that Chuck Wibby, Tom Coyner and Randy Querry were routinely included in PT Board communications as associate members.

Carl also asked if the board needed to be paying attention to absences. The program administrator agreed to review the attendance for past meetings and report to the chair. Also, the board needs to consider how to stagger terms at some point. All members are on concurrent three year terms at this time due to how TNI was set up. Terms will need to be staggered in the future. The program administrator will inquire as to how other committees and boards have handled this and when it needs to be done.

Bill Ingersoll announced that he is resigning from the PT Board due to reassignment to Japan for three years.

3. Conflict of Interest SOP

Carl indicated that at the last meeting, the issue of conflict of interest came up, and it was suggested that the PT Board may need an SOP to deal with this issue. Carl suggested that it might be easier to add language to the Voting SOP which describes situations when a member needs to recuse himself/herself from voting. Carl asked members to submit suggested language to him prior to the next meeting.

4. Re-evaluation of A2LA as PTOB

Carl indicated that TNI had received an application from A2LA to serve as PTOB. He will ask Randy Querry for A2LA's QA plan as the next step in the re-evaluation process. Carl will send out the plan for comment.

5. Report from Micro PT subcommittee

The report and recommendations from the Micro PT subcommittee have been completed and circulated to the PT Board for review. Carl requested that the PT Board officially adopt the report and recommendations with an effective date of October 1, 2008. Gary Dechant moved that the recommendations be adopted and Curtis Wood seconded. The following members who were present voted in favor: Bill Ingersoll, Carl Kircher, and Curtis wood, Gary Dechant, Matt Sica, Michaella Karapondo, Raeann Haynes, and Steve Gibson. Eric Smith, Kirstin McCracken, Richard Sheibley, and Svetlana Isozamova were absent and will be allowed to vote by email.

6. Toxicity subcommittee

Raeann Haynes gave a report on the first meeting of the Toxicity FoPT subcommittee. She stated that the committee had met and discussed roles and critical elements in the data set. She will send out a letter to the PT providers to get a data set for the committee to work with. They are also trying to identify anything that might be missing from the current EPA criteria document.

7. Air PTs

There is no additional information to report at this time.

8. New TNI Standards

The Uniformity of Standards Committee delivered its report to the Consensus Standards Development Board. The CSDB has indicated that the TNI standard will be released for review in approximately two weeks. The PT board will be able to review and evaluate the new standard at that time. In addition, the upcoming evaluation of A2LA will provide opportunity to see the impact of the new standard on a PTOB/PTPA.

9. New draft of ISO 17043

Carl advised that the new draft ISO 17043 has been released for comment. Randy Query sent it to all PT Board members. Carl encouraged all to review and comment.

9. Next meeting

The next meeting of the PT Board is April 17, 2008 at 12 Noon CDT.