The NELAC Institute (TNI) Quality Systems Expert Committee
Meeting Minutes

The Quality Systems Expert Committee of The NELAC Institute (TNI) met on March 8, 2010 at 1:00 PM EST by conference call. The action items are listed in Appendix A and the attendees listed in Appendix B.

As a quorum was not present, the Committee could not finalize any pending actions. The addition of an Accrediting Body member was discussed. Responses were favorable, but candidate cannot be issued an invitation until a vote of all committee members.

Since the committee chair, Paul Junio resigned, there is a vacant position for a laboratory representative. Several candidates were mentioned, and will be approached to determine their interest.

The meeting was adjourned at 1:30 EST.
## APPENDIX A - ACTION ITEMS

### TNI Quality Systems Committee Meeting

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Date Proposed</th>
<th>Action</th>
<th>Date to be Completed</th>
<th>Date Completed</th>
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<tbody>
<tr>
<td>1</td>
<td>03/08/10</td>
<td>e-mail all committee members for email vote on the February and March Minutes</td>
<td>4/1/2010</td>
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<td>2</td>
<td>03/08/10</td>
<td>Email all committee members for mail vote on final selection of committee chair</td>
<td>4/1/2010</td>
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<td>3</td>
<td>03/08/10</td>
<td>Email all committee member for email vote on accepting proposed accrediting body member</td>
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APPENDIX B - PARTICIPANTS

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