

**Summary of Technical Assistance Committee Meeting
May 10, 2010**

1. Roll Call

Barbara Escobar called the meeting to order on May 10, 2010, at 2:00 PM EST. Chair Betsy Kent was able to attend due to illness. Attendance is recorded in Attachment 1.

2. Review and Approve Minutes

Minutes from the April meeting were not available and approval was deferred until the next meeting.

3. Standards Interpretation Subcommittee

No report was available from this subcommittee.

4. Summer Meeting in Washington, DC

4.1 Mentor Session – Monday 9:00 am – 12:00 pm

No new information to report. Barbara will send Betsy an email to determine what needs to be done. Gary Dechant is available to review materials but cannot attend due to ELAB meeting.

4.2 Quality Manual Session – Monday 9:00 am – 12:00 pm

David Caldwell reported that this group had their first working session last week. There will be a face to face working meeting in July.

4.3 Mentor Session – Monday 1:30 pm – 5:00 pm

No new information available.

4.4 Assessment Forum – Tuesday 9:00 am – 5:00 pm

The Consistency Improvement Task Force (CITF) will present some of their recommendations and work products at this session.

5.4 Assessor Training Volume 2- Thursday morning 1.5 hours

TAC will facilitate this session. Get speakers from AB and On-Site Committees. Charles is willing to be the TAC lead for this. Betsy will help too. This will be Volume II training for ABs. This is really training for accreditation bodies, not assessors. No new information available.

5.6 Assessor Training – Enforcement Thursday 1:30 pm – 5:00 pm

Jack Farrell will coordinate this. It is a closed session for AB's on working with attorneys on accreditation issues. A conference call is scheduled for this subcommittee on May 18.

5.7 Accreditation Workshop (The TNI Standard) – Friday
Trainers: Jerry Parr, Jack Farrell, Silky Labie, Tom McAninch

Regional workshop on the new standards was held in Utah with 50 attendees. Eight additional workshops have been planned and 10 more are in early planning stages for this fall. See below.

- **Upcoming Workshops**

- May 13: Salem, OR <http://www.oregon.gov/DHS/ph/orelap/index.shtml>
- May 26: St Petersburg Beach, FL www.fsea.net
- June 17: Dallas, TX www.weat.org
- July 9: Riverside, CA
- August 13: Washington, DC
- September 1: Topeka, KS
- September 23: Seattle, WA (in conjunction with DOE meeting)
- February 3, 2011: Savannah, GA

- **Tentative Workshops**

- Fall 2010, St. Paul, MN
- Fall 2010, Las Vegas, NV
- Fall 2010, San Antonio, TX
- Fall 2010, Houston, TX
- Fall 2010, Baton Rouge, LA
- Fall 2010, Miami, FL
- Fall 2010, Northern California
- Fall 2010, Nashville, TN
- Fall 2010, Cincinnati, OH
- December 2010, Chicago

5.8 TAC meeting in DC There will be no formal TAC meeting at the Washington, DC, meeting, but a lunch meeting may be scheduled if needed.

6. LOD, LOQ, RL etc. Guidance Document – Richard Burrows

There was no new information available.

7. Development of “The TNI Standard for Dummies”

Gary Dechant has finished revisions to V1M1 and V1M2 of Tom McAninch's earlier document. It has been sent out for comments. Gary would like to have comments back by June 1. He will continue with the other sections. Keith

Chapman will make sure that members of SLAG have an opportunity to review this and make comments. TAC will need to follow the process that is being outlined in the new TNI SOP for Guidance in order to get this document approved for distribution.

8. New items

8.1 The next TAC meeting is scheduled for June 14, 2010.

TAC Member Information Table: Attachment 1

Name	Affiliation	Phone/email	Present
John Applewhite	St. Johns River Water Management District NELAP lab	386-329-4418	Absent
Barbara Escobar	Arizona DHS Associate/Affiliate state	602-616-1945 escobab@azdhs.gov	X
Maurice Downer	Tracmac, Inc.	904-476-1854 tracmac5@gmail.com	X
Brooke Connor	USGS	303-236-1877 bfconnor@usgs.gov	Absent
David Caldwell	Oklahoma Associate/Affiliate state	405-702-1039 david.caldwell@deq.state.ok.us	X
Leslie Wentland	St. George RWRf Laboratory NELAP Lab	435-634-5849 lwentland@sgcity.org	Absent
Betsy Kent	Reedy Improvement District NELAP Lab	407-824-1293 betsy.kent@rcid.dst.fl.us betsy17@earthlink.net	Absent
William Lipps	OI Analytical Other	979-690-1711 wlipps@oico.com	X
Carol Schrenkel	Lionville Laboratory NELAP Lab	610-280-3013 schrenkc@lionvillelab.com	Absent
Bill Hall	New Hampshire DES NELAP AAB	603-271-2998 whall@des.state.nh.us	Absent
Jack Farrell	Analytical Excellence, Inc. Consultant	407.331.5040 aex@ix.netcom.com	Absent
Carol Batterton	TNI	carbat@beecreek.net	X
Susan Wyatt	Minnesota Dept of Health Associate/Affiliate state	651-201-5323 susan.wyatt@state.mn.us	Absent
Gale Warren	State of New York	518-485-5570 ggw01@health.state.ny.us	Absent
Ronald Houck	Pennsylvania-DEP	717-346-8210 rhouck@state.pa.us	Absent
Jarrett Thomas	Suburban Labs, Inc. NELAP Lab	708-544-3260 jarrett@suburbanlabs.com	Absent
Gary Dechant	Analytical Quality Associates, Inc.	970-434-4875 gldechant@aol.com	X
Charles Morrow	GeoLabs, Inc.	781 848 7844 / C – 971-570-0620 cmorrow@geolabs.com	X
Keith Chapman	City of Salem, OR	503-588-6380 kchapman@cityofsalem.net	X