

**Consumables Task Force Meeting Summary
November 9, 2021**

The Consumables Task Force (CTF) met on November 9, 2021, by teleconference at 2:00 PM ET. The meeting was recorded for the sole purpose of creation of the meeting minutes. The Program Administrator is the only person with access to the recording which is deleted immediately after said minutes are produced. Judy Morgan, CTF Chair led the discussion during the Task Force Meeting. The agenda for the meeting is being presented as Attachment 1.

Roll Call

Judy Morgan, Pace Analytical Services (Task Force Chair)	Present
Robert Benz, Horizon LIMS	Absent
Kathryn Chang, Eurofins CalScience	Present
Eric Davis, Horizon LIMS	Absent
Andy Hata, JMR Environmental Services	Absent
Kimberly Kostzer, The Coca-Cola Company	Absent
William Lipps, Shimadzu Scientific Instruments	Absent
Tami Minigh, City of Daytona Beach	Absent
Amy Pollard, Occidental Chemical	Present
Patsy Root, IDEXX Laboratories, Inc	Absent
David Smith, Environmental Express	Absent
Lauren Stainback, NSI Lab Solutions	Absent
Sarah Purtell, Suburban Laboratories	Absent
Mike Booth, Inorganic Ventures	Absent
Shawn Kassner, Pace Analytical Services	Absent
Jack Farrell, Analytical Excellence, Inc.	Absent
Debbie Lacroix, Marcom, LLC	Absent
Robert Wyeth, TNI Program Administrator	Present

The CTF meeting was aborted due to insufficient attendance. Judy pointed out that attendance has ben waning over the past few months, Bob will e-mail all CTF participants asking for a renewed commitment to the CTF efforts. This is particularly important at this time as the task force approaches conclusion of efforts directed at assisting laboratories and accreditation bodies relative to procurement of critical supplies and services.

Summary Minutes of October conference call

The summary of the October 19, 2021, meeting of the Task Force was presented prior to the call. No discussion of said minutes was had during this aborted meeting but will be addressed during the December meeting.

Categorization Content

Judy presented a revision to the Draft Final Certificates spreadsheet from the October meeting for Task Force review, A copy of that spreadsheet is embedded below



Copy of Certificate
Contents 110521 R4.x

Determination of Critical Supplies and Services: Decision Tree

In the absence of a sufficient number of participants, there was not discussion of a “decision tree” other than Judy stating that the compilation of the tree was more complex than originally anticipated. Development will require significant task force input and will be a major topic of our December meeting. Hopefully, a draft or “skeleton” of the decision tree will be available for the next CTF meeting.

The aborted meeting adjourned at 2:12 PM ET. The next meeting of the Task Force is scheduled for December 14, 2021, at 2:00 PM ET.

Attachment 1

TNI Consumables Task Force Meeting Agenda Tuesday November 9, 2021, 2:00PM ET

(712) 832-8330; 822174#

Judy Morgan, Chair

1. Roll call
2. Review Summary of October 2021 conference call
3. Certificate Contents
4. Determination of Critical Supplies and Services
 - a. Decision Tree

