

## **Policy Committee Meeting Summary**

**March 17, 2023**

### 1. Roll Call and Minutes Review:

Silky Labie, Vice-Chair, called the meeting to order at 11am Eastern on March 17, 2023, by teleconference. The meeting was attended by 4 Committee voting members (see Attachment A).

There were not enough voting members present, so the meeting minutes from the previous meeting will be voted on at the next meeting.

### 2. Policy 1-100: Creating or Revising General Policies for TNI

The Board reviewed the Policy and had some comments.

The SOP only goes across Programs. A program may prepare a Policy and Procedure that affects multiple committees, but since it is within the Program ... this Policy does not apply. This was clarified in the Policy.

An email vote will be taken or the Policy will be reviewed at the next meeting for vote. Once approved, it will be shared with affected Committees.

### 3. SOP 1-102 – Voting Rules for TNI Committees

The review continued starting at Section 5.3.1.

There was discussion on whether a Super Majority requires 2/3 of the Committee membership to vote or whether it is 2/3 of the people voting. The text at the introduction to Section 5.3 conflicts with the “Super Majority” definition.

Still allow abstentions. They reduce the number of votes cast. Requires every person to take an action.

Everyone needs to vote. Everyone needs to participate. People can abstain. Changes were made to the SOP.

5.3.4.5. The motion failed. Remove the additional text.

5.3.4.7. “Affiliate” was deleted. They are Committee Members.. “Shall” changed to “may” in last sentence.

Section 5.4 - OK

Section 5.5 -

Introduction - Delete “interpretations” in last sentence. Last paragraph ... Add “is”.

Section 5.5.3: Capitalize “Against” and put in “ “. It is a type of vote.

Section 6 - Delete last line about internet notes being archived by the TNI Webmaster.

An email vote will be taken or the Policy will be reviewed at the next meeting for vote.  
The SOP will be shared with affected Committees.

#### 4. Action Items

The Action Item Summary table was reviewed in Dropbox.

#### 5. New Business

None.

#### 6. Next Meeting and Close

The next meeting will be March 24, 2023, at 11am Eastern.

The meeting was adjourned at 12:30pm Eastern.

**Attachment A**

**Participants  
TNI Policy Committee**

Members	Represent	Affiliation	Contact Information
Patsy Root, Chair <b>Present</b>	TNI Secretary (Other)	IDEXX	Patsy-Root@idexx.com
Silky Labie, Vice Chair <b>Present</b>	At Large (Other)	Env. Lab. Consulting & Technology, LLC	elcatlc@centurylink.net
Elizabeth Turner <b>Present</b>	NEFAP (Lab)	Pace	elizabeth.turner@pacelabs.com
Mei Beth Shepherd <b>Abasent</b>	At Large (Other)	Shepherd Technical Services	mbshep@sheptechserv.com
Eric Smith <b>Absent</b>	PTPEC (Other)	Pace	eric.smith@pacelabs.com
Paul Junio <b>Present</b>	CSDP (Lab)	Pace	paul.junio@pacelabs.com
William Lipps <b>Absent</b>	Advocacy (Other)	Shimadzu	wclipps@shimadzu.com
Jerry Parr (ex- officio) <b>Present</b>	Executive Director	TNI	Jerry.parr@nelac-institute.org
Alfredo Sotomayor (ex-officio) <b>Absent</b>	TNI BoD, Chair	Milwaukee Metropolitan Sewer District	asotomayor@mmsd.com
Ilona Taunton <b>Present</b>	Program Administrator	TNI	Ilona.taunton@nelac- institute.org