

Policy Committee Minutes

January 19, 2024

1.0 Roll Call

See Attachment A.

2.0 Review of January 5 Minutes

Motion to approve: Paul

Second: Elizabeth

Vote: Unanimous

3.0 Policy 1-129

Based on comments from the January Board meeting, this Policy was extensively changed by revising Sections I and II to clarify the scope and moving Sections III through XI to a new SOP 1-131. After review, the committee changed the title from Expected Conduct to Obligations

Motion to approve: Paul

Second: Elizabeth

Vote: Unanimous

2.0 SOP 1-131

This SOP was created from the language previously in Policy 1-129 and then modified to include individuals who are not members of TNI and adding 4 appendices.

As in Policy 1-129, the Policy committee changed the title to be Obligations instead of Expected Conduct and then made conforming changes throughout the document. Section 6.6 relative to Robert's Rules of Order was added and the title of Section 10 was edited to refer to tests and exams rather than training courses. Other minor editorial changes were made.

Appendix C was not included in the January 19 draft. After the call, the numbered bullets in each section were transformed into subsections to be consistent with SOP 1-100.

Attachment A Participants TNI Policy Committee

Member	Represent	Affiliation	email	Present
Patsy Root, Chair	TNI Secretary	IDEXX	Patsy-Root@idexx.com	x
Silky Labie, Vice Chair	At Large	ELCAT	elcatlc@centurylink.net	
Annmarie Beach	NELAP AC	PA DEP	anbeach@pa.gov	x
Susan Jackson	PTP EC	SC DES	jackosb@dhec.sc.gov	x
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Mei Beth Shepherd	At Large	STS	mbshep@sheptechserv.com	x
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Jerry Parr	Program Administrator	TNI	Jerry.parr@nelac-institute.org	x
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