

**Policy Committee Minutes  
October 17, 2025**

**1.0 Roll Call**

See Attachment A.

**2.0 Review of Agenda**

Approved by unanimous consent.

**3.0 Review of October 3 minutes**

Montion to approve: Paul  
Second: Susan  
Vote: Unanimous

**4.0 Issuance of AB Certificates**

After reviewing the 3 different approaches in SOPs 3-102, 7-100, and 7-100, the committee decided the approach in 7-100 should be used for all three documents.

Montion to make conforming changes to SOP 3-102 and 7-100 with notification to the EC Chairs:  
Montion to approve: Paul  
Second: Susan  
Vote: Unanimous

**5.0 Discussion of Naming of Standards and File Names**

The committee reviewed background information provided by Jerry and Paul, agreed that the current system needs major improvement, discussed options expensively, and agreed that revision numbers are not needed, but that the date of a document is the primary identifying factor. The committee then sent SOP 2-103 back to the CSDP EC for further edits to reflect this decision.

**Attachment A Participants  
TNI Policy Committee**

<b>Member</b>	<b>Represent</b>	<b>Affiliation</b>	<b>email</b>	<b>Present</b>
Patsy Root, Chair	TNI Secretary	IDEXX	Patsy-Root@idexx.com	
Silky Labie, Vice Chair	At Large	ELCAT	elcatlc@centurylink.net	x
Annmarie Beach	NELAP AC	PA DEP	anbeach@pa.gov	x
Susan Jackson	PTP EC	SC DES	susan.jackson@des.sc.gov	x
Paul Junio	CSDP	Pace	paul.junio@pacelabs.com	x
William Lipps	Advocacy	Shimadzu	wclipps@shimadzu.com	x
Mei Beth Shepherd	At Large	STS	mbshep@sheptechserv.com	
Elizabeth Turner	NEFAP EC	Eurofins	elizabeth.turner@et.eurofinsus.com	
Jerry Parr	Program Administrator	TNI	Jerry.parr@nelac-institute.org	x
Ilona Taunton	At Large	TNI	<u>Ilona.taunton@nelac-institute.org</u>	x

<b>Guest</b>				
Kristin Brown	NA	Utah DHS		x