

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

Motion 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.

Motion to make conforming changes to SOP 3-102 and 7-100 with notification to the EC Chairs:
Motion 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

Member	Represent	Affiliation	email	Present
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	Ilona.taunton@nelac-institute.org	x

Guest				
Kristin Brown	NA	Utah DHS		x