

**Policy Committee Minutes
March 20, 2026**

1.0 Roll Call

See table below.

2.0 Review of Agenda

Approved by unanimous consent

3.0 Review March 6 minutes

Motion to approve: Paul
Second: Silky
Vote:: Unanimous

4.0 Renumbering of four SOPs

The committee agreed with the decision to renumber SOPs 1-110, 1-117, 1-128, and 1-129 to 6-110, 6-117, 6-128, and 6-129 all with revision number 1.0 with no change in effective date to reflect the new Professional Development Program,

The committee also agreed that SOP numbers SOPs 6-100 and 6-101, obsolete SOPs related to the SSAS effort, will not be used by the new PDP..

5.0 Conforming Changes to SOPs 2-100 and 2-103

The committee agreed that conforming changes to SOP 2-100 (adding template for posting a new Final Standard) and SOP 2-103 (removing references to ANSI) with no change in revision number or effective date and no further review by the Policy or the Board was appropriate as long as the change section of the SOP should when these changes were made.

In discussing this issue, it was noted that SOP 1-100 might need to be reviewed relative to the topic of a “conforming change.”

6.0 Revision to Quality Management Plan

After reviewing draft language, the Polic Committee approved adding section 8.6 to the QMP as follows:

8.6 Disputes and Appeals

Each TNI program Executive Committee has a procedure for handling complaints and management of appeals received by the program.

Motion to approve: Paul
Second: Mei Beth
Vote: Unanimous

7.0 Continue Review of Consumables Guidance Document

The committee completed its review of the body of the document and Appendix A and started reviewing Appendix B.

The following changes were made to the text and Appendix A:

- Changed CoA to certificate in multiple places
- Remove the specific section number in ELV2
- Removed the Iso reference in Section 5.0
- Revised the last sentence in Section A1 to read “Regulatory environmental programs may specify method and/or certification requirements”
- Changed clause 3 in A3 from “CFR subchapter” to “rules and regulations.”
- Revised the first sentence in A7 to read “For services like calibration, instrument maintenance, or clean room certification, laboratories should verify that service providers are competent to meet the laboratory’s needs. Some best practices to evaluate a service provider are:” and deleted the unnumbered subheading which followed.

In the initial review of Appendix B, the following changes were made to the text preceding the checklist.

- Changed CoA to certificate
- Remove the specific section number in ELV2
- Removed the AB review
- Added a check mark to the last paragraph to be consistent with Appendix a.

In terms of the checklist, while the committee made many proposed changes, this checklist is confusing and the committee decided to ask Judy Morgan and Bob Wyeth to participate in the next policy call to help the committee to better understand.

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	x
Annmarie Beach	NELAP AC	PA DEP	anbeach@pa.gov	x
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