

## **Field Activities Committee Meeting Summary August 27, 2009**

### 1. Roll call and approval of minutes:

Chair Marlene Moore called the FAC meeting to order on August 27, 2009 at 11am EST. Attendance is recorded in Attachment A. Associate members Glen Green, Dana for Doug Leonard, Virginia Murray and Carl Kircher were in attendance. Jerry Parr was also present. The meeting was adjourned at 12:30 PM EST.

Marlene suggested that the group would like to not have to vote on minutes in the future. She would like to send them out for comments, incorporate changes and then post them. Any substantial changes will be redistributed to the group before finalizing.

### 2. San Antonio

Jerry Parr proposed that the committee make recommendations on who should be on the NEFAP Board. The list prepared was distributed to committee members. Some people who were put on this list are under the impression that they are now on the NEFAP Board and they have made contact with Marlene. Marlene invited them to this meeting. Some committee members were not in favor of the list that was developed.

### 3. NEFAP Board

What would the committee like to do with list developed in San Antonio?

Bob commented that balance is required for development of a standard, but on a Board you are going to be more cautious of conflict of interest. Dave Speis commented that the Board should not just be ABs and balance should be considered. Jerry commented that we should look at representation of the stake holders. Try to include all of the interests.

Six potential ABs have expressed interest at this time. Marlene feels the Board should be a larger Board, but not more than 20. Jerry suggested 13-15 so that you have room to grow it as the program develops.

Mike Miller commented that you want every AB on the Board so that there can be consistency. Marlene felt this could be done initially, but that as the program grows Board membership may have to represent groups of ABs so the Board doesn't get too big. Jerry commented that the initial Board is there to get the program going and a year later the composition may be different. Have all potential ABs on the Board initially and let the Board figure out the long-term solution.

Marlene cautioned that not all Committee members should be on the Board too. There will be a lot of work for the committee – AB Standard needs to be written, etc ...

You could have a nominating committee to develop the Board. You put names on a list. Could also be done on the website and get membership vote. The list from San Antonio had a goal to find people from different interests – Field measurement, water, air, etc ...

Perhaps some members from the FAC should be included and then look at the cross sections. Just need to get something started – it is a temporary Board to start-up the process. There are a lot of foundational items that need to be done. Need someone who understands. Need to make sure potential Board members understand time commitments.

Additions to the list developed in San Antonio:

Jan Wilson - Other

Mike Miller - Other

Ed Hartman – FSMO

John Watson (Phoenix) – FSMO (Will check and get back to us before this is sent out.)

Make it an odd number. 4 (FSMO) +4 (Other) + 7 (6 ABs + Louisiana)

Action Items –

Send e-mail to FAC members and affiliates to ask if anyone would like to serve on the Board. Ilona

Confirm people's interest to be on Board. Ilona

Send list out for vote by committee. Ilona

Names and affiliations should be on the list.

Ilona needs to send out the road map with the request to be on the NEFAP Board - 1 yr term. Significant progress will need to be done within 3 months. Board members should expect 2 hour calls bi-weekly with homework in between. Board members who do not participate will be removed. People should be given 7 days to respond. Includes AB list.

#### 4. LEAD

TNI is offering to do some sort of a kick-off during the January meeting for the Lead program. Ideas for how this accreditation process could work have been discussed. One idea is that someone can be in a central location - everyone who wants to be accredited would come to the central location. All the ideas need to be

discussed and summarized so that a decision can be made. A Pros and Cons summary is needed.

Bob volunteered to chair this subcommittee. The following individuals volunteered to join the subcommittee:

Carl K  
Brian  
Check with Doug or Jason  
Glen Green – Xcel Energy

Objectives for this Subcommittee:

- Prepare a report (by the end of September) to Erik Winchester of the EPA with the following information:
- Historical Perspective on Environmental Lead
- New Regulations and requirements
- What programs exist now and are available for this program?
- What is TNI recommending for field activities?
- When/Why is accreditation important?
- When is personnel certification important?
- What else is available?
- What should be done?

## 5. Air

The committee discussed the need to form a subcommittee on Stack Testing to get going on a third party recognition program. Develop a pilot. A2LA does have stack testing accreditation. They are accrediting to ISO 17025.

It was decided that this is really part of the role of the NEFAP Board so no separate effort is needed at this time.

## 6. Committee Rotation

The committee rotation was discussed. Elaine Sorbet will no longer be able to serve after this year. We still need to hear from Jim E. Others that should rotate this year have agreed to serve 3 more years. At least one committee member has not been participating and will be contacted to determine if he wants to remain on the committee. We will be asking for nominees this Fall to fill at least one to three openings on the expert committee.

## 7. Open Action Items

These were not reviewed.

## 8. New Items

None.

#### 9. Next Meeting

The next meeting of the FAC will be September 30, 2009 at 4pm EST.

Action Items are included in Attachment Band Attachment C includes a listing of reminders.

The meeting was adjourned.

#### Additional Note:

A special thank you to JoAnn Boyd for working on the brochure the week before the TNI meeting while she was on vacation. We had editorial changes to the content that needed to be completed so we could print and publish the brochure. She took her lap top on vacation and had her family stop at locations where she could get connected to make the changes we needed. This is very greatly appreciated. Thank you JoAnn!!

TNI was able to prepare this brochure and place it in every bag given out for the conference. Thank you TNI!

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## Attachment A

### Participants TNI Field Activities Committee

Members	Affiliation	Balance	Contact Information	
Marlene Moore (Chair) <b>Present</b>	Advancd Systems, Inc	Other	(302)368-1211	<a href="mailto:mmoore@advancedsys.com">mmoore@advancedsys.com</a>
Dane Wren <b>Present</b>	Wren Engineering, P.A.	Other	(407)833-0061	<a href="mailto:dwren47@aol.com">dwren47@aol.com</a>
Jim Eychaner <b>Absent</b>	USGS, Water Resources, Western Region	Other	(916)278-9555	<a href="mailto:eychaner@usgs.gov">eychaner@usgs.gov</a>
John Moorman <b>Absent</b>	Water Quality Monitoring Division, South Florida Water Management District	FSMO	(561)753-2400 x4654	<a href="mailto:jmoorma@sfwmd.gov">jmoorma@sfwmd.gov</a>
David Speis <b>Present</b>	Accutest Laboratories	Accred. Lab.	(732)329-0200	<a href="mailto:davids@accutest.com">davids@accutest.com</a>
Jan Wilson <b>Present</b>	CAMMIA Environmental	Other	(360)904-8416	<a href="mailto:WQL@aol.com">WQL@aol.com</a>
Jo Ann Boyd <b>Absent</b>	Southwest Research Institute	Accred. Lab.	(210)522-2169	<a href="mailto:joann.boyd@swri.org">joann.boyd@swri.org</a>
Michael Perry <b>Present</b>	Southern Nevada Water Authority,	Accred. Lab.	(702)856-3513	<a href="mailto:michael.perry@snwa.com">michael.perry@snwa.com</a>
Elaine Sorbet <b>Absent</b>	Louisiana Dept. of Environmental Quality E44(DEQ)	Accred. Lab.	(225)219-9800	<a href="mailto:elaine.sorbet@la.gov">elaine.sorbet@la.gov</a>
Michael Miller <b>Present</b>	Consultant	Other	(908)233-9624	<a href="mailto:mwmilleranaly@yahoo.com">mwmilleranaly@yahoo.com</a>
Brian Conner <b>Present</b>	A2LA	AB	(301)644 3216	<a href="mailto:bconner@a2la.org">bconner@a2la.org</a>
Robert P. DiRienzo <b>Present</b>	AIHA (ALS)	AB	(801)266-7700	<a href="mailto:dirienzo@datachem.com">dirienzo@datachem.com</a>
Justin B. Brown <b>Present</b>	EMT	FSMO	(847)324 3350	<a href="mailto:jbrown@emt.com">jbrown@emt.com</a>
Ilona Taunton (Program Administrator) <b>Present</b>	The NELAC Institute		(828)712-9242	<a href="mailto:tauntoni@msn.com">tauntoni@msn.com</a>

Attachment B

**Action Items – FAC**

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
1	Send TNI PowerPoint slides out to San Antonio presenters.	Iлона	8/09	Complete
2	Get feedback from Ed Hartzog regarding NEFAP.	Marlene	7/09	
3	Update Accreditation Summary as needed for San Antonio meeting.	Marlene	8/13/09	Complete
4	Contact the November 2006 members and see if they want to rotate or drop off the committee.	Marlene	8/13/09	
5	Prepare presentation for San Antonio.	Marlene, David, Scott Evans, Mike Miller, Justin, Dane	8/13/09	Complete
6	Send request to committee members and affiliates regarding desire to be on the NEFAP Board.	??		
7	Confirm that list of NEFAP Board candidates are interested in serving.	Iлона	After #6 is complete.	
8	Prepare e-mail vote for selection of NEFAP Board.	Iлона	After #7 is complete.	
9	Prepare Pros and Cons summary for lead program.	Chair: Bob	End of September	
10	Follow-up on committee membership.	Marlene	End of September	



**Attachment C**

**Backburner / Reminders – FAC**

	<b>Item</b>	<b>Meeting Reference</b>	<b>Comments</b>
1			
2			
3			
4			