

NEFAP Board Meeting Summary November 2, 2009

1. Roll call and approval of minutes:

Chair Marlene Moore called the first NEFAP Board meeting to order on November 2, 2009 at 3pm EST. Attendance is recorded in Attachment A.

2. Overview of Expectations

There will be a NEFAP Board Meeting in Chicago. There will be a ½ day session for FAC and NEFAP. We will need to be ready to present at this meeting.

Need to have something up and running by April to accommodate the tentative lead program start-up. This will be our first pilot. An FAC subcommittee has been working on the requirements for this program. A copy of their proposal has been forwarded to the NEFAP Board.

There is also a STAC testing program for Acid Rain that has an early 2010 deadline.

Update from Scott Evans (11/18/09):

The monitoring regulations for the Acid Rain program under 40 CFR 75 Appendix A Section 6.1 contain a requirement that ...

"On and after January 1, 2009, any Air Emission Testing Body (AETB) conducting relative accuracy test audits of CEMS and sorbent trap monitoring systems under this part must conform to the requirements of ASTM D7036-04 (incorporated by reference under § 75.6 of this part)."

This provision was challenged by the Utility Air Regulatory Group (UARG) and was stayed (see 73 FR 65554, November 4, 2008) until negotiations with UARG are complete. The Stack Testing Accreditation Council (STAC) has been in frequent contact with EPA during this period to monitor the progress of these negotiations. Although EPA cannot release the details of the negotiations, STAC has been informed that negotiations are almost complete and that this requirement will be re-instated in the near future with additional provisions to define when an AETB is not in conformance with the standard.

As currently written, it is possible that someone can self certify that they are in compliance with the rule. It does not require third party recognition. This is something STAC would like to see changed. The agency will have to ask for copies of procedures, etc., to confirm self certification. This is why many are pushing for a third party accreditation requirement.

This is an area that TNI-NEFAP should provide information about what they are doing. Scott will forward contact information to Marlene and she will make contact.

3. Formation of Subcommittees

Marlene reviewed the Project Summary chart (Attachment B) she sent to the Board members this week. The group was asked to sign-up for the various NEFAP Board categories to begin work on developing the Program. A listing of the subcommittee members and lead can be found in Attachment B.

Each of the new subcommittees will need to get together and get something fleshed out by the next teleconference (11/24/09). Review of progress and next steps will be discussed at the next teleconference. Ilona will send out an updated Project Summary so that the subcommittee leads can contact members to set a meeting date and begin e-mailing information. She will also resend any background information that may be useful to the subcommittees. The FAC standard can be found on the TNI website.

4. Newsletter

TNI will be publishing its newsletter and announcing the new NEFAP Board. We have a NEFAP seal/logo that will also be published in the newsletter.

5. Open Action Items

See chart.

6. New Items

None.

7. Next Meeting

The next meeting of the NEFAP Board will be November 24, 2009 at 10:30am EST.

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

The meeting was adjourned at 4:07pmEST.

Attachment A

Participants TNI Field Activities Committee

Members	Affiliation	Balance	Contact Information	
Marlene Moore (Chair) Present	Advanced Systems, Inc	Other	(302)368-1211	mmoore@advancedsys.com
Dane Wren Present	Wren Engineering, P.A.	FSMO	(407)833-0061	dwren47@aol.com
Calista Daigle Present		FSMO		calista.daigle@shawgrp.com
Scott Evans Present		AB		sevans@cleanair.com
John Moorman Present	Water Quality Monitoring Division, South Florida Water Mang District	FSMO	(561)753-2400 x4654	jmoorma@sfwmd.gov
Cheryl Morton Absent	AIHA	AB		cmorton@aiha.org
Jan Wilson Present	CAMMIA Environmental	Other	(360)904-8416	WQL@aol.com
Doug Berg Present		AB		dberg@pilabs.com douglaslberg@gmail.com
Keith Greenaway Present		AB		keith.greenaway@aclasscorp.com
Kim Watson Present		FSMO		kwatson@stone-env.com
Michael Miller Present	Consultant	Other	(908)233-9624	mwmilleranaly@yahoo.com
Brian Conner Absent	A2LA	AB	(301)644 3216	bconner@a2la.org
Michelle Henderson Present		Other		Henderson.Michelle@epamail.epa.gov
Justin B. Brown Absent	EMT	FSMO	(847)324 3350	jbrown@emt.com
Patrick Conlon Present		Other		pconlon@envstd.com
Ilona Taunton (Program Administrator) Present	The NELAC Institute		(828)712-9242	tauntoni@msn.com

Attachment B

NEFAP BOARD – PROJECT SUMMARY

11-2-09-v0

Function	TNI Responsibility	NEFAP Responsibility	Functional Elements	Subcommittee Members	Subcommittee Members Contact Information
Expert Committees and Consensus Standards Development	√		<ul style="list-style-type: none"> ▪ See TNI Policies for Standards Development ▪ Develop new standards ▪ Provide technical assistance ▪ Provide speaker's bureau ▪ Provide clarification / interpretation 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
Evaluation and Selection of ABs		√	<ul style="list-style-type: none"> ▪ Approve ABs through MRA process ▪ Recognize organizations ▪ Periodically review all NEFAP-recognized ABs to ensure their conformance to the requirements established by this organization. 	<ul style="list-style-type: none"> ▪ Keith Greenaway (Leader) ▪ Scott Evans ▪ Mike Miller ▪ Dane Wren ▪ Cheryl Morton <p>This group will determine the processes for evaluation and selection of ABs.</p>	<p>keith.greenaway@aclasscorp.com</p> <p>sevans@cleanair.com</p> <p>mwmilleranaly@yahoo.com</p> <p>dwren47@aol.com</p> <p>cmorton@aiha.org</p>
Website	√		Structure		

Function	TNI Responsibility	NEFAP Responsibility	Functional Elements	Subcommittee Members	Subcommittee Members Contact Information
Development of Operational Policies and Procedures		√	<ul style="list-style-type: none"> ▪ Adopt standards for use in program ▪ Decide what committees are needed ▪ Establish qualifications for assessors ▪ Develop procedure to respond to appeals on accreditation decisions ▪ Define the Stakeholders for the consensus process (Standards Development) ▪ Maintenance of ABs ▪ Website pages - content and information 	<ul style="list-style-type: none"> ▪ Doug Berg (Leader) ▪ Pat Conlon ▪ Kim Watson ▪ John Moorman ▪ Justin Brown ▪ Calista Daigle ▪ (Ilona) 	douglaslberg@gmail.com dberg@pjlabs.com pconlon@envstd.com kwatson@stone-env.com jmoorma@sfwmd.gov jbrown@emt.com calista.daigle@shawgrp.com tauntoni@msn.com
Outreach	√		Advocate national program		
Approval of NEFAP Board	√		Select Board - initial members		
NEFAP Board		√	<ul style="list-style-type: none"> ▪ Ongoing members and elections ▪ Receive complaints and direct to proper body for action. 	<ul style="list-style-type: none"> ▪ Jan Wilson (Leader) ▪ Michelle Henderson ▪ Brian Conner 	WQL@aol.com Henderson.Michelle@epamail.epa.gov bconner@a2la.org
Administrative Support and Finance	√		<ul style="list-style-type: none"> ▪ Annually review progress towards goals ▪ Approve budget ▪ Set accreditation fees for ABs 		

Function	TNI Responsibility	NEFAP Responsibility	Functional Elements	Subcommittee Members	Subcommittee Members Contact Information
NEFAP Strategic Planning	√	√	<ul style="list-style-type: none"> ▪ Business Model ▪ Strategic Planning 	<ul style="list-style-type: none"> ▪ Marlene (Leader) ▪ Justin Brown ▪ Keith Greenaway ▪ Dane Wren 	mmoore@advancedsys.com jbrown@emt.com keith.greenaway@aclasscorp.com dwren47@aol.com

Attachment C

Action Items – FAC

	Action Item	Who	Expected Completion	Actual Completion
1	Distribute updated Project Summary with subcommittee contact information.	Ilona	11/5	Complete
2	Subcommittees plan a meeting to begin work on project. Meet before next teleconference.	Subcommittee Leads Subcommittee Members	11/23/09	
3	Scott will provide an EPA contact name to Marlene so she can make them aware of what NEFAP is doing.	Scott	11/23/09	
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Attachment D

Backburner / Reminders – FAC

	Item	Meeting Reference	Comments
1			
2			
3			
4			