

TNI Stationary Source Audit Sample Expert Committee Teleconference Minutes on April 20, 2009

Attendance:

Committee members

Maria Friedman
Ken Eichelmann
Candace Sorrell
Gregg O'Neal
Michael Schapira
Michael Klein
Stan Tong
Ray Merrill
Jack Herbert
Jim Serne

Associate members

Mike Miller

Guest

Frank Jarke

The meeting was called to order at 2:04 PM EDT.

Discussions:

- 1) Review and approval of minutes from teleconference on April 13, 2009

Minutes was approved with the following correction: the word "needs" was replaced with "agreed" in the discussion re. Line 2. Gregg motioned to accept; Ken seconded. All were in favor.

- 2) Review of Participants internal comments

Line 10, Section 3.1 – Replace responsible "party" with responsible "organization."

Some members were concerned that responsible "party" may not adequately reflect who is ultimately/legally responsible for the source test.

The committee agreed to change "party" to "owner or operator" to be consistent with how term "Facility" is used throughout the three VDS.

- 3) Review of Provider Accreditor internal comments

Line 6, Section 3.0 – Define "referee laboratory."

Mike Miller suggested this definition: "An independent laboratory that analyzes samples to provide a second opinion."

The committee discussed and agreed that how you pick a referee laboratory and their qualifications will depend on Provider Accreditor and Provider. Gregg motioned to accept Mike's suggested definition; Ken seconded. All were in favor.

Line 17, Section 5.6.3 – Change “referee” to “referee laboratory.”

Gregg motioned to accept; Jack seconded. All were in favor.

Line 20, Section 6.3.3 in the Provider Accreditor WDS – Rephrase as follows: **When prompted by a complaint or** when monitoring indicates that the Provider's audit sample is of unacceptable quality...

Gregg motioned to accept; Ken seconded. All were in favor.

4) Review of Provider internal comments

Line 3, Section 3.0 – Define “referee laboratory.”

Same decision as in Line 6, Section 3.0, item 3 above.

Line 8, Section 3.0 – Add definition for the central database.

Gregg suggested this definition: “The Central database is the repository for all data related to audit performance and any field sample concentrations that are being validated in accordance with the TNI audit program. Field sample concentrations must be reported in units that are relative for comparison to the audit sample materials provided as defined in the central database guidance document.”

Suggested definition was amended as follows. Michael Schapira motioned to accept changes; Jack seconded. All were in favor:

“The Central Database is the repository for data related to audit performance and any field sample concentration measurements that are being evaluated in accordance with the TNI SSAS Program.”

Line 9, Section 3.3 – Replace responsible “party” with responsible “organization.”

Same decision as in Line 10, Section 3.1, item 2 above.

Line 10, Section 3.5 – Insert the word “just” in the statement: “The audit sample is collected and analyzed, or **just** analyzed...”

The committee decided to not accept the proposed change, and indicated this section was previously revised to better clarify the intent. Jim motioned to deny the proposed change; Gregg seconded. All were in favor.

Line 11, Section 3.6 – Insert the word “just” in the statement: “The procedures for providing rigorously controlled and standardized environmental samples, collecting and analyzing or **just** analyzing them, reporting...values.”

Same decision as in Line 10, Section 3.5, item 4. Michael Schapira motioned to deny the proposed change; Gregg seconded. All were in favor.

Line 12, Section 3.6 – Definition for Audit Sample Program. Questions were raised as to why Provider and Provider Accreditor are not part of the definition and should the definition be even included in the Audit Sample Standards.

The questions were partially addressed when the second part of the original definition of Audit Sample Program was moved into the Scope, Section 1.2e, as previously agreed. Providers, Provider Accreditors, and Regulatory Agencies will be mentioned in Section 1.2e.

In regard to the inclusion of the definition itself in the Standards, it was decided that the definition will be retained. Jack motioned to retain the definition; Michael Schapira seconded. All were in favor.

Jack questioned the use of the term “environmental samples” in the definition for Audit Sample Program. The comment will be deliberated later since it is an internal comment received after the 4-3-2009 deadline for submission of comments.

Line 16, Section 6.4.2 a) – The comment suggested allowing the ability to use the mean of the analytically determined measured value as the assigned value for an audit sample.

The committee agreed to change the section as follows. Ray motioned to accept; Jack seconded. All were in favor:

“Be equal to the made-to values of the analytes based on gravimetric and volumetric measurements of a starting material of known concentration **if possible, and if not possible**, shall be set to the mean of the determined measured value, and...”

Line 19, Section 8.1 – Ordering and reporting instructions. The comment suggested to add the following statement as a “Note” to address when Provider will notify the regulatory agency when a Facility cancels or modifies an audit sample order:

“If the Facility cancels or modifies an audit sample order, the Provider shall notify the regulatory agency of such cancellation or modification, within two (2) business days of the receipt of such notice.”

The committee decided to insert the statement as Section 8.1c, instead of inserting it as “Note.” Committee also agreed to add “at any time” after the first clause in the statement. Section 8.1c will, therefore, read as follows:

“If the Facility cancels or modifies an audit sample order **at any time**, the Provider shall notify the regulatory agency of such cancellation or modification, within two (2) business days of the receipt of such notice.”

End of reviews.

Maria stated next week is the last week to address internal comments. Three VDS will then be amended based on all comments addressed, then emailed to all. Committee

will then vote on the week of May 4th whether the three VDS are appropriate and ready for posting into the TNI website. If affirmative, three VDS will be posted on the week of May 11th.

Committee to continue with Provider internal comments, Line 20.

Next meeting is April 27th at 2:00 pm EDT.