

**Summary of Technical Assistance Committee Meeting  
April 13, 2009**

1. Roll Call

Chair Betsy Kent called the meeting to order on April 13, 2009, at 1:00 PM CDT. Attendance is recorded in Attachment 1.

2. Review and approval of minutes from 3-10-09 meeting

Minutes for the March 10, 2009 meeting were reviewed. Len Schantz requested that item 6.2 be clarified to indicate that training is an ongoing topic of discussion for the Small Lab Advocacy Group (SLAG). Motion was made and seconded to approve the minutes with this modification for posting on the website.

3. San Antonio Planning

3.1 Assessors Training: Betsy Kent reported that the Assessment Forum has been scheduled for all day on Tuesday August 11, 2009, at the Environmental Measurement Symposium. Jack Farrell is working to develop the Assessment Forum agenda and will be contacting members for a conference call later this week. Topics for the Forum will include assessor uniformity and consistency. Assessment report format and consistency will also be included. There will also be a stand alone assessor training class over the weekend, but TAC is not involved.

A method modification session is also being planned for Thursday. Jack is working with Jerry Parr and David Caldwell on this. Larry Jackson, Carl Kircher, Bob DiRienzo, and Maurice Downer have also expressed an interest. Jack will be going to a meeting at EPA and can extend an invitation to EPA staff to participate as well.

3.2 Mentor Forum: Betsy Kent reported that the mentoring session has been scheduled for 9-12 on the first morning (Monday, August 12, 2009) of the Environmental Measurement Symposium. The mentoring session will be on the new TNI standards. The group that delivered this training at Pittcon will provide the training at the Environmental Measurement Symposium. TAC will participate in a support mode.

4. QA Manual

Betsy reported that there are no new developments with the QA manual revision. She is waiting for guidance from Ilona and Paul Junio. Betsy will follow up.

5. Regional Training

Regional training will be based on the outline of the TNI presentation at Pittcon. Jerry will be doing the training in Texas soon. Betsy, Jack Farrell and Steve Arms will do

training at the Florida Society of Environmental Analysts meeting using the Pittcon format and Jerry's Texas presentation.

6. New items

6.1 TAC participation in SLAG calls: Len Schantz asked if someone from the TAC could join the next SLAG conference call. Len said it was beneficial to have Jerry on the last call and he thought it would be good to have someone from TAC call in to explain TAC's role in TNI, accomplishments, etc. Jack Farrell volunteered with Betsy as backup. The next SLAG call is scheduled for April 23 at 1 PM EDT. Potential discussion topics include how SLAG can provide input to TAC, status of the QA manual update, and the handout for small labs that Brooke Connor is developing.

6.2 EPA training RFP: Carol Batterton reported that EPA had issued an RFP for training that TNI was interested in responding to. Jerry suggested that assessor training focused on SDWA lab assessors might be an appropriate response. He asked for volunteers from TAC. David Caldwell and Barbara Escobar volunteered to work with Jerry.

7. Next meeting

The next meeting will be May 18, 2009, at 2 PM EDT.

**TAC Member Information Table: Attachment 2**

Name	Affiliation	Phone/email	Present
John Applewhite	St. Johns River Water Management District NELAP lab	386-329-4418	√
Barbara Escobar	Arizona DHS Associate/Affiliate state	602-616-1945 <a href="mailto:escobab@azdhs.gov">escobab@azdhs.gov</a>	√
Maurice Downer	Tracmac, Inc.	904-476-1854 <a href="mailto:tracmac5@gmail.com">tracmac5@gmail.com</a>	√
Brooke Connor	USGS	303-236-1877 <a href="mailto:bfconnor@usgs.gov">bfconnor@usgs.gov</a>	x
David Caldwell	Oklahoma Associate/Affiliate state	405-702-1039 <a href="mailto:david.caldwell@deq.state.ok.us">david.caldwell@deq.state.ok.us</a>	√
Leslie Wentland	St. George RWRf Laboratory NELAP Lab	435-634-5849 <a href="mailto:lwentland@sgcity.org">lwentland@sgcity.org</a>	x
Betsy Kent	Reedy Improvement District NELAP Lab	407-824-1293 <a href="mailto:betsy.kent@rcid.dst.fl.us">betsy.kent@rcid.dst.fl.us</a> <a href="mailto:betsy17@earthlink.net">betsy17@earthlink.net</a>	√
William Lipps	OI Analytical Other	979-690-1711 <a href="mailto:wlipps@oico.com">wlipps@oico.com</a>	x
Carol Schrenkel	Lionville Laboratory NELAP Lab	610-280-3013 <a href="mailto:schrenkc@lionvillelab.com">schrenkc@lionvillelab.com</a>	√
Bill Hall	New Hampshire DES NELAP AAB	603-271-2998 <a href="mailto:whall@des.state.nh.us">whall@des.state.nh.us</a>	x
Jack Farrell	Analytical Excellence, Inc. Consultant	407.331.5040 <a href="mailto:aex@ix.netcom.com">aex@ix.netcom.com</a>	√
Carol Batterton	TNI	<a href="mailto:carbat@beecreek.net">carbat@beecreek.net</a>	√
Susan Wyatt	Minnesota Dept of Health Associate/Affiliate state	651-201-5323 <a href="mailto:susan.wyatt@state.mn.us">susan.wyatt@state.mn.us</a>	x
Gale Warren	State of New York	518-485-5570 <a href="mailto:ggw01@health.state.ny.us">ggw01@health.state.ny.us</a>	√
Charles Morrow	TestAmerica – Colton, CA	909.370.4667 <a href="mailto:Charles.morrow@testamerica.inc">Charles.morrow@testamerica.inc</a>	x
Ronald Houck	Pennsylvania-DEP	717-346-8210 <a href="mailto:rhouck@state.pa.us">rhouck@state.pa.us</a>	x
Jarrett Thomas	Suburban Labs, Inc. NELAP Lab	708-544-3260 <a href="mailto:jarrett@suburbanlabs.com">jarrett@suburbanlabs.com</a>	√
Leonard Shantz	City of Rochester, Water Bureau	585-428-7378 <a href="mailto:Len.Schantz@cityofrochester.gov">Len.Schantz@cityofrochester.gov</a>	√