

Summary of Technical Assistance Committee Meeting August 13, 2009

1. Roll Call

The chair, Betsy Kent, called the meeting to order on August 13, 2009, at 12:00 PM CDT at the Environmental Measurement Symposium in San Antonio, TX. Attendance is recorded in Attachment 1.

2. Report from Assessment Forum

Jack Farrell stated that the Assessment Forum had good attendance and was well received. Unfortunately there was not enough time for some of the hard questions on assessor uniformity to be fully discussed. Jack asked for all notetakers to send their notes to Betsy to compile. The information will be used for planning the Chicago Assessment forum.

3. Mentoring Session

David Caldwell reported that the mentoring session went well and there was a lot of good interaction. He could have used more ABs in the session to answer questions.

Betsy indicated that for the mentoring sessions at the next several meetings she wanted to do a complete review of the standards. Starting in Chicago, the mentoring session there will cover General Requirements for the quality systems module. Betsy will not be there and she will need a volunteer to facilitate.

4. Small Lab Advocacy Group

The Small Lab Advocacy group was represented by Jan Wilson and Keith Chapman. They presented a survey that the small lab group wants to send to other small labs to help identify small lab needs and issues. The SLAG also needs help identifying small labs and a method to distribute. David Caldwell offered the state assessors list as a means to help distribute. Barbara Escobar will send him an updated list.

Jan and Keith indicated that the SLAG is focusing right now on DoC. Betsy indicated that there was a power point presentation from the Denver meeting on DoC on the website. She will send them the link to that presentation.

5. Regional Workshops

Betsy will chair the work group to plan regional workshops. Carol and Betsy will work together on a schedule and brief the TAC at the next meeting.

6. LOD, LOQ Guidance Document

Betsy announced that Richard Burrows is chairing this group and that their current task is to develop examples of good procedures for verification of LOD. It was agreed that this subcommittee should have a deadline for completion of their task. The following timeline was suggested:

October 31 – LOD/LOQ subcommittee report due to TAC
NELAP Board approves and sends to Policy Committee for review
LOD/LOQ guidance presented at Chicago meeting.

It was also suggested that we need to clarify whether or not PTRLS were within the scope of this project. Brooke will bring this up for discussion at the next meeting.

7. Update to CFR 40 Part 136

TAC needs to follow up to see if the deadline for comment has passed. Action item for Carol from the last meeting.

8. Homework

Betsy asked everyone to look at the TAC webpage before the next meeting to see if there is anything that needs to be added or changed.

9. Next Meeting

The next TAC meeting will be Sept. 14, 2009 (Monday) at 2:00 PM EDT.

Summary of Meeting Action Items:

1. All Assessment Forum notetakers to send their notes to Betsy to compile.
2. Betsy will need a volunteer to facilitate the mentoring session in Chicago.
3. David Caldwell offered the state assessors list as a means to help SLAG distribute their survey. Barbara Escobar will send him an updated list.
4. Betsy will send SLAG the link to the DoC presentation on the TNI website.
5. Carol and Betsy will develop a schedule for the regional workshops before the next meeting.
6. Betsy will advise Richard Burrows of the timeline for the LOD/LOQ subcommittee.
7. All TAC members review the TAC webpage for additions/changes/improvements.

Name	Affiliation	Phone/email	Present
John Applewhite	St. Johns River Water Management District NELAP lab	386-329-4418	absent

TAC Member Information Table: Attachment 1

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