

Summary of Technical Assistance Committee Meeting November 10, 2008

1. Roll Call

Chair Betsy Kent called the meeting to order on November 10, 2008 at 1:00 PM CDT. Attendance is recorded in Attachment 1. Ilona Taunton stepped in for Carol Batterton to provide TNI Assistance.

2. Review and approval of minutes from 10-13-08 meeting

Minutes for the October 13, 2008, meeting were reviewed and approved for posting on the website. (Motion: Bill Hall Second: Barbara Escobar)

3. Miami planning

A. Mentoring Session Planning

- Barbara requested a back-up because there is a possibility that she will not be able to attend the Miami meeting. Betsy will be her back-up.

B. Assessor Forum Planning

- Met last week and finalized an agenda. They are still looking for some more panel members for the method modification /interpretation panel.
- They are also talking to ABs about joining in on the panel for the Q&A Discussion.

4. AB web training

The web training for states wishing to become ABs was held October 23rd and went very well.

5. Regional Training

Betsy asked if committee members had any information about regional meetings happening in their state.

- Barbara – AZ: There will be some operator training. Barbara will look to see if there are additional training opportunities.
- Bill Hall – NH: March 25th there is a lab meeting at DES. EPA and state personnel would be open for someone from TNI to speak. Betsy and Bill will look at the presentation material in Miami and decide if it makes sense for Bill to do the presentation since he will already be there.
- Gale – NY: There is an upcoming NY lab meeting in March (NY AAEL). Also opportunity to tie in with PAAEL (Pennsylvania). A TNI

presentation would likely be appreciated. For more info go to NYAAEL.org (Organizer: Judy Grave).

- David Caldwell – Oklahoma has an operator certification program. The contact has not been identified.

6. ICP comparison

No update.

7. CEUs SOP

There is an initial draft that still needs work. Betsy will use e-mail to continue work on this SOP so that it can be complete by Miami.

7. Standard Interpretation Requests (SIRs)

- A DRAFT SOP for replying to these requests is being developed by Betsy. She expects this to be complete by 11/13/08.
- A subcommittee was formed to formulate responses to the requests currently submitted to TAC (#11, 14, 19, 20). They will meet next Monday at 1pm EST. The subcommittee includes Barbara, Bill, Carol S., Gale and Betsy.

8. New Items

- Small Lab Advocate: A question was received from a small lab seeking accreditation in Texas. They wanted to know what requirements would be waived because they are a small lab. Steve Gibson's e-mail address will be forwarded so that a dialogue with the actual AB can start.

6. Upcoming meetings

The next meeting will be on December 8, 2008, Monday at 2 pm ET

Call in number should be 1-605-475-4150 Participant Code should be 369751.

Attachment 1: TAC Membership and Roll Call

Member	Affiliation	Contact Information	Present/Absent
Barbara Escobar	Arizona DHS Associate/Affiliate state	602-616-1945 escobab@azdhs.gov	Present
Maurice Downer	Florida DHS NELAP AAB	904-791-1576 maurice_downer@doh.state.fl.us	Present
Brooke Connor	USGS	303-236-1877 bfconnor@usgs.gov	Present
David Caldwell	Oklahoma Associate/Affiliate state	405-702-1039 david.caldwell@deq.state.ok.us	Present
Leslie Wentland	St. George RWRP Laboratory NELAP Lab	435-634-5849 lwentland@sgcity.org	????
Betsy Kent	Reedy Improvement District NELAP Lab	407-824-1293 betsy.kent@rcid.dst.fl.us betsy17@earthlink.net	Present
Carol Schrenkel	Lionville Laboratory NELAP Lab	610-280-3013 schrenkc@lionvillelab.com	Present
Bill Hall	New Hampshire DES NELAP AAB	603-271-2998 whall@des.state.nh.us	Present
Jack Farrell	Analytical Excellence, Inc. Consultant	407.331.5040 aex@ix.netcom.com	Absent
Carol Batterton	TNI	carbat@beecreek.net	Absent
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
Charles Morrow	TestAmerica – Colton, CA	909.370.4667 Charles.morrow@testamerica.inc	Present
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	Present