

Field Activities Committee (FAC) Meeting Summary

July 16, 2015

1. Roll call and Minutes:

Chair, Justin Brown called the FAC meeting to order on July 16, 2015 at 9 AM Central in Chicago, IL. Attendance is recorded in Attachment A – there were 6 members present.

See Attachment E for a copy of the slides used during the meeting.

Justin had everyone introduce themselves and he introduced the additional committee members that were not present in Chicago.

2. Subcommittee Update

Tools

The committee has not been real active recently, but will get started again in the near future. Justin encouraged more people to join.

Mobile Lab Subcommittee

This is actually a NEFAP EC Subcommittee, but there are a number of members of this committee on the subcommittee. It is still in the information gathering phase. The survey is complete and was prepared using Survey Monkey so it is easy to complete. There has not yet been a lot of response. A link to the survey will be going on the website and emails will be going out.

Shannon will resend the link to Ilona. Jerry's preference is to include information and a link in the newsletter. Justin still needs to get Ilona a mailing list for FSMOs.

The survey link is: <https://www.surveymonkey.com/s/J23MLXM> . Everyone was asked to forward the link to anyone that may be interested in participating.

3. Container Document

See slides in Attachment E.

Justin still needs volunteers from the manufacturing side. He asked the committee how to move forward on this.

Kevin thinks it is a worthwhile project, but does not think the committee has the expertise. He does think it is something that needs to be done.

Kim Watson asked about the objective. Justin commented that this is what the subcommittee still needs to determine. How do you approach it? The FAC need to go to the TNI BoD and recommend how this should be approached and then TNI will decide how to move forward.

This first came up during a CSDP meeting and this committee was asked to begin looking at it.

Kevin asked if EPA has been reached out to. Justin commented that he did reach out and they are concerned and are willing to help to some extent. We need to figure out the scope of the project and what is needed.

The committee does think this is a worthwhile investigation. Invitations need to go to vendors and a meeting needs to be planned to begin discussion.

Ilona will meet with Joel Holtz and get a vendor list. Justin will put a template together for reaching out and Ilona will distribute it. Samples containers applies to multiple committees.

Marlene asked if it could be posted on the TNI website – along with a request for a chair. Ilona asked if this is the time or is it after TNI decides to work on this. The committee will work on approaching the vendors and experts first and then decide whether to post on the website.

4. Guidance Document: Scopes of Accreditation

Justin pulled up the most recent version of the Scope Guidance draft for the committee to continue work on. A copy of this document, including the changes made today, can be found in Attachment F. The challenge in working on this document is keep the categories general enough for application, but still make the document useful.

There are FSMOs struggling on what to put on their scopes. This document will be helpful for both ABs and FSMOs.

Justin reviewed the information on the document and then focused the work today on the General Categories.

General Categories – Matrix

This should be general matrix categories and the definition for matrix should be added. The list was updated to include:

Air

Solids

Water

Biological
Chemical Materials
Other (not otherwise categorized)

Where would transect sampling for geoscience go? Could be soil? Chemicals?

General Categories – Field Sampling Technologies

The list was updated to read:

Direct Push Technology

Grab

Composite

Collection via a device – specified by ASTM method or other SOPs

Lysimeters

Air Collection via device

Air Stack

The committee will plan to do a Webex for the next call so sharing the document can make it easier to continue work on this. The goal is to have this done by the winter meeting in Oklahoma.

5. New Business

- None

6. Action Items

The table in Attachment C summarizes all action items. See notes on table.

7. Next Meeting

The next meeting will be in August and planned by email.

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

The meeting was adjourned at 10 am Central. Mike motioned to adjourn. Maggie seconded it and it was unanimously approved.

Attachment A
Participants
TNI Field Activities Committee

Members	Affiliation	Balance	Contact Information	
Justin B. Brown (Chair) Present	EMT	FSMO	(847) 324 3350	jbrown@emt.com
Troy Burrows Absent	STAC (Golden Specialty)	AB	(800) 429-8445	tburrows@goldenspecialty.com
Maggie Cangro Present	Catalyst Air Management, Inc.	FSMO	(813)994-5880	maggie.cangro@catalystair.com
Yoon Cha Absent	Eurofins Eaton Analytical	Other	(626)386-1188	YoonCha@eurofinsUS.com
Larry Duty Absent	E-Lab Consultants	Other	(832)364-0173	lduty@e-labdc.com
Craig Forbes Absent	HRSD-Pretreatment & Pollution Prevention Division	FSMO	(757)460-7043	CFORBES@HRSD.COM
Kevin Holbrooks Present	Jacksonville Electric Authority	Other		holbke@jea.com
Tom Martins Absent	NYCEP	FSMO	(914) 397-7935	martinst@dep.nyc.gov
Harry O'Neill Present	Beacon Environmental Services, Inc.	FSMO	(410) 838-8780 Ext. 113	Harry.ONeill@Beacon-usa.com
Juan Ramirez Absent	Seminole Electric Cooperative, Inc.	Other	(813) 739-1219	jramirez@seminole-electric.com
Mike Shepherd Present	L-A-B (Shepherd Technical Services)	AB	512-970-6789	mike@sheptechserv.com
Lauren Smith Absent	A2LA	AB	(301)644 3216	lsmith@a2la.org
Shannon Swantek Present	Oregon Public Health Division	AB	(503) 693-4130	shannon.swantek@state.or.us
Angela Zevely Absent	LG&E and KU Energy, LLC	Other	(502) 347-4196	angela.zevely@lge-ku.com
Ilona Taunton (Program Administrator) Present	The NELAC Institute		(828)712-9242	Ilona.taunton@nelac-institute.org

Attachment B

NEFAP ADVOCACY SCHEDULE

Organization	Event	Type of Presentation	Event Dates	Presenter
Past Events				
Midwest Groundwater Association	2009 Annual Midwest Groundwater Conference	Poster	October 15, 2009	Justin Brown
National Groundwater Association	2010 National Groundwater Summit	Speaking	April 13, 2010	Justin Brown
US Department of Defense	2010 EDQW	Speaking	April 15, 2010	Justin Brown
AEHS Foundation, Inc	26th Annual International Conference on Soils, Sediments, Water, and Energy	Poster	October 18, 2010	Declined Invitation (nobody to present)
US Environmental Protection Agency	20 th Annual Quality Assurance Conference	Speaking	October 20, 2010	Jo Ann Boyd
Pacific Northwest Clean Water Association	2010 Annual Conference	Speaking	October 26, 2010	Keith Champman
NWEC	2010 Northwest Environmental Conference	Speaking	December 6, 2010	Scott Hoatson
Midwest Water Analysts Association	2011 Winter Expo	Speaking	January 28, 2011	Justin Brown
Battelle	Battelle for the International Conference on Remediation of Contaminated Sediments	Poster	February 7, 2011	Declined Invitation (nobody to present)
SSAAP	Stationary Source Sampling and Analysis for Air Pollutants XXXV Conference	Speaking	March 20, 2011	Scott Evans
American Water Works Association	2011 Watercon	Speaking	March 20, 2011	Justin Brown
US Department of Defense	2011 EDQW	Speaking	March 28, 2011	Justin Brown
ASQ	2011 ASQ Energy and Environment Conference	Speaking		Randy Querry
US Environmental Protection Agency	2011 Annual EPA Quality Assurance Conference	Speaking	October 18, 2011	Jo Ann Boyd
Midwest Environmental Laboratory Stakeholders	2011 MELSS Annual Meeting	Speaking	December 2, 2011	Justin Brown
	2012 Environmental Regulatory and Compliance Conference	Speaking		Calista Daigle
US Environmental Protection Agency	2012 On-site testing conference	Speaking	January 23, 2012	Lauren Smith
US Department of Defense	2012 EDQW	Speaking	March 2012	Justin Brown/ Marlene Moore

Organization	Event	Type of Presentation	Event Dates	Presenter
Stack Testing Accreditation Council	2012 Source Evaluation Society Annual Conference	Speaking	March 7, 2012	Maggie Cangro
Texas Commission for Environmental Quality	2012 TCEQ Environmental Trade Fair and Conference	Speaking	May 1, 2012	Mike Shepard
US Environmental Protection Agency	2012 Annual EPA Quality Assurance Conference	Speaking	October 15, 2012	Jo Ann Boyd
PIANC USA/ COPRI ASCE	2012 Dredging PIANC/ COPRI ASCE	Speaking	October 22, 2012	Declined Invitation (nobody to present)
Environmental Protection Agency / Dept. of Homeland Security	2013 On-site Analysis Conference	Speaking	January 23, 2013	Lauren Smith
Louisiana Water Environment Association	21st Annual Technical Exhibition and Conference Louisiana Water Environment Association Conference	Speaking	April 18, 2013	Tracy Szerszen
Oregon Environmental Laboratory Association	OELA/ORELAP Annual Environmental Lab Workshop	Speaking	May 16, 2013	Kim Watson
Florida Society of Environmental Analysts	2013 FSEA Annual Spring Meeting and Technical Session	Speaking/ Technical Seminar	May 22, 2013	John Moorman
State Assessor Forum	Conference Call	Speaking / Q&A	July 22, 2013	Justin Brown Marlene Moore
US Army Corp of Engineers	Regional Workshop	Speaking	September 11 th , 2013	John Moorman
US Environmental Protection Agency	2013 Annual EPA Quality Assurance Conference	Speaking	October 14, 2013	Jo Ann Boyd
Florida Society of Environmental Analysts	Field Quality Systems Workshop	Speaking	October 23 rd , 2013	John Moorman
Illinois Association of Environmental Testing Labs	Midwest Environmental Stakeholder Summit	Speaking	December 6 th , 2013	Jerry Parr
TWUA	??	Speaking	March 10 th , 2015	JoAnn Boyd
US Environmental Protection Agency	2014 Annual EPA Quality Assurance Conference	Speaking	October 24, 2014	Jo Ann Boyd
Upcoming Events				
TCEQ	TCQ Trade Fair	Speaking	May 5, 2015	Marlene Moore
DoD	DoD Conference	Speaking	April 27, 2015	Marlene Moore
NEMC/TNI	NEMC Conference – Full Day Training: Sample Collection Design and Accreditation – Is Your Sample Data Defensible?	Speaking	July, 17, 2015	Marlene Moore

Organization	Event	Type of Presentation	Event Dates	Presenter

Attachment C

Action Items – FAC


	Action Item	Who	Expected Completion	Actual Completion
47	Update Presentation Summary and distribute before meetings. (Prepare table of speaking engagements. This will be added to minutes and website. Follow-up with Scott Hoatson, Jan and other committee members to find out about other speaking engagements to add to the summary table being prepared.)	JoAnn Justin	Each Meeting	Ongoing 1-15-13: Ilona meeting with William to set this up to add to website. 4/20/13: Ilona requested status update from William.
61	Update presentation and distribute for review. (General presentation people can use when attending conferences.)	Justin JoAnn	March 5, 2012 Needs to be updated by 3/31/13.	Presentation was done, but not reviewed yet. Probably needs more updating at this point. 2/20: Update from John. He is adding some info from the white paper and will then get back to Justin and Marlene. Justin will have it back from John first week of March. Need to work on speaker notes. 5/23/13: John sending FL presentation. 7/29/13: Presentation not received.

	Action Item	Who	Expected Completion	Actual Completion
				10/23/14: Justin will distribute to Ilona for finalization and then action item will be moved to Back Burner to remember to periodically update. Move to Tools Subcommittee.
105	Analyze container issue and present initial plan to committee. 4-24-15 Justin summarized the action item for new people on the call. In Chicago we will get an update from the person who initially brought up. Let Justin know if you would like to help.	Justin, Kevin, Terrance, Scott	6/30/14	10/23: Update – Kevin, Justin and Mike met in DC to talk and decided they need to reach out to more people. Justin is following up on people to include.
118	Get a schedule of the ANSI process from Ken.	Ilona	ASAP	
120	Distribute documents with comments received to committee.	Justin	7/9/15	Complete
121	Prepare template to reach out to container vendors.	Justin	August Mtg	
122	Distribute invitation to work with Container Subcommittee to container vendors.	Ilona	August Mtg	
123	Send out Webex invitation for next meeting.	Ilona	Day before August Mtg	

Attachment D



Backburner / Reminders – FAC

	Item	Meeting Reference	Comments
2	Update charter in October 2015	2/2/11	
3			
4			




Field Activities Committee Meeting

Environmental Measurement Symposium
Chicago, IL
July 2015




Meeting Agenda

- Introductions
- Subcommittee Updates
- EPA Container Document
- Scope of Accreditation Document





Committee Members

- Justin Brown – Environmental Monitoring and Tech.
- Troy Burrows – Golden Specialty
- Maggie Cangro – Catalyst Air Management, Inc.
- Yoon Cha – Eurofins Eaton Analytical
- Larry Duty – E-Lab Consultants
- Craig Forbes – Hampton Roads Sanitation District
- Kevin Holbrooks - JEA
- Tom Martin – NYC DEP
- Harry O' Neill – Beacon Environmental Services, Inc.
- Juan Ramirez – Seminole Electric Cooperative, Inc.
- Mike Shepard – L-A-B (Shepard Technical Services)
- Lauren Smith – A2LA
- Shannon Swantek – Oregon State Public Health Laboratory
- Angela Zevely – LG&E and KU Energy, LLC.




Subcommittee Update


- Tools Subcommittee
- Mobile Lab Subcommittee



Container Document

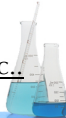

- Request from TNI member after discussing document with EPA
- EPA Publication #9240.0-05A
"Specifications and Guidance for Contaminant Free Sample Containers"
- Last Revised December 1992






Container Document

- Request to address Standards and Specifications (Not Guidance)
- Examples:
 - Maximum Contaminant Level (container)
 - Type of glass used
 - ✦ Borosilicate or non-borosilicate
 - ✦ PTFE Liners – Thickness of Liner
 - ✦ Types of Plastic – thickness/type/etc..

Container Document

- In committee for over year
- Investigate whether to address
- Review need with EPA and what format to address
- Formation of subcommittee
 - Need members from other stakeholder groups!
- Report back to CSDEC and TNI Board





Scopes of Accreditation




Accreditation is granted to the facility to perform the following field sampling:

FIELD OF SAMPLING/TEST	ITEMS, MATERIALS OR PRODUCTS SAMPLED/TESTED	SPECIFIC TESTS OR PROPERTIES MEASURED	SPECIFICATION, STANDARD METHOD OR TECHNIQUE USED	RANGE (WHERE APPROPRIATE) AND DETECTION LIMIT
Groundwater Sampling-Waterloo Profiling	Groundwater	NA	SEI-SOP-6.43.3 Ground water Profiling and K-Pro Testing	NA
Troll 9000/9500-Multiparameter Water Quality Sonde		pH, Temperature, Specific Conductance, ORP, Dissolved Oxygen	SEI-SOP-5.25.1 Use, Maintenance, and Calibration of the Multiparameter Troll 9000 and 9500	Physiochemica 1 to support Waterloo and MIP field work
Hydrolab MS5-Multiparameter Water Quality Sonde			SEI-SOP-5.27.1 Use, Maintenance, and Calibration of the Hydrolab MS5 Water Quality Multiprobes	
YSI 6990xl-Multiparameter Water Quality Sonde			SEI-SOP-5.30.2 Use, Calibration and Maintenance of the YSI Model 6990xl Multiparameter Water Quality Monitoring System	
Membrane Interface Probe (MIP)	Subsurface	Organics	SEI-SOP-10.12.2 Use, Calibration, and Maintenance of the Membrane Interface Probe (MIP)	NA




Accreditation is granted to the facility to perform the following field sampling:

FIELD OF SAMPLING/TEST	ITEMS, MATERIALS OR PRODUCTS SAMPLED/TESTED	SPECIFIC TESTS OR PROPERTIES MEASURED	SPECIFICATION, STANDARD METHOD OR TECHNIQUE USED	RANGE (WHERE APPROPRIATE) AND DETECTION LIMIT
Groundwater Sampling (SOP # FS-7) Field Sampling Procedure Manual	Groundwater	pH	SOP # FS-05	0 std pH Units to 14 std pH Units
		Temp	SOP # FS-03	0 °C to 100 °C
		Conductivity	SOP # FS-04	0 umhos/cm to 1 999 umhos/cm
		ORP	SOP # FS-06	-999 mV to 999 mV
		Residual Chlorine	SOP # FS-11	0 mg/L to 2 mg/L
		Dissolved Oxygen	SOP # FS-16	0 mg/L to 2 mg/L
Surface Water (SOP #FS-09)	Surface Water	pH	SOP # FS-05	0 std pH Units to 14 std pH Units
		Temp	SOP # FS-03	0 °C to 100 °C
		Conductivity	SOP # FS-04	0 umhos/cm to 1 999 umhos/cm
		ORP	SOP # FS-06	-999 mV to 999 mV
		Residual Chlorine	SOP # FS-11	0 mg/L to 2 mg/L
		Dissolved Oxygen	SOP # FS-16	0 mg/L to 2 mg/L
Grab Sample from Tap or Faucet (SOP # FS-10)	Grab Water	pH	SOP # FS-05	0 std pH Units to 14 std pH Units
		Temp	SOP # FS-03	0 °C to 100 °C
		Conductivity	SOP # FS-04	0 umhos/cm to 1 999 umhos/cm
		ORP	SOP # FS-06	-999 mV to 999 mV
		Residual Chlorine	SOP # FS-11	0 mg/L to 2 mg/L
		Dissolved Oxygen	SOP # FS-16	0 mg/L to 2 mg/L



Accreditation is granted to the facility to perform the following field sampling:

FIELD OF SAMPLING/TEST	ITEMS, MATERIALS OR PRODUCTS SAMPLED/TESTED	SPECIFIC TESTS OR PROPERTIES MEASURED	SPECIFICATION, STANDARD METHOD OR TECHNIQUE USED
Passive Soil Gas Sampling	Air	Organics	Beacon SOP 10 – Collection and Return Shipment of Passive Soil Gas Samplers SOP 1 PSG Sampler Manufacturing SOP 4 PSG Sampler Shipment
Passive Indoor/Ambient Air Sampling	Air	Organics	Beacon SOP 11 – Passive Diffusion Samplers with Sorbent Tubes SOP 6 Sorbent Tube Shipment SOP 16 Sorbent Tube Preparation
Soil Gas and Indoor/Ambient Air Sampling with Pumps	Air	Organics	EPA Method TO-17

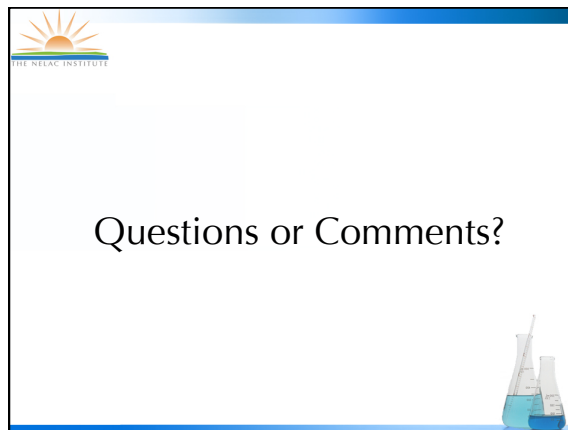


In addition, in recognition of the successful completion of the AZLA evaluation process, including an evaluation of the organization's compliance with The NELAC Institute Field Sampling and Measurement Organization Volume 1 (TNI FSMO V1 2007 Rev 0.1), accreditation is granted to this organization to perform recognized methods using the following testing technologies and in the analyte categories identified below:

Technology: XRF

Sampling:

Matrix	Equipment	Procedure
Paint Chips	N/A	HUD Guidelines for the Evaluation and Control of Lead-based Paint Hazards in Housing, Chapter 7, Lead-Based Paint Inspection, Appendix 13.2
Soil	N/A	HUD Guidelines for the Evaluation and Control of Lead-based Paint Hazards in Housing, Chapter 7, Lead-Based Paint Inspection, Appendix 13.3
Dust Wipes	N/A	HUD Guidelines for the Evaluation and Control of Lead-based Paint Hazards in Housing, Chapter 7, Lead-Based Paint Inspection, Appendix 13.1
Air	Sampling pump	NIOSH Method 7300



Attachment F: Guidance on NEFAP Scopes of Accreditation

Introduction – add language on purpose of scope, stress flexibility and defer to AB for further discussion

Standard - TNI FSMO Standard Volume II Section 7.1.3.2:

“Accreditation shall be granted for Field Sampling by Matrix/Technology, and/or for Field Measurements by Matrix/Technology.

NOTE: Accreditation may also be granted for Field Sampling/Measurement Methods, or analyte as specific to regulatory programs.”

General Conformance Statement-

[Reference to VI.... \(Add In\)](#)

Organizations (See TNI FSMO Standard for Definition)

- A. Multiple Facility Organization
- B. Single Facility Organization

General Categories - [Matrix](#)

[Add definition of Matrix](#) – The substance upon which a measurement is made or from which a sample is collected. The matrix includes the physical, chemical, biological, and radiological characteristics of the substance.

[Simplify with some examples and caveat that they are just examples...](#)

- I. Air
- II. Solids [\(include examples...\)](#)
- III. [Water](#)
- VI. Biological
- VII. Chemical [Materials](#)
- IX. Other (not otherwise categorized)

General Categories – Field Sampling Technologies

- a. [Direct Push Technology](#)
- b. Grab
- c. Composite
- d. Collection via a device – specified by ASTM method or other SOPs
- e. lysimeters
- f. [Air Collection via Device](#)
- g. [Air Collection via Device](#)
- h. [Air Collection via Device](#)
- i. Air stack

General Categories – Field Measurement Technologies

- a. X-Ray Fluorescence
- b. Immunoassay

Justin Brown 2/4/2015 8:53 AM

Deleted: A. Quality Systems Manual –Policies versus practices

Justin Brown 2/4/2015 8:55 AM

Deleted: Media

Justin Brown 7/16/2015 9:40 AM

Deleted: Groundwater

Justin Brown 7/16/2015 9:39 AM

Deleted: Wastes

Justin Brown 7/16/2015 9:38 AM

Deleted: VIII. Biota

Justin Brown 7/16/2015 9:53 AM

Deleted: Geoprobe

Justin Brown 7/16/2015 9:54 AM

Deleted: Regulatory

Justin Brown 7/16/2015 9:53 AM

Deleted: Air passive

Justin Brown 7/16/2015 9:54 AM

Deleted: ambient

- c. Gas Chromatography – Volatile Organics
- d. Gas Chromatography – Semi-Volatile Organics
- e. Sample Preparation Methods
- f. Gas Chromatography/Mass Spectrometry – Volatile Organics
- g. Gas Chromatography/Mass Spectrometry– Semi-Volatile Organics
- h. LC/MS, LC/MS/MS-Analyte Specific
- i. ICP
- j. IC
- k. Dense Non-Aqueous Phase Liquids (DNAPL) Detection Technique
- l. Colorimetric In Situ Probes
- m. Electrochemical Methods
- n. Ion-Specific Electrodes
- o. Open-Light Path Techniques
- p. Fourier Transform Infrared Spectroscopy
- q. Tunable Dye Lasers
- r. Direct Sensors
- s. Colorimetric Tests (includes kits)
- t. Titrametric Tests (includes kits)
- u. Spectrophotometric Tests
- v. Analyze Immediately Parameters – Dissolved Oxygen, pH, Temperature, Residual Chlorine, Sulfite. Note: Analyze immediately parameters may be accredited under a laboratory accreditation program that is mandated by a state regulatory requirement to be performed by a NELAP AB or State certification program.
- w. Geophysical Test Parameters (Real Time)
- x. Geological Techniques
- y. Other (not otherwise identified)

Categories – Methods/Programs

- i. ASTM
- ii. USGS
- iii. NIOSH
- iv. AOAC
- v. EPA
- vi. State Specific Sampling methods or requirements(e.g.; New Jersey, Florida, etc.)
- vii. Other (to be named specifically as part of the accreditation, such as LQSR for NLLAP)

OVERALL REQUIREMENTS

Quality Management Requirements per ISO 17025

General Field Decontamination requirements

General Field Documentation requirements

General Field QC requirements

AE SAMPLING

-Source Air / Stack Gas Sampling (activities to include Pitot Tube calibrations, stack traverses, VOST trains, impinger trains, filters & cartridges, Performance Audit Samples (see the TNI SSAS Stds.), flowmeter calibrations, humidity & moisture corrections)

Continuous Emission Monitor Validations (activities to include Performance Specifications, Zero & Relative Accuracy tests, data completeness and representativeness evaluations) (OR, organize by NO_x, TSP, O₃, SO₂, Pb, meteorological parameters, etc.)

Industrial Hygiene Sampling (activities to include hi-flow & lo-flow sampling pumps, filters, cartridges, passive dosimeters)

Canister Sampling

DW/NPW SAMPLING

Grab Sampling

Composite Sampling

(OR, organize by Surface Water, Groundwater, Drinking Water, Wastewater)

SCM SAMPLING

Grab Sampling

Drum Sampling

Core Sampling

(OR, organize by Soils, Sediments, Wastes)

BT SAMPLING

Tissue Sampling

Biological Communities and Habitat Assessment

FIELD TESTING

pH, Conductance, Salinity, Temperature, Dissolved Oxygen, Turbidity, Light Penetration, Chlorine

- A. Quality Systems Manual –Policies versus practices
- B. Regulatory Requirements
- C. UFP QAPPs, Brownfield QAPPs, SAPs,

Groundwater

IV. Surface water

V. Porewater