Field Activities Committee (FAC)
Meeting Summary

July 29, 2013

1. Roll call:

Chair, Justin Brown called the FAC meeting to order on July 29, 2013 at 1:05 pm EST. Attendance is recorded in Attachment A – there were 8 members present. Associate members present included: Terrance Tremain, Aaron White, Rich Smith, Craig Sprinkle, Scott Haas and Mike Miller.

There were no comments received after distribution of the May 23rd meeting minutes. The meeting minutes are considered approved and will be posted on the TNI website. *(Note: There was not meeting in June 2013.)*

2. Further Discussion on Standards

The FAC has been following a DRAFT process for finalization of the standard. The updated Standards Development SOP should be going through a final vote in the Consensus Standards Development Program in San Antonio and then it will go to the Policy Committee for review and final approval by the TNI Board of Directors.

The Standard was sent to the NEFAP EC for review. They did not have any recommended changes. The next step in the process is to submit the Standard to the CSDP Executive Committee for review and comment. They will look for compliance to the standards development requirements.

The Review Council has not been developed yet. This may slightly delay the finalization of the Standard. There is no timeline listed in the SOP for the completion of the Council's review.

Justin will distribute the new SOP for standards development when it is final.

3. Mobile Laboratory Subcommittee

Mike has started to review the summary of responses sent to him by Ilona. Paul Bergeron will be helping with this review.
4. Advocacy

Mike asked if Justin has been getting any feedback on the NEFAP White Paper. Justin responded that they have not gotten any feedback. Marlene joined the Advocacy Committee to get assistance in getting the word out about NEFAP.

Mike commented that the website does not cover what each AB’s scope is. Mike thinks this is part of why there aren’t as many FSMOs involved. The NEFAP EC did decide that there did not need to be any language change to the standard regarding Scope.

Craig would like to know why EPA contracts have not included any kind of field sampling requirements. He would like to see this discussed in San Antonio. His company has had to back-off on accreditation until the need starts to come up in contracts. He is not seeing anything in DoD contracts either.

Justin commented that he and Marlene attended the State Assessor’s meeting and talked about NEFAP. There is a policy directive on the FEM website regarding sampling. John Moorman noted that people are not going to pursue accreditation because it is a good idea – there has to be some kind of a driver.

5. San Antonio Agenda

Possible topics:

- Justin plans to review the Standard.
- Add a review and discussion time for the Mobile Lab Subcommittee.
- Tools Status
- 3 Members are rotating off – Discuss membership
- White Paper
- Advocacy
- Open Forum
- Drivers for accreditation
- Could some accredited FSMOs discuss benefits?

6. New Business
None.

7. Action Items

    Action items were reviewed and recorded directly into the table. The table in Attachment C summarizes all action items.

8. Next Meeting

    The next meeting will be on Thursday morning in San Antonio. A call-in can be set-up for anyone that wants to call in. There were 4 people interested. Justin and Ilona will talk to Jerry.

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

    The meeting was adjourned at 1:50pm EST. John motioned to adjourn. Maggie seconded it and it was unanimously approved.
<table>
<thead>
<tr>
<th>Members</th>
<th>Affiliation</th>
<th>Balance</th>
<th>Contact Information</th>
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<tbody>
<tr>
<td>Justin B. Brown (Chair)</td>
<td>EMT</td>
<td>FSMO</td>
<td>(847)324 3350 <a href="mailto:jbrown@emt.com">jbrown@emt.com</a></td>
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<tr>
<td>Present</td>
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<tr>
<td>Dane Wren</td>
<td>Wren Engineering, P.A.</td>
<td>Other</td>
<td>(407)833-0061 <a href="mailto:dwren47@aol.com">dwren47@aol.com</a></td>
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<td>Absent</td>
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<tr>
<td>John Moorman</td>
<td>Water Quality Monitoring Division, South Florida Water Management District</td>
<td>FSMO</td>
<td>(561)753-2400 x4654 <a href="mailto:jmoorma@sfwmd.gov">jmoorma@sfwmd.gov</a></td>
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<td>Present</td>
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<tr>
<td>Troy Burrows</td>
<td>Need Contact Info</td>
<td>FSMO</td>
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<tr>
<td>Jan Wilson</td>
<td>CAMMIA Environmental</td>
<td>Other</td>
<td>(360)904-8416 <a href="mailto:WQL@aol.com">WQL@aol.com</a></td>
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<td>Present</td>
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<tr>
<td>Jo Ann Boyd</td>
<td>Southwest Research Institute</td>
<td>Accred. Lab.</td>
<td>(210)522-2169 <a href="mailto:joann.boyd@swri.org">joann.boyd@swri.org</a></td>
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<tr>
<td>Absent</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Lauren Smith</td>
<td>A2LA</td>
<td>AB</td>
<td>(301)644 3216 <a href="mailto:Ismith@a2la.org">Ismith@a2la.org</a></td>
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<td>Robert P. DiRienzo</td>
<td>AIHA (ALS)</td>
<td>AB</td>
<td>(801)266-7700 <a href="mailto:Bob.DiRienzo@ALSGlobal.com">Bob.DiRienzo@ALSGlobal.com</a></td>
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<tr>
<td>Mike Shepherd</td>
<td>Laboratory Accreditation Bureau (Shepherd Technical Services)</td>
<td>AB</td>
<td>512-970-6789 <a href="mailto:mike@sheptechserv.com">mike@sheptechserv.com</a></td>
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<td>Virginia Murray</td>
<td>NYCDEP-Distribution Water Quality Field Operations</td>
<td>FSMO</td>
<td>718-595-6315 <a href="mailto:Vmurray@dep.nyc.gov">Vmurray@dep.nyc.gov</a></td>
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<tr>
<td>Craig Forbes</td>
<td>HRSD-Pretreatment &amp; Pollution Prevention Division</td>
<td>FSMO</td>
<td>(757)460-7043 <a href="mailto:CFORBES@HRSD.COM">CFORBES@HRSD.COM</a></td>
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<td>Maggie Cangro</td>
<td>Catalyst Air Management, Inc.</td>
<td>FSMO</td>
<td>(813)994-5880 <a href="mailto:maggie.cangro@catalystair.com">maggie.cangro@catalystair.com</a></td>
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<td>Yoon Cha</td>
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<td><a href="mailto:YoonCha@eurofinsUS.com">YoonCha@eurofinsUS.com</a></td>
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<tr>
<td>Ilona Taunton (Program Administrator) Recording</td>
<td>The NELAC Institute</td>
<td>(828)712-9242 <a href="mailto:Ilona.taunton@nelac-institute.org">Ilona.taunton@nelac-institute.org</a></td>
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<td>Midwest Groundwater Association</td>
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<td>National Groundwater Association</td>
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<td>AEHS Foundation, Inc</td>
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<td>NWEC</td>
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<td>Battelle</td>
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<td>SSAAP</td>
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<td>American Water Works Association</td>
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<td>Texas Commission for Environmental Quality</td>
<td>2012 TCEQ Environmental Trade Fair and Conference</td>
<td>Speaking</td>
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<td>PIANC USA/ COPRI ASCE</td>
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<td>Oregon Environmental Laboratory Association</td>
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<td>2013 FSEA Annual Spring Meeting and Technical Session</td>
<td>Speaking/ Technical Seminar</td>
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<td>State Assessor Forum</td>
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<td>US Environmental Protection Agency</td>
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### Action Items – FAC

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<tr>
<td>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.)</td>
<td>JoAnn</td>
<td>Each Meeting</td>
<td>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.</td>
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<tr>
<td>61 Update presentation and distribute for review. (General presentation people can use when attending conferences.)</td>
<td>Justin</td>
<td>March 5, 2012</td>
<td>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</td>
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