

## **Field Activities Committee (FAC) Meeting Summary – San Antonio**

**August 8, 2013**

### **1. Roll call:**

Chair, Justin Brown called the FAC meeting to order on May 23, 2013 at 2 pm EST. Attendance is recorded in Attachment A – there were 8 members present. By phone: John, Craig, Yoon.

### **2. Further Discussion on Standards**

See Slides (Attachment E).

The standard is now the Interim Standard. There were no additional comments received from the NEFAP EC. The standard is now going to a Standard Review Council through the Consensus Standards Development Program (CSDP).

### **3. Mobile Labs Survey – Mike Miller**

See Slides (Attachment E). Mike reviewed the slides and asked for comments.

Carl Kircher commented that stack testing combines sampling and analysis at the same time. This is a little different than some other matrices.

Kim Watson is an FSMO and commented that in her company the sampler is different than the analyst.

William B. commented that their mobile lab is a shell that is configured each time for whatever it is needed for.

### **4. Tools for FSMOs**

Field companies expressed that they did not have a number of the tools needed to comply with the standard. The FAC and NEFAP EC will be trying to help them overcome the obstacles.

The Tools Subcommittee started by thinking that they would start with a QM guidance document or template. Instead the group is going to take this step by step. It will start by helping FSMOs establish what their gaps are. Justin invited more people to join this work group.

As we establish the work group calls and begin developing tools, eventually the calls will become a forum for discussion between FSMOs.

## 5. Membership.

Jan, Dane, and JoAnn will be rotating off in January. The committee is looking for new members.

*Update 10/9/13 – Virginia Murray will also not renew her term on the committee so we will be solicitng nominations for a 4<sup>th</sup> vacancy on the committee.*

Nominations are due in October and new members will join in January. The nomination form is on the TNI site.

## 6. Advocacy

Recent presentations include a phone conference with the State Assessor Forum and a presentation will be made at EPA Region 6. See Attachment B for an updated listing of past and future presentations.

A whilte paper was submitted to Pollution and Engineering. It discusses the benefits of the program and some of the details of how the program operates.

The group struggles to get the word out, so anyone who is attending a meeting and would like to give a presentation – let us know and we can.

JoAnn will work on the brochure. Mike Miller and Jan Wilson volunteered to help. They will target an update by the end of the month.

The business card concept to direct people to the website will be discussed in the NEFAP EC meeting.

## 7. New Business

- EPA Container Guidance. We received a request from Mike McCune of QEC to look at the EPA document “Specifications and Guidance for Contaminant –Free Sample Containers”. Mike said the document is over 20 years old and much of the language is outdated or not applicable. He raised the issue first and Eric Reynolds of USEPA Technology Innovation Program, as well as Lara Phelps of USEPA OSA, expressed interest in having the document updated. Lara directed him to approach TNI FAC to request the committee to review and update the document. We will discuss whether this is an appropriate undertaking for this committee as well as strategy for completion if we do decide to take on this task in future calls.

- ANSI approval of Field Standard. We will begin discussing the process for approval at our next meeting.

## 8. Action Items

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

The committee needs to get started on the ANSI approval of the standard. Any historical documents will help to put this together.

ISO 17011 is up for review, so Carl encouraged people to look at the language and provide comments.

Justin has been asked to prepare a list of changes to the standard that will be provided when the document is finalized and published.

## 9. Next Meeting

The next meeting will be planned by e-mail.

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

The meeting was adjourned at 10:15am CT. Shepherd motioned to adjourn. Jan seconded it and it was unanimously approved.

**Attachment A**  
**Participants**  
**TNI Field Activities Committee**

<b>Members</b>	<b>Affiliation</b>	<b>Balance</b>	<b>Contact Information</b>	
Justin B. Brown (Chair) <b>Present</b>	EMT	FSMO	(847)324 3350	<a href="mailto:jbrown@emt.com">jbrown@emt.com</a>
Dane Wren <b>Absent</b>	Wren Engineering, P.A.	Other	(407)833-0061	<a href="mailto:dwren47@aol.com">dwren47@aol.com</a>
John Moorman <b>Present - Phone</b>	Water Quality Monitoring Division, South Florida Water Management District	FSMO	(561)753-2400 x4654	<a href="mailto:jmoorma@sfwmd.gov">jmoorma@sfwmd.gov</a>
Troy Burrows <b>Absent</b>	Entec Services, Inc.	FSMO	(800)429-8445	<a href="mailto:TBurrows@entecservices.com">TBurrows@entecservices.com</a>
Jan Wilson <b>Present</b>	CAMMIA Environmental	Other	(360)904-8416	<a href="mailto:WQL@aol.com">WQL@aol.com</a>
Jo Ann Boyd <b>Present</b>	Southwest Research Institute	Accred. Lab.	(210)522-2169	<a href="mailto:joann.boyd@swri.org">joann.boyd@swri.org</a>
Lauren Smith <b>Present</b>	A2LA	AB	(301)644 3216	<a href="mailto:lsmith@a2la.org">lsmith@a2la.org</a>
Robert P. DiRienzo <b>Absent</b>	AIHA (ALS)	AB	(801)266-7700	<a href="mailto:Bob.DiRienzo@ALSGlobal.com">Bob.DiRienzo@ALSGlobal.com</a>
Mike Shepherd <b>Present</b>	Laboratory Accreditation Bureau (Shepherd Technical Services)	AB	512-970-6789	<a href="mailto:mike@sheptechserv.com">mike@sheptechserv.com</a>
Virginia Murray <b>Absent</b>	NYCDEP- Distribution Water Quality Field Operations	FSMO	718-595-6315	<a href="mailto:Vmurray@dep.nyc.gov">Vmurray@dep.nyc.gov</a>
Craig Forbes <b>Present - Phone</b>	HRSD-Pretreatment & Pollution Prevention Division	FSMO	(757)460-7043	<a href="mailto:CFORBES@HRSD.COM">CFORBES@HRSD.COM</a>
Maggie Cangro <b>Present</b>	Catalyst Air Management, Inc.	FSMO	(813)994-5880	<a href="mailto:maggie.cangro@catalystair.com">maggie.cangro@catalystair.com</a>
Yoon Cha <b>Present - Phone</b>				<a href="mailto:YoonCha@eurofinsUS.com">YoonCha@eurofinsUS.com</a>
Ilona Taunton (Program Administrator) <b>Present</b>	The NELAC Institute		(828)712-9242	<a href="mailto:Ilona.taunton@nelac-institute.org">Ilona.taunton@nelac-institute.org</a>

## Attachment B

### NEFAP ADVOCACY SCHEDULE

Organization	Event	Type of Presentation	Event Dates	Presenter
<b>Past Events</b>				
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 <sup>th</sup> 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

<b>Organization</b>	<b>Event</b>	<b>Type of Presentation</b>	<b>Event Dates</b>	<b>Presenter</b>
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 <sup>th</sup> , 2013	John Moorman
<b>Upcoming Events</b>				
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 <sup>rd</sup> , 2013	John Moorman

## Attachment C

### Action Items – FAC

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
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.

	<b>Action Item</b>	<b>Who</b>	<b>Expected Completion</b>	<b>Actual Completion</b>
93	Prepare a list of updates to the standard when it is finalized to help people with implementation.	Justin FAC	TBD	
94	Look at EPA container request.	FAC	TBD	



**Attachment D**

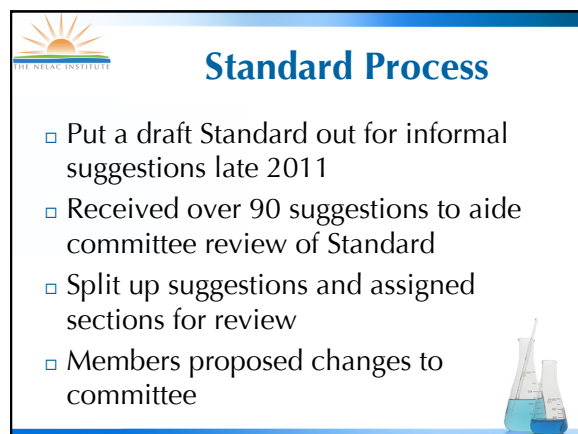
**Backburner / Reminders – FAC**


	<b>Item</b>	<b>Meeting Reference</b>	<b>Comments</b>
2	Update charter in October 2013	2/2/11	
3			
4			

## **Attachment E**

FAC PowerPoint Presentation


Mobile Lab Subcommittee Presentation






### Standard Process

- Developed Working Draft Standard
- Published August 2012 on TNI Website for comment
- Received approximately 65 comments
- Worked through all comments received as committee
- Committee voted in November to publish as Voting Draft






### Voting Draft Standard

- Published on November 28, 2012
- Voting Commenced December 14, 2012
- Voting Close January 12<sup>th</sup>, 2013
- Received total of 43 votes



### Voting Draft Standard

<u>Volume I</u>	<u>Volume II</u>
□ Abstain – 5	□ Abstain – 4
□ Affirmative - 30	□ Affirmative - 31
□ Affirmative w/ comment - 7	□ Affirmative w/ comment - 6
□ Negative - 0	□ Negative - 0
□ Negative with comment - 1	□ Negative with comment - 2



### Voting Draft Standard

- Voting Draft Standard Published on June 5<sup>th</sup>, 2013
- Committee members voted unanimously in favor of VDS on June 20<sup>th</sup>, 2013


### Voting Draft Standard


- VDS submitted to NEFAP Executive Committee for review/comment/discussion
- Open review period closed July 29<sup>th</sup>, 2013
- No comments/Feedback provided by NEFAP EC
- VDS became the Interim Standard

### Current Status


- Standard will be sent to Standard Review Council
- Council provide feedback
  - FAC vote on any changes recommended
  - IS becomes the TNI Standard





### Mobile Lab Subcommittee

- Joint subcommittee with FAC and NEFAP EC
- Questionnaire sent
- Summary of Responses




### Tools for FSMO

- Workgroup formed
- Discussion on what is important – first tasks
- Solicit input from FSMOs on what is needed
- Forum for FSMO collaboration





### Membership

- Jo Ann Boyd
- Jan Wilson
- Dan Wren
- Seeking 3 members
- Nomination form on TNI site




### Advocacy

- Presentations
  - State Assessor Forum
  - EPA Region 6
- White Paper
  - Submitted to Pollution & Engineering
- TNI Advocacy committee



### Action Items

- Review Action Items
- New Business
  - ANSI Standard
  - EPA Container Guidance
- Open Discussion



# NEFAP Mobile Field Lab Questionnaire RPT

Michael Miller & Paul Bergeron  
mwmillernviron@yahoo.com

# Questionnaire sent by e-mail

- To NEFAP EC, FAC and NELAC auditor's form members
- 15 organizations responded
- NELAP State ABs, State ABs, STAC Testers, Air FSMOs
- NELAP States Accredited to NELAC 2003 and/or TNI\_NELAC 2009
- Some NELAP States also have State accreditations
- State AB accreditations based on rules/ regulations
- Most State ABs Accredited Mobile Labs individually
- Majority used or preferred the following definitions:

# Mobile Lab Definitions

- 2) NELAC 2003 Standard: A portable enclosed structure with necessary and appropriate accommodations and environmental conditions as described in Chapter 5, with which testing is performed by analysts.



# Definitions

- 3) TNI-FSMO 2007 rev 0.1: Defines Field Sampling and Measurement Organization, which includes mobile activities , following from standard.

NOTE 1: FSMO activities, whether from a fixed or mobile base, that encompass multiple field sampling and measurement locations, do not require separate accreditations.

NOTE 2: A mobile sampling and measurement unit, operating under the FSMO management system, does not require a separate accreditation

# T

Respondent Self Identification	Accredit Sampling Only	Accredit Measurement Only	Accredit Sampling & Measurement	Total Number of AB Respondents
NELAP States	0	6	0	6
Non-NELAP States	0	0	1	3
FSMO AB's	0	0	0	0
Respondent	Perform Sampling Only	Perform Measurement Only	Perform Measurement & Sampling	Total Number of FMSO Respondents
FSMO Air	2	0	0	2
FSMO STAC	0	0	3	3
EPA Regions,	0	0	1	1
FSMO (other media)	0	1	0	1
Total	2	7	4	16

Respondent Identification of Methods/Parameters	Sampling Methods Accredited	Measurement Methods/Parameters Accredited	Combined Sampling/Measurement Methods/Parameters Accredited	Total Number of Lab Methods
NELAP States	0	(same as Labs)	0	
Non-NELAP States	2	9	0	11
FSMO AB's	0	0	0	0
Respondent Identification of Methods				Total Number of Lab Methods
FSMO Air	0	0	4	4
FSMO STAC	1	2	16	19
EPA Regions	0	0	6	6
FSMO (other media)	0	0	2	2
Total	3	11	28	42

# Conclusions

- The Participation in questionnaire was limited.
- The committee would appreciate more participation.
- Questionnaire available from:

Ilona Tonton

[Ilona.taunton@nelac-institute.com](mailto:Ilona.taunton@nelac-institute.com)



# FSMO Questions

- Do You Operate a Mobile Lab?
- What Measurements/ analysis (methods) at Sample source, in mobile lab, fix base Lab
- What Sampling Methods
- What type of vehicle
- Are Measurements/ Analysis accredited?
- Are sampling Methods accredited?
- What Accreditation Standard, NELAC, TNI-FSMO, ASTM D7036, State Rule

# FSMO AB Questions

- Do you offer Mobile Lab Accreditation
- Do you accredit for Field Sampling
- Do you accredit for measurements/ analysis methods
- How do you define Scope
- What Accreditation Standard, NELAC, TNI-FSMO, ASTM D7036

# FSMO-STAC

- Do You Operate a Mobile Lab?
- What Measurements/ analysis (methods) at Sample source, in mobile lab, fix base Lab
- What Sampling Methods
- What type of vehicle
- Are Measurements/ Analysis accredited?
- Are sampling Methods accredited?
- What Accreditation Standard, NELAC, TNI-FSMO, ASTM D7036, State Rule



# Ambient/ Indoor Air

- Same Questions as other FSMOs