

# TNI Stationary Source Audit Sample Expert Committee (SSAS) Meeting Summary

**April 6, 2020**

## 1. Roll call and approval of minutes:

Chair, Sheri Heldstab, called the TNI SSAS Executive Committee meeting to order by teleconference on April 6, 2020, at 2pm Eastern. Attendance is recorded in Attachment A – there were 4 committee members present. Associate(s): Bill Guyton Guest(s): Stan Tong and Eugene Chen.

## 2. Announcements

- SES newsletter blurb was submitted 3/27/20 and should have gone to print on 4/1/20.
- SES Poster and FAQ was completed, but conference was canceled. It will need to be updated for the 2021 conference.

## 3. SOP 6-100

Sheri reviewed the changes made to the SOP since the last meeting and started in Section 7.3.

Section 7.3 – Crossed out second sentence. Also change ASRL to acceptance limits. Re-word need to reassess acceptance limits if a technology cannot meet the sample acceptance limits. Needs to be clear.

Appendix A – Excel Formulae Table – for a and b – change “cellM” to “cellN”.

Appendix B – Looked at entirety of Section 7 to develop this Appendix. Change Query to Consideration Criteria.

Sheri asked if anyone would be willing to do a complete review of Appendix A and check all the calculations and formulas carefully. There were no volunteers, so Sheri will review it herself again and send this Appendix to Carl for review before finalization.

Carl suggested the Committee look at [ANOVA](#), but since the data set is small ... the Committee decided not to use it after thorough discussion at a previous meeting.

She will clean this SOP up and send a track changes version and clean copy to the Committee for a final review. She hopes to vote on this during the 4-20-20 meeting. Ilona asked that she include Eric Smith and Carl Kircher in the cc line when she sends it out.

Sheri asked that any changes made to the SOP during the final review be done on the clean copy with Track Changes turned on.

#### 4. New Business.

Sheri and Ilona will talk about a new format Ilona sent for tracking action items after the call today.

#### 5. Action Items

The action items can be found in Attachment B.

#### 6. Next Meeting

The next meeting will be April 20, 2020 at 2:00pm Eastern. Ilona will send out a WebEx invitation the day of the meeting.

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

Sheri adjourned the meeting at 3:24pm Eastern. (Motion: Gregg Second: Katie. Unanimously approved.)

## Attachment A

### Participants

#### TNI

### Stationary Source Audit Sample Expert Committee

| <b>Members</b>  | <b>Rep</b> | <b>Affiliation</b>                            | <b>Contact Information</b>   |
|---|------------|---|--|
| Sheri Heldstab (2022*)<br>CHAIR<br><b>Present</b>         | Lab        | Chester LabNet                                | sheldstab@chesterlab.net   |
| Tom Widera (2023)<br>VICE-CHAIR<br><b>Absent</b>          | Other      | ERA<br>(Provider)                             | twidera@eraqc.com  |
| Ilona Taunton,<br>Program Administrator<br><b>Present</b> |            | TNI   | Ilona.taunton@nelac-institute.org                                  |
| Ed MacKinnon (2022)<br><b>Absent</b>                      | Other      | TRC Env Corp<br>(Stationary Source<br>Tester) | emackinnon@trcsolutions.com  |
| Gregg O'Neal (2020*)<br><b>Present</b>                    | AB         | NC DAQ  | gregg.oneal@ncdenr.gov   |
| Katie Gattis (2023)<br><b>Present</b>                     | Lab        | Element One Inc.                              | <a href="mailto:katie.gattis@e1lab.com">katie.gattis@e1lab.com</a> |
| Michael Klein (2020*)<br><b>Present</b>                   | AB         | NJ DEP  | michael.klein@dep.nj.gov   |
| Michael Schapira (2021*)<br><b>Absent</b>                 | Lab        | Enthalpy Analytical<br>LLC                    | Mike.schapira@enthalpy.com   |

## Attachment B

### Action Items – Stationary Source Audit Sample Expert Committee

|    | <b>Action Item</b>  | <b>Who</b>    | <b>Date Added</b> | <b>Expected Completion</b> | <b>Completion</b>  |
|----|---|---------------|-------------------|----------------------------|--|
| 2  | Find out which group in EPA is helping the Microbiology FoPT Subcommittee crunch numbers for limits.        | Ilona         | 2/12/18           | 3/19/18                    | Need to hear back from Jennifer Best. [1/21/20: Eric Smith (PTEC) said that Chemistry FoPT subcommittee working on calculations] [2-18-20: Shawn did not have formulae, but agreed to stay in touch with me to ensure consistency between 6-100 & 4-101] |
| 9  | Prepare general summary of what the committee plans to change in the current Standard and why. First DRAFT. | Tom           | 4/23/18           | 5/21/18                    | In progress. [1/21/20: On hold until SOP 6-100 & 6-101 completed]  |
| 10 | Send ideas on Storage Condition issue to Tom so he can summarize them for an agenda item in July.           | All           | 6/18/18           | 7/15/18                    | How to word storage conditions. Leave open. [1/21/20: On hold until SOP 6-100 & 6-101 completed]   |
| 18 | Update SOP 6-100 based on review during meeting.  | Tom           | 1/22/19           | 2/24/19                    | In Progress  |
| 37 | Put current Charter up on the TNI website.  | Tom/Bob Wyeth | 2/18/20           | 3/2/20                     |  |

|    | <b>Action Item</b>  | <b>Who</b> | <b>Date Added</b> | <b>Expected Completion</b> | <b>Completion</b> |
|----|---|------------|-------------------|----------------------------|-------------------|
| 38 | Comment on Sheri's SES Poster for presentation.   | All        | 2/18/20           | 3/2/20                     |                   |
| 39 | Consider contacting PT Providers about providing Audit Samples after more procedures and modules are complete.  | TBD        | 2/18/20           | TBD                        |                   |
| 40 | Send an example action table to Sheri from another committee.   | Ilona      | 3/2/20            | 3/16/20                    |                   |
| 41 | Meet with Carl Kircher and Shawn Kassner to discuss statistics in SOP 6-100.                                    | Sheri      | 3/2/20            | 3/16/20                    |                   |
| 42 | Comment on SES newsletter article and FAQ.  | All        | 3/16/20           | 3/25/20                    |                   |
| 43 | Contact Carl about reviewing Appendix A before finalizing SOP 6-100. (Sheri will also review it again herself.) | Sheri      | 4/6/20            | 4/20/20                    |                   |
| 44 | Review cleaned up copy of SOP 6-100 sent by Sheri. Use track changes to make comments.                          | All        | 4/6/20            | 4/17/20                    |                   |

