

TNI Stationary Source Audit Sample Expert Committee Meeting
January 26, 2010

Attendance:

| | | |
|----------------------------|-----------------------|---------|
| Maria Friedman, Chair | Committee member | present |
| Jack Herbert | Committee member | present |
| Michael Klein | Committee member | present |
| Ray Merrill | Committee member | absent |
| Gregg O'Neal | Committee member | present |
| Michael Schapira | Committee member | present |
| Jim Serne | Committee member | present |
| Candace Sorrell | Committee member | absent |
| Richard Swartz, Vice-chair | Committee member | present |
| Stanley Tong | Committee member | absent |
| Jane Wilson | Program Administrator | present |
| Shawn Kassner | Associate member | present |
| Mike Miller | Associate member | present |
| Chuck Wibby | Associate member | absent |
| Jeff Lowry | Guest | absent |
| William Daystrom | Guest | present |

This meeting was conducted during the TNI Forum on Laboratory Accreditation in Chicago, IL.

The Committee members and audience gave self-introductions. In addition to the committee and guests above, the following persons were in attendance:

- Jim Presley is with ARI Environmental, a NELAC lab with state of TX. He is here to gather information about audit program.
- Jeff Loewe with Microbac Laboratories, which is NELAC accredited for chemistry. He is getting more information about audit program.
- Coleen Eichman with ERA who will be a SSAS provider.
- Bob Finken who is with Delta Air Quality and is associated with Source Evaluation Society (SES).

- 1) Double-check of documents to be referenced in this meeting

Maria confirmed which documents were being reviewed during today's meeting. She provided the overview presentation and William Daystrom's overview of the central database. The January 20, 2010 meeting minutes were also provided.

- 2) Review and approval of minutes from teleconference on January 20, 2010

Richard motioned to accept the minutes as drafted/Gregg seconded. All were in favor of the motion.

3) Update on accomplishments to date

- Maria reviewed major project milestones to date (from the presentation).
- Maria led a Committee review of the FAQ document for the audience.

Jim S. suggested asking the regulatory committee members to provide some typical answers for some of the questions since many of the answers just refer the inquiry to the responsible state agency. Jack agrees, as well as the other regulatory agencies. Stan Tong will also be included to provide EPA perspective. Richard will lead the effort. The group will compile what each state is doing to get a sense of the “typical” answer. Shawn suggested keeping the direction to contact the specific agency in the FAQ as well.

An audience question was raised on who is responsible for requiring an audit sample. While EPA has not finalized the new requirements, if an audit sample is federally mandated, it is required even if the state doesn't require it.

- Maria noted the ongoing task of SSAS table review and update.

This should be completed by end of April 2010 to coincide with the projected finalization of the new EPA regulation. The committee must also complete development of central database in this timeframe.

Shawn welcomes additional help for the subcommittee reviewing the SSAS table. The subcommittee charter has been developed and was reviewed with the audience. Shawn would like to have another lab, tester, and facility participate. The goal is to base limits on lab performance rather than the limits set in the current EPA regulations.

- The final item for development is the SSAS central database, which needs further refinement of final report options, etc.

The committee resumed the ongoing discussion of the SSAS Central Database permission matrix. There is a need for further definition of terms like “all” and “own” as used in the matrix. The matrix is still subject to change, but the committee must move ahead so that William can finish programming. Providers will still have their own databases to manage their SSAS data, but TNI will own the central SSAS database. There is a question about whether there will be ongoing costs to users of the database.

Bob Finken asked whether there are any confidentiality agreements for labs involved in the program (for the information that would appear in the database). The confidentiality agreement would not be specific to this program, but accredited labs are required to have confidentiality policies for their clients. The permissions matrix is just for the users of the database. Results displayed in the database will be more detailed than pass/fail.

Since it will be a TNI database, there may be other restrictions that may be applied to the database users in terms of access. This will continue to be a topic of discussion.

Maria invited audience members to join the Committee's meetings on Monday afternoons.

William provided a demonstration of the central database.

There will be a secure log in for users that William will create upon request via a form on the TNI site.

The demonstration of the Regulator report showed what information a regulatory agency will be able to see and access. This user access presently has no restrictions on what information it can surface. The "Details" link provides specifics for an individual record, for additional fields that are in the database, but not surfaced in the base report. These are mostly contact information fields. The "Search" form lets the user search on any combination of the criteria for which there are fields. The "Alternate report" has an added tester column and sample start date. This reflects what current EPA database provides. However, historical data from EPA will not be uploaded to the new database.

Login as a "Laboratory" restricts the view of information. The user can see only samples for a specific entity, such as "Acme Testing". The Search fields are the same, but the user will see fewer options in the drop down lists.

Search results can be exported to Excel files, Word files, text files, etc.

William explained the information display is determined by the most important information rather than trying to display all columns like the contact information. William can move columns around from the "details" section as needed.

The Pass/Fail statistics will show results for the entire database, but not for a specific entity like a lab or a tester. The statistics can be searched by analyte, method, or actual concentration range.

There is a Pass/fail report by laboratory. It is the same summary report just for a specific laboratory. It can be searched by year, method, etc.

William hasn't built reports for testers yet, but it will be similar to the lab reports in that it will be limited in what the user can see.

Maria asked committee members to consider Jack Herbert's email about details that are proposed to be added to the permissions matrix for discussion at the next meeting.

The next meeting is Feb 8th, 2:00 pm EST.