TNI Stationary Source Audit Sample Expert Committee Teleconference
June 14, 2010

Attendance:

Maria Friedman, Chair	Committee member	present
Michael Klein	Committee member	present
Ray Merrill	Committee member	not present
Gregg O'Neal	Committee member	present
Michael Schapira	Committee member	present
Jim Serne	Committee member	not present
Candace Sorrell	Committee member	not present
Richard Swartz, Vice-chair	Committee member	Present
Stanley Tong	Committee member	not present
Mike Hayes	Committee member	Present
Jane Wilson	Program Administrator	Present
Shawn Kassner	Associate member	Present
Mike Miller	Associate member	Present
Ty Garber	Associate member	not present
William Daystrom	Guest	present

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

Maria noted that documents for this call were sent via email on 6-11-2010. Jane emailed the meeting minutes before the meeting on 6-14-2010. Maria emailed an additional document on 6-14-2010 related to the database development. All confirmed receipt of the emails.

2)   Review and approve minutes from teleconference on May 24, 2010

Richard motioned to approve the minutes as drafted and Mike Hayes seconded. All were in favor of the motion.

3)   Discuss and vote on outreach letter for SSAS Central Database

Maria reported that she discussed the outreach letter with Candace and EPA does not want to be a signatory on the letter. It can remain on the TNI letterhead. Maria suggested it come from the SSAS EC as a TNI committee. EPA will send the outreach letter to their contact list. It was not clear whether the EPA contact list contains local-level contacts as well. William will define each state in the database, and then more than one contact can be added by state.

The committee discussed whether non-state agencies need to be listed separately in the database and whether states need to notify these organizations about the changes in the program. These non-state agencies should be able to access the database as well if it is applicable to their work. It was asked if the database will be able to show any breakdown of counties or regional areas for states. In some states there are local and state-run programs that operate independently. They wouldn't typically get copies of each other's reports. If a state search is done in the central database, it will bring up all results in the state, regardless of whether they are for a state- or locally-sponsored program. It was discussed whether state programs want to see everything for their state,

or only the information for which they are responsible. Gregg noted a need to be able to do both.

Maria proposed revisions to paragraph 3 to note that multiple contacts can be identified for a state. She also noted the email from Jack Herbert and explained how multiple contacts will be handled in the central database. The information will be sorted first by state, then by contact ("one to many" relationship). The user form can be filled out by each contact as appropriate. The committee discussed the need for a map in the database related to states and contacts. It was decided that would be a project for a future version of the database.

Maria will revise the outreach letter as discussed and send to the committee for email voting.

4) Update from William re. SSAS Central Database programming efforts

William used screen shots as examples of the process for getting information into the database. After logging into the database, the user browses for the EDD file (in CSV format) on the user's computer, network, etc.. The user indicates whether the first record is for column headings. The EDD file is submitted and the database processes the EDD file content – it does an error check and looks for duplicates. If any error is detected, the whole file is rejected.

William clarified that the user can import one file at a time that includes multiple audit samples. He plans to present this information at the August TNI meeting in DC. Maria noted that she is not sure what else will be presented since the EPA rule is not finalized yet.

It was noted that one audit sample could be used for two separate agencies - how will that be handled in the central database. Right now the database expects one agency per sample. What about two states coordinating one SSAS for multiple agencies. Could the database have duplicate results for each agency? Or one audit sample is used for multiple facilities since one lab is doing all the work? It was noted that not all states would allow these types of arrangements anyway. If the result is entered multiple times, the database statistics must be adjusted to account for the multiple entries. While this is rare, it is important that the system be able to account for it.

5) SSAS Table Update

The proposed EPA rule is now scheduled for finalization at end of July. Shawn added that the SSAS table subcommittee has completed the update to the inorganic portion of the table. He asked whether the committee wants to break the revised table into two sections so the inorganic portion can be approved while the organic portion is being developed. Should this be considered as two independent files or just two separate sheets in an excel file? Shawn proposed two files, but Maria noted the TNI standard refers to a single SSAS table. Shawn noted that two separate files would allow the inorganic portion to be used if the organic portion is not ready when EPA is ready to move forward. At this time the committee is not sure whether the SSAS table will be part of the EPA program approval process and what that approval process is going to look like. Maria felt it was advisable to break the table up based on time sensitive needs.

Whatever table content is approved at time of implementation will be what is used. Maria encouraged Shawn's group to forward the completed inorganic table for review.

Next meeting Monday June 28th 2:00 pm EDT
– next update on central database
– August meeting agenda