

Field Activities Expert Committee (FAC)

Meeting Summary January 24, 2022

1. Roll call:

Scott Haas, Chair, called the meeting to order at 11am Eastern by teleconference on January 24, 2022. Attendance is recorded in Attachment A – there were 11 members present. Associates present: Bruce Weckworth, Paul Bergeron, and Justin Brown.

The previous meeting was November 2021.

2. Membership

CSDP EC has approved Scott for a third term.

A motion was made by Marlene to have Scott continue for another term. Seconded by Adam. No further discussion and unanimously approved.

A motion was made by Adam to have Scott and Marlene continue in the Chair and Vice-Chair roles. The motion was seconded by Patrick Selig. There was no further discussion and the motion was unanimously approved.

3. Volume 2 Update

Additional comments were received by David and Shannon. They have been incorporated into the new Standard. Marlene is also working on the summary of changes document. She is hoping it will be ready for vote during the February 7, 2022 meeting.

4. Volume 1 Update

The focus of today's meeting will be on the Volume 1 Standard.

Scott started with Section 6.

Metrological Traceability. Scott pulled up Annex A.

Reference thermometer needs to be referenced back to a calibration lab. You can use that one to calibrate your daily thermometers, and other instrumentation. The calibration

lab must be accredited. It should not be used daily, but this is a best practice instead of a requirement.

Ilona commented that in San Antonio, there were concerns expressed in the QMS meeting that it is not clear in the Standard and they are looking to make it more clear.

There may be something in the DW cert manual that causes problems for the labs to do something different.

You would need the data in your lab to prove you have a good practice if you want to do something the assessor thinks is a bad practice.

Change under 6.4.5 - “must” be considered instead of “should”. Instead it will be changed to a Note and the word “should” will be used.

Ilona asked what preparation means? Is this another word for set-up?

Consider adding it to Backlog so we don't forget thought to looking at preparing a Handbook as part of implementation.

Section 6.6

Does the subcontractor have to be accredited? If not, needs be noted on the final report. Change 4.5.4 of old language to a Note instead.

7.8.2.1 and 7.1.1.c covers this.

Delete the addition of TNI language from Section 4.5.

Ilona noted that we need to be sensitive to the comments we get that the Standard is just ISO/IEC 17025 language. Why have it? Are we adding value in our Standard?

Under 7.1.1.c - Addition of 4.4.3 will be deleted.

Go back at the end to decide where we want to add value.

Could there be a service where someone comes and wants a gap analysis.

Discussed what are the barriers for a State to become a NEFAP AB. Is Volume 2 addressing this?

Maybe send a note to the NELAP AC to specifically ask for their comments and participation in our public webinar.

Is the note under old 4.7.1. worth keeping? There was support to keep it. Leave it as a note. Good advice. Rewrite it with the important information in our language. Not enough time to wordsmith it right now. Scott added a comment to remember to address this.

Under 7.1.8 in DRAFT Standard –

Idea of a Note is good, but we need something clearer and more specific. This ensures they are reviewing the contract.

This is especially important in field work related to review of CoC for appropriate signature and custody transfer. Consider adding to 7.8.1.1. Note. This could be an opportunity to add value here defining what the results of a sampling activity include.

5. New Business

None.

6. Next Meeting

The next meeting will be February 7, 2022 by teleconference Ilona will send out Webex invitations the day of the meeting. *(Addition: The February meeting was canceled, and the next meeting was not until April 4, 2022.)*

The meeting was adjourned at 1pm Eastern. (Motion: Adam Second: Patrick Unanimously approved.)

Attachment A

**Participants
TNI Field Activities Committee**

Members	Term Expires	Affiliation	Balance	Contact Information
Scott Haas (Chair) Present	2022 Third Term OK	Environmental Testing, Inc.	Lab/FSMO	shaas@etilab.com
Doug Berg Absent	2023	PJLA	AB	dberg@PJLabs.COM
David Fricker Present	2025	A2LA	AB	dfricker@a2la.org
Patrick Selig Present	2024*	ANAB	AB	pselig@anab.org
Marlene Moore Present	2024	Advanced Systems, Inc.	Other	mmoore@advancedsys.com
Bill Ray Present	2024	William Ray Consulting, LLC	Other	Bill_Ray@williamrayllc.com
Jack Denby Present	2026	HRSD	FSMO	JDenby@HRSD.com
Tyler Sullens Present	2024	Alabama Power Company	FSMO	tasullen@southernco.com
Elizabeth West Present	2024	Louisiana DEQ	AB	elizabeth.west@la.gov
Shannon Swantek Absent	2024*	Enlightened Quality Analytics	Other	shannon@enlightenedquality.com
Adam Szafran Present	2024*	EMT, Inc	FSMO	aszafran@emt.com
Hong Present	2024*	Chevron	FSMO	hong.yu@chevron.com
Bill Guyton Present	2024*	ERM	FSMO	bill.guyton@erm.com
Ilona Taunton (Program Administrator) Present		The NELAC Institute		Ilona.taunton@nelac-institute.org

* - Eligible for a second term.