

Field Activities Expert Committee (FAC)

Meeting Summary October 13, 2023

1. Roll call:

Scott Haas, Chair, called the meeting to order at 8:30am Eastern by webinar on October 13, 2023. Attendance is recorded in Attachment A – there were 6 members present. Associates present: Linda O'Donnell, and Katie Strothman.

2. Standard Update

The Committee is not ready to move forward with the DRAFT. There were many comments, and it looks like more work is needed.

Concern was raised about too many last comments. Should new comments not be reviewed and look only at Scott's requests for input on specific sections. Group agreed that it makes sense to address all so we don't get these when the Standard is posted for comment to the public.

Scott pulled up the DRAFT Standard and began the review:

Introduction

The Introduction needs to be re-written. This has not been worked on yet.

Definitions

- Still have a comment about complaints.
- Inter lab vs Inter FSMO - comments received.
- Do we want to keep Validation of Methods from ISO 2005 version?

Section 4

- A Data Integrity section has been added. Needs review and new numbering. Numbering can be done at the end.

Section 8

- There are lots of comments that need to be addressed in Section 8.

The group needs to meet weekly in order to make progress on the items above and complete the DRAFT by the winter meeting. It was decided to meet in October on Tuesday mornings at 8:30-10am Eastern. Then a schedule will be worked out for November. These will be Workgroup meetings where only the Standard will be worked on and then Committee meetings will be scheduled as needed. Everyone (voting and associate members) will be invited to join in to help for each meeting and people are welcome to attend as they can.

Need to make sure we continue to get the AB perspective – Patrick, David and Tracy. Marlene is also a good resource. Patrick will be out for a few weeks, but will be checking email.

As the DRAFT Standard is finalized, Patrick will keep track of language that needs to be kept for future guidance documents.

The group will focus on the DRAFT Standard in the upcoming weeks in order to meet the completion goal in January. .

3. New Business

None.

4. Action Items

9/5/23:

- Complete section assignments and send to Scott. – Complete – Input was received and Committee will begin working on these sections through Workgroup meetings.

10/13/23:

- All are invited to attend Workgroup meetings in October on Tuesday mornings at 8:30am to work on the Standard.

5. Next Meeting

The next meeting will be scheduled by email. (*Addition: The meeting was scheduled for November 17, 2023.*)

The meeting was adjourned at 10 am Eastern.

Attachment A

**Participants
TNI Field Activities Committee**

Members	Term Expires	Affiliation	Balance	Contact Information
Scott Haas (Chair) Present	2022 + Third Term	Consultant	Other	shaas@etilab.com
David Fricker Absent	2025	A2LA	AB	dfricker@a2la.org
Patrick Selig Present	2024*	ANAB	AB	x@anab.org
Marlene Moore Present – until 9:20	2024	Advanced Systems, Inc.	Other	mmoore@advancedsys.com
Bill Ray Absent	2024	William Ray Consulting, LLC	Other	Bill_Ray@williamrayllc.com
Jack Denby Absent	2026	HRSD	FSMO	JDenby@HRSD.com
Tyler Sullens Present	2024	Alabama Power Company	FSMO	tasullen@southernco.com
Elizabeth West Absent	2024	Louisiana DEQ	AB	elizabeth.west@la.gov
Shannon Swantek Present	2024*	Enlightened Quality Analytics	Other	shannon@enlightenedquality.com
Adam Szafran Present	2024*	EMT, Inc	FSMO	aszafran@emt.com
Hong Yu Absent	2024*	Chevron	FSMO	hong.yu@chevron.com
Bill Guyton Absent	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.