

## Field Activities Expert Committee (FAC)

### Meeting Summary May 2, 2022

#### 1. Roll call:

Scott Haas, Chair, called the meeting to order at 11am Eastern by teleconference on May 2, 2022. Attendance is recorded in Attachment A – there were 7 members present. Associates present: Justin Brown and Bruce Weckworth.

#### 2. NEFAP Update - Justin

Tracy is taking over in the Chair role and Paul Bergeron will be Vice-Chair.

Nominations are starting for committee membership. Contact Elizabeth Turner who is chairing the nominating Committee.

Justin will talk to Tracy about setting some time aside to review and comment on the work the FAC is doing on the committees.

#### 3. Volume 2 Update

Marlene provided a copy of the Standard that she would like to move forward. There were no written comments from the Public Webinar.

The italicized words are from the ISO 17011:2017.

In Section 3.8 there is a section on whether we need to refer to Volume 3 and 4. There was some discussion to make it clear that these documents are not required. Marlene will add some texts.

Section 5.1 – The 2004 language will be referenced, but not italicized. After additional review of the language ... it was decided to remove it.

Section 5.5 – The 2004 language was removed and the first sentence of 5.5.1 was deleted. There was then further discussion of whether the second sentence in 5.5.1 is a note or a section of the Standard.

Don't forget to use "must" instead of "shall" in our language.

Ilona suggested looking at language about “shall” being equivalent to “must”. Send to Marlene. Add to introductory section 1. Before section 1.1.

Does Volume 2 have to wait for Volume 1 before it can become a Voting Standard? Comments favored voting them in as a Voting Standard at the same time.

Marlene reviewed the Standard and pointed out changes/additions and looked for feedback.

Marlene will continue to move ahead on Volume 2. She will now work on Section 6 and 8 for the June meeting and then work on Section 7.

Scott will take a look at the Q&A from the Public Meeting to make sure all discussion was considered.

#### 4. Volume 1 Update

Started with Section 7.3:

The Committee looked at the new language from a standpoint of whether it is value added. We want to add things to the Standard that make it value added.

Need to be sure there is a section on what we want to be sure is included in a sampling plan. EPA R5 and G5 EPA March 2005 – see what is in there for sampling.

- G5 - Guidance for Quality Assurance Project Plans EPA QA/G-5
- R-5 - EPA Requirements for Quality Assurance Project Plans EPA QA/R-5

These are EPA documents. DoD, DoE and EPA signed off on the documents in March 2005.

Patrick provided the following links to helpful documents to take a look at to decide what needs to go into this section.

- [https://www.epa.gov/sites/default/files/2016-06/documents/r5-final\\_0.pdf](https://www.epa.gov/sites/default/files/2016-06/documents/r5-final_0.pdf)
- <https://www.epa.gov/sites/default/files/2015-06/documents/g5-final.pdf>
- [epa.gov/sites/default/files/2021-04/documents/environmental\\_information\\_quality\\_policy.pdf](https://www.epa.gov/sites/default/files/2021-04/documents/environmental_information_quality_policy.pdf)

There were numerous suggestions. Scott will send out an email with suggested documents. This is where we can really add some value. He asked people to look at them so we can work on Section 7.3.

Scott reviewed some of the upcoming discussion such as the 5 year requirements. Isn't it up to the states how long records are to be maintained? Chain of custody?

5. New Business

None.

6. Next Meeting

The next meeting will be June 6, 2022 by teleconference Ilona will send out Webex invitations the day of the meeting.

The meeting was adjourned at 12:32 pm Eastern. (Motion: Patrick Second: Adam Unanimously approved.)

**Attachment A**

**Participants  
TNI Field Activities Committee**

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

\* - Eligible for a second term.