

## Field Activities Expert Committee (FAC)

### Meeting Summary June 6, 2022

#### 1. Roll call:

Scott Haas, Chair, called the meeting to order at 11am Eastern by webinar on June 6, 2022. Attendance is recorded in Attachment A – there were 4 members present. Associates present: Wanda Harney and Bruce Weckworth.

#### 2. DRAFT Standards

Volume 2 –

Marlene provided a copy of Volume 2 (finished except for Section 7) by email along with the following note:

*See table of changes from the public meeting for combining/retaining requirements for this version of the document along with the text deleted from the final version of the standard as presented in Rev 4 and the associated document that were prepared for the public meeting. The table, Rev 4 of the standard and the attached "standard change language" documents may be reviewed with the justification presented in the table from the public meeting.*

*Rev 5 is the final version and is prepared for committee members and others input. No public comments were received by the due date. No committee comments have been received on Rev 5 Section 1 through 5 as of May 14, 2022.*

*Rev 6 is the final version (REV 5 ) and added section 6,8, 9 and ANNEX A to Rev 6. Updated language from TNI EL LAB Volume 2 in Red in this revision. Remove redundant language from Section 6 and modified language for consistency. Read section 6 for consistency and completeness. Made the modifications to Rev 5 reviewed at the last meeting of the committee.*

*Revised sections 6, 8 and 9 done by May 15 to committee.*

*Keep reference to 17011:2004 but removed italic.  
Get revised section 7 done by May 31 to committee.*

Scott asked everyone to take some time to read over the work Marlene has completed and provide feedback. It better to provide feedback now instead of after it is posted as a DRAFT Standard. Even if you don't have questions or suggestions, please go ahead and send her an email and let her know that you read over it and agree. That will help her know that we are moving forward as a committee on this.

## Volume 1

The Committee agreed that Section 7.3 is one of the areas where we can set the FSMO standard apart from the ISO standard and really add value(quality) to samples collected by an accredited FSMO. There are a lot of ideas for this section as well as notes but not a lot of clarity on actual draft language. This section is going to require some work outside of the monthly meetings so Scott is asking that everyone take some time to review, think about, and work on the language for this section.

The review continued where it left off in May starting at Section 7.4 and ended at Section 7.5.1.

Old ISO language 5.8.4 was originally placed under Section 7.4.1. It was removed because it was redundant with Section 7.4.1.

Added notes to the 3 paragraphs at the end of new ISO language Section 7.4.3:

- Brainstorming ideas for items
  - A sample should not be analyzed (submitted) unless the client understands how field conditions, unexpected conditions or client directions may impact the final results.
  - When FSMO personnel are collecting samples, this is equivalent to sample receipt.
  - What about samples collected by another contractor transferred to the FSMO and discrepancies are noted on the COC, labeling, handling, etc.
  - Additional notes from discussion 6/6/2022 on 7.4.3, 7.3 focuses on the sampling, 7.4 focuses on handling of that sample. Field personnel may function as both sampler and laboratory. pH sample collected, then analyzed.
  - Consider adding note to make this clarification.

Notes 1 and 3 placed under old Section 5.8.4 under new ISO Section 7.4.4 were removed.

Note 4 placed under old Section 5.8.4 under new ISO Section 7.4.4: Change this to a new definition in Section 3 so that field sample is included / understood to be included when the term “test and calibration items” is used in the standard.

### 3. New Business

None.

### 4. Action Items

6/6/23 –

Review work Marlene completed on Volume 2 and provide her with comments.  
Review Section 7.3 and provide ideas and comments to Scott.

## 5. Next Meeting

The next meeting will be July 11, 2022 by teleconference instead of July 4<sup>th</sup> due to the holiday. Ilona will send out Webex invitations the day of the meeting. (*Addition: The July meeting was canceled, and the next meeting did not occur until October 10, 2022.*)

The meeting was adjourned at 12:30 pm Eastern.

**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>Absent</b>	2024*	ANAB	AB	pselig@anab.org
Marlene Moore  <b>Absent</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>Absent</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.