

STACK TESTING ACCREDITATION COUNCIL (STAC)
SPECIAL BOARD OF DIRECTORS' MEETING
Minutes of January 13, 2011

A special Board of Directors of the Stack Testing Accreditation Council (STAC) conference call was held Thursday, January 13, 2011. The primary goal for the call was to finalize the Quality Manual.

Present: Angela Hansen, Rob Patterson, Scott Swiggard, Steve Szambaris, John Shackenbach, Scott Evans, Jim Locke, Jim Serne, Troy Burrows and Maggie Cangro.

Scott Swiggard called the meeting to order at 2pm EDT.

Scott S.: Now that everyone has reviewed the manual, what is the next step?

Scott E: Make sure it meets TNI requirements before we finalize and vote on acceptance.

Scott S: It meets Vol. 1, but I'm not sure about Vol. 2.

Scott E: We need to accept or discuss changes already made.

Angie: Let's accept changes so we can work with a clean document.

Scott E: Comment #1 – If we opt to be recognized by TNI, we would be responsible for meeting their requirements. Vol. 2 applies to STAC, Vol. 1 applies to AETB. It is very close to ISO standards.

Scott S: It is more stringent than ASTM.

Scott E: We must agree to FSMO standards for TNI accreditation.

Scott S: ASTM does not force over-the-shoulder review, but TNI does. I would rather not include that at this time. It should be in our 5-year plan, but we'll be slowed down if we include it at this time.

Scott E: Field assessment is a terribly important issue. The over-the-shoulder assessment is a divisive issue - it could tear this organization apart.

Discussion followed about the ability of get assessors on-site at client facilities to perform that assessment. Scott S: Everyone must have the ability to get a field audit – we cannot go forward unless the playing field is level.

Scott S: We have another issue – we don't have enough money left after the initial paperwork review to cover the cost of a field audit. How do we address that with those AETBs currently interim accredited? Should we re-audit, and have them pay again:

Scott E: Why would an AETB want to pay twice? Interim accreditation complies with ASTM.

John: Part 75 states that AETB must comply with ASTM D-7036 only. It's too late to add FSMO.

Scott S: what if we add FSMO when EPA adds it to their rule?

Scott E: That would delay TNI recognition. We need TNI recognition to go to states (like LA and TX) to remove their NELAC requirements.

Jim S: Long term, it will be helpful to AETBs for TNI requirements to be met. I believe we should include FSMO requirements. I make a motion to keep the FSMO-Vol. 1 in the scope section of the Quality Manual.

Steve: Second the motion.

Discussion: It is important to conform to both standards as an AETB. However, if we incorporate a second standard, there is less control over the FSMO than 7036. If we participate in FSMO, we would have a voice.

Motion carried.

Scott E: Please read Vol. 2 and we can pick up this discussion later. Section 2.1.2 of the Quality Manual includes Vol. 2.

Jim S: Motion to hold on incorporating Vol. 2 until board members have read it.

Angie: Second.

Motion carried. A special meeting will be scheduled for 2 weeks from today for Vol. 2 discussion.

Scott S: Section 7.7.2.1 – need to clarify that it s no fault of the AETB is a client refuses access for assessor.

Discussion regarding PPE for assessors – basic safety gear will be provided by the assessor – will need to discuss with AETB in advance of any audit if there are any additional requirements.

BOD releases Scott E to accept and incorporate changes and comments to the Quality Manual.

Meeting adjourned at 3:15.