

QAAG Conference Call Meeting
August 6, 2007, 2 p.m. Central DLST
Call placed from Central Analytical Laboratory, Champaign, IL

Expected Attendees

In Champaign:

Chris Lehmann, ISWS, CAL
Jane Rothert, ISWS, CAL
Gerard VanDerJagt, FGS
Greg Wetherbee, USGS

By telephone:

John Sherwell, MDNR 410-260-8660
Joan Fleser, NYSDEC 518-402-8483

Possible Attendees

In Champaign:

Van Bowersox, ISWS, NADP PO
David Gay, ISWS, NADP PO
Tracy Dombek, ISWS, CAL

By telephone:

Bob Brunette, FGS 206-622-6960
Marcus Stewart, MACTEC 352-332-3318
Chris Rogers, MACTEC 904-396-5173 Ext.3044
Pam Padgett, USFS 909-680-1584

**Minutes of August 6, 2007 QAAG Meeting
Central Analytical Laboratory, Champaign, IL**

The meeting commenced at 2:00 p.m. CDLST.

Attendees:

Chris Lehmann, Jane Rothert, David Gay, Gerard Van Der Jagt, Greg Wetherbee, Natalie Latysh, John Sherwell and Joan Fleser (by phone), and Van Bowersox (cameo appearance)

Items:

1. Status of planning for 2007 Quality Systems Review. This is the review of the QA systems within the NADP Program Office. The review team is proposed to have the following members: Marty Risch (leader), Marcus Stewart, and Bob Brunette. The review will take place during mid-November, 2007.
2. Status of Data Quality Objectives – Greg Wetherbee obtained the draft document from Chris in Champaign this week, and Greg will revise the document per Pam Padgett's comments. This will be ready for Executive Committee approval at the Boulder Meeting, September 10.
3. Status of CAL QAP revisions. – Jane suggested that the QAP be reviewed once every 5 years, and that Table 5-1 in the QMP would have to be revised in conjunction with QAP revisions. Jane produced a summary table of proposed changes to the CAL QAP. Chris will recommend to the Executive Committee the following changes to the QA document revision and approval process: 1) QAPs will be reviewed once every 5 years, and 2) Table 5-1 in the QMP will be changed to reflect this revision.
4. Status of Draft HAL QAPP. – The Program Office has received the revised document from the HAL and has the responsibility to approve it. The new QA Manager will likely have this responsibility.
5. Status of combined NADP network QAP. – This will be a project for the new QA Manager.
6. Status of CAL annual QA reports and new report format. Jane described the new format. Tables and appendices will go on the website completely. Redundancy of material has been removed resulting in a reduction of approximately 150 pages. The QC data (e.g. internal calibration standard checks) has been removed from the document to concentrate on QA information. The 2003-04 report is ready to

be edited prior to the Boulder meeting. The 2005-06 document will be drafted prior to the spring 2008 meeting.

7. Status of AIRMoN stick gage evaluation project. - AIRMoN now has 7 sites. The first stick gage to be measured using calipers is sitting in CAL Director's office. The new QA Manager will likely have the task of measuring the first gage and then swapping out each gage at each AIRMoN site for orifice measurement using same calipers and same person (QA Manager). This will give a correction factor for each gage orifice as they are not all the same.
8. Electronic precipitation raingage checks. - Greg Wetherbee communicated ETI's suggestion to distribute calibrated bottles to site operators who would fill the bottles to a calibration line with water and pour the water into the electronic gages. This could be done once every 15 minutes for 45 minutes (3 readings), and then the data could be downloaded and emailed to Bob Larson and/or QA Manager for review and archive. Other methods include sending out calibration weights or bottles of sand of pre-determined weight(s). The issue was tabled so that more people from NOS can provide input.

Incidentally, after the QAAG meeting, the issue came up in the workshop for the new site survey contractor, and it was decided that the contractor will use 4 or 5 calibration weights equivalent to precipitation depths \leq 1 inch, 6 inches, and 10 inches. However, it was pointed out that dropping weights on the load cell could damage it. Therefore, this procedure will only be done by site survey contractors, not site operators.

9. **2006 CAL Review Action Item:** Discussion/approval of draft language highlighted in Guidelines for Laboratory Reviews_Edited_July242007.doc. – Minor edits were made to the proposed language, and Greg Wetherbee has already incorporated them into the document. However, section 6.2.3.1 of the QMP will also have to be revised to state that there will now be 1-year and 2-year follow-up reviews of action item status.
10. **2006 CAL Review Action Item:** Status of QAAG Evaluation of Minimum Detection Limits, Minimum Reporting Limits, and Web-Available Data. – More information was provided by Gerard for mercury data in the draft document. Greg Wetherbee will revise the document and provide options for treating $<$ MDL data for presentation to DMAS to gain their input.

The meeting adjourned at approximately 4:00 p.m. CDLST.