



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY REGION 4

Laboratory Services and Applied Science Division
Quality Assurance and Program Services Branch
980 College Station Road
Athens, Georgia 30605-2720

May 13, 2021

DeAnna Oser
Georgia Environmental Protection Division
4244 International Parkway, Suite 120
Atlanta, GA 30354

Ms. Oser:

I am writing to you to recap the discussions from the May 3, 2021 meeting with representatives from the EPA Region 4 Laboratory Services Division, (LSASD), Region 4 Air and Radiation Division (ARD), Eastern Research Group (ERG) and Georgia Environmental Protection Division (GA EPD). As you are aware, GA EPD received a Community Scale grant to perform sample collection and analysis of ethylene oxide in air. The study specifics are detailed in the Quality Assurance Project Plan (QAPP) for the Georgia Ambient Air Monitoring Program to Evaluate New and Emerging Technologies for Ethylene Oxide, Revision 0, April 2021. This document was approved by LSASD April 29, 2021 and references analytical support that will be provided by the LSASD laboratory. The meeting was held to clearly define the expectations and level of support required. In accordance with the QAPP and as agreed upon by all parties during the May 3, 2021 meeting, the LSASD laboratory will be providing support to GA EPD during the study as follows:

- Samples will be collected from April 1, 2021- October 31, 2021. LSASD will receive and analyze a total of 10 samples throughout the duration of the study; 5 samples will be sent to ERG and then LSASD and 5 samples will be sent to GA EPD laboratories and then to LSASD.
- Jaime Gore, GA EPD, will notify Julie Swift (ERG) and Stacie Masters (EPA) via email when samples are collected.
- GA EPD will submit one sample per month of the study for analysis of ethylene oxide in pressurized air canisters to ERG for initial analysis. These samples will then be shipped by ERG to the LSASD laboratory for a secondary analysis. The five samples will be selected by GA EPD at the time of submittal to the ERG laboratory and the Chain of Custody will be marked to indicate the sample is to be expedited and shipped to LSASD following ERG analysis.
- GA EPD will submit one sample per month of the study for analysis of ethylene oxide in pressurized air canisters to GA EPD laboratory for initial analysis. These samples will then be shipped by GA EPD to the LSASD laboratory for a secondary analysis. The five samples will be selected by GA EPD at the time of submittal to the GA EPD laboratory and the Chain of Custody will be marked to indicate the sample is to be expedited and shipped to LSASD following GA EPD analysis.

- Any deviations from this schedule will be communicated to Stacie Masters, LSASD, Chief of Organic Chemistry Section, as soon as the deviation is identified.
- Upon receipt of the samples at either ERG or GA EPD, LSASD will be notified that a sample has been received and will be forwarded for further analysis with an expected delivery date. Jaime Gore will be copied on all email correspondence.
- LSASD will be further notified when the samples are being shipped from either ERG or GA EPD. Jaime Gore will be copied on all email correspondence.
- All cans received by LSASD will arrive pressurized.
- LSASD will not analyze non-pressurized samples.
- All cans received by LSASD should be received with 7 days or more remaining in the holding time. Any samples received that do not meet this requirement will not be analyzed and will be returned to the shipping laboratory.
- Samples will be shipped to LSASD with a Chain of Custody form and a return shipment label provided by the shipper.
- LSASD will perform the analysis and data reporting following the requirements of the LSASD technical SOP and quality management system requirements. Data will be flagged if necessary.
- LSASD results will be provided to GA EPD in an electronic format. A case narrative will be added to the report to document the pressure the samples were received at the LSASD laboratory.
- LSASD will only report results for ethylene oxide and the results will be expressed in ug/m^3 .
- GA EPD will provide the results of the comparison data to LSASD monthly as the data is received.
- LSASD data will be posted on the GA EPD website.

If you have any questions or concerns regarding the support provided by Region 4 LSASD, please contact Stacie Masters at 706-355-8847 or via email at masters.stacie@epa.gov.

Sincerely,

Sandra Aker,
LSASD, Laboratory Services Branch Chief

cc: Jamie Gore, GA EPD, Operations 1 Unit Manager
Julie Swift, ERG Laboratory Lead