



# F.S.E.A.

Post Office Box 1617, Tavares, FL 32778-1617

December 10, 2018

Dear FSEA Member/Supporter:

You are invited to attend the Florida Society of Environmental Analysts Combined Region 1 & 2 Field Sampling Workshop at the JEA Conservation Center, located at 970 N. Main Street, Jacksonville, Florida 32202. JEA's Laboratory Services will host this two-day workshop, offered on February 6 and 7, 2019. Although it is recommended that attendees participate on both days, you may choose to attend only the first day; please refer to the attached agenda for topics and a registration form for pricing. This is an informative and interesting workshop on the FDEP Standard Operating Procedures for Field Activities. The course instructors will be: **Silky and John Labie**, Principals of Environmental Laboratory Consulting & Technology and **Vance Reiman**, Laboratory Scientist with JEA. All instructors have many years of experience in sample collection, quality assurance oversight of field activities, and course instruction.

This year, the training team will focus on refining field skills. Attendees will be given a pretest to complete before the workshop. Answers to the questions will be discussed during the workshop presentation proving knowledge of the SOP contents. Topics covered during the presentations will include:

- Overview of the FDEP Quality Assurance Rule, Chapter 62-160, F.A.C. and the DEP SOPs
- Proper planning and preparation procedures
- Documentation requirements, instrument calibration and verification requirements, field quality control, equipment decontamination
- Sampling procedures for collecting proper ground water (including stabilization procedures and requirements), surface water, drinking water and wastewater samples and proper use and calibration of field instruments

During hands-on sessions, instructors will demonstrate and observe field teams as they conduct a sampling event and provide active feedback on sampling techniques and record keeping. **Therefore, it is important that all attendees bring all equipment that they use during a field sampling event** including:

- Actual equipment that is used to collect samples (pumps, dippers, etc.)
- Field instruments that are used to measure water/groundwater quality, including standards and supplies (e.g. DI water) that are used to calibrate/verify the calibration,
- Records: **(you must bring copies of the records that you use, so that they can be evaluated)**
  - Field records
  - Calibration records
- Cleaning supplies, and other miscellaneous items such as wash bottles, wipes, gloves, etc.
- Sample containers and preservation supplies (ice chests, acids, pH paper, etc.)
- Sunglasses, sunscreen, water, etc.

This workshop promises to be both informative and beneficial to all analysts, managers, operators and field-sampling technicians in the environmental field. Come join us for an opportunity to exchange questions, ideas and valuable information. CEU's for operators may be available. **This workshop has limited space. Please register early. Register online at [www.fsea.net/events](http://www.fsea.net/events)**

Registration forms and fees **must be received no later than January 29, 2019**. For further information, you may contact the FSEA at (941) 748-5700 or [secretary@fsea.net](mailto:secretary@fsea.net). We are looking forward to seeing you at the workshop and encourage early registration to help with our planning.

Sincerely,

Christy Draper – FSEA Region 1 Director  
Nick Evans – FSEA Region 2 Director

**FSEA 1 & 2 Field Sampling Workshop**  
**Detailed Agenda**  
February 6-7, 2019

<b>Wednesday, February 6</b>		
7:30	8:00	Registration
8:00	9:45	DEP QA Rule (62-160 FAC) Laboratory Requirements General SOP Structure FA 1000 – Administrative: Quality Manual (FA 3000) & Auditing (FA 4000) FM 1000 – Mobilization FQ 1000 – Quality Control FC 1000 – Field Cleaning FD 1000 – Documentation
9:45	10:00	Break
10:00	10:30	*Reviewing your documents and records
10:30	12:00	FT Series - Calibration
12:00	1:00	Lunch
1:00	1:45	*Calibrating your instruments
1:45	2:45	FS 1000 – General Sampling Procedures FS 2000 – General Aqueous Sampling Procedures FS 2300 – Drinking Water
3:00	3:15	Break
3:15	3:45	*Collecting Drinking water samples
3:45	4:45	FS 2100 – Surface Water FS 2400 – Wastewater
<b>Thursday, February 7</b>		
8:00	8:15	Recap
8:15	9:00	*Collecting surface water grab and automatic sampler samples
9:00	10:00	FS 2200 - Groundwater
10:00	10:15	Break
10:15	11:15	*Collecting groundwater samples
11:15	11:30	Wrap up and evaluation

\* Denotes participant activity

## JEA CONSERVATION CENTER

Address: [970 N. Main St., Jacksonville, FL 32202](#)

Phone: (904) 665-5546

The Conservation Center is on the corner of First and Main streets. The entrance is at the rear of the building, off Laura Street. The entrance street is called Cuna Way (see map below).

If coming from I-95, take Union Street exit and head east. Turn left on Laura Street and then right on Cuna Way.

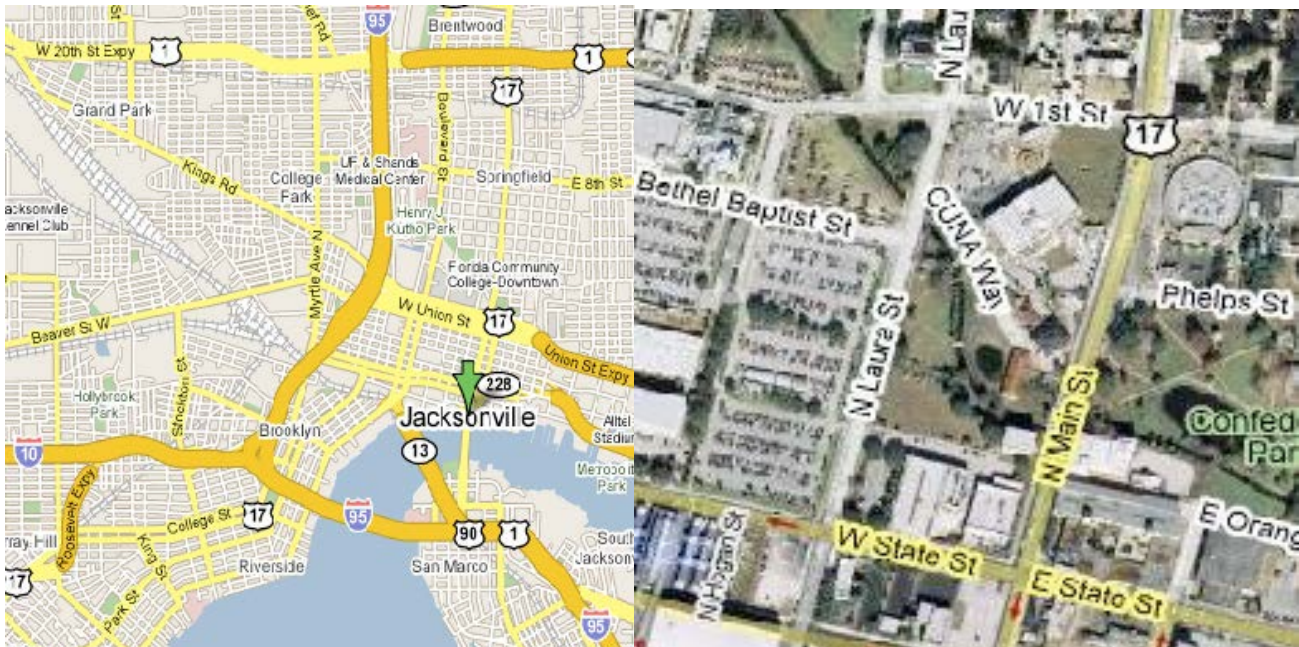
If coming from I-10, take I-95 north to the Union Street exit. Go east on Union Street, turn left on Laura Street and turn right on Cuna Way.

If coming over the Mathews Bridge, continue down State Street, turn right on Laura Street and then right on Cuna Way.

If coming over the Hart Bridge, follow it into downtown and take the Duval Street exit. Turn right on Ocean Street. Take it to State Street and turn left. Then turn right on Laura Street and right again on Cuna Way.

As you pull up to the gate, there is a security pad on the left. Please press the silver button on the silver box with the camera and a JEA representative will open the gate and let you in.

We recommend you bring a light sweater or jacket with you.



**FSEA Region 1 & 2 Field Sampling Workshop**  
**Registration Form**  
**February 6 and 7, 2019**  
**JEA, 970 N Main Street, Jacksonville, FL 32202**

**Workshop Registration:**

**Registration Deadline: January 29, 2019**

Title (Dr./Mr./Ms.) \_\_\_\_\_ Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_

Employer \_\_\_\_\_

Mailing Address: Business  Home  Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_ Telephone \_\_\_\_\_

Email \_\_\_\_\_

Special Needs \_\_\_\_\_

**Fees:**

Wed. Feb. 6 and Thurs. Feb.7	FSEA Member: \$225 <input type="checkbox"/>	Non-Member: \$275* <input type="checkbox"/>
Wednesday, Feb. 6 Only	FSEA Member: \$150 <input type="checkbox"/>	Non-Member: \$200* <input type="checkbox"/>

\* Non-Member Registration fee includes FSEA membership for one year

**Workshop Registration Deadline: January 29, 2019** Please register online or fax your completed registration form to 941-748-5720 or or email [secretary@fsea.net](mailto:secretary@fsea.net), then:

- Submit your check and registration to FSEA, P.O. Box 1617, Tavares Florida 32778-1617
- Pay by Credit Card online or by submitting the requested information below. Fax 941-748-5720
- Bill my credit card: Master Card  Visa  Discover  American Express

Cardholder's Name (as it appears on the card) \_\_\_\_\_

Card Number \_\_\_\_\_ CCV \_\_\_\_\_

Expiration Date \_\_\_\_\_ Total Amount of Payment \$ \_\_\_\_\_

(MM/YY) Billing Address \_\_\_\_\_  
 (if different from above) Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_ Today's Date \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

**Membership Information if you are registering as a Non-Member:**

Have you ever been a member of FSEA? Yes  No  Would you like to receive FSEA list serve notifications? Yes  No

Are you a certified Drinking Water and/or Wastewater Plant Operator? Yes  No  License #: DW # \_\_\_\_\_ WW # \_\_\_\_\_

Employer: Commercial  Utility  Research  Industry  State Govt  Other

Position: Technician  Analyst  Management  QA  Operator  Other

Your name as it is to appear on the Membership Card (please print clearly): \_\_\_\_\_

**MEMBERSHIP AGREEMENT:** I certify that my statements are correct and agree that the Charter, By-Laws, and Policies of the Society will govern me, and that I will conform to the FSEA Code of Ethics. **Signature:** \_\_\_\_\_

FSEA reserves the right to deny membership to anyone who has by word and/or deed violated the Charter, By-Laws, or Policies of the Society, and/or the FSEA Code of Ethics.  
 Refund Policy: No refunds available within 2 weeks of this workshop. Written cancellation prior to that time will result in a full refund less a \$25 administrative fee.

**FSEA • PO Box 1617, Tavares, FL 32778-1617 • Phone: (941) 748-5700 • Fax: (941) 748-5720 • [secretary@fsea.net](mailto:secretary@fsea.net) • [www.fsea.net](http://www.fsea.net)**