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**PRAMP Technical Working Group**

November 2nd 2017: 1:00pm – 4:00pm

Teleconference

Meeting Co-chairs: Michael Bisaga, Lily Lin

| **Time** |  | **Discussion** | **Discussion Leader** | **Package**  **ID** | | **Material to be Reviewed Before**  **or Presented at Meeting** | | **Desired Endpoint** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 1.0 | Opening |  |  | |  | |  |
| 2:00 | 1.1 | Introductions | All |  | |  | |  |
|  | 1.2 | Adoption of Agenda | Mike B. | | A | | * **Agenda** |  | |
|  | 1.3 | Adoption of Minutes | Mike B. | | B | | * **Oct 19th, 2017 Minutes** |  | |
|  | 1.4 | Follow-up on action list | Lily & Mike B. | |  | |  |  | |
|  | 2.0 | Standing Business |  | |  | |  |  | |
| 2:05 | 2.1 | **Administration** | Mike B.,  Karla | | C | | * **Terms of Reference** | * Decision: accept/reject/modify second draft of ToR for presentation to BoD | |
| 2:35 | 2.2 | **Canister Sampling Program**   * Current approach * Missed events * Corrective action * Alternative approach * PRAMP expectations regarding AHS Benchmark spreadsheet | Lily & Mike B. | | D  E  F  G  H | | * **Reliability definition** * **Canister CoC protocol** * **Maxxam NSCA** * **DACS Business Case** * **LICA Data System Concept** | * Identify canister protocol gaps * Decision: accept/reject/modify Maxxam NSCA * Present and deliberate business case for DACS * Identify next steps for AHS benchmarking spreadsheet | |
| 3:05 | 2.3 | **Continuous Monitoring Program**   * Zero / Span interval * 1 minute data validation | Lily & Mike B. |  | |  | | * Decision: 23h vs 24 zero-span interval * Decision: accept/reject/modify current practice for 1-minute data validation |
| 3:15 | 2.4 | **Passive Monitoring Program**   * update on Shell/CNRL PRC monitoring program integration * future considerations: funding, capital, program rationalization | Karla & Mike B. |  | |  | | * For information |
|  | **3.0** | **Closure** |  | |  | |  |  | |
| 3:20 | 3.1 | **Round table** |  |  | |  | |  |
| 3:25 | 3.2 | **Next Meeting: TBD** |  |  | |  | |  |
| 3:30 | 3.1 | **Adjournment** | Co-Chairs |  | |  | |  |