



ENTEK CONSULTING GROUP, INC.

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February 20, 2008

Ms. Donna O'Brien
Claims Representative
State Compensation Insurance Fund
P.O. Box 659011
2450 Venture Oaks Way, Suite 500
Sacramento, CA 95833-3291

Re: State Board of Equalization (BOE) at 450 N Street, Sacramento, CA; Evaluation of Dust in Boxes of Files Moved From BOE to Franchise Tax Board (FTB) at 9646 Butterfield Way, Sacramento, CA

Dear Ms. O'Brien:

This report presents results of the dust sampling by Entek Consulting Group, Inc. (Entek) at the State of California Franchise Tax Board building located at 9646 Butterfield Way in Sacramento, CA. You requested our services to collect bulk samples from boxes of staff files that were moved from the Board of Equalization building following concerns expressed by the staff.

The onsite inspection at the Franchise Tax Board by Entek was conducted on January 10, 2008 after the majority of the staff had left to minimize disturbance to working staff. Our role was very limited and included collection and analysis of dust sampled from files inside of boxes and at work stations of the staff who are temporarily stationed at the FTB building. The staff from BOE were placed in the LA Building on the second floor known as the "Glendale Community". I met with Ms. Sharon Silva and Mr. Greg Day of BOE and Mr. Kenny HSI, who is a certified industrial hygienist with Hygiene Tech who is overseeing the mold related work at BOE.

During this initial site visit, Ms. Silva had provided me with an excellent schematic of the various work stations and boxes of files of staff moved from the BOE building. This schematic provided a framework for sample locations for the settled dust on files and paper transported from BOE. According to Ms. Silva, there were three main areas at the FTB where staff had complaints of dust associated with the transported files.

1. In one location, there were approximately 39 cardboard boxes that were identified as one employee's boxes with files present at the FTB moved from the Board of Equalization. All boxes were clearly marked to distinguish the owner of the files. A dust sample was collected from inside of these file boxes, as well as, at the employee's work station at horizontal surfaces at the desk top, cabinet, computer station, etc.
2. In a second location there were a total of 12 boxes outside the cubicles of several work stations. In addition files that were unpacked were moved into a file cabinet next to the central scanner and supplies area and in file cabinets outside the cubicles of several employee work stations. A dust sample was collected from the horizontal surfaces at five work stations and included files, desk tops, computer stations, cabinets, etc.
3. A third sample location was selected and one dust sample was collected from files at an employee work station cubicle and at horizontal surfaces at the computer area, files, desk top cabinets, etc.



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Dust Sampling Protocol

I collected settled dust from the files and desk work stations using a small vacuum cleaner with an "Allergen Dust Collector" attached to the end of the vacuum hose nozzle. This allowed me to vacuum surfaces of the computer, desk, standing files at the work station, and inside boxes of files that were not emptied. A high volume sampling rate was used with the vacuum cleaner, in lieu of a micro-vacuum sampler which uses a battery operated sampling pump at 2-4 liters per minute or an electric pump at 20+ liters per minute. The Allergen Dust Collector traps the particulate ahead of the vacuum bag filter. Attached to this report is a "Bulk Materials Analysis Report Form" which indicates the sample locations. There were three samples collected.

The first sample was collected for approximately 20 minutes total from the cabinets and horizontal surfaces at five work station cubicle areas.

The second bulk sample was collected from the files of a second employee and consisted of vacuuming files from inside of approximately 39 boxes which were located near the employees cubicle and adjacent to other employee cubicles. In addition to sampling from all boxes of these files, I vacuumed the surfaces of the employee's work station including the desk top, computer top, and other items at the desk. This sample was collected for approximately 28 minutes.

The third bulk sample was collected from the files of an employee's work station, desk, and computer. This sample was collected for approximately five minutes and took less time to collect than the other two samples since there were fewer surfaces to collect samples from and no boxes of files I observed at this work station.

Sample Analysis Results

Each sample was sealed at the two ends with the plastic plugs, labeled with a unique sample number on the outside of the plastic Allergen Dust Collector and placed into separate sealed zip lock plastic bag. Each sealed bag was also labeled with the sample number and sent to Environmental Microbiology Laboratory, Inc. (EML) of San Bruno, CA where they were evaluated by an analyst for biological components and non-biological components including insects.

Attached are the results of the analysis by EML which identified cellulose fibers as the primary component of the samples ranging between 30-60% of the sample volume. This is not surprising since the materials sampled were paper products, which are comprised of cellulose.

Synthetic fibers (such as nylon, rayon and other fibers) were found in the samples ranging between 10-45% of the total volume. The primary source of these type of fibers will be clothing, fabrics, carpets, and upholstered items in the office spaces.

Epithelial skin cells made up 10-15% of the total volume with human skin cells the primary source.

Animal hair made up 5-20% of the total sample volume with it making up 20% of the volume from sample #01. Animal hair is generally brought into an office space on the clothes of people from home, since animals are generally not allowed inside of office spaces. This high percentage found particularly in sample #01 was a surprise.

Amorphous debris comprised a range of 3-7% of the total of the samples. We could probably call this debris "dirt" since it will encompass much of the non-fibrous and non-distinct materials included in the analysis.



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The analysis also found to a much lesser degree fungal spores in three samples (1%), glass fiber in one sample (1%), insect parts in one sample (1%), starch particles in one sample (1%), wood or plant hairs (trichomes) in one sample (1%), and pollen in one sample (1%).

These results show a wide variety of particulate in our every day dust. Of particular note are the high concentrations of animal hair (5-20%), which many people are allergic.

Also of importance was the very low findings of fungal spores and insect parts, two items of concern for some of the staff, since the boxes of items were moved from the Board of Equalization to the Franchise Tax Board.

I highly recommend providing a copy of this report to a physician for review due to the health concerns. It would be very interesting to conduct similar testing at some of the homes of the employees concerned about the dust at the office space. Sampling inside of houses where people spend more time during the week can provide additional insight to the particles that they live with at home.

For the purposes of this report and possible distribution to other employees and to protect the confidentiality of those employee locations tested, I have omitted the names of the employees where the samples were collected. In addition, the names of employees whose work stations were tested were removed from the laboratory report for this final report in order to allow for distribution of the report and provide the confidentiality of the employees.

It has been my pleasure working with you on this investigation. Thank you for choosing Entek Consulting Group, Inc. for your environmental needs. Please call me at ((16) 632-6800 if you have any questions regarding this report.

Sincerely,

A handwritten signature in black ink that reads "Richard Beall".

Richard Beall, CIH, CSP
President

Enclosures



BULK MATERIAL Analysis Report Form

ENTEK CONSULTING GROUP, INC.
4200 Rocklin Road, Suite 7
Rocklin, CA 95677
(916) 632-6800
(916) 632-6812 FAX

Date of Sampling: 01-10-08

Lab: EML - San Bruno

Job Number: 07-757

Analysis Requested: Biological Evaluation

Client Name: State Compensation Insurance Fund

Collected by: Rick Beall

Site Address: Franchise Tax Board
9646 Butterfield Way
Sacramento, CA

Turnaround Time: Standard

Special Instructions: Particle I.D. and Insect
Evaluation - Attn: Simone Singh

SAMPLE #	RESULTS	MATERIAL DESCRIPTION/LOCATION
ECG-07-757-01	SEE ATTACHED LABORATORY REPORT	Vacuum Sample of Dust - Files in Cabinets at Cubicles Horizontal Surfaces
ECG-07-757-02	SEE ATTACHED LABORATORY REPORT	Vacuum Sample of Dust - Files from Boxes of Files at South West Area of Building and at Cubicle Horizontal Surfaces
ECG-07-757-03	SEE ATTACHED LABORATORY REPORT	Vacuum Sample of Dust - Files at Cubicle Area Including Horizontal Surfaces

Client: Entek Consulting Group
 C/O: Mr. Rick Beall
 Re: 07-757; State Compensation Insurance Fund

Date of Sampling: 01-10-2008
 Date of Receipt: 01-15-2008
 Date of Report: 01-17-2008

PARTICULATE CHARACTERIZATION - DIRECT MICROSCOPIC EXAMINATION REPORT

Location:	ECG-07-757-01: Vacuum sample of dust- files in cabinets of cubicles horizontal surfaces	ECG-07-757-02: Vacuum samples of dust - files boxes of files at south west area of building and at his cubicle horizontal surfaces	ECG-07-757-03: Vacuum sample of dust- files from cubicle area including horizontal surfaces
Comments (see below)	None	None	None
Lab ID-Version‡:	1656842-1	1656843-1	1656844-1
	Percentage (%)†	Percentage (%)†	Percentage (%)†
Algae			
Amorphous debris	3	7	7
Animal hair	20	10	5
Cellulose fibers	35	60	30
Crystalline particles			
Epithelial (skin) cells	15	10	10
Fern, moss, etc.			
Fungal spores	1	1	1
Glass fiber			1
Human hair			
Hyphal fragments			
Insect parts			1
Mites			
Other (wood, trichome, etc.)		1	
Pollen	1		
Soot-like particles			
Starch particles		1	
Synthetic fibers	25	10	45

Comments:

† The percentages reported are approximate values.
 Interpretation is left to the company and/or persons who conducted the field work.
 ‡ A "Version" greater than 1 indicates amended data.