

August 6, 2008

Jim McGraw  
Air Quality Bureau  
Iowa Department of Natural Resources  
7900 Hickman Road, Suite 1  
Urbandale, IA 50322

**RE: Iowa Air Emissions Assistance Program – Annual Report for the 2008 State  
Fiscal Year**

Dear Jim:

The report on the Iowa Air Emission Assistance Program's (IAEAP) operations during the 2008 state fiscal year is enclosed. This report details the IAEAP activities and assistant efforts. We appreciate your cooperation in supporting our assistance efforts, and trust these efforts will result in continued successful service to Iowa small businesses.

If you have any questions, please free to call me at 319/273-6588.

Sincerely,

Dan Nickey  
IAEAP Program Manager

**IOWA AIR EMISSIONS ASSISTANCE PROGRAM-UNIVERSITY OF  
NORTHERN IOWA ANNUAL REPORT FOR THE PERIOD  
July 1, 2007 to June 30, 2008**

**Introduction**

The following is a summary of the Iowa Air Emission Assistance Program's (IAEAP) assistance activities to Iowa small business for fiscal year of 2008 (FY08). The IAEAP is designed to fulfill the requirements of Section 507 of the 1990 Clean Air Act Amendments. The numbers below show assistance activities of the IAEAP in FY08.

**IAEAP Program Activities**

<b>Assistance Type</b>	<b>Brief Assistance*</b>	<b>Detailed Assistance**</b>
Construction Permits	196	94
EIQ	168	76
NESHAPs	6	1
Permit by Rule	6	1
112(r)	0	0
Small Unit Exemption	7	1248
Other	45	14
Grain	184	44
Feed Mill	242	0
Site Visits	0	95
<b>Total</b>	<b>854</b>	<b>1573</b>

\*Assistance that takes less than an hour

\*\* Assistance that takes more than an hour

The IAEAP assistance activities in FY08 increased in most every category from FY07. The IAEAP saw an overall increase of 62% in brief assistance and 79% in detailed assistance compared to the previous year. The main reason for these large assistance

increases is the addition of one new staff member working for the IAEAP and our assistance efforts targeted at grain facilities and feed mills. The number of construction permits in FY08 decreased by 26%, which is contributed to utilizing SUEs and the numerous new permitting exemptions that became available in FY08.

### **Staff Training**

A detailed list of the training completed by each staff member in FY08 and the individual training logs of each new IAEAP staff member are included in Attachment A. These logs document that the IAEAP is adhering to the IAEAP stringent training curriculum for all professional IAEAP personnel.

### **Evaluations**

Evaluation forms are sent to all businesses that receive detailed assistance from the IAEAP. In FY08, the IAEAP developed a new evaluation form to better assess the IAEAPs assistance activities. Attachment B summarizes the evaluations that were returned in FY08 and any comments that were submitted. The comments listed in Attachment B detail the opinions of Iowa small businesses serviced by the IAEAP.

In FY08, 118 evaluations were returned an increase of 260% compared to FY07. Of the evaluations returned, 81% of the companies rated IAEAP services “excellent” and the remaining facilities rated the service “good”. Another highlight of the evaluations is that 77% of the facilities that return evaluation marked that their understanding of their environmental responsibilities has increased after working with the IAEAP.

Last year the IAEAP determined that it would be useful to measure its benefits as perceived by DNR staff. The IAEAP found the comments received by the DNR very beneficial in modifying its practices in assisting Iowa small businesses. The IAEAP respectively requests that DNR personnel complete the online survey that can be found at the following link. This link will also be forwarded to DNR electronically. This information will be used to enhance IAEAP services.

**[http://www.surveymonkey.com/s.aspx?sm=yLWf\\_2f15V1YRQ1FsGfzhuPw\\_3d\\_3d](http://www.surveymonkey.com/s.aspx?sm=yLWf_2f15V1YRQ1FsGfzhuPw_3d_3d)**

### **Pollution Prevention**

The IAEAP incorporates pollution prevention with the on-site assistance whenever applicable. In FY08, the IAEAP started working on a new 2008-2009 “*Dry Cleaner Compliance Calendar*” that incorporates EPA’s new dry cleaner NESHAP requirements. This updated calendar was mailed to 83 Iowa dry cleaners and also made available to the Iowa Dry Cleaner Association and all DNR field office in the fall of FY08. The goal of the calendar is to promote compliance and pollution prevention.

## **Communication Activities**

### *Newsletter/Mailings*

Air emission information affecting small business will continue to be published in the IWRC's electronic newsletter "*In the Loop*". Its current distribution includes state agencies, trade organizations, and Iowa small businesses. In FY08, the IAEAP continued direct mailing to Iowa small business on specific regulatory requirements and posted articles in other organizations' newsletters.

### *Web Site*

The IWRC web site can be accessed at **www.iwrc.org**. There is a separate section on the IAEAP. Descriptions of other IWRC programs and a list of publications are available at the site. Highlights of the IWRC web site are current small business environmental news, searchable vendor databases and a list of environmental links which could be of use to small businesses. The IAEAP website is also being utilized to distribute the "*Paint Plus Program*" and *Grain Potential to Emit "Calculator"*. Attachment C contains IAEAP website use statistics and a newly developed computer security plan.

### *Presentations*

The IAEAP continues to present on the IAEAP services and air-related topics whenever possible. In FY08, the IAEAP completed 14 presentations. Attachment D contains a list of these presentations. A highlight of these presentations are lunch and learns at various DNR field offices conducted in conjunction with the DNR and Iowa Department of Economic Development (DED).

## **Staff Allocation**

Attachment E lists all staff working under the IAEAP and their effort reports for the first and second half of the FY08. The IAEAP increased its staff allocation to six full time employees in February 2008.

## **Special Projects**

### 2007 Emission Inventory Questionnaire (EIQ)

The IAEAP mailed out letters to all facilities required to complete the 2007 EIQs advising these facilities the program is available to provide assistance in completing the questionnaire. To date, 98 facilities have requested assistance from the IAEAP and have been sent industry specific questionnaires.

### Record Keeping Initiative

In FY08, the IAEAP continued to promote its “*Paint Plus*” paint usage recordkeeping program. This is a stand alone program that can be downloaded from the IWRC website at [www.iwrc.org](http://www.iwrc.org). To date, the program has been downloaded 233 times. In early FY08, approximately 1,500 Iowa business were mailed a post card informing them of the creation of the “*Paint Plus*” program.

### Grain Calculation Program

In FY08 the IAEAP completed the final version of the *Grain PTE Calculator*. It is a computer program that will calculate a grain facility’s potential emissions. The program is free and can be downloaded from the IWRC website at <http://www.iwrc.org>. To date the program has been downloaded 352 times. The facilities that downloaded program were sent evaluation forms, 42 evaluations were received and 83% rated the program good to excellent.

### Area Source Rule Workgroup

The IAEAP, DNR and DED have formed a workgroup to evaluate and determine the best way to assist Iowa businesses with these new rules. The group is in the process of developing assistance materials and outreach strategies.

### Strategic Planning

The IAEAP is coordinating with DED and DNR’s Pollution Prevention division and the Air Quality Bureau to develop long-term goals and determine where collaboration on projects is warranted. An outcome of this collaboration is the completion of five construction and demolition workshops that were presented across the state in FY08. This group is also committed to developing a joint marketing plan to communicate its service to all Iowa businesses. The IAEAP is committed to partner with these organizations to showcase Iowa’s environmental assistance programs. These efforts include developing joint marketing material and coordinating on specific compliance projects.

**Attachment A**  
**Training Report**

**Attachment B**  
**Evaluation Summary**

**Attachment C**

**IAEAP Website Statistics  
Computer Security Plan**

**Attachment D**  
**Presentation Report**

**Attachment E**

**IAEAP Staff Allocations**

