

## **Small Business Environmental Assistance Program**

Activities Report for K-State Pollution Prevention Institute

July 1, 2007, through June 30, 2008

*FY 08 Final Report*

### **BAR Projects**

#### **Deliverables**

##### ***Kansas Air Quality Seminar***

*Project status: 100% complete*

*Activities first quarter:* Planning for this event began in July with a meeting in Topeka with BAR partners. The Ramada Inn Conference Center has been secured for this event, March 5-6, 2008. PM registration will be available March 4, 2008. Save-the-date postcards were developed and provided to clients at the Kansas Environment Conference, and the event is listed at [www.sbeap.org](http://www.sbeap.org). A second planning meeting was held in Topeka with BAR staff Sept. 10, 2007, and the next meeting is planned for Nov. 7, 2007.

*Problems anticipated or changes needed: None*

*Attachments: Save-the-date postcard*

*Activities second quarter:* Attended a planning meeting with BAR on Nov. 2, 2007, to discuss status of project and to review the draft brochure. Changes were incorporated and the brochure was delivered to BAR on Dec. 20, 2007. Final changes were requested in December and the brochure will be finalized and sent to the printer in the next reporting period. BAR staff will secure all internal technical BAR speakers, register and pay for them, as well as coordinate the awards program. SBEAP confirmed guest speakers (Rebecca Weber, John Madden, Laura Downey, and Cindy Kemper) in November 2007. One final guest speaker on climate change will be confirmed in the next reporting period. Letters inviting 76 vendors to exhibit at the seminar were mailed in December 2007. Registration procedures were discussed with the K-State Continuing Education Department, and the registration link will be activated at the beginning of the third quarter. The next planning meeting is scheduled for Jan. 18, 2008.

*Problems anticipated or changes needed: None*

*Attachments: Vendor invitation letter*

*Activities third quarter:* The seminar brochure was finalized and mailed to more than 8,752 potential participants on or about Jan. 10, 2008. Planning meetings with KDHE were conducted on Jan. 18 and Feb. 20 to check progress and address additional details. Speakers were confirmed and a speaker organizational meeting was held on Jan. 30, 2008. Registration was accepted online, by phone, and on site. A total of 193 official registrations were received. Response to the workshop was very good and 91 evaluations were collected at the end of the seminar. The evaluation summary is attached. PPI held a wrap-up meeting and then another one was held with BAR staff on March 17. Thank-you letters were sent to each of the seminar speakers on or about March 19. A final registration report was sent to KDHE on March 24. Final presentations of each of the seminar's topics were posted to the SBEAP Web site at [www.sbeap.org](http://www.sbeap.org) on March 30. A

final report, complete with final numbers and budget details, will be included next quarter.

*Problems anticipated or changes needed:* None

*Attachments:* Brochure, seminar folder, evaluation summary, final registration report.

*Activities fourth quarter:* Reviewed and compiled budget and evaluation data for final summary report. Evaluation numbers revealed that –

- 94% of clients gained new knowledge of environmental regulations
- 69% will make changes related to compliance as a result of what they learned; and
- 47% will make changes that could reduce the toxicity or volume of their emissions.

*Problems anticipated or changes needed:* Project budget overage primarily due to several required agenda changes and providing of too many complimentary registrations to BAR staff.

*Attachments:* Final project report

### ***Diesel Technology Workshop and Equipment Expo, Wyandotte County***

*Project status:* 100% complete

*Activities first quarter:* Conducted brief discussions with Wyandotte County and KC partners about hosting the spring workshop based on lessons learned from the Johnson County and Wichita events. Seeking a Wyandotte County workshop location.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities second quarter:* Summarized lessons learned from the Johnson and Sedgwick counties workshops to assist in planning the Wyandotte County event. Attended the Dec. 15 “Diesel Retrofit Projects – Lessons Learned” Webcast by the Diesel Technology Forum.

Began researching dates and locations for the workshop. Set date for first advisory board meeting for early January.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities third quarter:* The workshop advisory board, which includes members from Wyandotte County, Johnson County, the city of Wichita, MARC, KDHE BAR, and SBEAP met three times to plan the agenda and provide input and suggestions on the date, location, speakers, and exhibits. The workshop will take place on May 9 at the Kansas Speedway in Kansas City, Kansas. It will be split into two sessions with the morning session tailored to over-the-road fleets and the afternoon session tailored to in-town fleets. Registration is available online at [www.sbeap.org](http://www.sbeap.org) or by calling SBEAP. Sponsors have been secured for the lunch and sponsors for refreshments are being sought out. Approximately 50% of speakers and 40% of exhibitors are secured for the workshop. The event has been promoted via SBEAP e-tips twice. Event postcards were mailed in

early March and a second round of updated postcards will be mailed out in early April. These mailings were provided to BAR district and Topeka staff and included 1,620 companies.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities fourth quarter:* A final planning meeting was held and speakers and exhibitors were confirmed. A total of 78 people attended the workshop, which included 26 speakers, exhibitors, and those associated with the planning of the event. A document which details the attendance and types of fleets represented at the three diesel workshops (Johnson County in May 2007, Sedgwick County in November 2007, and Wyandotte County in 2008) is attached. An evaluation summary of the event is also attached. Both over-the-road and in-town clients ranked this information as very important to their profession. As a result of attending the workshop, attendees indicated they had a three-to four-point increase in subject knowledge (based on a scale of 1 to 10). Many clients indicated they would make practice or equipment changes as a result of what they had learned, and another 28 or more committed in writing to make these changes. A follow-up advisory board meeting was held in June to discuss areas of improvement and review results of the evaluation. Presentations from the workshop are posted online ([http://www.sbeap.org/past\\_workshop.php?id=9](http://www.sbeap.org/past_workshop.php?id=9)).

*Problems anticipated or changes needed:* None

*Attachments:* Attendance from three diesel technologies workshops  
Evaluation summary from Wy. Co. Diesel technologies workshop

### ***Diesel Technology Workshop and Equipment Expo, Sedgwick County***

*Project status:* 100% complete

*Activities first quarter:* The workshop advisory board, comprised of members from the city of Wichita, KDHE, BAR, and SBEAP, have met several times to shape the agenda for this event, which will be held Nov. 2 at the Sedgwick County Extension and Education Center. This event is being done in partnership with the Diesel Technology Forum, which will sponsor the lunch, provide speakers, and exhibit at the event. Another exhibitor, Idle-Smart, has agreed to sponsor refreshments for the morning break. Approximately 60% of the speakers and 80% of the exhibitors are secure. Save-the-date postcards were mailed in early August, and the workshop brochure was mailed in late September. The mailings were also provided to BAR district and Topeka staff. The client mailing list included 2,369 companies. Registration is available online at [www.sbeap.org](http://www.sbeap.org) or by calling SBEAP.

*Problems anticipated or changes needed:* None

*Attachments:* Save-the-date postcard, brochure

*Activities second quarter:* Two additional planning meetings were held in October; speakers and exhibitors were confirmed. A total of 67 attended the workshop, which included 20 speakers or exhibitors. This attendance is similar to the Johnson County event hosted last spring. A document detailing the attendance and fleets represented for each of the past two workshops is enclosed. A wrap-up call meeting was

held a week after the workshop to review evaluation results and identify areas for improvement. The evaluation summary is enclosed and notes that clients ranked this information as very important to their profession and indicated they had a four to five point increase in subject knowledge (on a scale from one to 10) as a result of attending the workshop. The majority of clients indicated they would make practice or equipment changes as a result of what they had learned, and another 15 or more committed in writing to make these changes.

*Problems anticipated or changes needed:* None

*Attachments:* Detailed workshop attendance review and workshop evaluation summary.

### **Small Business Environmental Assistance and Outreach**

*Project status:* 100% complete

*Activities first quarter:* Provided 72 air quality-focused consultations which included compliance, air permitting, and pollution prevention assistance. Conducted four site visits in accordance with BAR guidance and offered office assistance to client that needed help completing Class I air operating permit. SBEAP staff had been on site within the last 14 months to help this client with construction permit and air emissions inventory. Called each registered perchloroethylene dry cleaner to determine who used a transfer machine and will be affected by new MACT rules. On-site visits to some cleaners are planned for next quarter. Results will be provided to BAR staff, Mary Mahaffey.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities second quarter:* Provided information on 76 (148 cumulatively for project period) air quality-focused topics through phone and e-mail consultations. Topics or assistance requests related mainly to compliance, air permitting, and pollution prevention. Conducted four site visits in accordance with BAR guidance this quarter. Eight additional site visits were made at dry cleaners using perchloroethylene that did not respond to telephone calls made by SBEAP to determine whether new MACT rules applied to them. This on-site assistance verified the facilities' MACT status and reinforced proper use of the compliance calendars, as well as checked rolling 12-month totals.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities third quarter:* Provided information on 73 (221 cumulatively for project period) air quality-focused topics through phone and e-mail consultations. Sixty-one of these calls this project year were to assist clients with air permitting questions, and another 91 were to assist clients with air compliance questions. Conducted five site visits in accordance with BAR guidance this quarter.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities fourth quarter:* In addition to hotline and on-site assistance noted below, SBEAP staff called all registered perc dry cleaner to remind them to submit required MACT information by July 28 deadline. Also, asked for the input capacity of each dry cleaner to determine whether any were subject to NSPS for small boilers. Provided information on 162 (382 cumulatively for project period) air quality-focused topics through phone and e-mail consultations. Ninety of these calls this project year were to assist clients with air permitting questions, and another 133 were to assist clients with air compliance questions. Conducted eight site visits in accordance with BAR guidance this quarter, for a total of 34 site visits for the SFY08.

*Problems anticipated or changes needed: None*

*Attachments: None*

**Special Project.** As part of this portion of our contract, SBEAP staff will participate in air quality meetings, promote voluntary compliance actions for small businesses, provide informational brochures to clients and BAR partners around the state, and review the KDHE air program Web site. Efforts completed are detailed below.

*Activities first quarter:*

- 8/15 and 9/12, NJL, Wichita; attended Wichita Air Quality Improvement Task Force meetings. Promoted upcoming air quality workshops including Diesel Technologies Workshop and Air Quality Seminar. Discussed participation at an environmental education event planned for Nov. 10. Theme of our exhibit would be air quality and/or energy saving; approximately 10-12 in attendance at each meeting.
- 8/21, DAC, RJH, and BLJ, Hutchinson; attended Clean Air Act Advisory Group meeting; approximately 30 in attendance.

*Activities second quarter:*

- 10/2, RJH, Kansas City; attended MARC Air Quality Forum meeting; approximately 40 in attendance.
- 10/7, BLJ, Overland Park; attended Kansas League of Municipalities (KLM) annual meeting. Promoted SBEAP services, Diesel Technologies Workshop, Air Quality Seminar, and boiler/emergency generator initiatives at the KLM roundtable session. Approximately 15 attended the SBEAP roundtable.
- 10/10, NJL, Wichita; attended Wichita Air Quality Improvement Task Force meetings. Promoted upcoming air quality workshops including Diesel Technologies Workshop and Air Quality Seminar. Discussed participation at an environmental education event planned for Nov. 10. Theme of our exhibit would be air quality, gas-cap testing, and energy saving; approximately 12-15 in attendance.
- 11/7, DAC, RJH, and BLJ, Topeka; updated field staff on the SBEAP program at the fall 2007 Air Quality Field Staff Workshop and Meeting. SBEAP brochures and post cards of upcoming diesel technologies workshop were given to field staff and BAR partners.

- 12/4, RJH, Manhattan; attended Blue Skyways On-Road Subcommittee conference call.

*Activities third quarter:*

- 1/8 and 3/11, RJH, Kansas City: attended MARC Air Quality Forum meeting. Promoted upcoming air quality workshops including diesel technologies workshop and air quality seminar; approximately 40 in attendance.
- 1/29 and 2/26, RJH, Manhattan; attended Blue Skyways On-Road Subcommittee conference call. Promoted and asked for ideas on the upcoming diesel technologies workshop.
- 2/13 and 3/12, NJL, Wichita; attended Wichita Air Quality Improvement Task Force meetings. Promoted upcoming air quality workshops including Wyandotte County Diesel Technologies Workshop and Air Quality Seminar. Was asked to chair an Air Awards committee for the group. Approximately 15 in attendance.

*Activities fourth quarter:*

- 4/4/08, NJL, Wichita; hosted call meeting for the purpose of reviewing an air quality award document for the Wichita Air Quality Improvement Task Force. Six participated.
- 4/8, RJH, Kansas City; attended MARC Air Quality Forum Meeting. Promoted upcoming diesel technologies workshop.
- 4/9 and 5/14, NJL, Wichita; attended Wichita Air Quality Improvement Task Force meetings. Promoted upcoming workshops and air quality lunch-and-learn Webcasts. Provided committee with draft of air quality awards application. Approximately 15 in attendance.
- 4/22, NJL and RJH, Kansas City; attended Regional 507 Meeting.
- 4/29, RJH, Manhattan; attended Blue Skyways On-Road Subcommittee conference call and promoted upcoming diesel technologies workshop.
- 5/6-7, DAC, Topeka; participated in KDHE BEFS staff meeting. Approximately 20 in attendance.
- Over several days, BLJ, Salina; thoroughly reviewed KDHE air program Web site.

**Web site maintenance**

*Project status:* 100% complete

*Activities first quarter:* SBEAP has published a new Web look using updated technologies. Additional database work is needed to complete search options and organize publications to be more user friendly. SBEAP is systematically reviewing existing air quality fact sheet for updates.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities second quarter:* Cleaned up keywords for better consistency and better definitions. This included reducing the total number of keywords so the "browse by keyword" function is more usable. Case studies were added to the publication database. New calendar function was completed and includes an "administrative" function so

specialists can enter calendar items themselves. Added interactive tools, Kansas Ag Service Center\*A\*Syst and RV Parks and Campgrounds Interactive Assessment.

Routine maintenance included adding three calendar items and registration page for the Kansas Air Quality Seminar.

All air quality fact sheets have been reviewed, and suggested edits or updates will be incorporated over next six months.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities third quarter:* Administrative portion of the website has received further improvements. Specialists can now add and edit events for the calendar and can post events or notices to the “Yellow Box” on the homepage. This allows instant access to information to our clients. All PPI air-focused fact sheets have been reviewed and draft edits need one additional technical review before changes will be made and posted to the site.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities fourth quarter:* A new administrative console was added and updated including a Wiki page with answers to questions specialists may frequently have when adding calendar events to the Web site. The “What’s New” page has also been updated and an archive page was made for past newsletters. The P2 intern application will soon be available completely online, and a new method of creating a publication report will be completed.

Routine maintenance included adding calendar items and registration pages for the boiler Webcasts and the diesel technologies workshop.

*Problems anticipated or changes needed:* None

*Attachments:*

## **Survey**

*Project status:* 100% complete

*Activities first quarter:* SBEAP has interviewed two contractors for this professional random-dial survey work and met with one in person, touring facilities. It appears that the WSU media communications department is best qualified to do the work and has done several other KDHE projects. They are the contractor that did this survey in 2001. BAR project contact, Doug Watson, was provided updates twice in July and then again in September regarding questions about the project. These questions need to be reviewed before phase 1 of the project can move forward.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities second quarter:* Meet with K-State controllers and awards office to review requirements for using a sole-source contractor on the large project. Internal survey documents are in process, and a meeting with BAR contact has been requested in effort to start project next quarter.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities third quarter:* Researched recent national survey tools and worked with BAR to finalize survey questions. Worked through KSU compliance department and completed seven IRB modules. Finalized consulting agreement with WSU and survey tool, random digit-dial demographics and numbers selected. Surveying of Kansans will begin in early April.

*Problems anticipated or changes needed:* None

*Attachments:* Survey questions

*Activities fourth quarter:* Phone surveying was completed by mid April. A total of 5573 call were made in an effort to obtain 410 completed surveys. Raw survey data is attached on a CD and an electronic copy was provided via e-mail to BAR. The survey team provided feedback related to several of the questions, and that document is attached.

*Problems anticipated or changes needed:* None

*Attachments:* Survey team feedback on questions and CD of raw survey data

## **Boilers Initiative and Webcast**

*Project status:* 100% complete

*Activities first quarter:* Met with KDHE BAR Sept. 10, 2007, to discuss and adjust scope of work. Researched Webcast options. Began promoting educational outreach to several potentially impacted industry groups. Asked BAR for written clarification on permitting versus compliance and enforcement requirements related to back-dated construction approvals for boilers and emergency generators.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities second quarter:* Met with KDHE BAR by telephone on Nov. 15, 2007, to discuss the boiler initiative and Webcast. Set dates of Feb. 20 and Mar. 20, 2008, for the Webcasts and determined scope of project. Received list from BAR of targeted audience. Reserved phone lines for the Webcast and drafted a fact sheet and flow chart for facilities impacted by the initiative. Met with KDHE BAR by telephone Dec. 13, 2007, and received comments on the draft fact sheet and flow chart. Drafted “save-the-date” postcard and submitted to KDHE for review.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities third quarter:* Met with KDHE BAR by telephone on Jan. 17, 2008, to discuss finalizing the fact sheet, flow chart, and Webcast agenda. Sent “save-the-date”

post cards to a targeted audience announcing upcoming Webcasts. Activated online registration for Feb. 20 and Mar. 20, 2008, webcasts. Contacted chief of the boiler safety unit (boiler inspector's office) about distributing information to help owners and operators stay in compliance with environmental air regulations. Submitted final flow chart, fact sheet, and boiler presentation to KDHE for review.

*Problems anticipated or changes needed:* Packet from KDHE to targeted audience did not get mailed in time for either Webcast. Postponed both Webcasts.

*Attachments:* Save-the-date cards, flow chart, fact sheet and draft presentation

*Activities fourth quarter:* Sent updated "save-the-date" postcards to a targeted audience reminding them of the new dates for the webcasts. Also promoted on sbeap.org Web site and by E-tips. Two Webcasts were held on May 15 and May 29, 2008. Cheryl Evans and David Peter with KDHE BAR attended the first Webcast, which was held via conference call and each attendee manually changed his or her own PowerPoint slides. David Peter attended the second session, which was held via an online Webinar service that allowed the presenter to control the slides. The presentation for the Webcasts is posted on the SBEAP Web site at [http://www.sbeap.org/past\\_workshop.php?id=10](http://www.sbeap.org/past_workshop.php?id=10).

*Problems anticipated or changes needed:* None

*Attachments:* Final presentation

### **Municipal Power Plants Outreach**

*Project status:* 100% complete

*Activities first quarter:* Met with KDHE BAR Sept. 10, 2007, to discuss scope of work for this project added as part of an amended contract. Researched Webcast options.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities second quarter:* None

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities third quarter:* Visited with two municipalities considering the Class II option.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities fourth quarter:* Met with Vick Cooper, KDHE, in Topeka on April 8, to discuss preferences on this outreach. Met with Russ Brichacek and Mindy Bowman to further discuss best way to reach out to this sector. Submitted a draft flyer to BAR at the end of June and incorporated BAR comments.

*Problems anticipated or changes needed:* None

*Attachments:* Outreach flyer

### **Kansas Healthy Schools Initiative - canceled**

*Project status:* 25% complete

*Activities first quarter:* Planning for this project began in July with a Healthy Schools Initiative meeting in Topeka hosted by KDHE. SBEAP began researching

existing EPA Healthy School Environment resources at <http://cfpub.epa.gov/schools/index.cfm>, to include reviewing and downloading EPA's HealthySEAT (Healthy Schools Environmental Assessment Tool). SBEAP also reviewed and downloaded the Kansas Coordinated School Health Program School Health Index, located at [http://www.ksde.org/CNWPportal/CSHP/KCSH\\_Menus/KCSH\\_School\\_Health\\_Index.htm](http://www.ksde.org/CNWPportal/CSHP/KCSH_Menus/KCSH_School_Health_Index.htm). SBEAP registered for the Kansas Coordinated School Health Program, "Kansas Schools, Healthy Schools," conference scheduled for Oct. 1-2 to promote the Healthy Schools Initiative.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities second quarter:* Attended the Kansas Coordinated School Health Program, "Kansas Schools, Healthy Schools," conference Oct. 1-2 to promote the Healthy Schools Initiative. Also attended the 8th Annual Indoor Air Quality Tools for Schools National Symposium in Washington, D.C., December 5-8, on a National Environmental Health Association scholarship.

*Problems anticipated or changes needed:* In November 2007, BAR changed the scope of the contract to discontinue this project and replace it with a project involving greenhouse gas initiatives.

*Attachments:* None

## **GHG Project**

*Project status:* 100% complete

*Activities second quarter:* Attended meeting with KDHE BAR on Dec. 12, 2007, to discuss the scope and deliverables for the GHG project. Began reviewing the draft GHG reporting protocol received from KDHE BAR Dec. 12, 2007. Reviewed The Climate Registry Web site and registered to receive The Climate Registry stakeholders news updates on Dec. 13, 2007.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities third quarter:* Reviewed and provided comments on The Climate Registry's Draft General Verification Protocol to KDHE on March 14, 2008. On March 24, registered to attend The Climate Registry's Verifier Focus Group scheduled for April 8, 2008.

*Problems anticipated or changes needed:* None

*Attachments:* Comments to The Climate Registry's Draft General Verification Protocol

*Activities fourth quarter:* Attended The Climate Registry Webinar information session on Tuesday, April 8, 2008, on its draft *Guide to Accreditation for Verification Bodies*. Reviewed The Climate Registry *Guidance on Accreditation* document and submitted comments to KDHE and The Climate Registry on April 9, 2008. Attended a presentation on The Climate Registry on April 11, 2008. Ordered the Greenhouse Gas package (14064-1:2006; ISO 14064-2:2006; ISO14064-3:2006; and ISO 14065:2007)

from the American National Standards Institute on April 17, 2008. Attended *Climate Change 101* workshop on April 28, 2008. Subscribed to a complimentary two-week trial of *Carbon Control News* on June 2, 2008. Reviewed ISO standards and documents from The Climate Registry and *Carbon Control News* throughout the reporting period.

*Problems anticipated or changes needed:* None

*Attachments:* Comments to The Climate Registry's *Guidance on Accreditation*

### **Program Maintenance**

As part of this portion of our contract, SBEAP staff has attended several meetings, provided presentations, exhibited, and received training. These efforts are detailed below.

#### *Activities first quarter:*

- 7/12, 8/9, 9/13, BLJ, Salina; National Pollution Prevention Roundtable board conference calls; 13, nine, and 11 in attendance, respectively.
- 7/16 and 9/30, NJL, Wichita; participated in planning committee, hosting and presenting three-hour regional air quality session as part of R7 P2 Roundtable. SBEAP staff will coordinate clean trucking piece on idle reduction and diesel technology. SBEAP will also participate by reviewing new area source MACTs and discussing small business impacts with R7 SBEAP and P2 partner agencies; four staff from R7 on planning call.
- 7/30, RJH, Manhattan; led SBEAP internal training on PTE calculations for painting and coating industry, presented revised spreadsheet.
- 8/14, NJL, Wichita; participated in Sedgwick County internal meeting to review how proposed ozone standards may impact county operations. Committee is working on recommendations for the county manager.
- 8/28, RJH, Manhattan and BLJ, Salina; viewed a Webcast by EPA Office of Air Quality Planning and Standards on area source program update.
- 9/12, BLJ, Hesston; gave presentation on SBEAP services to local environmental, health, and safety networking group; four people in attendance.
- 9/14, and 9/25, BLJ, Salina; participated in national SBEAP technical subcommittee conference calls discussing the proposed paint-stripping/paint-spraying rule, Subpart HHHHHH; approximately 15 people on each call.
- 9/10, BLJ, Topeka; led SBEAP internal training on air-related Web resources.
- 9/24, BLJ, Salina; led SBEAP internal training on the KDHE boiler initiative and PTE calculations for combustion sources (boilers, heaters, and emergency generators).
- 9/24, BLJ, Salina; gave presentation on SBEAP services, including boiler initiative and upcoming workshops, to Kansas Association of Directors of Plant Facilities at their 44<sup>th</sup> Annual Technical Conference and Trade Show; approximately 30 people at presentation.
- 9/28, DAC, Manhattan; conducted a presentation on clean lawn care to Kansas Master Gardeners; six people in attendance.

*Activities second quarter:*

- 10/1, 10/2, BLJ, Chicago; participated in National Pollution Prevention Roundtable semi-annual board meeting. A total of 27 attended some part of the meeting.
- 10/16, NJL, Wichita; presented an overview of pollution prevention for certification class of CHMMs; 10-12 in attendance.
- 10/19, NJL, Kansas City, Kan.; Region 7 P2 Roundtable; presented overview of Kansas air quality projects that PPI is involved with, provided detailed presentation about diesel technologies workshops; approximately 20 in attendance.
- 10/30, DAC, Manhattan; led SBEAP internal training on MACT.
- 11/8, 12/13, BLJ, Salina; National Pollution Prevention Roundtable board conference calls; 10 to 12 in attendance.
- 11/10, NJL, Wichita; provided gas-cap testing and sign up for “Change a Light” pledges at community education event, Recycling Roundup. Fifty to seventy attended the event.
- 11/27, BLJ, Salina; participated in national SBEAP technical subcommittee conference call discussing the proposed paint-stripping/paint-spraying rule, Subpart HHHHHH; approximately 15 people on call.
- 12/18, NJL, Wichita; attended Sedgwick County waste minimization team meeting to review work on county ozone reduction plan and recommendations. Approximately 10 in attendance.

*Activities third quarter:*

- 1/10 and 3/13, BLJ, Salina; National Pollution Prevention Roundtable board conference calls; approximately 10 in attendance at each meeting.
- 1/22, RH and DAC, Manhattan; participated in energy audit program to help businesses reduce energy and emissions.
- 2/7, NJL, Wichita; presented to a group of Boy Scout leaders and provided handout on environmental projects that scouts could complete. Approximately 15 in attendance.
- 2/12 and 2/20, DAC, Manhattan; participated in Region 5/Region 7 Pollution Prevention Roundtable planning meetings; approximately 10 in attendance at each meeting.
- 2/21 and 3/13, NJL, Wichita; guest on Kansas CW “Going Green” segment which airs on the morning news. Topics included reducing your carbon footprint and top five green lawn care tips.
- 2/26 and 3/25, BLJ, Salina; participated in national SBEAP technical subcommittee conference call discussing the proposed paint-stripping/paint-spraying rule and changes to dry-cleaner rule; approximately 15 people on first call and 25 on second.

- 3/7/08, NJL, Wichita; presented Clean Air Lawn Care in partnership with city of Wichita at Lawn, Flower, and Garden Show. Approximately 15 in attendance.
- 3/11, NJL, BLJ, and DAC, Topeka; attended BAR meeting and discussed '08 and '09 SBEAP contract projects.
- 3/25, NJL, Wichita; worked with WSU media student who is developing a three-minute news story about air quality. The story will eventually run on the Kansas CW and possibly on the city of Wichita's channel 7.

*Activities fourth quarter:*

- 4/3/08, NJL, Wichita; attended steering committee planning meeting for EARTH, an environmental education program for Kansas middle school students. Six in attendance.
- 4/7, DAC, Manhattan; attended an Energy Star workshop on *Rating Energy Performance with EPA's Portfolio Manager for Healthcare Facilities*.
- 4/10, 6/12, BLJ, Salina; National Pollution Prevention Roundtable board conference calls; 12 and 13 in attendance, respectively.
- 4/15, NJL, Wichita; presented on air quality permitting and new area source rule HHHHHH, at Spray Tech Day event. Approximately 50 in attendance.
- 4/17, DAC, Manhattan; attended EPA Energy-Efficient Product Procurement Webinar.
- 4/17, RJH, Manhattan and BLJ, Salina; participated in WRPPN/PPRC Webinar on Safer Alternatives in Dry Cleaning.
- 4/25/08, NJL, Wichita; released SBEAP E-tips to several hundred clients, featured Diesel Tech Workshop and P2 awards as part of release.
- 4/29/08, NJL, Wichita; participated as VIP host for EARTH workshop event. Approximately 600 attended.
- 5/1/08, NJL, Wichita; presented "top 10 tips to improve air quality," a three-minute segment on the KS CW, a local Wichita television station.
- 5/14, DAC, Manhattan; participated in the NPPR/P2RX/EPA Webinar to discuss the National P2 Results Data System.
- 5/15, DAC, Manhattan and BLJ, Salina; attended Webcast on *Spray Paint Efficiency: Techniques that Technical Assistance Providers Can Teach*.
- 5/19-5/22/08, BLJ, Baltimore, MD; attended Environmental Summit and National Pollution Prevention Roundtable board meeting (16 in attendance at board meeting); co-presented one session (approximately 20 in attendance).
- 6/17-20, DAC, RJH, NL, Harrisburg, PA; attended the national SBEAP conference.
- 6/23, RJH, Manhattan; participated in the Well-to-Wheels Emissions Analysis Webinar from the Alternative Fuel Vehicle Institute (AFVI).
- 6/26, NJL, Wichita; attended ozone update meeting hosted by KDHE at the city hall.

## **BER, BWM, BOW, BEFS Projects**

### ***BER Dry-Cleaner Project***

*Project status:* 100% complete

*Activities first quarter:* Began updating 2008 compliance calendars. Requested and received latest list of registered dry cleaners from KDHE BER. Contacted several Kansas perchloroethylene dry cleaners to confirm compliance status and review compliance calendar use.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities second quarter:* Approximately 190 perchloroethylene and 110 petroleum dry-cleaner calendars were printed and mailed to registered dry cleaners and to KDHE Topeka and local inspection staff. Incorporated new MACT regulations in compliance calendars. Posted calendars to the sbeap.org Website and will link to the national SBEAP site. Visited eight dry-cleaner plants.

*Problems anticipated or changes needed:* None

*Attachments:* 2008 perchloroethylene and petroleum calendars

*Activities third quarter:* Reviewed draft of KDHE BER fact sheet on new NESHAP rules and provided comments to BER.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities fourth quarter:* Met with Bob Jergens on April 8 regarding next year's projects. Drafted 2009 project description. Worked with BER and BAR to promote compliance with revised perc MACT standards. Discussed options for updating and publishing a new compliance manual.

*Problems anticipated or changes needed:* None

*Attachments:* None

### ***BWM Hazardous Waste Technical Assistance***

*Project status:* 100% complete

*Activities first quarter:* SBEAP staff assisted clients through the hotline and site visits. A total of seven site visits were completed, six of which included assistance with hazardous waste compliance. In addition to this technical assistance activity, SBEAP staff participated in the following:

- 9/6, DAC, Manhattan; participated in a teleconference on Calculating the Benefits of Purchasing, Reusing, and Recycling Computers; approximately 250 people in attendance.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities second quarter:* SBEAP staff assisted clients through the hotline and site visits, answering calls and e-mails on 141 waste-related questions, such as

compliance, permitting, training, and pollution prevention. A total of five site visits were completed and brief site visits to another eight perchloroethylene dry cleaners. Most site visits included assistance with hazardous waste compliance.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities third quarter:* SBEAP staff assisted clients through the hotline and site visits, answering calls and e-mails on 141 waste-related questions, such as compliance, permitting, training, and pollution prevention. A total of five site visits were completed. Most site visits included assistance with hazardous waste compliance. Scheduled two SBEAP presentations as part of BWM field staff training.

- 2/13, NJL, Wichita; participated in WSU Environmental Forum meeting to discuss how program directors can assist WSU students with environmental media projects. Approximately 15 were in attendance.
- 2/19, NJL, Wichita; met with two WSU communications media students about potential environmental projects to report on. A pharmacy waste management project was selected; in subsequent weeks, a news release and a 30-second video were developed and PPI staff provided technical review. The 30-second video clip will eventually run at the Wichita Warren Theatres as a PSA prior to movies.
- 2/25, NJL, Wichita; released SBEAP e-tips which included notice promoting the 2008 BWM hazardous waste trainings. Release reaches at least 150 individuals and is then reprinted in CHMM newsletters for Wichita and KC to reach more than 500 total.
- 3/31 and 4/1, NJL, attended advance hazardous waste management training offered by Lions a national training service.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities fourth quarter:* SBEAP staff assisted clients through the hotline and site visits, answering calls and e-mails on 335 waste-related questions such as compliance, permitting, training, and pollution prevention. A total of eight site visits were completed. Most site visits included assistance with hazardous waste compliance.

- 4/8/08; NJL, Topeka; presented on pharmacy waste management programs in Kansas, including new BWM technical guidance at state KWEA conference. Approximately 300 in attendance.
- 4/24/08, NJL, Wichita; exhibited information about pharmacy waste management at Kansas Association of Homes conference. Approximately 200 in attendance.
- 4/25/08, NJL, Wichita; released SBEAP E-tips to several hundred clients, featured BWM hazardous waste workshops as part of release.
- 4/30, DAC, Manhattan; presented an SBEAP update to the Bureau of Waste Management. Approximately 25 in attendance.
- 4/30, NJL, Manhattan; provided a technical RCRA presentation on pharmacy waste to BWM staff. Approximately 25 in attendance.

- 6/5/08, NJL, Wichita; presented information about mercury in homes for three-minute television segment on the KS CW.

*Problems anticipated or changes needed:* None

*Attachments:* None

### ***BOW Watershed Project***

*Project status:* 100% complete

*Activities first quarter:* In late August, SBEAP received and incorporated KDHE comments on questions for the self-assessment water quality tools for parking lots, vet clinics, and fairgrounds. Promoted tools at the Kansas Environmental Conference, Aug. 22-23. In September, SBEAP began developing answers for the parking lot, vet clinics, and fairgrounds self-assessment water quality tools. SBEAP staff also participated in a Wichita WRAPS meeting, promoting the self-assessment water quality tools, safe disposal options for medications or pharmaceuticals, and upcoming SBEAP events. SBEAP staff will participate in the WRAPS and local environmental protection program as requested by BOW or KDHE staff.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities second quarter:* Began drafting answers to questions for the self-assessment water quality tools for parking lots, vet clinics, and fairgrounds. Attended final KELP session Oct. 3-5 in Wichita. Completed applied leadership project and final report.

*Problems anticipated or changes needed:* None

*Attachments:*

*Activities third quarter:* Continued drafting answers to questions for the self-assessment water quality tools for parking lots, vet clinics, and fairgrounds. Submitted quarterly report electronically using Kansas Clean Water reporting system. With handouts, promoted tools at a K-State display at Hay and Grazing Conference in Manhattan on Jan.16 and a Sedgwick County agriculture network luncheon Jan. 17. Met with BOW staff March 17, 2008, to review current and '09 projects.

*Problems anticipated or changes needed:* At the Mar. 17 meeting, KDHE discussed changing SBEAP focus to be more of a service provider and not continue with development of new assessment tools. SBEAP will not start the two tools proposed for FY08 and instead focus on directly contacting at least three WRAPS groups.

*Attachments:* Handout promoting water quality assessment tools

*Activities fourth quarter:* Attended WRAPS pre-conference tour on April 14. Attended and exhibited at WRAPS conference on April 15 in Salina, Kan. Personally promoted our services to at least five WRAPS groups. Updated service-provider information on WRAPS Web site. Presented at a monthly meeting of new grassroots organization, Friends of the River, on June 20 in Salina. Submitted draft of latest water quality tools related to parking lots and vet clinics/fairgrounds for review by approximately 10 selected technical reviewers. Incorporated reviewers' comments and

submitted to software contractors for posting on the [www.sbeap.org](http://www.sbeap.org) Web site. Provided NPS technical assistance to 12 contacts. In reviewing statistical reports that tabulate assessments use, since January 2008, one person took the “Water Supply and Wells” and “Wastewater” assessment sections of the *RV Parks and Campgrounds* on-line assessment. The number of assessments taken from the following sections of the *Kansas Ag Service Center*\*A\*Syst on-line assessment are 2 – General Housekeeping; 1 – Pesticide Storage & Handling; and 1 – Water Supply & Well. Assessments were not taken of the other sections.

*Problems anticipated or changes needed:*

*Attachments:*

### ***BEFS Kansas Environmental Conference***

*Project status:* 100% complete

*Activities first quarter:* SBEAP staff reviewed six P2 award applications and chaired committee to select winners. The following presentations were prepared and delivered at the conference:

- Pollution Prevention Intern Program (approximately 10 people in attendance)
- Reducing Your Environmental Footprint (approximately 20 people in attendance)

*Problems anticipated or changes needed:* None

*Attachments:* Copies of presentations are attached or available at KDHE’s Web site.

*Activities second quarter:* SBEAP staff reviewed P2 award application with changes made for 2008; began promoting with current clients.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities third quarter:* SBEAP staff attended conference planning meeting Jan 30. Staff promoted P2 award application through e-tips, workshops, and through personal contact with clients.

*Problems anticipated or changes needed:* None

*Attachments:* None

*Activities fourth quarter:* SBEAP staff reviewed P2 award applications and chaired committee to recommend award winners.

*Problems anticipated or changes needed:* None

*Attachments:* None

## **Technical Assistance Data Summary**

### **Technical Assistance**

*Publications distributed:* A total of 2,919 publications were sent out or provided as part of phone, e-mail, or on-site technical assistance, or at exhibits and conferences.

*Hotline or e-mail technical assistance:* A total of 542 individual contacts were received and responded to via the hotline or by e-mail inquiries for technical assistance. Another 366 calls and 339 additional e-mails were tracked as a result of research done for clients. These contacts total 1,247.

Tables 1 and 2 categorize number of contacts received by business SIC code and by geographic location, respectively. Table 3 shows type of assistance provided. Detailed questions and answers will be provided semi-annually.

Table 1. Classification of service provided by business SIC code

SIC Code	1 <sup>st</sup> Qtr Count	2 <sup>nd</sup> Qtr Count	3 <sup>rd</sup> Qtr Count	4 <sup>th</sup> Qtr Count	SIC Code	1 <sup>st</sup> Qtr Count	2 <sup>nd</sup> Qtr Count	3 <sup>rd</sup> Qtr Count	4 <sup>th</sup> Qtr Count
000	1	3		3	399		1		
011				2	415		1		
019	1				421	1	1		2
021	1			1	461			1	
027		1			491	3	2		
072				1	501	1	1	1	1
074		1			509			3	2
076		1			521				1
078	1				522				1
131			1	1	559		1		
142			1		571	1			
144	1				581		1		
149				1	591				2
152			1		594				1
161	1				598				1
162				2	701	1	1	1	1
172			2		721	2	3	11	5
173				1	729			2	1
177				1	731		1		
179		4			733	1			
203		2	3	1	737			1	
204		2	2	1	738	2	6	5	5
238		1			753	4	2	2	3
242			1		754	5		1	
243	5	2	1	1	769				1
249		1	1		801		1	1	2
251			1	3	802	1			2
273	1		1		804	1			1
275	1	1	1	2	805	1		4	4
282		4		2	806	12	9	16	20
285			2		809				7
289	3	1		3	821	1		3	2
308	1			3	822	3	4	5	14
329		1	3	2	824		1		1
339	1				826			1	
341	3		3	1	829		1	1	
342		1		1	861				1
343			1	1	862			1	
344	1	4	2	3	864			1	1
347	5	1	4	5	869	1			

349	1	3	1	7	871	3			4
352	2	3		2	873	1		5	
353	2		2		874		1		6
354		1			881	2	5	9	21
355		2		1	899		1		2
356	1			2	911				1
359		1	3		919	2	3		3
364				1	941				1
369				1	944	1			
371	1			3	951	17	14	13	15
372			3	8	962	2			
373				2	971		1	1	

Table 2. Classification of service provided by county

County	Count 1 <sup>st</sup> Qtr	Count 2 <sup>nd</sup> Qtr	Count 3 <sup>rd</sup> Qtr	Count 4 <sup>th</sup> Qtr	County	Count 1 <sup>st</sup> Qtr	Count 2 <sup>nd</sup> Qtr	Count 3 <sup>rd</sup> Qtr	Count 4 <sup>th</sup> Qtr
Allen				1	Marion				1
Atchison		1			Marshall	1			1
Barton		1	5	7	McPherson		1	2	2
Brown		2		1	Miami	1			
Bourbon			1		Mitchell	1			
Butler	1			4	Montgomery	2		1	1
Chase		4			Nemaha	2	2	1	
Cherokee	1	1			Osage			1	
Clay			1		Pawnee		1		
Coffey		1			Pottawatomie	1			
Cowley	3	1	6	2	Pratt			1	1
Crawford			1		Reno	1		2	6
Dickinson		1			Rice		1		
Douglas		1	4	2	Riley	3	9	2	12
Edwards		1	3		Rooks				1
Ellis	1	1	3	6	Rush			1	
Ellsworth		1		1	Russell	1		1	
Ford	1		2	2	Saline	8	15	7	12
Franklin		1	1		Scott				1
Geary		2	2		Sedgwick	34	22	30	46
Graham		1		1	Seward	1			
Grant		1			Shawnee	7	4	10	12
Harvey	2		1	2	Sherman		1	1	
Jackson				1	Smith				3
Jefferson			1		Washington		2		
Johnson	8	11	15	16	Wilson	3			3
Kingman				1	Woodson				1
Labette		1			Wyandotte	7	1	8	17
Lincoln	2				Out-of-state	11	9	14	14
					Unknown	3	2	1	23

Table 3. Classification of service provided by type of assistance

Type of Assistance	Air	Wst	Wtr	Rem	NPS	Dry Cln	Other
Comp/reg info	133	153	18	4	6	19	13
Monitoring	16	6	4	0	0	3	0
Record keeping	19	19	0	1	0	6	1
Finance/fund info	3	1	0	0	1	0	1
Permitting	90	21	6	1	2	3	7
General CAA info	9	0	0	0	1	0	0
Add to mailing list	3	0	0	0	0	0	0
P2 assistance	82	116	27	1	8	4	31
Other	28	19	4	1	3	0	56

*On-site assessments:* A total of eight on-site assessments were conducted during the fourth quarter, for a total of 34 for SFY08. Types of businesses and their industrial classification codes are shown in Table 4.

Table 4. On-site visits classified by SIC code

SIC code	1 <sup>st</sup> Qtr Count	2 <sup>nd</sup> Qtr Count	3 <sup>rd</sup> Qtr Count	4 <sup>th</sup> Qtr Count	Business Description
1422		1	1		Crushed and broken limestone
1623				1	Painting utility lines
2434		1			Manufacture kitchen cabinets
2752				1	Lithographic printer
3089	1	1	1	1	Plastic products, nec
3273	1				Ready-mixed concrete – air
3412	1				Metal shipping barrels, drums, kegs, and pails – air and hw
3444	1				Fabricated structural metal products, sheet metal work – air and hw
3448	1				Prefabricated metal buildings and components – air and hw
3449				1	Miscellaneous structural metal work – air and hw
3462				1	Iron and steel forgings – air and hw
3491	1				Industrial valves – air and hw
3559	1				Specialized industry machinery, nec - hw
3471	1				Plating and polishing – hw
4225		1			General warehousing and storage
7216		8		1	Dry cleaners
7532		1			Auto body repair and paint shop
8021				1	Offices and clinics of dentists
8062			3		Hospital
8361				1	Residential care facility

Attachments:

*First quarter*

- *Air Quality Seminar Save-the-Date cards*
- *Diesel Technology Workshop and Equipment Expo postcard and brochure*
- *PowerPoint presentation on the Pollution Prevention Intern Program*
- *PowerPoint presentation on Reducing Your Environmental Footprint*
- *PowerPoint presentation on Clean Air Lawn Care*
- *PowerPoint presentation on SBEAP services*
- *PowerPoint presentation on SBEAP services and KDHE Boiler Initiative*

*Second quarter*

- *Diesel Technologies Workshop and Equipment Expo evaluation summary and detailed attendance summary*
- *2008 Kansas Perchloroethylene Dry-Cleaner Compliance Calendar*
- *2008 Kansas Petroleum Dry-Cleaner Compliance Calendar*
- *Kansas Air Quality Seminar vendor invitation letter*

*Third quarter*

- *Air Quality Seminar brochure, seminar folders, final registration list, and evaluation summary*
- *Environmental report card – survey questions*
- *Boiler project Save-the-date cards, flow chart, fact sheet and draft presentation*
- *Handouts distributed at Hay and Grazing Conference promoting water quality assessment tools*
- *Handouts distributed at Sedgwick County Agriculture Network luncheon promoting water quality assessment tools*
- *Wyandotte County Diesel Technologies Workshop save-the-date postcard and draft agenda*
- *Comments on The Climate Registry's Draft General Verification Protocol*
- *KS SBEAP e-tips – Feb 15 and 25*
- *Other presentation copies and documents listed in activities available upon request*

*Fourth quarter*

- *Air Quality Seminar final report*
- *Attendance summary at three diesel technologies workshops*
- *Evaluation summary from Wy. Co. diesel technologies workshop*
- *Survey team feedback on survey questions*
- *CD copy of raw survey data for Kansas Environmental Report Card*
- *Comments to The Climate Registry's "Guidance on Accreditation"*
- *Municipal Class I to Class II fact sheet*
- *E-tips, April 2008*