

**2009 SBO/SBEAP NSC CALL
MEETING NOTES
May 13, 2009**

SBO/SBEAP Members Present

NSC Chair- Annette Fulgenzi
NSC Vice-Chair- Renee Lesjak Bashel

Region I -

Region II-

Region III- Terry L. Polen

Region IV- Kenya Stump, Phyllis Copeland, James Robinson

Region V- Mike Nelson

Region VI-

Region VII- Ryan Hamel

Region VIII- Joni Canterbury

Region IX-

Region X- Joan Meitl, Rebecca Hillwig

NCAP-

EPA OSBP- Angela Suber, Lester Facey, Deanna Jackson

EPA Contractor- Audrey Zelanko

Agenda

- **Roll Call**
- **2009-2010 NSC Selection of Reps and Alternates** – A reminder to establish your new Regional Reps before the conference, if possible.
- **NSC Meeting at Conference/Goals Revisions & Updates** – the NSC Meeting during the conference will include the “old” reps and the “new” reps. Before the meeting, think about goals that we would like to accomplish during the next year.
- **Subcommittee Summaries for Conference** – this is done each year for the conference; however this year we will not be doing individual pages – instead send a brief paragraph summarizing the committee, what was done (SEND IN BY MAY 22nd) If you want a full page, can have as a handout on the table.
- **Summit Report** – Annette spoke at a session, seeking speakers from some of the other sessions for our conference

OECA Compliance Assistance Meeting – had meeting at the Summit, appears to be total turnover (including management); opportunity to build relationship; Karin Koslow, acting director, will

be attending the SBO/SBEAP conference; Group is seeking guidance; be cautious- example given on how Regional rep attends

- **Partnership Session at the Conference (OECA, SBA, P2, CARE, Trade Assoc. (worked with OECA))**
 - **NPPR wants to roll in our conference with theirs** (can be discussed at the conference)
 - **Common Measures Project** – Renee shared some information, Steven DeGabriele MA, writing the report and may speak to us at the conference (brief overview on Wed. and during the Measurement Subcommittee session)
- **USEPA Ombudsman’s Office Updates:**
 - Wrapping up details on conference
 - NCAP call was held regarding the NCAP guidelines, will be discussed at the conference
 - Joan attended conference with the Chamber
 - Putting together a display and promotional materials for the office
 - Updating the EPA SBO website
 - **Update on 2010 USEPA Proposed Budget** – not known how this will impact program at this time; will have something available at the conference
 - **State Reporting 2007 & 2008** – request is out for states to submit data
 - **2010 Conference** – request put out for state’s that might be interested in hosting.
 - **Rule Development Process** – discussions are continuing; can be added as an agenda item in the Tech Committee or NSC sessions.
 - **Compiling 6H training providers via website?** – IWRC has requested to list their project on a website; do we provide this? Difficult to start, especially if there is not a federal certification associated with this.
 - **NCAP Updates** – Renee – focusing inward; working out how group is interacting with the Small Business Office; going back to basics; working on goals; better discussion face to face at the conference (NCAP Guidelines)
 - **2009 National Conference Update** – Kenya – home stretch; breakout session speakers are established; keynote being confirmed; be prepared to work at the Partnership session on Thursday morning; dedicated time for the Regional meetings; Subcommittees sessions are available (have things prepared); State raffle request – bring something from your state;

Something fun for all attendees (Treasure Hunt) through Louisville;
Subcommittee Chairs should come in during the Newcomer Training;

- **Announcement to everyone seeking interest to host next year's conference**

- **Subcommittee Updates**
 - **Technical** – call yesterday, minutes will be posted on the Tech subcommittee website; covered a range of topics including new NESHAPs, June bin – only one will be final by June, the rest will likely be proposed in June and final in August; will look into the SBA assisting our programs in promoting recommendations of rule changes submitted to EPA; seeking new Chair or Co-Chair for the Committee
 - **Promotional** – working at updating the brochure created for the ASBDC meeting; website development – working on search mechanism; working on the Success stories and other items;
 - **Awards** – finished with the Awards – two small business winners; one trade association winner.
 - **Multi Media** – call yesterday – drafted talking points on building a compliance assistance initiative; discussion about environmental issues at nail salons – need to find a location where this can be posted on website. (Recommend combining some of the industry pages – will bring up at the Promotional meeting)
 - **Measurement** – will utilize data from Angela's data collection effort; seeking a new chair; seeking an online reporting mechanism (with a hardcopy form to fill in before on-line data entry)

- **Regional Updates**
 - Region V received grant for ERP project. Now busy working on the effort.

- **Review Action Items:** - Strengthening partnership – increasing USEPA and SBA relationships at the conference; Liaison meeting coordination – discussions occurring; Booth at the Summit; Speaking at the Trade Association meeting (not able); Survey state data collection, on-line collection (hopefully with the 2007 & 2008 data); working on Comprehensive Environmental Assistance Initiative with ECOS; C Build Program Credibility: - 1 NESHAP (auto body), Promotional Subcommittee working on state report.

The next call is scheduled for Tuesday, June 2, 2009.

Respectfully submitted:

Mike Nelson