

National Steering Committee Meeting Notes
Louisville KY – SBO/SBEAP Conference
June 2, 2009

1. Welcome, Roll Call
2. 2010 Conference Discussion
 - a. Grant vs Contract
 - i. Grant would allow more flexibility (especially with travel) and planning would be back with the host-state. [Kimberly]
 - ii. Grant would be a competition – an exemption could be requested, but probably wouldn't be granted
 - iii. With a grant, the RFP process would have to be started now, as it's a 6-12 mo. process.
 - iv. Dates of conference are very flexible – could be pushed back to allow time for grant process [Annette]
 - v. Three years ago, had very similar discussion, but not enough time, so went with contract. [Jeanette]
 - vi. With a grant, it is possible to draft the RFP in a way that really only states can apply
 - vii. Renee provided example of similar program [State Innovations Grant]
 - viii. States are comfortable with grants. We are confident that EPA can write the grant in a way that states are the only or the best ones to apply. [Annette]
 - ix. 3 states have expressed some interest in hosting next year's conference: Colorado, Louisiana, West Virginia
 - b. Combining/syncing SBO/SBEAP conference with NPPR Environmental Summit
 - i. Expressed concern that SBEAP identity and connectivity could be lost. There could also be significant issues when trying to work on the meeting agenda. The summit could dilute SBO/SBEAP's efforts. [Kenya]
 - ii. We would need to tell NPPR what SBEAP needs are and see what they propose in order to meet our needs
 - iii. NPPR is more of a symposium/expo for showing off what organizations are doing while SBO/SBEAP conference is more of a working group. [Annette]
 - iv. If we do a test run with combining conferences and it doesn't work out, we can go back to doing them separately. It does not have to be a permanent change. [Kim/Jeanette]
 - v. Concern that we isolate ourselves. We could use NPPR as a way to get info out about what we're doing/what we need. [Jeanette]
 - vi. Suggested that we poll SBOs, etc to see what they think [Kim]
 1. Would they be interested in doing this?
 2. Are they more likely to attend if the two conferences are held in conjunction?
 - vii. Concern that not everyone could go because many states have limits on how many people can attend the same conference [Mike]
 1. This could work if we held "separate" conferences that were just held back to back. That way there's an option to go to just one or both.
 - viii. P2 folks do indeed want to collaborate with us [Jeanette]

- ix. Other concerns: NPPR has an expensive registration fee for non-members (\$495). Summit did go into debt from the 2009 meeting by not meeting hotel obligations.
- x. Let's look at waiting to do this until 2011. 2010 can be more of year to work out the grant vs contract issue. [Kim, Annette, Sarah]

3. Update on EPA ASBO team [Joan Rogers]

- a. Would like more strategic planning with regional liaisons [Annette]
- b. Team assignments (Now fully staffed. Joan started Oct 08, 4 folks joined Dec 08)
 - i. Multimedia subcommittee – Angela Suber
 - ii. Awards and Guidelines subcommittee – Lester Facey
 - iii. Measurement subcommittee – Deanna Moultrie-Jackson
 - iv. Promotional subcommittee – Paula Zampieri
 - v. Technical subcommittee – All
 - vi. National Steering Committee – Angela and Joan
- c. New Web-site is open to comments and suggestions
 - i. Regulatory pages have been updated due to comments
 - ii. Send comments to Joan or Angela
- d. Small Business EPA Edition Bulletin
 - i. Used to be produced yearly in hard-copy form approx. 75 pages long
 - ii. Will now be produced electronically quarterly and 10-12 pages long
 - iii. Will have a few of the same sections each newsletter include success stories and “Green your Business”
 - iv. Submissions for the next newsletter are due June 16
- e. Regulatory Development activities
 - i. 13 steps in this process (each person has agreed to be responsible for different sectors):
 - 1. Air and Radiation – Lester Facey
 - 2. Water/Solid Waste – Deanna Moultri-Jackson
 - 3. Office of Prevention, Pesticides, and Toxic Substances – Paula Zampieri
 - 4. Other small offices – Angela Suber
 - ii. Will need our assistance in weighing in on proposed rules. This will help us to work out some of the “kinks” ahead of the game and reduce regulatory costs, issues
 - iii. A brochure explaining the rulemaking policy is available online under the regulatory page
- f. DEA meetings – haven't had a deputy officer. **Bob ????** Is the proposed Deputy by Obama.
 - i. Going to try having meetings 2x/year
 - ii. Waiting for key players
 - iii. Could try having meetings before the new, key people are on board, but it may be better to wait until they're in place

4. NCAP [Deb]

- a. Next meeting is tomorrow (June 3)
- b. Ready to move forward now that there's staffing.