

**AWARDS COMMITTEE
MINUTES**

December 18, 2002

Present: Marcia Manley, NV
Amelia Gooding, IL
Catherine Tunis, EPA

Conference call participants were briefed on the subcommittee discussions so far and on the NSC call of 12/10/02. It was agreed that this subcommittee should continue with their efforts, independent of any awards that the Planning Committee is working on for the 2003 conference. If we are asked and have developed any materials such as criteria for nominations and/or ranking for an award, we would certainly assist the Planning Committee in anyway we could.

The development of a standing subcommittee to research and coordinate applying for existing awards was briefly discussed. Catherine asked how it might be envisioned with Karen's office as the lead. It was mentioned that a federal agency such as EPA would probably be in a better position to receive or otherwise hear about national awards programs than any of us on the state level. As such, that office would be in a position to organize a group, i.e. the subcommittee, to apply for the award on behalf of the SBAP/SBOs. It was also envisioned that members on the subcommittee would devote some time researching existing awards. If an award were identified as something that the subcommittee could apply for, then they would notify the NSC and proceed. If the award was something more appropriate for individual programs or a specific business sector, then again, they would notify the NSC and e-mail could be sent to all members. How or who should chair the subcommittee, how often they should meet, etc. was not discussed in any detail. This might be a good issue for the working group session in Baltimore.

Marcia pointed out that Rose Marie Wilmoth (KY) had sent a previous e-mail with information regarding an awards program that Kentucky has. Amelia volunteered to compile some of the criteria from Sacramento BERC, KY and IL programs into a draft document for discussion the next call. Marcia will work on drafts of some of the other documents. Catherine mentioned noticing in the Federal Register. That was recognized as rather far-reaching and the subcommittee had not, to date, discussed this. So far, any awards program discussed had been with regard to nominations from the SBAP/SBOs for businesses and/or trade associations that had worked closely with the SBAP and had undertaken significant compliance steps as a result.

Next conference call was scheduled for January 29th at noon P.S.T. Call in number is (775) 687-9309.

Discussion points for January call:

Draft criteria and supporting documents.

Expanding the scope of the awards program from SBAP/SBO nominations to national nominations with one of the ranking criteria being whether the business has worked with a SBAP/SBO.

Issues for working groups at Annual Conference in Baltimore.

Other?