

# **National Steering Committee Guidelines Subcommittee**

## **Meeting Minutes – October 23, 2002**

### 1. Members

Present: Nick Melliadis, Richard Rasmussen, Linda Sadler,  
and Sally Tarowsky

Absent: Annette Fulgenzi, Terry Polen, and Maria Rivera

### 2. Summary of Discussion

Members present discussed the following:

- The development of a state survey to create a baseline of how state programs are adhering to the CAA requirements and the EPA guidelines.
- The development of a survey of the states to determine what deficiencies its program has and how close the program adheres to the with regards to the guidelines and the CAA.

### 3. Action Items

- Sally will compile the initial list of survey questions and distribute to subcommittee members.
- Members will review and revise survey questions and will submit addition questions for the final survey to Sally by Friday January 10, 2003.
- Sally will make necessary revisions and will compile questions by January 14, 2003.
- Richard will contact Audrey Zelanko regarding the use of the web site to distribute survey.
- Next Conference Call: Wednesday January 15, 2003  
1 pm (EST); 1 hour  
972-484-2593 code: 555019