

## Multimedia Sub-Committee Minutes from 3/3/04 Conference Call

Present on call: Gregory Copely, Tom Coogan, David Byro, Richard Rasmussen, and Phyllis Strong

### ***#1 Do we want to meet at the Sacramento conference? If so, should it be at a working session or a face to face meeting of only Multimedia Sub-committee members?***

It will be a face to face meeting of Multimedia Sub-committee members, but we will also invite a few staff from 507 programs that function effectively as multimedia programs. We will include these other folks so that we will be able to get some input from them.

We will consider the agenda for Sacramento, and then we will agree to a time for all Multimedia Sub-committee members attending the conference to meet. We will address points of concern that will help us refine, refocus, and continue on our current path of work.

### ***#2 Discuss impact of Peter Cunningham's memo dated 12/16/03 to the National CAP and how it impacts our work.***

We will go forward with our work and continue our mission. Funding issues will be approached informally rather than asking the National CAP to petition EPA in this regard.

Our mission is to explore the status of multimedia assistance throughout the SBAP/SBO network, develop a definition of that assistance, and consider development of resources to help programs with this issue.

We completed the first component last year when we conducted our multimedia survey.

We completed the second component last year as well, when we suggested a definition for multimedia and got 91% agreement from survey responders. That definition is as follows: *Multimedia assistance means environmental assistance (compliance and beyond) to reduce threats to our air, land, and water.*

This earlier work may be refined, but we have certainly laid the ground work.

In this past year, we have been considering the development of resources to help programs with multimedia issues. We will continue in this work. We are trying to assist programs in becoming multimedia if they want to do so.

### ***#3 Complete as needed and clarify our answers to questions in the attached document, 2dec16.doc.***

Questions were completed before the call and discussed during the call.

We won't necessarily focus on Region 1 for good multimedia programs. Further survey analysis showed that Region 1 may have multimedia programs in every state, but not all of these states listed expertise in all media.

EPA regions won't necessarily be a limiting factor as we design our strategy.

Phyllis will ask Karen Brown for information on the availability of funding for a peer match program.

Phyllis will also talk to Karen about possible administrative structures to use when setting up a multimedia mentor program.

We will also look at ideas for administrative structure by going to a program from the TX SBAP. The TX program asks for volunteers to be EnviroMentors. Phyllis will search for a web link to their program pamphlet and forward it to the group.

We will develop a list of expectations for a mentor program. We will keep the expectations somewhat general.

We won't send out e-mails yet to search for model multimedia programs.

We will develop requests to use when we search for participants in a mentor program

### ***#4 Decide on next steps to be taken based on these answers.***

We will explore setting up a mentor program.

We will also work to make multimedia tools more easily accessible on the web. This will involve working with Audrey Zelanko to link her web pages (especially the sector page and our multimedia page) to materials offered on EPA's Publications page. David Byro will send the link to the Publications page to our subcommittee.

**#5 *Discuss recommendations for analysis of our multimedia survey results.***

Checked expertise in all media.

Region 1 Connecticut, ME, VT

Region 3 Delaware, Pennsylvania

Region 4 AL, SC, TN

Region 5 IN

Region 6 AK, TX

Region 7 IA, KS, MO

Region 8 CO, Montana

Region 9 CA-Berc, NV

**Next call:**

We will set up a call for early May. At that time we will settle our work ideas for our subcommittee meeting at the Sacramento conference.