

Minutes
Steering Committee
April 9, 2002

On the call: Mark Shanahan, Ron Dyer, Pam Christenson, Dan Nickey, Andrew Gosden, Chuck McCarty, Sally Tarowski, Phyllis Copeland, Carl Komassa, Karen Brown, (need to add others)

1. Approved Minutes of last conference call.
2. Update on 2002 Annual Meeting. Mark Shanahan & Carl Komassa
 - Website (www.sbaoconference.com) is up and running. Please remind people in your regions to register for the conference on the website. (Mark)
 - Future of 507 Programs Subcommittee is continuing to refine questions that will be discussed in a session at the conference. (Mark)
 - Planning Committee is finalizing speakers and getting biographies of speakers. (Mark)
 - National CAP requests that each state/territory send a representative to the CAP Training and, if possible, the whole conference. National CAP Session will run from 8:00 until 2:30 PM and include a mock CAP meeting, review of CAP status in states/territories, available resources & environmental management. About 10 CAP members have signed up for the conference so far. (Carl)
 - National CAP is looking for 4 or 5 small business owners to be on a panel on Tuesday afternoon that can discuss health/safety/ environmental stories/issues from their perspective. (Carl)
3. Update on Vice Chair candidates. (Mark Shanahan)
 - Ron Dyer was the only person to express interest in the position. Mark emailed Ron's statement to everyone during the call.
 - Upon a motion and second, it was moved that Ron Dyer become Vice Chair. The voice vote was unanimous.
4. Update on Ford Innovation Award. (Mark Shanahan for Richard Rasmussen [out of office at meeting])
 - **Only 1 state has sent information/case study, etc. to Richard. But he needs more states to send their information immediately.**
 - He will compile the information with Annual Report for submission. The deadline is for submission is May 10th to the Ford Foundation. Some other topics suggested for possible inclusion were: annual report, dry cleaner calendar model, annual conference, liaison meeting, steering committee, the SBO/SBAP Network through Karen's office, the products from the Publicity Committee, etc.
5. Update on possible legislation and cooperative effort with ASBDC. (Mark Shanahan)
 - Mark reported that he has had a recent discussion with Don Wilson, Executive Director of the ASBDC. Don Wilson has had some preliminary discussion with members of Congress about a bill to provide funding to the 507 and pollution prevention (P2) programs. The Pollution Prevention Roundtable is also interested in working with the 507 programs to obtain this funding. Mark will follow up with Don Wilson and the P2 Roundtable.
 - There was discussion of how the funding (if bill passed) would become available to 507 & P2 programs, possibly through Karen's Office.
6. New Business (Karen Brown)
 - On May 10 USEPA Deputy Administrator meeting to discuss lead rule and innovative strategy from 10 AM until noon in DC.
 - Karen's Office had a budget cut of 1/3rd and there will be no more contracting of work. She has added 2 new people to her staff.
 - The Promotion Committee will try to keep the \$50,000. It is still looking to do public service announcements (PSAs).