

Minutes of the National Steering Committee
April 10, 2007

Dan Nickey called the meeting to order at 2:10 p.m. EST.

Members present included:

Region 1	
Region 2	Jim Coyle
Region 3	Richard Rasmussen
Region 4	Lee Tate
Region 5	Rick Carleski, Jackie Sims
Region 6	
Region 7	Dan Nickey, Cathy Colglazier
Region 8	Greg Sorenson
Region 9	
Region 10	Rebecca Hillwig
NCAP:	Frances Hartwell
EPA:	Angela Suber

Subcommittees:

Awards: Phyllis Copeland
Conference Planning: Troy Johnson
Measurement: Kenya Stump
Promotional: Chris Lynch
Multi Media: Dave Fielder
Technical: Renee Lesjak Bashel

Approval of February call minutes: Minutes approved with minor corrections to time/month.

1. NCAP update – Frances

- Scheduling call to update NSC on contact with congress
- Ken Legler planning to travel to DC to seek champion/sponsor to propose funding legislation
- Many NCAP members to attend upcoming National Conference in MN

2. NSC Guidelines – Dan

- Poll results on unanimous vs majority: 5 regions favor majority, 1 region favors unanimous, 1 region split 50/50, 3 regions did not submit votes
- Dan forwarding vote tallies and comments received to the Guidelines Subcommittee
- Discussion: no time to add plenary session on this at national conference, Dan will forward all results to those interested.

3. State Introduction Letter

- Dan's draft letter OK, all agreed to send to all states, not just non-participants
- Angela to provide Dan with latest national SBO/SBEAP contact list; regional reps can elect to give their region states advanced notice.

4. EPA Update – Angela

- Sent out notice to states to submit annual report by April 30
- Upcoming FR notice for ICR for new reporting format
- Compiled 2004/2005 annual report data for Promotional fact sheet update – to forward to Promotional Subcommittee
- Selected HCDI for conference contractor
- Attending conf. planning meeting in MN; requesting Warren Johnson and others from RTP attend
- Upcoming office reorg/retreat meeting to increase staff resources

5. Subcommittee Reports

Awards (Phyllis): nominations received for 3 programs, 5 small business and 3 individuals.

Measurements (Kenya): Final report of ICR complete; Kenya stepping down as Chair in June.

Technical (Renee): next call 4/19; collective comments on proposed Once In, Always In policy sent to U.S. EPA.

Promotional (Chris): update SBO/SBEAP promo fact sheet with 2004/2005 data.

Multimedia (Dave): March 19 meeting of ECOS approved sending letter supporting multimedia compliance assistance to U.S. EPA; need to decide next steps and roles. Committee is compiling 44 responses to latest multimedia survey.

Guidelines: more volunteers needed; contact Sally Tarowsky.

6. 2007 Conference (Troy)

- PRIZIM mtg next Thursday to finalize details for keynote and awards sessions;
- added \$60/day option for less than full conference attendees; activities include picnic, steamboat ride, Mall of America, comedy club
- Dan requested Mike/Troy to provide an detailed conference overview on the next call
- NSC mtg at conference – e-mail Dan ideas for agenda topics

7. NSC Goals

- State Introduction letter addresses Goal #4.