

SBAP/SBO Steering Committee
Conference Call
August 13, 2002

Members present on call:

Small Business Division: Karen Brown, Dan Eddinger, Elsa Bishop, and Angela Suber

National CAP: Carl Komassa

Region 1 Ron Dyer; *Region 2* Maria Rivera; *Region 3* Richard Rasmussen, Terry Polen

Region 4 Tony Pendola, Linda Sadler; *Region 5* Amelia Gooding, Phyllis Strong

Region 7 Dan Nickey; *Region 8* Nick Melliadis; *Region 9* Marcia Manley

Region 10 Sally Tarowsky, Patrick Hoermann

Ron Dyer, Vice Chair, ran the meeting.

#1 Comments on Chicago Conference –

A summary of the SBAP/SBO Conference evaluations was distributed at the Washington DC Steering Committee Meeting. Overall the results were quite good. Contact Amelia Gooding if you have not seen the summary sheet and would like a copy; she will e-mail it to you. Amelia will ensure that the comments on the evaluations are passed on to Andrew Goshen so they can be used for planning purposes for next year's conference in Baltimore.

There was a concern that not a lot of the presentations are posted on the conference's web page. Roslyn Jackson is working to get the presentations on-line. Amelia will check on this work. It was suggested that there be more of a push for the next conference to get all the presentations on-line. There was a concern that we might have to go back to handing out paper copies at the conference.

#2 Plans for Baltimore 2003 –

Andrew Goshen will share information on this topic at the next conference call.

Need to collect names of volunteers from regions to serve on planning committee; these had been determined at meeting at Chicago conference.

#3 Updates from recent Steering Committee Meeting in Washington DC -

- Tom Gibson, Associate Admin, Office of Policy, Economics, and Innovation, gave kick off for meeting; went well.

- Will be doing a national summit with administrator in Nov. Information on this summit is forthcoming.

- Draft of Small Business Strategy will be e-mailed to Steering Committee. Comments will be due on 9/5/02.

- Roles explained for Karen's staff :
Elsa Bishop (Marketing & Education); Bill Crosswhite (Agriculture & Pesticides); Dan Eddinger (Innovative Approaches); James Malcolm (RCRA/TSCA/EPCRA); Tracy Mattson (Regulatory Development); Tom Nakley (CWA & SDWA); Angela Suber

(Outreach & Information); Larry Tessier (Asbestos & Lead); Catherine Tunis (Recognition & Awards)

- Elsa Bishop gave overview for FTE Regional Liaison Positions.

- Mark Shanahan made a presentation on the future of the 507 programs. He incorporated feedback to his original presentation in Chicago.

Sub committees were formed. Anybody in 507 network can serve on these committees.

Steering committee members should chair these committees.

Steering committee representatives should survey their region for volunteers for all of these sub committees. They should tell folks what each committee will work on and who is on it so far.

Guidelines - Sally Tarowsky (chair), Linda Sadler, Richard Rasmussen, Maria Rivera, Annette Hill - Will work to help 507 programs define their priorities, objectives, and tasks.

Multimedia – Phyllis Strong (chair), Kathy Broderick, Richard Rasmussen, Maria Rivera, David Byro - Will determine current status of multimedia assistance, develop a definition, and consider development of related program resources.

Technology – Tony Pendola – Will work on making best use of electronic communication to improve our service delivery.

Awards – Marcia Manley (chair), Amelia Gooding, Richard Rasmussen, Kathy Broderick - Will work on awards we should apply for and awards we should be giving.

Technical – Richard Rasmussen (chair), Terry Polen, Dan Nickey, Tom Nakley – Will look at ways to keep us up to date on regulatory issues, raise our visibility on these issues, and enhance relationship with RTP air office.

Promotional – Pam Christenson (chair), Annette Fulgenzi, Charlie Kennedy, Ron Dyer, Richard Rasmussen, Rick Carleski, and Julie Churchill – Will continue to work on promoting SBAP/SBO network nationally.

- Regional EPA liaisons gave updates of their activities.
- Steering Committee members gave updates of SBAP/SBO activities in each of the regions.
- Discussed what was needed to promote coordination between the state SBAP/SBO's and EPA Regions; then discussed what support the state SBAP/SBO's and regions need from EPA.
- Amy Borman and Dan Eddinger gave a presentation on emergency management for small businesses.
- Joan Berman, EPA Office of Compliance, collected requests on what states and regions want them to do.

- Lalit Banker and Racqueline Shelton discussed needs for improving SBA/SBO and Regional Liaisons coordination with EPA Office of Air Quality Planning and Standards. Lalit is contact for questions about standards work.

- Federal Legislation Updates

We made comments on S2483 at a Senate round table. Mark Shanahan, Ron Dyer, and Dick Lehr represented 507 programs. Mark spoke. His main points were that we were supporting the bill because it increases resources to small businesses and encourages partnerships using existing programs thus eliminating duplication, and that we wanted to thank them for mentioning 507 programs directly in the bill.

The hearing looked good. If the bill doesn't pass we will still think about developing our MOU, which in draft form is set up between the National Steering Committee of the 507 programs, the National Pollution Prevention Roundtable and the Association of Small Business Development Centers.

Massachusetts SBAP is opposing the bill. This represents a disconnect.

If the bill is passed, and there is funding, we expect that people will do proposals to obtain some of this funding.

The bill must respect diversity. Specificity can cut out folks, e.g. the Seattle program.

- Alex Botkin gave a demonstration of an expert system for Class V injection wells. He discussed similar work being done for auto salvage yards.

#4 2004 Conference

Need to get a list of cities for potential hosts. Karen Brown will send out message for volunteers in the regions.

#5 National CAP

Meeting at Chicago conference was productive. Most CAPs were represented. Had a long agenda.

Need a vice chair for when Carl Komassa moves up. CAP members need to submit biography and explain why they want to serve in this capacity.

The discussion and feedback on the CAP training was positive. Did want more CAP members present. Need to coordinate CAP training with other sessions; sometimes 2 high-powered sessions competed with each other.

A list of action items was compiled. There will be a formal report of these items.

Passed, pending Karen Brown's approval, the motion to add at least 1, maximum 2, members at large to the national CAP.

KY made a request for a message on multi-media conversion, i.e. ways to promote official multi-media programs. A report will be issued. Will be on National CAP spot on the Small Biz web page.

Working on CAP appointment tool kit. There have been problems with reappointments.

This will be a how to guide with sample letters to the legislature. OH notebook will be incorporated. Will use these tools for in-reach as they try to encourage SBAPs that don't have functioning CAPs to get them up and running.

At 2003 meeting will have a series of meetings with members of congress.

#6 Letter sent several years ago to John Seitz on the “Once in Always in” policy did not scan well. This is still being addressed. It was suggested at the Washington DC meeting that we resubmit a similar letter to the EPA Administrator.

#7 Richard Rasmussen and Dan Eddinger were notified that their Ford Foundation submittal was received. This submittal is for the Innovations in Government award; it is for actions of 507 programs as a whole. They will be notified in October if they have made the preliminary cut.

#8 The EPA Administrator, Christine Todd Whitman, will be going around to the regions. SBAP/SBO’s will be asked to come up with success stories, businesses to visit, and tidbits for talking points.