

Minutes of the SBO/SBAP National Steering Committee

January 13, 2004

Attending:

Chair- Mark Shanahan, NSC Chair
Region 1- Ron Dyer, NSC Vice-Chair, Maine
Region 2- Jim Coyle, New York; Jasmine Blyden, Virgin Islands
Region 3 – Richard Rasmussen, ~~East~~ Virginia; Terry Polen, West Virginia
Region 4 – Tony Pendola, North Carolina; Willie Morgan, South Carolina
Region 5 – Phyllis Strong, Minnesota
Region 6 – Darren Morrissey, AR; Larry Lashley, LA
Region 7 – Dan Nickey, IA
Region 8 – Dan Clark, Wyoming; Nick Melliadis, CO
Region 9 – Robert White, California
Region 10 – Sally Tarowski, Idaho; Linda Hayes Gorman, OR
NCAP – Reimar von Kalben, Region 8
USEPA – Angela Suber

1. 2004 Annual Conference.

The planning committee has information on the website about the upcoming annual meeting. The meeting will be held on June 2-5 at the Holiday Inn Capital Plaza. This is a very nice hotel, which is just a short walk to old town Sacramento (about 3 blocks). The conference website is:

<http://www.sacberc.org/2004SBO-SBAPconference.html>

It includes further information about the hotel (\$86), maps, and things to do in Sacramento. The hotel will provide an area with high-speed internet access and other business tools for conference attendees to use free of charge.

There will be two (2) tracks: Business Track and Provider/Regulatory Track. The meeting will officially begin on Wednesday, June 2, 2004 at 12:30 p.m. A reception is planned on a boat cruise for that evening. Breakout sessions will occur on Thursday, June 3, 2004. Site visits have been planned for the Clean Air Fuel Cell facility and the Siemens Transportation facility. A luncheon with a guest speaker will take place on Thursday, June 3, 2004. The planning committee is still searching for a speaker for the luncheon. There is still the possibility that we may be able to secure a visit from California's new Governor.

47 slots will be available for the Mondavi Winery tour on Tuesday, June 1, 2004. CAP training will take place on Saturday, June 5, 2004. A BBQ and a AAA baseball game are being planned as part of the evening activities.

The small business awards subcommittee webpage is up and has information about the awards criteria and submittal information. The deadline for submittal is March 1, 2004. Mr. Shanahan will be sending out a notice about the award requirements.

The hotel will hold the rooms for up to 60 days before the start of the meeting.

There will be some stipend money available. Mr. Shanahan will be sending out a notice on next week concerning the availability of this money.

It should be an excellent conference.

2. *2005 Annual Conference process*

Mississippi has been selected to host the 2005 Annual Meeting. However, we still need other states to provide their submittal to satisfy EPA's competition clause. Angela reported that the grant will remain at \$80,000. Submittals will include information from Colorado and West Virginia.

3. *National CAP*

The national CAP has re-evaluated their approach to asking EPA to help the programs become multimedia.

The national CAP has suspended the current guidelines, and is working on new guidelines. A draft will be sent out shortly and the NSC will be able to provide input.

It was requested that minutes of the NCAP meetings be posted on the Enviroweb site.

4. *Vice-Chair Position*

In June, Mr. Dyer will take over as Chair of this committee, thus vacating the Vice-Chair position. All current members are eligible.

5. *Subcommittee Reports*

a) Guidelines

-Will be meeting next week. Still trying to crunch numbers from the survey. An open invitation exists for additional members.

b) Technical

- Area source for autobody shop MACT being worked on by EPA. Promulgation expected in 2007.
- EPA is underestimating the impact on small businesses during the RFA process for rulemaking due to the PTE issue.

c) Multimedia

- Considering establishing a mentoring program.

d) Planning (see above)

6. *Other items:*

---Gross Receipts

Mr. Morgan from South Carolina wanted to know if any other states had been considering gross sales as part of their criteria in evaluating small businesses when providing assistance. South Carolina has been asked by its CAP to limit their assistance. The SBAP should not spend its resources on those small businesses that are really doing well financially. Language in the state SIP approving the program has a reference to gross sales as a criterion for evaluating small businesses when providing assistance. The NSC will pole their states to see if any have been considering gross sales. Mr. Shanahan will forward Mr. Morgan's original email request to the committee.

---NACEPT

Cooperative ventures with stakeholders are being explored. Some have sent comments to EPA in the past, but feel that their comments were ignored. EPA is grappling with how to involve stakeholders like ourselves of which they have no direct control. Comments on the development and distribution of compliance assistance tools must be received by Mr. Shanahan in two weeks.

---Annual Report

We would like to identify any changes that could be made to the annual report that would better capture the good work that we are doing. If this coincides with data that OECA wants from us, then it is mutually beneficial. However, we will not pursue OECA desired data unless it is of value to us.

---SB Summit

A second small business summit is being planned for 2005 as there is no budget for it this year.

--- Tribal Assistance

Mr. Dan Clark in Wyoming asked for help in working with tribes. He asked if any other states have any experience.

Respectfully submitted:

Willie J. Morgan, P.E.
SCDHEC, Region IV

Tony Pendola, P.E.
NCDENR, Region IV