

Minutes of the National Steering Committee
June 3, 2008

Annette Fulgenzi called the meeting to order at 1:00 p.m. central

Members present included:

Region 1
Region 2
Region 3 Julien Guadion, Terry Polen
Region 4 Edythe McKinney, Randy Wolfe
Region 5 Jackie Sims, Mike Nelson,
Region 6 Yanfu Zao; Linda Johnson
Region 7 Hugh Stirts
Region 8 Joni Canterbury
Region 9
Region 10 Rebecca Hillwig
NSC Chair Annette Fulgenzi,
NSC VChair Renee Lesjak-Bassel
NCAP Frances Hartwell
EPA Angela Suber, Jeanette Brown

- Strategic Planning Session
 - Held Tuesday at the National Conference
 - Agenda sent out in an email
 - Transition from old NSC to new NSC
 - Let Angela know if you are able to attend this session at the conference
 - Should get survey back from our Regional Liaison on the area source rules for discussion
 - Go over previous goals
 - Comment: Agree on three priorities to work on at a time
- National Conference Update
 - Over 100 people have registered
 - Annette and Jeanette will do opening speech
- National CAP
 - Meet at National Conference to select new leadership
 - Ken and Frances terms are up this August
 - Frances will be leaving her State CAP as well but will still remain involved with small business issues on a local level and will stay in touch
 - Comments:
 - Can anyone attend the meeting at the conference? Yes, but you have to get your own lunch.
 - Should states give names of current CAP members that would make good NCAP leaders/members?

- How can we identify go-getters for the NCAP
 - Impact on the NCAP by not having face-to-face meetings.
- Subcommittee Updates:
 - Technical Subcommittee:
 - Email sent for tools developed on any area source rules
 - Need someone to do short presentation on gasoline dispensing and the IC engine area source NESHAPs for the second technical subcommittee breakout session.
 - Angela will send out email to NSC on the June 5th phone conference for area source discussion from the Environmental Summit meeting for 9:30 a.m. Eastern.
- Jeanette Brown/Angela Suber Update
 - Email was sent out with summary of issues that were discussed from the last NSC call
 - Frustration is understood and they are working on solutions
 - SBEAPs viewed as client and colleague; understand need more of Jeanette's attention.
 - The assessment from last year took longer then expected and will work on 6 -7 of the recommendations even though some will be time consuming and take a lot of man-hours.
 - Work collaboratively with regions; met with Marcus Peacock last week; met with OECA supervisors as well
 - All federal programs were cut 20% in funding
 - Understand importance of environmental home page but hands are tied on how to do the contract; it is a formalized process; procurement is under scrutiny;
 - Maintain contract support for National Conference- they are looking into some options for getting the money back to the host state. One option is through a CFDA (establishing the 507 programs as an entity in the grants process so grant opportunities can be exclusive to the programs) which will take a lot of man-hours to do. Have to work through Grant and Legal staff to set up a program with parameters to help carve out the state programs. Anything over \$10,000 has to go through this process; May use one of their summer interns to start on this process.
 - Explore working with other associations for awareness including SBDCs to advertise the programs
 - Annette mentioned that the Association of SBDCs meet annually in Chicago and the SBEAPs can have a booth to help raise awareness of the programs nationally
 - The Environmental Summit is another venue that can be used to raise awareness of the programs
 - Host another meeting with trade associations
 - Personnel issues
 - Posted the Ombudsman's job and closed May 12th

- Paula new full time staff person from Procurement side
- 2 college summer interns
- Will cross train other staff to help when needed
- Jeanette promises to meet quarterly with SBEAPs since she is pulled in many directions and cannot make the monthly calls
 - Comment: We should agree to work on some goals and actions on a quarterly basis.