

National Steering Committee
Conference Call Agenda
November 14, 2006

Participants:

- Region 1: Rudy Cartier
- Region 2: --
- Region 3: --Richard Rasmussen
- Region 4: Lee Tate, Kenya Stump
- Region 5: Rick Carleski, Mike Nelson, Renee Bashel
- Region 6: Melinda Houlinhan
- Region 7: Cathy Colglazier, Dan Nickey
- Region 8: Greg Sorenson
- Region 9: --
- Region 10: Francis
- EPA: Angela Suber, Janette Brown
- CAP – Francis Hartwell
- Misc: Michael Nelson, Tony Pendola,

Agenda:

- EPA Update
 - o Held meeting with Beverly Updike (from P2 Roundtable) and would like to have actively participate in the conference in May
 - Provide training sessions, get more small business participation
 - Try to receive a 1-day grant training for non-profits and minority-run small businesses
 - Submit a brief proposal by November 20 about what will be presented, how, etc
 - Kenya already submitted
 - Richard looking at a session for ERP Panel
 - Types of things to help get more participants
 - Small businesses have trouble being able to afford going
 - o Receive help for travel costs
 - Talk to National CAP to see if they would send some
 - Also trying to get small business development centers involved
 - o Relocation
 - Angela will be co-located at 633 3rd St and will be sending new phone number along if it changes
 - All other moves will be made in February
 - The Small Business Outreach Center will be temporarily closed until finding space
 - o Evaluation
 - Looking for independent analysis review to identify strengths and weaknesses and also aid in the hiring process
 - Meeting with the assistance administrators

- Present the need to strengthen the liaison program
 - Region 4 meeting went very well, very pleased with the strong advocacy in the Region
- National CAP Update
 - Contacts have been made to find a champion
 - Dan presented at the National Oil Recyclers Conference
 - Very interested in the multi-media project
 - One champion named, will have their support
 - Should focus on getting more groups interested
 - New CAP person to replace Bruce
 - No official name yet
 - Waiting for votes from couple states
 - Francis' next conference call is set for December 19th
- Guidelines Revision
 - Guidelines were distributed to the subcommittee
 - Different thought process than the initial
 - Includes votes for NSC
 - In no hurry to review
 - Will be discussed in December
 - Voted upon in 2007
- Performance Measurements/ICR
 - Work group meeting is scheduled for November 17
 - Drafted the survey instrument and incorporated performance measurements developed by the subcommittee
 - Goal is to be ready in January/February timeframe
 - Are using an evaluation form to collect all of the data together
- NSC Goals
 - Some have been met by subcommittee
 - Multimedia Subcommittee
 - Conference call on October 27
 - Tweaked the questions and new questions are ready to be tested
 - Also have a new member for the committee!
 - Renee and Richard have conference call on November 21 to go over updates on the area source rule writers
 - Let Dan know if subcommittee will have anything to be discussed at the upcoming conference
 - Renee is taking over the Technical Subcommittee
 - Dan will send a request for other states/regions who need support
 - Missouri is back in Region 7
- Subcommittee Reports
 - Award Subcommittee
 - Reviewing evaluation questions and changing the grading matrix
 - Promotional (Kenya)
 - Conference call at the end of November
 - E-mail Chris for more information

- Regional Updates
 - o 1) New commissioner in New Hampshire
 - Supportive of small businesses
 - Don't see many changes occurring
 - o 4) At recent meeting, 6 of 8 states attended
 - Congratulations to Lee and Annetta for getting the Small Business Award!
 - o 5) Regional meeting went well
 - Getting contracts around Illinois for a champion for multimedia subcommittee
 - o 6) --
 - o 7) At recent meeting, 3 of 4 states attended
 - In Iowa, new member; Dan will send out information
 - o 8) Talking to Colorado and Wyoming about EPA Dry Cleaning changes
 - Tony: November 30, will be shooting more footage
 - Discussion about new calendars
 - Need to know what dates and rules will be changing
 - States conducting statewide dry cleaners workshops
 - Ohio
- 2007 Conference Report
 - o Survey received limited response (only 15)
 - o Will be posted on Web site again after Thanksgiving
 - Be sure to let everybody know to fill it out
 - o Results so far show that people want more than just air quality topics, also address small business developments
 - o Scholarship money for travel being looked at as well