

**Minutes of the National Steering Committee
November 12, 2008**

Annette Fulgenzi called the meeting to order at 2:00pm EST.

Attendees:

Region 1

Region 2

Region 3 – Glen Heilman, Julian Gaudion, Chris Lynch

Region 4—Randy Wolfe, James Robinson, Kenya Stump

Region 5— Dave Fiedler, Annette Fulgenzi, Renee Bashel

Region 6—

Region 7 –Dan Nickey, Ryan Hamel

Region 8 –

Region 9 --

Region 10—

EPA— Jeanette Brown, Joan Rogers, Angela Suber, Paula Zampieri

Home Page— Audrey Zelanko

Ombudsman's Updates (Angela):

- Meeting with Deputy Administrator and Small Bus Trade Association Representatives on Oct. 29. There was a good turnout with about 30 trade associations represented. Angel will share the agenda and is working on a summary that should be finished within the next week.
- Working on scheduling a meeting facilitated by SBA National Ombudsman on Nov 20. This will be with State Program reps to discuss multimedia issues and is a follow-up to the case file with SBA by Brian Warren as NCAP .
- Joan Rogers is now on staff as the Small Business Ombudsman at the office. They hope to have a total of 8 by January 2009.

NCAP Updates (Glenn):

- They have had a couple discussions with Angela. Still focusing on guideline review and where we're going. They don't really see any hindrances in the way and have good support from steering committee.
- Guideline review is due December 16. Unless something big happens, not much to report.

2009 National Conference Update (Kenya - Planning committee):

- Draft of 2009 meeting agenda was sent out to NSC. We have sessions and tracks lined up, but would like them finalized and assignments.
- Keynote speaker for first day identified (Byron Kennard from the Center for Small Bus and the Env. He's in Washington DC. Writes lots of articles in GreenBiz).
- Opening reception: Band is lined up!
- Awards presentation: Will be at Mohammed Ali Center (within walking distance from hotel). We can visit museum afterward.
- Breakout sessions: be thinking if you have speakers or ideas! Looking for diversity.

Subcommittee Updates

Technical (Renee):

- See the top 10 list Renee sent out (Nominations of Existing Agency Rules for Reform) – that is basically the final draft, which will need to be submitted by end of December.
- Brief recap on area sources:
 - So far, only 3 rules have had comments submitted to them (6H, metal fabrication, plating and polishing rule).
 - A good number of comments have been incorporated into the final rules, but there are still some remaining issues we're trying to work out. The issue with how small the sources are isn't very clear, so those are areas they're honing in on.
 - The last 2 bins are coming out this December and then in June 2009.
- Renee was invited by Holly Wilson to speak at Community Action for a Renewed Environment conference in Chicago next week. She'll take the National Display/Booth. They are grantees for community action type groups. Includes people working with CDC, FDA, EPA. If you have a national conference in your area, get in touch with Angela and see about using the display.

Promotional Subcommittee (Audrey and Chris Lynch)

- You can go to the homepage (same address, but add */new* to the end. This is what the new page will look like. Please provide overall feedback if there is any (overall design or specific organizational decisions). Email comments to Audrey.
- EPA Ombudsman office is having a few issues viewing the next page (with security), but they're working on figuring this out.
- Time estimation on getting the new Web page uploaded: not until the beginning of next year (everything moved over by early spring).
- The Promotional Subcommittee drafted an article for the ASBDC newsletter. Don Wilson will put it in their next edition. The article highlights partnership opportunities.

Awards Subcommittee (Phyllis via email):

- Sent out the email to get the planning process started again. January will start the nomination process for the awards in June.

Measurement Subcommittee :

- ICR (information collection request) still at OMB (surveys are approved through OMB).
- 90 day review is up and they are trying to get released ASAP (within next week).
- They will then start to work on amendments. Kenya is pulling together measurement subcommittee to look at that.

Environmental Summit:

- Request for topics/speakers due by Dec. 3 or so. This is a great forum for compliance assistance. Kenya was looking at hosting a session on a survey they did in collaboration with a university.
- Possibly on agenda: Area source rules, autobody shop initiative, etc , looking for state programs who would want to pull together a session.

Region Updates:

None

Review of Goals:

- CAC meets every other year at the Summit.
- Booth at ASBDC show – done!

- Wheels turning with ECOS initiative.
- Some models should come out of the area source initiatives. No details on what these models would look like. Tech assistance committee can run with this and decide how to do that.
- Region 4 received award from work with Auto body rule