

National Steering Committee
Conference Call Agenda
October 10, 2006 at 1:00 PM (Central)

Participants – Not noted

Agenda:

--Karen has requested leave and Angela will be acting until she returns

Approval of September Minutes

--Phyllis did not receive a copy of the minutes

--Were approved and will be sent to be added to the Web site

Regional 5 Minutes Update

--Meeting went well, lots of interaction

--Key points to be aware of:

--Activity with Grass Roots Initiative multimedia - Renee

--4 initial states to work with: Michigan, Wisconsin

--What to focus efforts on: put forward resolution;

--Currently working on drafting of resolution to give support to states to move forward with cross-media with programs

--Commissioner wants support for more than Region 5

--Plan to have draft done by December and also in December have a meeting of cross media committee

--Something more final in next month to bring to November meeting here

--Any funding involved?

--More support of the effort than funding

--Can view other resolution at a web site

--Resolution covered all three aspects of the programs

--Would a letter from steering committee be beneficial? Maybe to use it to promote resolution from state to state

--Activity with Ken and Brian from National CAP - Annette

--going to set up meeting with national delegations

--did get interest from lobbyist in D.C. but could not get meeting to work with schedules

--Requested to receive information about CAP and will draft letter from governor or director of commerce and opportunity agency to support and take on the cause

--Charleston meeting at end of October 4 and region 7 end of October

--Calendar for regional meetings on the Web site

--Calendar is complete on Web site to list all committee conference calls

National CAP Update

- Last month, approved motion to move forward with efforts to find champion and they will help to draft legislation to help fully fund offices and also seek additional funding of \$55 million to support small business programs throughout the country
- On previous call, discussed distribution and getting materials out to individual states with up to date information regarding the CAPS

Guidelines Revision

- A draft version was created and another copy will be available before next conference call in November relating to elections, voting, etc.

Senate Bill 3778

- Bill and Don wrote a letter to the writers of the bill requesting a non-duplication clause be added; have not heard anything

Performance Measurements

- Recommended performance measures (14 of them) were sent for approval to NSC members for the ICR Work Group to incorporate
- Have until Tuesday, October 17, 2006 to review and send vote to approve or disapprove to Dan Nickey by 12:00 PM
- Question regarding will the U.S. EPA accept recommendations
 - U.S. EPA does not need to approve the measures since they are state matters
- Still need support from committee; possibly create a database
 - Continue to use data that has been collected from surveys and evaluations
- There are still questions for the ICR Work Group which will be formulated in the next couple weeks
- Request for data to be completed by end of December (depends on ICR Work Group schedule)

NSC Goals

- (2) Subcommittee to provide support: next time, if any states need national support, let Dan know and we will contact them to support and strengthen their program

Sub Committee Reports

- Nobody available that was on call, Dan briefly
- Call with EPA contact (Steve) to receive more information from states
- Air Toxics conference will be the 13th and 14th
 - Dan will be attending
 - Anybody else attending, let Dan know and can plan a meeting
- Awards: Analyzing criteria and questions with deadline of this Friday to approve changes for application process
- Multimedia: have made progress, updated 2003 survey results – to approach that developed draft document with Audrey and built a database to search for data; pilot program for multimedia: worked on survey; another conference call soon to decide on approach whether online survey or phone interview

- Promotional Sub Committee: new member from Georgia,
- Technical Sub Committee: time with rule writers to make sure they have small business input

2007 Conference Report

- Looking at St. Paul or Minneapolis
- Bulk of call regarding funding, dates have past to apply for a grant
 - Use an EPA existing contract to make it happen now
 - Some rules that must be followed since it is not a grant
 - Information regarding what can and cannot be done will be available soon
- Angela will be the point of contact
- Committee is moving forward to find participants through online survey
- Still looking at June 2007
- Dan Clarke – WY – Do we need to re-look at charging a conference fee to help with expenses?
 - Depends on amount, many may not have funds available
- Have identified possible hotel locations, contractor will decide which to choose from

EPA Update

- Wanting to find some regional support
 - Have support from Region 4 and will contact Regions 1 and 3 as well
- Program review by having director come in
 - To analyze office externally and internally
 - Strengths and weaknesses to improve program
 - Anything Steering Committee can do, just ask
- Have you considered ____ analyze to look at national perspective (looking at procedures and how to improve)
 - Short and intense look at certain procedure
- Small Business Award Ceremony (November 1, 2006)
 - Have two awardees (Lee Tate and Annetta Dorothy-Wood)
 - Congratulations!
- Summary for Regional Liaison Meeting: Look from entire program aspect
 - Need to coordinate more with other programs to get them to get on board

Next meeting: November 14, 2006

Time: 2:00 PM Eastern