

**SBAP/SBO National Steering Committee**  
Conference Call  
September 9, 2003

Members present on call:

*EPA:* Elsa Bishop, Angela Suber, Lalit Banker, and Candice Carraway  
*Region 1:* Ron Dyer  
*Region 3:* Richard Rasmussen  
*Region 4:* Tony Pendola and Willie Morgan  
*Region 5:* Phyllis Strong and Rene Lesjak Bashel  
*Region 6:* Darren Morrissey  
*Region 10:* Sally Tarowsky and Linda Hayes-Gorman  
*Chair:* Mark Shanahan

*Agenda Items*

1. **Partnership with OAR: Technical Assistance to the Public**

***Background:*** EPA's Office of Air and Radiation (OAR) has been seeing an increasing number of public comments on draft Title V operating permits (major sources). Consistent with EPA's Public Participation Policy, the OAR has encouraged this participation and has provided training and workshops for members of the public on how the permit programs work and how the public can participate. OAR has recognized that the public needs further technical assistance with regards to the Title V permitting technical issues. However, OAR is not in a position to provide the engineering and technical assistance that members of the public need with respect to the permits they are concerned about. OAR is investigating how these needs might be addressed on a permit specific basis. Technical assistance would involve helping the public learn what applicable requirements apply to a facility, the control options that might work at the facility, and the kinds of monitoring that could be used to assure compliance with the applicable requirements.

OAR is interested in exploring whether the SBAP programs would be an effective vehicle in providing this type of technical assistance. OAR believes that the program's existing infrastructure and expertise for providing technical assistance is reason enough to investigate whether this would be feasible. Although no funds are available at this time to provide this assistance, OAR is interested in seeking a partnership with the SBAPs to provide this type of assistance when funding is available.

***Discussion:*** The feeling among the states present was very much split down the middle. Many of the states present believed that their agencies, but not necessarily their programs, handled these types of requests regularly and effectively. Other states had concerns that providing this type of assistance could be considered a conflict of interest. For example, if the SBAP were to assist a dry cleaner with its requirements, then turn around and assist a member of the public

who is going to comment on its draft permit in an effort to shut them down, this would be construed as a conflict of interest. Some of those that agreed with this example felt that the SBAP's role is to provide assistance exclusively to small businesses, not to the general public. There was also concern that the SBAPs are not as familiar with the technologies of true major sources. It was also mentioned that this role alone is very labor intensive and time consuming and adding it to existing responsibilities would be too overwhelming and burdensome.

In the end, it was decided that some state programs would be very open to a pilot project, while others would not. If you are interested in a possible partnership with OAR, contact Candice Carraway at 919-541-3189 or [carraway.candace@epamail.epa.gov](mailto:carraway.candace@epamail.epa.gov)

2. **2005 Annual Conference/New EPA Grant Competition Policy**

Angela Suber reported that EPA has a new grant competition policy that is in effect for grants exceeding \$75,000. Since the conference grant is \$80,000, this policy must be followed. Therefore, beginning with the 2005 conference, any prospective host state must submit a proposal to EPA for consideration. EPA will need proposals from at least five (5) different states to ensure a competitive process. The process, which has not yet been finalized, will be a managed grant. Angela is discussing this issue with EPA's grant office to establish guidance for the states wanting to submit a proposal.

3. **National CAP: Request Regarding SBAP Regional Meetings**

Glen Heilman has informed the NSC that the NCAP would like to get state CAPs to be more closely involved with the state programs by having the CAP members participate in regional meetings.

***Discussion:***

All state programs should make sure Elsa Bishop has accurate listings of CAP members.

NSC should urge the NCAP to move steadily toward being a truly representative body; it should remind and encourage NCAP members to communicate with state CAP chairs and get their views and opinions.

States should include its CAPs in regional discussions. There was a concern raised about CAP member attendance at regional meetings--how will the cost be covered?

4. **National CAP: Multimedia Legislation Strategy**

The NCAP has indicated interest in developing a legislative strategy for 507 programs to become multimedia. The NCAP will be conducting a telemeeting on September 16, 2003. Mark Shanahan will be representing the NSC/SBAPs and was seeking any input from the NSC members.

***Discussion:***

Phyllis Strong stated that the results from the multimedia survey are on the Small Business Environmental Home Page, which explain how the programs are currently operating, and would be helpful to both Mark and the NCAP in developing a strategy.

Concerns were raised about the strategy being reviewed by all the CAP members throughout the country prior to being finalized and implemented. Elsa Bishop ensured the group that the NCAP has designated a Legislative Team that is drafting only a discussion paper at this time.

5. **Update on the 2004 Annual Conference in Sacramento, CA**

The conference dates have changed to **June 2-5, 2004** at the Holiday Inn in Sacramento, CA. The CAP Training will be held on Saturday, June 5<sup>th</sup>, with the CAP reception preceding the training on Friday, June 4<sup>th</sup>. The web site for the conference is already available at: [www.sacberc.org](http://www.sacberc.org) or by visiting the Small Business Environmental Home Page at [www.smallbiz-enviroweb.org](http://www.smallbiz-enviroweb.org).

The planning committee had its first conference call on September 2<sup>nd</sup> and will be having its planning meeting in Sacramento on November 3-4<sup>th</sup>.

6. **Sub Committee Reports**

*Multimedia:* An in-depth survey is being conducted with a few states as a follow-up to the survey completed by all of the states. Results are available on the Small Business Environmental Home Page.

*Guidelines:* The survey has been completed by most states. Audrey Zelanko and Sally Tarowsky will be making one last effort to contact those states to have them complete the survey.

*Technical:* No report.

*Technology:* No report.

7. **Adjourn**