

COMPLIANCE ADVISORY PANEL

Meeting Minutes

February 14, 2013

Via conference call hosted by Ohio EPA, Central Office, Columbus

CAP members	Present: Kara Allison, Steve Bowser, Bill Hayes Absent: Laurie Stevenson, James Pilcher
Others present:	Rick Carleski, Mike Kelley, Ohio EPA/OCAPP-Central Office; Todd Nein – Ohio Air Quality Development Authority (OAQDA)

Call to Order: Kara Allison, CAP Chair, opened the meeting at 10:05 a.m. followed by introductions and roll call.

Review of past meeting minutes and meeting status: Rick reported the last full CAP meeting was on Feb 9, 2012. Due to the impending passage of SB 294, the May 24 meeting was reduced to a conference call to describe the bill and its impact on OCAPP operations. The August and November meetings were canceled due to scheduling issues. There were no comments to the 2/9/12 meeting minutes and these are final. For future minutes, the CAP agreed to allow a two week comment period, after which the minutes become final as is, or final as revised through the comments.

Update on CAP member appointments: Last September, OCAPP contacted trade organizations representing gas stations, dry cleaners, and auto body shops to explain the CAP vacancies and solicit interest. We received the names of five potential candidates culled from their memberships and forwarded the list to the Senate and House Minority Leaders and the Governor in an effort to hasten appointments. Rep. Budish's office asked if CAP appointees needed to complete a Financial Disclosure filing with the Ohio Ethics Commission. The OEC responded to our request with a written determination that CAP members do not need to complete a Financial Disclosure filing. (see forwarded copy)

SB 294 effect on OCAPP services and confidentiality: The bill was passed May 25 and became effective on September 5, 2012. The new provisions formally establish OCAPP office within Ohio EPA, outline its services, and grant full confidentiality to its records. Through Ohio EPA's Legal Office, OCAPP clarified and revised internal procedures for public file reviews and is seeking further guidance for helping companies already in enforcement-sensitive situations.

Ombudsman update: Todd described recent efforts to revamp their small business loan program to increase its flexibility and utilization. Proposed changes are being worked through the state biennium budget process to increase funding caps to \$50,000 or 50% of project costs, whichever is less and to authorize outlays of \$900K and \$1025K from the loan fund during the next two years. Funding remains limited to companies meeting the Clean Air Act small business definition of 100 or less employees. OAQDA has sought support from the National Federation of Independent Businesses and Governor's office and will need to complete minor administrative rule changes before launching the new financing options.

OCAPP activities update: Mike reported five companies have received bronze level awards under the new Encouraging Environmental Excellence (E3) program. Six silver level awards will be presented at the

upcoming compliance assistance conference in May. OCAPP has committed to hosting an ongoing series of bimonthly webinars about common compliance assistance topics. Since June 2012, OCAPP has completed four webinars (OCAPP services, Basic Air Permitting, Universal Waste, and Used Oil) in a 1-hr format including live question and answer periods. All have met or exceeded the 50-seat attendance cap. Attendee satisfaction has been very high. An internal workgroup has developed a list of a dozen other topics for future events. Recent publications include the annual Environmental Compliance Calendar for Dry Cleaners, Choosing an Environmental Consultant fact sheet (new) and three issues of OCAPP's quarterly newsletter. Ohio EPA will host its seventh Compliance Assistance Conference on May 21-22 in Columbus. Much of the 2-day format and breakout sessions from the last event (November 2011) are retained. OCAPP has a large role in planning and organizing the event.

Rick stated the last program activities report (CY 2011) was sent to U.S. EPA in September 2012 and the CAP was inadvertently omitted from the original distribution. Rick will include a copy of the report with the minutes. Please note the report has a new format to better describe the whole scope of environmental assistance services provided. Rick reported this year's annual conference/training event will be held in Chicago, May 14-15. U.S. EPA's level of sponsorship for this event has declined, so Chicago was selected to leverage speakers and trainers from the nearby U.S. EPA Region 5 office. Rick will forward conference information when it is available.

Meeting schedule for 2013: Rick e-mail the 2013 meeting schedule on January 2. CAP members agreed to Rick's suggestion of resending the schedule as Outlook appointments to simplify scheduling.

Agenda & Next Meeting: The next meeting is scheduled for **Thursday, May 9, 2013 at Ohio EPA offices, Columbus.**

Suggested agenda items for next meeting on May 9, 2013:

- Invite Director Nally to address CAP and describe his vision for OCAPP.

Action items:

- Rick to post minutes of 2/9/12 meeting and send Outlook appointments for remaining meetings in 2013.
- Rick to forward copy of CY 2011 annual SBEAP report sent to U.S. EPA.
- Rick to forward conference agenda and registration details for May conference in Chicago, IL.

Adjournment: The meeting adjourned at 11:00 a.m.

Respectfully submitted,

Rick Carleski, OCAPP Supervisor/CAP Secretariat