

## COMPLIANCE ADVISORY PANEL

### Meeting Minutes

February 20, 2014

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

<b>CAP members</b>	<b>Present:</b> Kara Allison, James Pilcher, Bill Hayes, Steve Bowser, Jeff Morris <b>Absent:</b> Laurie Stevenson
<b>Others present:</b>	Rick Carleski, Mike Kelley, Ohio EPA/OCAPP-Central Office

Note: The November 14, 2013 CAP meeting was canceled.

**Call to Order:** Kara Allison, voluntary CAP Chair, opened the meeting at 10:06 a.m. followed by introductions and roll call.

**Approval of August 8, 2013 meeting minutes:** Rick reported no comments were received for the August 8, 2013 minutes, so they became final and are posted on the CAP web site.

**Update on CAP member appointments:** Rick reported House Minority Leader Tracy Maxwell Heard appointed Jeff Morris in November 2013 as a small business representative. Jeff introduced himself as the President of All A Cart Manufacturing in Columbus. His company has 30-50 employees and manufactures hot dog carts, food trucks, cafeteria equipment, and other custom vending trailers and kiosks. Other products and services include classic car restoration and music/movie studio production facilities.

Three CAP appointments are vacant. Although their governor's appointments have expired, Kara and Bill remain on the CAP voluntarily. For convenience, Rick suggested future CAP meetings be conducted via conference call or WebEx until all appointments are filled. The CAP agreed.

The CAP quarterly meeting schedule for 2014 is May 8, August 14 and November 13. Rick will email Outlook appointments for these dates.

**OCAPP Updates:** Former Ohio EPA Director Scott Nally resigned on January 7, and Gov. Kasich appointed Craig Butler as Interim Director. Mr. Butler is a former Ohio EPA employee who managed Ohio EPA's Southeast District Office in Logan, OH prior to serving as Gov. Kasich's Assistant Policy Director for Energy, Agriculture and the Environment. Mr. Butler is very familiar with OCAPP's mission and services and is currently scheduled to meet with OCAPP at their April staff meeting.

Mike outlined the Agency's Encouraging Environmental Excellence (E3) Awards program and its Bronze, Silver and new Gold levels. OCAPP staff evaluate all applications and make award recommendations to the Director. OCAPP is currently evaluating six Silver level and the first Gold level applications. Since launching the program in 2012, six Silver and fourteen Bronze awards have been presented. OCAPP hired two compliance assistance specialists in our Northeast District Office, Tamara Girard (June 2013) and Brianne Ciccone (December 2013). Rick announced the passing of Jim Carney, an 18-year veteran, who pioneered many of our processes and methods for delivering compliance assistance. In January, OCAPP completed its tenth webinar "Methods of Managing Hazardous Wastes That May Constitute

Illegal Treatment” and is working on its next bi-monthly webinar in March on industrial storm water permit compliance. Since its launch in August 2013, OCAPP has received many favorable responses from the Ohio EPA’s online Customer Satisfaction Survey and webinar attendee surveys. OCAPP is updating and reformatting its library of publications and recently reworked its online publications catalogue by adding archived recordings of training events. CAP members may receive more requests in the near future for feedback on publication content and readability. OCAPP is also considering adding some type of video customer testimonials to our efforts at marketing our services. September 23-24 are the dates for Ohio EPA’s 2014 Compliance Assistance Conference to be held in Columbus. OCAPP plays a large role in arranging speakers, defining content, and printing the attendee manual for this event.

**Ombudsman update:** Rick reported the Ohio Air Quality Development Authority is in the process of amending their administrative rules to modify their loan program. Since Todd was not in attendance, item was carried to next meeting.

**OCAPP services descriptions and demonstrations:** Rick suggested this item be discussed at the next meeting since the intent was to share hard copy documents and web page demonstrations in a live setting. The CAP agreed to focus the next meeting on this topic and narrowed it to discussing on-site compliance assistance and pollution prevention assessments and associated follow-up.

**Agenda & Next Meeting:** The next meeting is scheduled from **10 a.m. – noon on Thursday, May 8, 2014 via WebEx, hosted by Ohio EPA/OCAPP.** Agenda to include:

- In-depth display and discussion of OCAPP on-site services and customer correspondence.
- Conduct meeting via WebEx to share and view documents.

**Adjournment:** The meeting adjourned at 11:10 a.m.

Respectfully submitted,

Rick Carleski, OCAPP Supervisor/CAP Secretariat