

Meeting Minutes
November 15, 2018

Via phone conference hosted by Ohio EPA/OCAPP, Central Office, Columbus

CAP members Present: Dan Sowry, Todd Nein, **Call-in:** Carolyn Cybulski, Chris Shaw, Ben Stratton John Pierko

Absent: Kara Alison, Ty Baker-Baumann

Non-member participants: Glorianna Corman, Kelsey Heyob, Pejmaan Fallah, Mike Kelley, Lexie Andrews

Roll Call: Lexie opened the meeting at 10 a.m. followed by introductions and roll call.

Welcome and announcements: Lexie kicked the meeting off by introducing herself (Ohio EPA's Office of Compliance Assistance and Pollution Prevention (OCAPP) Supervisor). Lexie informed the group that there will be a new member joining us from the Ohio Air Quality Development Authority (OAQDA). Christian O'Keeffe assumed her new position as Executive Director of OAQDA in late October 2018. Director O'Keeffe replaces Chad Smith, who accepted a position out of state earlier this year. Director O'Keeffe is a recognized energy and air quality expert with more than 15 years of leadership experience at the local, state and national levels. Prior to OAQDA, O'Keeffe served as the Director of Energy and Air Quality for the Mid-Ohio Regional Planning Commission (MORPC). O'Keeffe will be the new Small Business Ombudsman for the CAP.

Recycling and Litter Prevention Grant Presentation: Kelsey Heyob from Ohio EPA's Recycling and Litter Prevention Program in OCAPP gave an overview of the Recycling and Litter Prevention Grants available for communities, market development and scrap tires. Kelsey referenced the recent webinar that was recorded and posted on [Ohio EPA's YouTube Channel](#) as well as the updates to the Recycling [webpage](#). Glorianna Corman from KPA asked about previous grant recipients which sparked a conversation about grant applications and how to create a competitive application.

CAP By-Laws: Lexie and the group reviewed the By-laws during the meeting. The consensus of the group was that four meetings a year would be the most valuable. The group suggested that the meetings continue to be available via conference call or WebEx but would like two of the four meetings to be prioritized as in-person meetings. The group also requested that voting should be done in person and that three people should qualify as a quorum.

Ombudsman update: Todd reiterated that Christina O'Keeffe has been named Executive Director at OAQDA. Todd mentioned that as of Tuesday November 13, 2018, fourteen grants assisting small businesses with equipment for enhancing air quality have been awarded. Todd also mentioned that at a recent OAQDA board meeting a facility mentioned how helpful OCAPP staff been in helping them work through the permit process for some of the new equipment they will be purchasing for their new business.

OCAPP updates: Dan talked about the recent Compliance Assistance Conference that Ohio EPA hosted on October 30 – 31. Dan mentioned that the conference sold out in less than two months and over 350

people were in attendance. He went on to say that on the second of the conference five businesses were awarded the Platinum Encouraging Environmental Excellence Award (E3); to date 118 businesses have been awarded E3 awards encompassing all four recognition levels. Dan informed the group that OCAPP just began planning their next Sustainability Conference set for April 17, 2019, and encouraged the CAP to let him know if they have any E3 recommendations.

Dan continued to share the exciting events that have been taking place at Ohio EPA such as the recent Scrap Tire Summit that was held in Columbus on Tuesday, November 13. Around 80 people were in attendance. Dan and a few of the OCAPP staff also recently attended Development Service Agency's (DSA) State Wide Conference for the Small Business Development Center (SBDC). Dan presented to a group from SBDC about all of OCAPP's services and how OCAPP can be a great partner in assisting small businesses when it comes to navigating the environmental regulations.

Last, but not least, Dan shared that OCAPP has a new recycling directory powered by [Re-TRAC](#) Connect. This new recycling directory helps the public find new recycling opportunities locally. Search results include curbside recycling programs, drop-off recycling locations, reuse stores and other service providers. The recycling directory allows users to contact the facility organization listed in the search results directly for details or questions.

Lexie concluded the meeting by reiterating the idea of modifying the panel to better serve OCAPP, keeping in mind the function that OCAPP serves in assisting Ohio's businesses and some of the challenges such as reaching businesses in need and providing them with the services that they really need. Lexie shared with the group that guests are encouraged to attend the meetings. Lexie also urged the current CAP appointees to suggest agenda topics to make the panel a more effective tool.

Agenda & Next Meeting:

- The CAP also selected the following dates for the 2019 schedule:
 - Tuesday March 19, 2019; 10 am – 12 pm (in-person)
 - Tuesday May 21, 2019; 10 am – 12 pm
 - Tuesday August 20, 2019; 10 am – 12 pm (in-person)
 - Tuesday November 19, 2019; 10 am – 12 pm

Adjournment:

The meeting adjourned at ~11:50 a.m.

Respectfully submitted,

Lexie Andrews, OCAPP Supervisor/CAP Secretariat