# 2020 SBO/SBEAP Website Meeting

**Virtual meeting:** [https://ksu.zoom.us/j/750710623](https://ksu.zoom.us/j/750710623)  
Or join by phone 1- 669 900 6833  
Meeting ID: 750710623

## MISSION

*To serve, support, and strengthen the Small Business Environmental Assistance Programs through virtual resources and collaboration.*

## Agenda

### Roll Call

- Nancy Larson (R7)  
- Allison Crowther (R7)  
- Lynelle Ladd (R7)  
- Donovan Grimwood (R4)  
- Annette Fulgenzi (R5)  
- Tony Pendola (R4)  
- Paula Hoag (EPA)  
- Sara Johnson (R1)

### Review last meeting

- Last regular meeting was Dec. 6. Note from 2019 and previous year are on our webpage. Talked about metrics training, NSBEAP proposal, 2020 scholarships and site updates.

### Scholarships – Seeking feedback and approval for process to fund and notify applicants.

- Applications closed Friday March 6th.  
- Reimbursement scholarships per procedure in the past  
- Typically we get 7-10 applications and all are awarded  
- Have 14 applications for a budget of $5,000 - $500 awards = $4,500  
  - $4,500/14 = $321  
  - Application pool summary –  
  - 14 applications represent 11 states  
  - Three applications from Wisconsin and two from Tennessee  
  - Five have never attended  
  - Three received scholarships in 2019  
- Have we previously awarded scholarships to multiple people in the same state? Yes  
- Suggest prioritizing those whose attendance might be dependent on scholarships—note that this is not a question on application, but some had mentioned it.  
- Changing to one per state—more benefit to further states, and otherwise could be more resources to one state than intended

### Recommendations for funding?

### Website presentation at annual training

- Submitted three options in December for vote  
- “Suggestion for Website resources” using PollEverywhere was selected by “main”  
  - If not selected for next website grant cycle, Kansas will assist next grantee with this  
  - Will try to offer via Zoom

### Other continuous or periodic activities

- Subcommittee pages and 2020 Annual Training  
- **ASBO articles** – need to update submission guidelines (now limited to 150 words for Ask SBEAP and other articles)
• **Twitter** – Minimal formal help from outside at this time
• **Annual Report** – working with work group, hope to publish 2019 Flier by May 1
• **YouTube Channel** – 33 videos
  o 17 views on metrics video, over 100 on cannabis video
  o Gives us better reach and better metrics on our outreach
• **Friday features** – Good resource for newcomers
• **National Compliance Assistance Centers** collaboration 3-4 times a year continues
  o Some work on hold for review, but hoping to get EPA approval soon
  o Invited to Annual Training, standing invite to speak for Technical Subcommittee meetings
• **New resources** – Dry cleaners, Newcomers, Metrics page
• **Annualized subcommittee notes** – up to date

Open agenda
• **ECOS working with EPA**, advertised through APCA that they are looking to update RegNav
  o Asking which are most valuable, need to be updated
  o Looking for states to vote—request went out Dec 23, a lot of states seem to have missed it—check if your state has voted
  o See what small businesses are using
  o Adding Tony’s P2 tool for autobody, made it a while back but couldn’t use it because of lack of access to Articulate software
  o Kansas boiler tool similar to EPA version, based on another state’s version
• **NSC**- we have some documents, but not many—where do we keep historic documents? Concern about losing some of these
  o We have a dropbox
  o Part of QAPP is finding a balance between keeping historic documents on the page and keeping the website from becoming weighted down—trying to keep pre-2015 documents in dropbox rather than on website
  o Should we dedicate a page to historic documents?
  o Tony- found old SIP approval checklist—planning to use for Annual Training presentation
  o May want to keep some on SBEAP/SBO Resources (note that this page needs some cleaning/ reorganization)
  o Could go through dropbox as a subcommittee in July (new awardee will need access)

Action items

Next meeting – July, 2020 TBA