

Small business assistance in the COVID-19 and virtual age

Troy Johnson

Minnesota Pollution Control Agency

In-person site visit

- Is a site visit really necessary?
- Are there other viable options?
 - Phone
 - Email
 - Virtually

Virtual Site Visit

- Pre-site visit prep
 - research processes, emission factors, rules, file review, etc.
- Cell phone tour - Skype
- Site visit summary and next steps

Virtual site visit

Pros

- Safer
- Save on travel time
- Many video chat options

Cons

- At the mercy of the facility's tech capabilities
- Might miss items or activities that are not shown on camera
- Distractions for the facility contact
- Loud environment
- Less efficient than in-person

In-person site visit

- Is it really necessary?
 - Complexity
 - Number of activities, permits and people
 - Deadlines and schedule

In-person site visit

Preparation

- Wanted to be prepared for efficiency
 - Went over permits with facility
 - Met with enforcement
 - Obtained list of violations
 - Google Earth Pro
- Identified issues up front

In-person site visit

- We will social distance and wear masks
- Facility computer issues
- We were able to see everything we needed to see

COVID policy for field work

- SBEAP staff training
- Mask wearing
- Social distancing
- Inquire about the facility's visitor protocol (follow most strict)
- Vehicle cleaning
- Approval needed before picking up supplies or vehicle
- Travel in separate vehicles
- Wear gloves when pumping gas

COVID policy for field work

- Ensure social distancing can be maintained
- Wash hands or use sanitizer prior to and after site visit
- Take extra photos
- Records review can be performed off-site
- Limit the number of people involved
- No hand shakes
- Do not conduct if ill or facility staff is visibly ill
- Bring own lunch is recommended

New videos

- Multimedia overview
- How do I know if I need an air permit
- Types of air permits
- Permit compliance – control equipment rule
- Complying with federal rules
- Applications/forms/reports

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troy.johnson@state.mn.us

651.757.2169