

January 2023 NSBEAP EJ Workgroup

January 11, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ Roll Call –

- Chair: Lisa Ashenbrenner Hunt (WI)
- Region 1: Sara Johnson (NH)
- Region 2: Maxwell Graham (NJ)
- Region 3:
- Region 4: Tony Pendola (NC), Donovan Grimwood (TN)
- Region 5: Renee Bashel (WI), Jenifer Dixon (MI)
- Region 6:
- Region 7: Nancy Larson (KS), Mary Yesko (KS), Cris Brazil (KS)
- Region 8:
- Region 9: Sydney Boogaard (AZ), Kat Olson (NV)
- Region 10:
- EPA: Paula Hoag, Mari Grover, Elnora Thompson

❖ Agenda repair

❖ December minutes - Approved

❖ New subcommittee members – welcome and introduction

- Mari Grover (EPA OSDBU)
- Mary Yesko (KS)
- Cris Brazil (KS)

❖ NEJAC vacancies

- 10 vacancies to be filled on EPA's National Environmental Justice Advisory Committee.
- Jenifer Dixon (MI) still interested in nomination.
- Anyone else interested in being nominated let Donovan and Lisa know.
- NSC will provide letter of recommendation (part of application process).
- Nomination deadline March 17.

❖ Annual Training

- Paula reaching out to EPA Region 9 for speaker, but some confusion about what SBEAPs do.
- Potential presentation on MOU between CAL EPA and Region 9 on EJ enforcement, action plan. Example of federal and state collaboration affecting facilities and enforcement.
- Maxwell looking to speak. Will help with intro to EJ Subcommittee.

❖ EJ web page

- Reviewed list of EJ links for web page.
- Group into categories. Nancy Larson will take stab at organizing them. Will use headers as outlined in SOP.
- Could add resources to left sidebar.

- Remove case studies, because we don't have any yet.
- Should spell out full web address instead of just link to help with accessibility. Same with email addresses.
- Suggestion to develop flyer or other marketing materials for small businesses on what EJ is, how it may impact them (i.e. enforcement initiatives) and how SBEAPs can assist them.

❖ **Annual report EJ questions**

- Interest in knowing if SBEAPs are tracking assistance in areas of EJ concern. If yes, how are they defining EJ areas?
- If going to track EJ outreach activities through annual report, need consistency of definition.
- Subcommittee could provide guidance on how EJ activities could be measured.
- Going to replace existing EJ question asking if SBEAPs are doing anything to address EJ. Most answered "no" last year.
- Could also ask questions at Annual Training about what EJ topics SBEAPs would like training on. Possible webinar(s).
- Nancy Larson will send draft language for questions. Lisa, Jenifer, Sara will help wordsmith.
- For 2024, ask SBEAPs how they're incorporating their EJ knowledge.

❖ **Business toolkit (MI)**

- Didn't have time to discuss.

❖ **Next subcommittee call (monthly) – Wednesday, February 8, 2:00-3:00 Eastern**

❖ **Next Steps**

- **Lisa/Chris/Paula – Continue working on finding speaker for Annual Training**
- **Nancy – take stab at grouping web links for EJ page.**
- **All – develop flyer or other marketing material for small businesses on what EJ is, how it may impact them and how SBEAPs can help.**
- **Nancy, Lisa, Jenifer, Sara – work on wording for EJ questions for Annual Report.**

February 2023 NSBEAP EJ Workgroup

February 8, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ Roll Call –

- Chair: Lisa Ashenbrenner Hunt (WI)
- Region 1:
- Region 2: Maxwell Graham (NJ)
- Region 3: Samantha Harmon (PA)
- Region 4: Tony Pendola (NC), Donovan Grimwood (TN)
- Region 5: Jenifer Dixon (MI), Dan Sowry (OH), Todd Nein (OH), Emilie Eskridge (OH)
- Region 6:
- Region 7: Nancy Larson (KS), Mary Yesko (KS)
- Region 8:
- Region 9: Kat Olson (NV)
- Region 10:
- EPA: Mari Grover, Elnora Thompson

❖ Agenda repair

❖ January minutes - Approved

❖ NEJAC vacancies

- No one has expressed interest in nomination other than Jenifer.

❖ Climate and Environmental Justice Screening Tool – recap from Donovan

- Donovan will share webinar slides when available.
- Combines info from existing screening tools from federal agencies into single tool.
- Decisive tool that defines which communities are disadvantaged.
- All agencies to begin using by October of this year.
- Agency-specific tools may still be used with adequate justification.

❖ Annual Training

- Still looking for local/regional speaker.
- Paula talked with EPA Region 9 EJ staff. They don't see link with SBEAPs.
- Jenifer talked to an EPA Region 5 contact who provided an EJ contact in Region 9 who she will reach out to.
- Other thoughts
 - New head of EJ spoke at the DC P2 conference last week and he is the same person we had at our Annual Training. Janet McCabe, AA, spoke too and she was an awesome speaker.
 - Kat will do some digging on EJ groups in Nevada to see if there might be some natural fits for the March training.
- Lisa and Maxwell will draft an intro to the EJ Subcommittee and web resources. Anything we want to highlight when introducing the subcommittee?

❖ **EJ web page**

- Nancy added links to tools.
- ECHO
 - Region 7 SBEAPs had demo of tool.
 - Can find out what permits a facility has, RCRA status, etc.
 - Uses data from EJ Screen and shows which categories the facility falls under (i.e. wastewater, air toxics, cancer risk, particulate matter).
 - Only includes environmental indices, not demographics.
 - Tony uses to check for small businesses with violations and cold calls them.
- Jenifer hearing from businesses wanting to know how they'll be impacted by EJ.
- EPA EJ Showcase Communities – each region highlights a project. Will produce future case studies.
- Need to find web page with EPA regional EJ contacts.
- Posted Lisa's full document of links under "list of EJ resources."

❖ **Other things of note**

- 2023 National Environmental Justice Conference and Training Program March 7-9. Registration is free for the public sector. <https://thenejc.org/registration>.

❖ **Next subcommittee call (monthly) – Wednesday, March 8, 2:00-3:00 Eastern**

❖ **Next Steps**

- **Move next call back 15 minutes to accommodate annual training planning call.**
- **Donovan will share slides on Climate and Environmental Justice Screening Tools when available.**
- **Lisa will review web page edits and find EPA regional EJ contacts.**
- **Lisa/Maxwell will draft intro to EJ Subcommittee and web resources for annual training session.**

March 2023 NSBEAP EJ Workgroup

March 8, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ Roll Call –

- Chair: Lisa Ashenbrenner Hunt (WI)
- Region 1: Sara Johnson (NH)
- Region 2: Maxwell Graham (NJ)
- Region 3: Jeremy Hancher (PA)
- Region 4: Tony Pendola (NC), Donovan Grimwood (TN)
- Region 5: Jenifer Dixon (MI), Deb Jacobson (IL), Emilie Eskridge (OH), Renee Bashel (WI)
- Region 6:
- Region 7: Nancy Larson (KS), Mary Yesko (KS)
- Region 8:
- Region 9: Kat Olson (NV)
- Region 10:
- EPA: Mari Grover, Elnora Thompson

❖ Agenda repair

❖ February minutes - Approved

❖ Annual Training

- EPA Region 9 speaker: Morgan Capilla, Environmental Justice Coordinator; or someone from her office. (45 minutes)
- Subcommittee overview: Maxwell Graham – review of draft outline
 - Add discussion on cumulative effects. EPA is starting to consider / define. Small businesses may come into play since they're looking at all pollution sources.
 - Jenifer Dixon has experience in this area she can share.
 - NJ also considering cumulative impacts. Both major and minor air sources have been impacted.
 - Lot of questions about how to quantify. Climate and Environmental Justice Screening Tool doesn't address cumulative impacts. EPA doesn't have much guidance.
 - Nancy Larson heard from the KS environmental agency that, according to a committee they're on (maybe ECOS?), PA and CO both have strong programs. Nancy will find out more information.
 - Housing issues may come into play. Many areas converting old industrial buildings into housing, moving people into existing industrial areas. Are existing environmental issues considered when deciding where to put housing? Might be a zoning question. Renovations should at least trigger asbestos notifications. Environmental issues may be considered if property is already considered a brownfield.
 - We haven't been given much information about EPA assistance efforts beyond enforcement.

- Poll / discussion questions
 - Would need to find software for polling. Nancy exploring. No one else using.
 - Could use Google Jam Board.
 - Decided in-person discussion is better than polling.
 - Proposed questions look good.
 - Renee offered to take notes during discussion.

❖ **Web page**

- Will get feedback at Annual Training and then decide next steps.

❖ **NEJAC nomination**

- Nomination deadline March 17.
- Jenifer Dixon applying.
- Still time for others to nominate if interested. The more people nominated, the better.

❖ **Next subcommittee call (monthly) – Wednesday, April 12, 2:00-3:00 Eastern**
Speaker: Jamie Marincola, Stormwater, Wetlands and Oil Supervisor, OECA, EPA Region 9

❖ **Next Steps**

- **Maxwell and Lisa will finalize Annual Training session outline and create PowerPoint.**
- **Renee will take notes on discussion questions during training.**
- **Nancy will get more info on the committee that KS agency staff referenced.**
- **Lisa will talk to Jamie Marincola to discuss April call.**

April 2023 NSBEAP EJ Workgroup

April 12, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ **Roll Call –**

- Chair: Lisa Ashenbrenner Hunt (WI)
- Region 1: Sara Johnson (NH)
- Region 2: Maxwell Graham (NJ)
- Region 3: Samantha Harmon (PA)
- Region 4: Tony Pendola (NC), Donovan Grimwood (TN)
- Region 5: Jenifer Dixon (MI), Todd Nein (OH), Renee Bashel (WI)
- Region 6:
- Region 7: Nancy Larson (KS), Mary Yesko (KS)
- Region 8:
- Region 9: Chris Lynch (NV), Sydney Boogaard (AZ), Cortney Madina (AZ)
- Region 10:
- EPA: Elnora Thompson
- Guest: Jamie Marincola, EPA Region 9

❖ **Agenda repair - None**

❖ **March minutes - Approved**

❖ **Guest speaker: Jamie Marincola; Stormwater, Wetlands and Oil Supervisor; Enforcement and Compliance Assurance Division, EPA Region 9**

- **A recording of the presentation is available on the EJ Subcommittee web page.**
- Jamie spoke on collaborative efforts between EPA Region 9 and California EPA regarding environmental justice.
- They have an MOU and EJ Enforcement Action Plan focused on strategic inspection targeting, enforcement actions and community engagement.
- Key elements of their work involve locally focused enforcement, rapid response to environmental events, a coordination toolbox to streamline the inspection process for businesses, and locally focused enforcement including the use of supplemental environmental projects (SEPs).
- Much of their work is based on community complaints.
- These efforts are currently being piloted in five communities where they can work with community groups to identify environmental concerns.
- They also work with businesses within the target communities and sometimes need to mediate between them and communities when the business is in compliance, but the community still wants to shut them down. An example was provided of a scrap metal business next to a school. They also do a lot of outreach to businesses that don't know they need a storm water permit and on spill prevention.
- Other EPA regions are considering doing similar things to Region 9.

❖ **Questions and discussion with Jamie**

- Michigan is looking into a potential project bank for SEPs for the Detroit area. Guidance from EPA would be helpful. EPA stopped doing SEPs under the last administration but has since brought them back. They have not done SEP banks (except for wetlands which is a similar concept). Some businesses prefer SEPs to paying money to a general fund. However, SEPs can be complicated and agencies don't always have the time or expertise to manage them. But it is a good way for the business to give back to the community.
- Some states don't want to talk about environmental justice. EPA has not imposed EJ requirements on states and their efforts are voluntary EPA is trying to lead by example. Todd noted that Ohio is working on lead line replacements and providing water bottle refill stations and that EJ is not only about race but also includes economic factors.
- EPA is going outside their current universe of facilities to identify businesses are regulated but might not know. They have developed a tool to help identify businesses that may need a storm water permit.

❖ **Next subcommittee call (monthly) – Wednesday, May 10, 2:00-3:00 Eastern**

❖ **Next Steps**

May 2023 NSBEAP EJ Subcommittee

May 10, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ **Roll Call –**

- Chair: Lisa Ashenbrenner Hunt (WI)
- Region 1:
- Region 2: Maxwell Graham (NJ)
- Region 3: Samantha Harmon (PA), Jeremy Hancher (PA)
- Region 4: Tony Pendola (NC), Donovan Grimwood (TN)
- Region 5: Renee Bashel (WI), Deb Jacobson (IL)
- Region 6:
- Region 7: Mary Yesko (KS)
- Region 8:
- Region 9:
- Region 10:
- EPA:

❖ **Agenda repair**

❖ **April minutes - Approved**

❖ **Potential project**

- Paula spoke with KS about a potential outreach project that could be done under their grant.
- Would include a handout or flyer for small businesses notifying them of increased EPA enforcement activities and promoting the use of SBEAPs to ensure compliance.
- Focus on air regulations and especially target metal fabricators.
- Need to determine who would distribute.
- Will draft something for subcommittee to review on June call. Finalize in July.

❖ **Take-aways from last month's speaker Jamie Marincola, EPA Region 9**

- **A recording of the presentation is available on the EJ Subcommittee web page.**

❖ **Annual Training recap and discussion of ideas**

- Surprised that in some states EJ is considered a “dirty word.”
- Annual Report data: 85% of respondents are not tracking EJ-related activities. Of those that are, 80% are using EJ Screen. One program indicated they did not recognize EJ in their state.
- Several attendees indicated they would like training on the different EJ screening tools. Could discuss the difference between them and what to use when.
- Could review analytics on subcommittee page to see what people are using.
- NEJAC section on web page – Weren't able to get a nominee on the NEJAC but could keep the section with some general information and public meeting announcements.

❖ **Question: Is anyone applying for EPA's P2 grant for EJ communities?**

- Sam H. interested in talking to other states looking at this grant.

- WI considered applying for grant for their Green Tier (beyond compliance) program as part of a new climate charter. Not specifically for SBEAP but do want to recruit small businesses.
- Deb: IL has partnered with Missouri and Iowa on Mississippi River corridor.
- Org in Chicago interested in partnering to get funds for landscapers in EJ areas to purchase electric equipment.
- Also an EPA P2 grant for safer products.
- TN may apply for grant to do something similar to OH's Permit Wizard.

❖ **What's next?**

- Training on EJ screening tools or other EJ topics – open to SBEAP Main. Maybe quarterly.
- Case studies/examples of working with businesses to address EJ concerns / show practical applications.
 - Successes/failures working with community groups.
 - Has anyone had success bringing small businesses to the table with communities?
- Review outreach flyer for businesses during June call.
- Metrics – easy ways to determine if businesses are in disadvantaged communities?
 - KS is adding EJ tracking to their database and Mary can talk about it once it's integrated. Automatically determines if contact is in an EJ community using address and census data. Makes tracking easier so doesn't take too much time to enter data.
 - Most programs track SBEAP efforts in a database or Excel spreadsheet but looks different in every state.
 - Excel function can help make EJ determinations. Typos can cause issues since it's an automated process.
- Reach out to SBDCs to see if EJ is on their radar. Connect with other assistance providers.
- Potential future topic – EPA/state enforcement partnership policy – EPA has authority to step in if state isn't adequately addressing an issue. EPA may take the lead on “actions to advance important national policy priorities. In addition to NECIs, EPA may have overarching national policy priorities and goals where compliance and enforcement actions by EPA may be needed (e.g., lead contamination and environmental justice).” – Could impact states not addressing EJ.

❖ **Next subcommittee call (monthly) – Wednesday, June 14, 2:00-3:00 Eastern**

❖ **Next Steps**

- **Draft outreach flyer for businesses on increased enforcement will be shared with group. Discuss during June call.**
- **Lisa will add general info to NEJAC section of EJ web page.**

June 2023 NSBEAP EJ Subcommittee

June 14, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ Roll Call –

- Chair: Lisa Ashenbrenner Hunt (WI)
- Region 1: Sara Johnson (NH)
- Region 2: Maxwell Graham (NJ)
- Region 3: Samantha Harmon (PA)
- Region 4: Tony Pendola (NC), Donovan Grimwood (TN)
- Region 5: Deb Jacobson (IL)
- Region 6: Teri Waldron (NM)
- Region 7: Mary Yesko (KS), Nancy Larson (KS), Abigail Crouse (KS)
- Region 8:
- Region 9: Sydney Boogaard (AZ)
- Region 10:
- EPA: Mari Grover, Elnora Thompson, Paula Hoag

❖ Agenda repair

❖ May minutes - Approved

❖ EJ Flier

- Being developed by KS and reviewed by EPA.
- Notifies small businesses of increased enforcement activities.
- Includes QR code for more information.
- Flier is meant to start the conversation and increase awareness.
- Draft will be shared with subcommittee for review for July call.
- May want training for SBEAPs on how to use once finalized.

❖ Training needs or discussion topics

- 2024 Annual Training
 - Look for groups in Chattanooga working on EJ initiatives.
 - Could re-invite speakers we've heard from previously to speak to wider group.
- How to implement EJ efforts into SBEAP programs (Sara's list) – possible panel discussion
 - Tracking site visits in EJ communities
 - Holding workshops in EJ communities
 - Partnerships or networking with EJ organizations
 - Converting publications into another language
 - Learning how states provide language translations for site visits and phone calls
 - Networking with state EJ staff
 - Learning how states define EJ communities
 - Training on EPA EJScreen or state screening tool
 - Training sponsored by others?
 - Writing a case study about a small business or project in EJ community

- Updating documents to include Alt-Text on phones for accessibility tools
 - Updating document email addresses that spell out the address rather than email for accessibility tools
 - Signing up for EPA EJ emails and NSC EJ emails
 - Reviewing the EPA and DES EJ web pages for resources
- Hear from states that are leading the way on EJ (MI, NH, PA). Could be panel speakers.
 - Invite EPA Region 4 and US EPA EJ staff and local contacts.
 - Hear about projects funded under EJ grants.
 - NH has a grant for soil testing for lead. Outreach to small businesses are in the area.
 - Lot of tutorials for EJScreen and White House Climate and Economic Justice Screening Tool.
 - White House tool used to define EJ areas for Justice40 grant money.
 - EPA enforcement may rely on either tool.
 - What mapping tools exist and what each one is used for. (EPA P2 EJ Facility Mapping Tool, etc.)
 - How to identify overburdened communities in your state that may be targeted for EPA enforcement. Could use ECHO.
 - Talk with a state agency EJ advisor.
 - Working with undocumented people.
 - EPA looking at local governments for EJ actions? Maybe if they get EPA funding.
 - Working with Tribes.
 - Not under state jurisdiction but many states will still help them if contacted.
 - White House tool best for tribal questions.
 - Tribes don't want to automatically be considered EJ communities.
 - Who to refer them to if SBEAP can't help? Hard to find compliance assistance other than the Compliance Assistance Centers.
 - Section 507 doesn't say anything specifically about Tribes. Just says to help small businesses.
 - Some states very particular about how they deal with Tribes. SBEAPs may not be able to work with them.
 - EPA provides STAG grants to Tribes similar to state agencies.
 - Could ask SBEAP Main who's worked with Tribes.

❖ **Next subcommittee call (monthly) – July 12, 2:00-3:00 Eastern**

❖ **Next Steps**

- Consider putting together possible training topics and send to SBEAP Main to see what's of most interest.

July 2023 NSBEAP EJ Subcommittee

July 12, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ **Roll Call –**

- Chair: Lisa Ashenbrenner Hunt
- Region 1:
- Region 2:
- Region 3: Jeremy Hancher (PA)
- Region 4: Tony Pendola (NC), Donovan Grimwood (TN)
- Region 5: Renee Bashel (WI)
- Region 6: Teri Waldron (NM)
- Region 7: Mary Yesko (KS)
- Region 8:
- Region 9:
- Region 10:
- EPA: Mari Grover, Elnora Thompson, Paula Hoag

❖ **Agenda repair**

❖ **Approval of June minutes - approved**

❖ **Training ideas**

- **EPA Region 4 EJ staff - discuss initiatives, priorities in region, any business engagement (Annual Training)**
 - Donovan will ask the Region 4 RASBL about connecting with someone.
 - Might be a challenge since it was hard to get someone to speak from EPA Region 9 for Nevada training. They didn't see the connection between what they do and SBEAPs.
- **Jalonne White-Newsome, Senior Director for Environmental Justice at White House Council on Environmental Quality**
 - Spoke at MI EJ Conference and was very good.
 - May be willing to come to annual training. Good info on Justice40 Initiative.
- **Local or state government or community group EJ efforts (TN - Annual Training)**
 - Donovan will connect with Roni Atkins with their state agency's Office of External Affairs who has been involved in EJ.
 - Donovan will also reach out to a professor at Fisk University who is on their CAP and active with EJ in the community.

- Could do panel with regional, state and local representation to see how they're accomplishing their EJ goals on the ground and where they might need help. Could give us ideas of things to focus on.
- **Tracking outreach to businesses in EJ communities**
 - KS is integrating Climate and Economic Justice Screening Tool (CEJST) into their database for tracking site visits and calls when an address is given. Uses API for census data. Tracks contacts after the fact.
 - KS also created spreadsheet identifying census tracks for targeted outreach. They are interested to learn how other states are doing this.
- **Accessibility best practices (translating documents/web pages/site visits/phone calls; accessibility using alt text, spelling out email addresses, etc.)**
 - Mary will reach out to Abby since she attended an accessibility event. Will share any contacts.
- **Networking with agency EJ staff - could hear from a couple**
- **Panel of state EJ leaders (MI, NH, PA)**
 - Include discussion of state-specific mapping tools.
 - MI has a good state screening tool. Overlays with CEJST, includes PFAS info.
- **List of screening tools and uses**
 - Easier to do online than in-person.
 - Focus on national tools before getting into state tools.
 - EJScreen 2.2 - new index includes air toxic releases using TRI data. Can overlay with EJ indexes or view on its own. Updates to reports that can be generated. Overlays with CEJST for determining if a community has EJ concerns.
 - Could be hands on, take a couple example businesses or communities to demo what info is available and how it can be used.
 - Matt Lee did a great demonstration of the update for EJ screen 2.2. Here are some training links:
 - <https://www.epa.gov/system/files/documents/2023-07/EJScreen%202.2%20July%202023%20Public%20Training.pdf>,
 - <https://www.youtube.com/watch?v=Gzm5P8BS70Q>
- **How to use EJ flier to increase business awareness (when complete)**
 - Could include info about the flier and how to use it in other trainings.
- **SBEAPS working with tribes**
 - Oregon and Washington have good relationships with Tribes. Could share ideas on how they have been successful in communicating with Tribes.
- **Does anyone have experience with events that bring communities and businesses together?**
 - KS has roundtable coming up with chemical manufacturing speaker. Wants community-based organizations to attend as well.
 - How to handle childcare, transportation, food, etc.

- MI EJ Conference had info on how to hold events (i.e. keep events from 1 to 1.5 hours, make sure public transportation is available, hold meetings after work hours, provide food.
- Events with businesses and community members can get heated.
- Mary will share contact from the Heartland Environmental Justice Center.

❖ **Changes to NEJAC section of subcommittee page**

EPA is not currently accepting nominations for the council. They anticipate listing vacancies in fall 2023.

- Learn about the NEJAC: <https://www.epa.gov/environmentaljustice/about-national-environmental-justice-advisory-council>
- Attend a public meeting: <https://www.epa.gov/environmentaljustice/national-environmental-justice-advisory-council-meetings>

❖ **Next subcommittee call (monthly) – August 9, 2:00-3:00 Eastern**

❖ **Next Steps**

- **Donovan will ask Region 4 RASBL about a Region 4 EPA EJ contact.**
- **Donovan will connect with Roni Atkins with the state agency who's been involved in EJ.**
- **Donovan will connect with professor from Fisk University who's a TN CAP member and working with EJ in the community.**
- **Mary (KS) will ask Abby about the accessibility event she attended to see if there's a good contact.**
- **Mary (KS) will share contact for Heartland Environmental Justice Center for best practices for holding community events.**
- **Lisa will explore training on screening tools.**

August 2023 NSBEAP EJ Subcommittee

August 9, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ Roll Call

- Chair: Lisa Ashenbrenner Hunt (WI)
- Region 1: Sara Johnson (NH)
- Region 2:
- Region 3:
- Region 4: Donovan Grimwood (TN)
- Region 5: Renee Bashel (WI)
- Region 6: Teri Waldron (NM)
- Region 7: Mary Yesko (KS)
- Region 8:
- Region 9: Sydney Boogaard (AZ)
- Region 10:
- EPA:

❖ Agenda repair

❖ **Approval of July minutes** - approved

❖ **EJ flier?** – Not yet ready for review.

❖ Training ideas – updates

- **EPA Region 4 EJ staff - discuss initiatives, priorities in region, any business engagement (Annual Training)** - Donovan mentioned it to Region 4 RASBL and will follow up.
- **Jalonne White-Newsome, Senior Director for Environmental Justice at White House Council on Environmental Quality** – Possible future speaker. No follow up needed at this time.
- **Local or state government or community group EJ efforts (TN - Annual Training)** - Panel with regional, state, local reps to see how they're accomplishing EJ goals and where they need help.
 - Donovan connected with Roni Atkins with their state agency's Office of External Affairs who has penciled us in for annual training.
 - Donovan will also reach out to a professor at Fisk University who is on their CAP and active with EJ in the community.
- **Tracking outreach to businesses in EJ communities (KS currently doing)** – Best to do this sooner rather than later so SBEAPs can start tracking for annual reporting. Might be too late for this year's reporting.

- **Accessibility best practices** – Contacts from Mary Yesko:
Office of Environmental Justice & External Civil Rights at U.S. EPA - Presented on the EJscreen update, might be able to do a webinar / presentation for annual training.
Tai Lung – lung.tai@epa.gov
Matthew T. Lee – Lee.Matthew@epa.gov

- Heartland Environmental Justice Center – Wichita - Senior program manager, Nancy and Mary have gone to some of his EJ community events though Wichita State University, the City of Wichita, and the League of Women Voters and they had a great turn out.
Jeffery Severin - jeffrey.severin@wichita.edu

- **Networking with agency EJ staff** - No follow up needed at this time.

- **Panel of state EJ leaders (MI, NH, PA)** - MI has a good state screening tool. Overlays with CEJST, includes PFAS info.

- **Screening tools** – Upcoming Technical Subcommittee webinar will cover.

- **SBEAPS working with tribes** - Oregon and Washington have good relationships with Tribes. Share ideas on how they have been successful in communicating with Tribes. No follow up at this time.

- **Best practices for events that bring communities and businesses together** - no follow up at this time.

❖ **Outreach to autobody shops – Sara Johnson**

- Lot of autobody shops in residential areas.
- Looking to create outreach on how autobody shops can decrease their environmental impact. (training, webinar, doc, etc.)
- Include info on compliance and pollution prevention.
- Don't label as "EJ." Keep positive and talk about helping their neighbors, their business and the environment.
- Sara would like help with brainstorming language.
- Consider translating to other languages.
- Will put as agenda item for future EJ call to brainstorm.
- Sara will begin working on project in Oct.
- Lisa will send invite to SBEAP main to invite others to brainstorming session. Could send questions ahead of time for people to think about.

❖ **Potential case studies from WI**

- Renee on WI DNR EJ Team, but SBEAP not directly involved in projects.
- Air monitoring and storm water projects related to EJ grants.
- Projects will include business outreach.
- Projects just getting started. Renee will look at their materials and outreach plans which could help with messaging ideas for autobody shops.
- Milwaukee health and environmental justice training series might also have good resource.

❖ **EJ annual report flier**

- Would be nice to do something like the National SBEAP annual report summary flier for EJ efforts.
- Highlight the potential decrease in emissions as a result of efforts.

- Include graphics, not too much data.

❖ **Business info in EJ communities**

- Can we find out what businesses are common in EJ areas?
- The WI EJ team looked at a tool with business data. Renee will look for it.
- If anyone else finds info on businesses in EJ communities, sent to subcommittee.

❖ **Next subcommittee call (monthly) – September 13, 2:00-3:00 Eastern**

❖ **Next Steps**

- Donovan will ask Region 4 RASBL about connecting with a Region 4 EJ staff person for annual training.
- Donovan will reach out to professor from Fisk University for EJ connections.
- Lisa will look into having a training on tracking EJ interactions for annual reporting.
- Lisa/Sara will schedule a brainstorming session on language for autobody outreach. Invite SBEAP Main. Develop questions to send ahead of time.
- Renee will look into WI DNR EJ team projects on air monitoring and storm water. Will look at materials and outreach language for applicability for autobody outreach wording.
- Renee will look into Milwaukee health and environmental justice training series for useful outreach ideas.
- Renee will look for tool WI EJ team looked at that included info on types of businesses in EJ areas.
- All – If you find any information/resources on types of businesses in EJ areas, send to subcommittee.

September 2023 NSBEAP EJ Subcommittee

September 13, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ Roll Call

- Chair: Lisa Ashenbrenner Hunt
- Region 1:
- Region 2:
- Region 3:
- Region 4:
- Region 5: Renee Bashel (WI)
- Region 6:
- Region 7: Mary Yesko (KS)
- Region 8:
- Region 9:
- Region 10:
- EPA: Mari Grover, Elnora Thompson, Paula Hoag

❖ Agenda repair

❖ Approval of August minutes - approved

❖ EJ flier draft

- One page, easily understandable handout developed by KS and EPA.
- Can be printed in color or black and white.
- QR code at bottom goes to NSBEAP website but could be substituted with a state SBEAP site.
- Uses definition of EJ from Executive Orders, not EPA's definition.
- Created to address issues raised in Tahoe about impacts of increased enforcement efforts on small businesses in communities with EJ concerns. Notifies them of increased inspections and enforcement actions in their area so they can prepare.
- Shared with OECA to make them aware and allow them to provide feedback on language.
- OECA suggested inclusion of info on self-reporting violations to EPA. There's a link to the Small Business Compliance Policy, but could use QR code instead.
- Too text heavy? May want to shorten third paragraph.
- Want title to get attention but not sound scary.
- Send draft to full EJ Subcommittee to review wording and format. Would like a variety of options on the document. Don't want to change content too much since OECA has already reviewed it.

❖ Training ideas

- **Jenifer Dixon** – Jenifer offered to talk about MI's recently resolved a Title VI complaint.
- **Local/regional presenter for Annual Training in TN**
 - **EPA Region 4 EJ staff** - discuss initiatives, priorities in region, any business engagement - Donovan mentioned it to Region 4 RASBL and will follow up.

- **Local or state government or community group EJ efforts** - Panel with regional, state, local reps to see how they're accomplishing EJ goals and where they need help.
 - Donovan connected with Roni Atkins with the state agency's Office of External Affairs who has penciled us in for annual training.
 - Reaching out to professor who is on CAP and active with EJ in the community.
 - **Other training topics and speakers**
 - **Jalonne White-Newsome, Senior Director for Environmental Justice at White House Council on Environmental Quality**
 - **Tracking outreach to businesses in EJ communities (KS currently doing)**
 - Reach out to SBEAP Main to see if anyone else could talk on the subject.
 - Make sure everyone has baseline knowledge on EJ first.
 - Could combine with info on EJ tools and how and why they should be used.
 - **Accessibility best practices** – Contacts from Mary Yesko: Office of Environmental Justice & External Civil Rights at U.S. EPA - EJ Screen update: Tai Lung – lung.tai@epa.gov; Matthew T. Lee – Lee.Matthew@epa.gov; Heartland Environmental Justice Center – Jeffery Severin jeffrey.severin@wichita.edu (Nancy and Mary have gone to his EJ community events.)
 - **Panel of state EJ leaders (MI, NH, PA)** - MI has a good state screening tool.
 - **SBEAPS working with tribes** - OR and WA have good relationships with Tribes.
 - **Best practices for events that bring communities and businesses together**
- ❖ **Outreach to autobody shops** – Sara Johnson is looking to create outreach on how autobody shops can decrease their environmental impact through compliance and P2 (training, webinar, doc, etc.). Schedule time to brainstorm language and invite to SBEAP Main. Send questions ahead of time.
- ❖ **Potential case studies from WI (Renee)** - Air monitoring and storm water projects related to EJ grants and include business outreach. Materials and outreach plans could help with autobody messaging.
 - Renee shared a document with links to external resource on environmental justice. Developed to make sure everyone is on the same page on EJ topics.
 - Some links may be good additions to the EJ Subcommittee web page.
 - Don't currently have the right examples for case studies.
- ❖ **NEJAC** – check for vacancies Oct 2023
 - Put out a call to SBEAP Main to see if others may be interested in nominating themselves.
 - Would be good to have more than one person nominated to increase chances of an SBEAP rep getting on the council.
- ❖ **Next subcommittee call (monthly) – October 11, 2:00-3:00 Eastern**
- ❖ **Next Steps**
 - Send draft EJ flier to full subcommittee for review. Can discuss more on next call.
 - Consider adding info on self-reporting to EPA on EJ web page or to training.
 - Invite Jenifer Dixon to speak on MI's experience resolving a Title VI compliant.
 - Schedule brainstorming session on outreach to autobody shops in EJ areas. Invite SBEAP Main. Develop discussion questions to send ahead of time.
 - Review links from doc Renee shared for possible additions to EJ Subcommittee page.
 - Send note to SBEAP Main for interest in NEJAC nominations.

October 2023 NSBEAP EJ Subcommittee

October 11, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ Roll Call

- Chair: Lisa Ashenbrenner Hunt
- Region 1:
- Region 2:
- Region 3: Samantha Harmon (PA)
- Region 4: Donovan Grimwood (TN), Tony Pendola (NC)
- Region 5:
- Region 6:
- Region 7: Mary Yesko (KS), Nancy Larson (KS)
- Region 8:
- Region 9:
- Region 10:
- EPA: Mari Grover, Paula Hoag

❖ Agenda repair

❖ Approval of September minutes - approved

❖ NEJAC nominations

- Let Donovan and Lisa know even if you are even just potentially interested in nominating yourself.
- NSC can provide a letter of support.
- May need to actively reach out to people who expressed interest and encourage them to apply.
- If interested but not getting support from your supervisor or agency, Donovan and/or Lisa could help make the connection between EJ and small businesses.
- Let us know if someone else in your agency is on or applying to the NEJAC. We could work with them to carry SBEAP's message.

❖ EJ flier draft

- Flier has been reviewed by Office of Compliance and Enforcement and their feedback has been incorporated. Wanted to make sure they were aware of this outreach.
- Last paragraph is a little wordy. Mary Baker will suggest language changes.
- Bullet points may work better for last paragraph.
- Sam can also suggest some language changes. Will work with KS and EPA.
- Don't want states to change flier language but they could add their own QR code at the bottom. Contact KS to have them edit. Won't send out as a Word doc, since we wouldn't be able to control the content. Want to keep EPA specific and high-level. States could use it as a template to create their own document if they want to.
- Do states have their own EJ pages? Some do but they're not SBEAP specific.

- Want to convey message that EJ is an EPA priority.
- Will promote using the flier when doing other training such as EJ screening tools or annual training.
- Might be good to have training and info on EPA and state self-disclosure policies. Add info to the National SBEAP web page.
- Suggestion to add SBEAP logo and blue coloring to match logo.
- Nancy will provide feedback to their graphic designer and she will go from there.
- Once KS integrates feedback, EPA will review again.

❖ **Annual Training**

- Lisa/Donovan working on connecting with Seneca from Region 4.
- Hoping Region 4 EJ staff can speak on regional efforts.
- EJ session will most likely be on Tuesday, March 12. Ronne Adkins of TN is also talking about state topics that day.
- Donovan also reaching out to Dr. Wingfield of Fisk University who is also a CAP member who could speak on local issues.

❖ **Additional Resources** - ECOS EJ Workgroup and Compliance Committee joint meeting on Supplemental Environmental Projects (SEPs). Shared meeting [recording](#) and links to resources.

- [Environmental Justice - Federal Policy Analysis](#)
- CO's [EJ Grant Program](#) and [SEP Webpage](#)
- PA's [Community Environmental Projects](#) policy and example [negotiated settlement](#)
- Maryland's public facing [SEP Library](#)
- Delaware's [An Act to Amend Title 7 of the Delaware Code Establishing a Community Environmental Fund](#)

❖ **Next subcommittee call (monthly) – November 8, 2:00-3:00 Eastern**

❖ **Next Steps**

- **Reach out to anyone who may have interest in NEJAC and encourage them to apply. Lisa and Donovan can help make the case to get approval.**
- **Let us know if anyone else in your agency is on or applying to NEJAC who might be able to carry our message.**
- **Send suggested language changes for EJ flier to KS.**
- **Lisa/Donovan get in touch with Seneca from Region 4 regarding annual training.**

December 2023 NSBEAP EJ Subcommittee

December 13, 2023 2pm – 3pm (Eastern)

Mission: Explore how SBEAPs can address environmental justice (EJ) concerns in their states through small business assistance.

❖ Roll Call

- Chair: Lisa Ashenbrenner Hunt (WI)
- Region 1: Sara Johnson (NH)
- Region 2: Maxwell Graham (NJ)
- Region 3: Samantha Harmon (PA), Jeremy Hancher (PA)
- Region 4: Donovan Grimwood (TN), Tony Pendola (NC)
- Region 5:
- Region 6:
- Region 7: Mary Yesko Baker (KS), Nancy Larson (KS), Abigail Crouse (KS)
- Region 8:
- Region 9: Sydney Boogaard (AZ)
- Region 10:
- EPA: Mari Grover

❖ Agenda repair – TCTACs

- EPA's Environmental Justice Thriving Communities Technical Assistance Centers (TCTACs): <https://www.epa.gov/environmentaljustice/environmental-justice-thriving-communities-technical-assistance-centers> - link provides list of all 16 centers across country.
- Heartland Environmental Justice Center: <https://heartlandej.org/> - TCTAC for Region 7.
- Centers receive grant money from EPA to remove barriers and improve accessibility for communities with EJ concerns applying for federal grants.
- KS SBEAP has had a few businesses referred to them from TCTAC and has also referred communities to them.
- EPA recommended to Jeremy that he reach out to the Region 3 TCTAC. He's looking into how SBEAPs can be involved.
- Would be good for TCTACs to get to know SBEAPs and what we do.
- More info needed on how they might work with businesses.

❖ Approval of October minutes - approved

❖ NEJAC nominations

- Vacancies page now says to check back in spring 2024.
- No one has volunteered to be nominated. Request sent in Oct to SBEAP Main.
- List of current members available at: <https://www.epa.gov/system/files/documents/2023-10/national-environmental-justice-advisory-council-list-of-members-september-2023.pdf>.
- Only one person currently on council representing business.

❖ EJ flier draft and new web page

- Flier and new EJ page now final at <https://nationalsbeap.org/node/454>. Found on NSBEAP website under “small business” tab.
- New page introduces EJ and helps make connection between SBEAPs and EJ efforts. Highlights National Enforcement and Compliance Initiatives and compliance policies. Send any comments on the page to KS.
- Idea to incorporate EPA compliance policy into Annual Training. NH and WI have policies. NM is looking into developing a policy. Possible panel.
- Training on how to use the flier and promotion needed. Jan Tech call and Annual Training will discuss.
- Are their specific industries being targeted for increased enforcement? – Not targeting specific sectors. EPA using monitoring vans driving around to identify releases and guiding where to inspect. Doing this in all regions in overburdened areas. KS has discussed this with Region 7 but where asked not to disclose the area being monitored. Increasing effort by 5% each year for four years.
- Oil and gas rule is one key sector impacted.
- Concern that some states will have issues being allowed to use flier such as NH and NM. Likely many others in the same boat about discussing EJ. One-on-one discussions ok but not mass mailings. May be pushback from politicians. Could at least link to NSBEAP EJ page. Could explore partner organizations that could distribute flier for us.
- EPA retains authority to enforce if states don't. Frame as federal initiative, not from state.

❖ **Technical Subcommittee Jan presentation on Climate and Economic Justice Screening Tool**

- Jan 16
- Mary will be speaking.
- Lisa can introduce flier and new web page if time allows.

❖ **Annual Training**

- About two hours total for EJ.
- Lisa will reach out to EPA Region 4 EJ staff for regional perspective on EJ panel.
- Will have discussion time to discuss SBEAP's role in EJ efforts.
- Can also introduce flier and discuss how to use it.

❖ **Planning for brainstorming session on autobody shop outreach**

- Sara and Lisa will work on framing discussion for January EJ call and will invite SBEAP Main.

Possible discussion questions from Sara

- 1) What items can AB shops implement to reduce environmental impacts in EJ communities?
 - a. Switch to water borne coatings
 - b. Change exhaust booth filters regularly
 - c. Install vertical unobstructed stacks
 - d. Close solvent waste drums always except when in use
 - e. Keep “yard” clean and organized
 - f. Maintain “work” hours
 - g. Don't paint on high ozone/air pollution days
 - h. Wear PPE / require staff to wear PPE
- 2) Are there opportunities to support the local community?
 - a. Internships/apprenticeships
 - b. Sponsor local youth teams/events
 - c. Connect to BIPOC community leaders
- 3) How to address language barriers?
- 4) Listen/attend training opportunities?
- 5) Join trade association or local chamber of commerce.

- 6) Has anyone work with BIPOC organizations to get their input on a guidance document?
- 7) How to distribute document in a meaningful way?

❖ **Next subcommittee call (monthly) – January 10, 2:00-3:00 Eastern**

❖ **Next Steps**

- **Lisa will work on Annual Training session planning. Reach out to EPA Region 4 EJ staff. Possible discussion on TCTACs and how SBEAPs could work with them.**
- **Lisa will introduce flier on January Technical Subcommittee call if time allows.**
- **Sara and Lisa will work on framing discussion for January EJ call and will invite SBEAP Main.**