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| September 2024 SBO/SBEAP NSC Call | |
| **September 3, 2024**  **11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST** | **Zoom Meeting:**  [https://ksu.zoom.us/j/98427111646](https://urldefense.com/v3/__https:/ksu.zoom.us/j/98427111646__;!!PRtDf9A!vtdoY7IADPtJ4laI25OqAXplcI-okzkL3Ux6n4p16_y7OV6fTB_s48pqtr77CpSQHKM_rU8gbkluneHyXCSbUNA$)  (669) 444-9171 or [Find your local number](https://ksu.zoom.us/u/ay1zekckJ): [https://ksu.zoom.us/u/ay1zekckJ](https://urldefense.com/v3/__https:/ksu.zoom.us/u/ay1zekckJ__;!!PRtDf9A!vtdoY7IADPtJ4laI25OqAXplcI-okzkL3Ux6n4p16_y7OV6fTB_s48pqtr77CpSQHKM_rU8gbkluneHyca4cy0U$)  Meeting ID: 984 2711 1646 |
| **NSC MISSION**  ***To serve, support, and strengthen the Small Business Environmental Assistance Programs through representation and collaboration*** | |
| **Minutes taken by Region 3**  **Attendees:**  See below for roll call.   * **Approve August minutes –** approved as is. * **ASBO/OAQPS updates**   + Publication of the notice of funding opportunity (NOFO) for next SBEAP national support grant has likely slipped into the next fiscal year; US EPA has a new process for grants packages. Paula is hoping the NOFO will be published in October 2024. What is a reasonable turnaround deadline for proposals? Once published, Paula intends to offer a webinar to walk interested parties through the NOFO and application process. Paula is going to do a webinar to educate on the application process for SBEAP Support Grant. Application is open for 60 calendar days. January 15 is when packaged proposals should be completed. Kansas is definetly going to apply. TN is also planning on applying but the goal is to have Kansas receive it. Pennsylvania will consider it but cannot guarantee anything. If the RFP closes between Christmas and New Year, the timing could provide an issue for those SBEAPs based at universities. Based on feedback from Paula, the grant appears to be level funded.   + Paula’s office is continuing to work on their new small business sustainability guide. Published on Website by October 12.   + No update on the OAQPS-OECA guidance. Rhonda is now on assignment with HQ. Our primary contacts while Rhonda is on assignment will now be Susan Paret, Sarah Baker, and Ricardo Shojgreen.   + EPA shared link to Small Entity Compliance Guides: <https://www.epa.gov/reg-flex/small-entity-compliance-guides>   + Paula gave presentation to 400 EPA inspectors on her role of SBO and state SBEAPs and a separate similar presentation to OECA top leadership (AA, Deputy AA, Regional Counsels). General feedback received was good, although not all staff at EPA knew who the SBEAPs were or what we did. Potential meeting on the horizon. Waiting to hear back from EPA Smart Sectors planning for future. Trade assosoation connection? OECA produces the Small Business Resources sheet passed out during inspections: <https://www.epa.gov/sites/default/files/2017-06/documents/smallbusinessinfo.pdf>. If we see needed corrections, send to Paula and she will share with OECA.   + Deputy Adminstrator meeting with small business trade associations; not sure if this will happen in calendar year 2024. NSC will continue to request participation/representation at the meeting. Donovan – is there a trade association that could ask EPA to include NSC to attend the meeting? Donovan reached out to the gentleman at EPA’s Smart Sector program but he has not heard back yet. Paula will try and ping him to get a response. * **NSC Updates**   + Status update on regional alt reps and subcommittee co-chairs. Regions missing reps include: R2 needs updating, R4, R5, R6 (alt for Lucy per her new role), R9 needs alt. Promotional needs co-chair, Website would like outside KS co-chair. Make sure there is a vote in your office/state or at least you all agree on who the new rep is (if needed). Email headshot and contact info to Nancy/info@national SBEAP.org. National SBEAP committees/NSC.   + We will be continuing dialogue with the National Pollution Prevention Roundtable based on the NSC positive vote for exploring a joint conference on the June NSC call. They surveyed their membership but we don’t know the results. Nevada and PPRC regional training grant proposal. If this is granted, they may open to national p2/sbeaps. EPA not financially supporting a national training in 2025. Conversation with NPPR; their membership was “for” having a combined conference. Just waiting for P2 grant announcement to see if funding is available. If grant does not come through, the Plan B would perhaps be a training held at an EPA regional office.   + General question as to what NSC members wants to see in the next year in terms of “steering”. Suggestion to spend some time during NSC calls to promoting the program overall. Some regions (1, 3) have very little participation or states who represent. In addition, RSBLs in some regions have not been very productive or engaged with state SBEAPs. Comment about EPA needing to have “skin in the game” to help the SBEAPs flourish and exist. Rhetorical question about the “chicken or the egg”: do we need more participation from inactive state to help the national program succeed, or should we focus on the active state programs to encourage more national participation?   + The discussion regarding RSBLs made Mark S. recall an e-mail from Donovan that Robert Berkowitz is now the Region 5 RSBL - <https://www.epa.gov/stationary-sources-air-pollution/office-air-quality-planning-and-standards-oaqps-small-business#OAQPS%20SBAP's%20Regional%20Small%20Business%20Liaisons>. The previous RSBL attended 2024 annual training and was active in the region.   + Guidance for the NSC and committees - this is on the NSC and SBEAP resource page. Can the NSC work to update this or should we pull it? <https://nationalsbeap.org/sites/nationalsbeap/files/files/SBEAP-SBO%20Guidelines%20final%2009%202010.pdf> * **Open Floor Discussions**    + Promoting the program as the NSC and not just state levels. 15 minutues per quarter devoted to promotion.   + Regional Small Businees Liasions connections?? 2 people per region is not enough. FTE SBEAP Person. Need more Funding from EPA.   + Update subcommotete discriptions/ think strategically about how we push forward and make changes where needed. * **Subcommittee Updates**    + **Annual Training Planning** – On hold; waiting to hear on US EPA P2 Grant application; when should we shift to Plan B? Discussion of alternatives. Back up plans include doing it cheaply at a state office, potential push back to Fall 2025 Training, Virtual Training.   + **Awards – Donovan Grimwood –** Donovan started emailing about awards to get states to start thinking about nominations. There will still be an opportunity for the awards to happen whether that be the NPPR joint conference, regional conference self-arranged, or virtual event.   + **Technical – Mark Stoddard/Lee Ann Briggs** *discussion of upcoming topics and speakers*     - September 17: Food Waste Reduction – Jesse Walters & Kaitlin Urso, CDPHE CO SBAP.     - October 15: The New PM2.5 National Ambient Air Quality Standard, Michael Liebert, ALL4     - November 19: Demonstrating the Michigan MiEnviro Portal & Oregon’s Your DEQ Online platforms, Kaitlyn DeVries, EGLE and Hillarie Sales, OR DEQ     - December 17: Open forum discussion possibly relating to 2025 Annual Training     - February 18: Printing topic, Gary Jones, Vice President, Environmental, Health & Safety Affairs, PRINTING United Alliance   + **Website – Nancy Larson**      - August 27th website tour recap: Tour was well attended by newcomers, but only a few joined the website subcommittee meeting. The next Website subcommittee meeting will be in Nov. KSU received more than 1500 website surveys and are in process of reviewing the results and QAing the data.     - Open request for Co-chair   + **Education / Annual Report – Sara Johnson/Gina Gambacorto**   + Next call Sept 24 – discuss newcomer training – is there an advanced training we should be providing. With Ohio EPA not having a program anymore, or what it used to be, there is a need for someone to host the annual report data. Jeremy suggested that Qualtrics software could be a possibility since premium Survey Monkey software might not be available. November discussion will be about gathering Annual Report Data and the January meeting will be hosting the information session regarding the data.   + **Promotional – Crystal Warren**   + Planning 1st call in a long time. Trying to collect new economic data.   + Committee needs co-chair SBA and SBEAP foster Communications.   + **EJ workgroup – Lisa Ashenbrenner-Hunt**      - EJ subcommittee updates from August meeting. Meeting next week on grant from Mass geared for EJ communities.   + **Metrics workgroup – Donovan Grimwood**   + Subcommittee updates. No update as Donovan was absent from the call.   + **National Advocacy workgroup – Donovan Grimwood**   + Planned activity? No update as Donovan was absent from the call. * **Allied Updates**   + **CAAAC – (Jeremy Hancher)** – next meeting scheduled for 9/17-9/18 for two half-day hybrid meeting. No agenda posted to date.   + **NAACA - (Nancy Herb)** - Fall annual meeting Oct 8-9 in Alexandria, VA. In person only.   + **ECOS - (Donovan) –**  AAPCA - (Tony) – Updates from 2024 Fall Business Meeting in Raleigh. States seem to be upset with AERR, so it sounds like it will be less stringent and likely postponed.Others? **Next NSC call – October 1, 2024**  **11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**  *Abi or Nancy from K state will be handling the security for the NSC call.*  Attendance:    Also: Nancy Herb (PA) | |

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| August 2024 SBO/SBEAP NSC Call | |
| **August 6, 2024**  **11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST** | **Zoom Meeting:**  [https://ksu.zoom.us/j/98427111646](https://urldefense.com/v3/__https:/ksu.zoom.us/j/98427111646__;!!PRtDf9A!vtdoY7IADPtJ4laI25OqAXplcI-okzkL3Ux6n4p16_y7OV6fTB_s48pqtr77CpSQHKM_rU8gbkluneHyXCSbUNA$)  (669) 444-9171 or [Find your local number](https://ksu.zoom.us/u/ay1zekckJ): [https://ksu.zoom.us/u/ay1zekckJ](https://urldefense.com/v3/__https:/ksu.zoom.us/u/ay1zekckJ__;!!PRtDf9A!vtdoY7IADPtJ4laI25OqAXplcI-okzkL3Ux6n4p16_y7OV6fTB_s48pqtr77CpSQHKM_rU8gbkluneHyca4cy0U$)  Meeting ID: 984 2711 1646 |
| **NSC MISSION**  ***To serve, support, and strengthen the Small Business Environmental Assistance Programs through representation and collaboration*** | |
| **Minutes taken by Region 1**  **Attendees:**  R1: Sara Johnson (NH), Julie Churchill (ME)  R2: Ed Bakos (NJ)  R3: Jeremy Hancher (PA), Lee Ann Briggs (PA), Nancy Herb (PA)  R4: Crystal Warren (TN), Tony Pendola (NC), Donovan Grimwood (TN)  R5: Troy Johnson (MN), Lisa AshenbrennerHunt (WI)  R6: Lucy Cross (AR), Natalie Cota (OK), Lloyd Kirk (OK)  R7: Bob Randolph (MO) Abigail Crouse (KS)  R8: Eleanor Divver (UT), Gabe Catenacci (CO)  R9: Chris Lynch (NV), Zack Rice (NV)  R10: Belinda Breidenbach (ID)   * **Approve July minutes –** motion to approve Donovan, Belinda 2nd - approved * **ASBO/OAQPS updates**   + Notice of funding opportunity for next SBEAP grant hoped for in Sept-Oct timeframe. Need 3-5 proposals. Discussion about US EPA ASBO hosting webinar to present the NOFO once it is published in the Federal Register. Paula does not know how much the funding will be. What is requested by Paula’s office is not always what is in the final notice.   + Rhonda about to embark on detail assignment to the Administrator’s Office. No start date as of July 23.   + Region 8 is the only region currently without an RASBL but is doing joint meetings with Region 10.   + Continuing to work on sustainability guide.   + No update on the OAQPS-OECA guidance.   + Paula gave presentation to 400 EPA inspectors on her role of SBO and state SBEAPs. There is a sheet that inspectors are to provide when they visit a site. The Small Business Resources sheet is 2 pages, but 50 different links/calls <https://www.epa.gov/sites/default/files/2017-06/documents/smallbusinessinfo.pdf>. It is not particularly useful for a small business, creates more confusion. One of the documents has incorrect link to SBEAP and outdated information. Jeremy may bring to CAAAC or OAR attention about the outdated documents. Chris/Lucy will bring up issue to update but NSC may help. Belinda’s suggestion - try to add a QR code to the document and links to SBEAP website. There is also a 2003 guidance from OECA to inspectors on the limits of compliance assistance that may be provided during US EPA inspections.   + Deputy Adminstrator meeting with small business trade associations. Paula to ask if we can participate (NSC chair and vice chair), but we could only listen, not present or comment. Organized by Paula’s office, but told it is for Deputy Administrator. Every year they limit our participation. Donovan – is there a trade association that could ask EPA to include NSC to attend the meeting?   + US EPA Municipal Ombudsman who primarily addresses water issues. A resource for SBEAPs if they get questions from municipalities with water quality issues. Link: [https://www.epa.gov/ocir/municipal-ombudsman](https://urldefense.com/v3/__https:/www.epa.gov/ocir/municipal-ombudsman__;!!Oai6dtTQULp8Sw!XGkK-1h4OkXCxbR9kOLvJ9r-bpc0l7yDW5p7RMT_l_cMR3QiPmDA-jzYrWlyUjsQg2LJlpYGefq-wdhK4mmIvA$). The Ombudsman is Jamie Piziali, Municipal Ombudsman, E-mail: [Piziali.Jamie@epa.gov](mailto:Piziali.Jamie@epa.gov), Phone: 202-564-1709. Paula mentioned that Jamie has an e-newsletter that SBEAPs can subscribe to. * **NSC Updates**   + Nominations for regional alt representatives needed on a regional basis. Seeking co-chairs for each subcommittee that doesn’t have one. This provides a stronger leadership depth as well as more collaborative work as well as allows for greater leadership opportunities.   + We will be continuing dialogue with the National Pollution Prevention Roundtable based on the NSC positive vote for exploring a joint conference on the June NSC call. They surveyed their membership but we don’t know the results. Nevada and PPRC regional training grant proposal. If this is granted, they may open to national p2/sbeaps. EPA not financially supporting a national training in 2025. * **Subcommittee Updates**    + **Annual Training Planning- On hold**   + **Awards – Donovan Grimwood –** nothing to report   + **Technical – Mark Stoddard/Lee Ann Briggs** *discussion of upcoming topics and speakers*     - August 20: Data Center Optimization - Impacts and Unique Air Compliance Considerations, Jarrett Vigil & Kaitlin Urso, CDPHE CO SBAP     - September 17: Food Waste Reduction – Jesse Walters & Kaitlin Urso, CDPHE CO SBAP.     - October 15: The New PM2.5 National Ambient Air Quality Standard, Michael Liebert, ALL4     - November 19: Demonstrating the Michigan MiEnviro Portal & Oregon’s Your DEQ Online platforms, Kaitlyn DeVries, EGLE and Hillarie Sales, OR DEQ     - December 17: Open forum discussion possibly relating to 2025 Annual Training     - February 18: Printing topic, Gary Jones, Vice President, Environmental, Health & Safety Affairs, PRINTING United Alliance   + **Website – Nancy Larson**      - ***Watch emails to SBEAP Main – upcoming website tour on August 27 at 12pm ET***     - Open request for Co-chair     - Website committee will meet after the tour.   + **Education / Annual Report – Sara Johnson/Gina Gambacorto**   + 42 attendees and 28 views on you tube in July for Developing SOPs webinar   + Next call Sept 24 – discuss newcomer training – is there an advanced training we should be providing.   + **Promotional – Crystal Warren**   + Planning 1st call in a long time. Trying to collect new economic data.   + Committee needs co-chair   + **EJ workgroup – Lisa Ashenbrenner-Hunt**     - The EJ subcommittee has a NEW Co-Chair- Gabe from Colorado – THANK YOU     - Meeting next week. Trying to determine where we need to go, learning from other states, how they track EJ assistance, reaching out to communities. Last year, annual report, only a handful tracking EJ assistance. Limited feedback from states.   + **Metrics workgroup – Donovan Grimwood**   + Staff meeting, new Office of Evidence & Impact in TN, may have funding for research for metrics/impacts on different programs. Donovan may approach the new office to see if they can help look at level of impact of SBEAP in TN. If successful, will share as a template for other states.   + **National Advocacy workgroup – Donovan Grimwood**   + Haven’t met in a while. Haven’t figured out how to approach things. * **Allied Updates**   + **CAAAC – (Jeremy Hancher)** – CAAAC clean air awards until Aug 24   + **NAACA - (Nancy Herb)** - Fall annual meeting Oct 8-9 in Alexandria, VA. In person only. In the past some of the issues were online. Helpful so more people could attend and the information would filter down. Email EPA fraud alert, NOV to pay penalty, it is a scam.   + **ECOS - (Donovan) –** Compliance Committee last Friday. Also noted EPA NOV fraud. States need to be aware that this scam may go to the state level. Cybersecurity at water/wastewater facilities. ECHO water quality index map, must log in, extending to go public. PFAS has been added and fire suppressent. EPA data integration modernization process.  AAPCA - (Tony) – *Registration is open for the AAPCA 2024 Fall Business Meeting, August 28, 2024 – August 30, 2024, Raleigh Marriott City Center. Tony says to attend!* <https://web.cvent.com/event/239fab39-0107-4fa6-a62b-a2f1ae7c0fe1/summary> -Others **Next NSC call – September 3, 2024**  **11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**  *Abi from K state will be handling the security for the NSC call.* | |

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| **July 2024 SBO/SBEAP NSC Call** | |
| **July 2, 2024**  **11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST** | **Zoom Meeting:**  [https://ksu.zoom.us/j/98427111646](https://urldefense.com/v3/__https:/ksu.zoom.us/j/98427111646__;!!PRtDf9A!vtdoY7IADPtJ4laI25OqAXplcI-okzkL3Ux6n4p16_y7OV6fTB_s48pqtr77CpSQHKM_rU8gbkluneHyXCSbUNA$)  (669) 444-9171 or [Find your local number](https://ksu.zoom.us/u/ay1zekckJ): [https://ksu.zoom.us/u/ay1zekckJ](https://urldefense.com/v3/__https:/ksu.zoom.us/u/ay1zekckJ__;!!PRtDf9A!vtdoY7IADPtJ4laI25OqAXplcI-okzkL3Ux6n4p16_y7OV6fTB_s48pqtr77CpSQHKM_rU8gbkluneHyca4cy0U$)  Meeting ID: 984 2711 1646 |
| **NSC MISSION**  ***To serve, support, and strengthen the Small Business Environmental Assistance Programs through representation and collaboration*** | |
| **Minutes taken by Region 10**  **Attendees:**  R1: Sara Johnson (NH)  R3: Jeremy Hancher (PA), Lee Ann Briggs (PA)  R4: Crystal Warren (TN), Tony Pendola (NC)  R5: Troy Johnson (MN), Mark Stoddard (IN)  R7: Bob Randolph Nancy Larson  R8: Eleanor Divver (UT), Gabe Catenacci (CO)  R9: Chris Lynch(NV), Zack Rice (NV)  R10: Belinda Breidenbach (ID)   * **Agenda repair** *none* * **Approve June minutes** *request for changes. No changes suggested. Chris Lynch proposed accepting the June meeting minutes as is. All voted in favor***.** * **ASBO/OAQPS updates**   + Continuing to work on sustainability guide. *Expected as web pages not PDF*.   + Rhonda about to embark on detail assignment to the Administrator’s Office *Going on detail to the Administrator's office for outreach to Historically Black Colleges And Universities (HBCU). Detail will be three to four months.*   + Federal O&G outreach *Continues*   + Region 8 is the only region currently without an RASBL but a couple of other regions are not engaged. *Region 8 and Region 10 are holding joint meetings including the new Region 10 RASBL*   + Notice of funding opportunity for next SBEAP grant hoped for in Aug-Oct timeframe. Need 3-5 proposals. *A long and fruitful discussion. It is expected that Paula will have the NOFO out in the September/October time frame with an early January due date for proposals. Indicated that three to five proposals are needed for competitiveness. Chance that the RFP will be extended if not enough proposals. The current funding to K-State goes through the end of July 2025. Many questions for Paula including patterning after the radon program model, knowledgeable SBEAP, and qualifications for applicants. Suggestion of a NOFO walk through webinar. Discussion of asking what SBEAPS are interested in applying for the website grant; require letters of intent?. Discussion on qualified consultants or nonprofits applying if not enough SBEAPs.*   + OAQPS-OECA guidance expected very soon. *Most programs feel that with the extended time it has taken for this guidance, and Rhonda's upcoming detail, it may not be issued. Election cycle could affect it. Concern over the fact that SBEAPs are not included in the development. If it’s favorable, we should promote it as a network. If it’s not favorable, then SBEAPs need to promote ourselves better. Discussion of how to move SBEAP forward; line item? We’ve heard an anecdote from somone in OECA saying “it's been 34 years, is there still a need for SBEAPs? Isn't their work done?” This ignores that new small businesses start daily and need help and the CFR usually has a weekly notice that deals with new rules and rule changes under the Clean Air Act. How do we promote that our work is not done? Accountability question - what came of the straw man? Were the goals achieved? What are new goals?* * **NSC Updates**   + Lucy Cross of Arkansas has stepped up as Vice-Chair. Welcome and thank you, Lucy!   + Nominations for regional alt representatives needed on a regional basis. *Website wants to update the page and is looking for any changes. Please submit photos. Some regions still need alternate reps.*   + Seeking co-chairs for each subcommittee that doesn’t have one. This provides a stronger leadership depth as well as more collaborative work as well as allows for greater leadership opportunities.   + National Pollution Prevention Roundtable leadership is currently surveying their membership regarding a joint annual training with SBEAPs in 2025. We will be continuing dialogue based on positive vote in June NSC call. * **Subcommittee Updates**    + **Annual Training Planning- On hold**   + **Awards – Karen V Brown Award Eligibility Update (Belinda Breidenbach)**   *Discussion that a question was added to the annual data collection so SBEAPs would know who is eligible for the award. Belinda stated that having only been in the program six years, she did not realize colleagues that were eligible and would have nominated them. Discussion was that the awards subcommittee will review the list that has been created of eligible state and local programs staff and seek nominations for several of the most active eligible candidates.*   * + **Technical – Mark Stoddard/Lee Ann Briggs** *discussion of upcoming topics and speakers* * July 16: Demonstration of the DOE RAPID (Regulatory and Permitting Information Desktop) Toolkit | Michael Gustafson | SBO ~ Montana DEQ * August 20: Data Center Optimization - Impacts and Unique Air Compliance Considerations, Jarrett Vigil & Kaitlin Urso, CDPHE CO SBAP * September 17: Food Waste Reduction – Jesse Walters & Kaitlin Urso, CDPHE CO SBAP. * October 15: The New PM2.5 National Ambient Air Quality Standard, Michael Liebert, ALL4 * November 19: Demonstrating the MiEnvrio Portal & Oregon’s Your DEQ Online platforms, Kaitlyn DeVries, EGLE and Hillarie Sales, OR DEQ * December 17: Open forum discussion possibly relating to 2025 Annual Training * February 18: Printing topic, Gary Jones, Vice President, Environmental, Health & Safety Affairs, PRINTING United Alliance   + **Website – Nancy Larson**      - *The subcommittee is updating lists and meeting schedules/invites, NSC page headshots being updated, finishing year 4 and have a report due to EPA in August, posting annual report this month*     - *Watch emails to SBEAP Main – there will be a website tour in August*     - Open request for Co-chair   + **Education / Annual Report – Sara Johnson/Gina Gambacorto**   *July 23rd webinar on developing SOPs (standard operating procedures). Invitation to go to SBEAP main listserv*.   * + **Promotional – Crystal Warren/Dan Sowry**   *next meeting August 13th. Dan Sowry may be stepping back due to changes in his agency structure.*   * + **EJ workgroup – Lisa Ashenbrenner-Hunt** * The EJ subcommittee needs a Co Chair   + **Metrics workgroup**   + **National Advocacy workgroup** * **Allied Updates**   + **CAAAC – (Jeremy Hancher)**   *Jeremy gave a quick update on last week’s EPA Clean Air Act Advisory Committee meeting on June 25. Copies of the Powerpoint presentations are available. Joe Goffman, EPA OAR Assistant Administrator went over about half dozen recent rulemakings including PM2.5, ethylene oxide, light duty vehicles, heavy duty vehicles, and the power plants rule. He also mentioned that EPA is entering a new phase for HFCs.*  *EPA expects to make CPRG announcements in early July. Possibly planning an in-person meeting for grantees in early September.*  <https://www.epa.gov/inflation-reduction-act/climate-pollution-reduction-grants>   * + **NAACA - (Nancy Herb)**   + **ECOS - (Donovan) –**  AAPCA - (Tony) – *Registration is open for the AAPCA 2024 Fall Business Meeting, August 28, 2024 – August 30, 2024, Raleigh Marriott City Center* <https://web.cvent.com/event/239fab39-0107-4fa6-a62b-a2f1ae7c0fe1/summary>Others **Next NSC call – August 6, 2024**  **11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**  *A thank you from Chris Lynch and a note that Abi from K state will be handling the security for the next NSC call.* | |

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| **June 2024 SBO/SBEAP NSC Call** | |
| **June 4, 2024**  **11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST** | **Zoom Meeting:**  [https://ksu.zoom.us/j/98427111646](https://urldefense.com/v3/__https:/ksu.zoom.us/j/98427111646__;!!PRtDf9A!vtdoY7IADPtJ4laI25OqAXplcI-okzkL3Ux6n4p16_y7OV6fTB_s48pqtr77CpSQHKM_rU8gbkluneHyXCSbUNA$)  (669) 444-9171 or [Find your local number](https://ksu.zoom.us/u/ay1zekckJ): [https://ksu.zoom.us/u/ay1zekckJ](https://urldefense.com/v3/__https:/ksu.zoom.us/u/ay1zekckJ__;!!PRtDf9A!vtdoY7IADPtJ4laI25OqAXplcI-okzkL3Ux6n4p16_y7OV6fTB_s48pqtr77CpSQHKM_rU8gbkluneHyca4cy0U$)  Meeting ID: 984 2711 1646 |
| **NSC MISSION**  ***To serve, support, and strengthen the Small Business Environmental Assistance Programs through representation and collaboration*** | |
| **Minutes to be taken by Region 9**   * **Agenda repair** * **Approve May minutes** * **ASBO/OAQPS updates**   + Continuing to work on sustainability guide. Sustainability guide is still being worked on and will hopefully be added to the website soon   + Looking at helping set up informal association discussions with Deputy Administrator. These used to be done prior to the pandemic and I think they are just now looking at restarting.   + Rhonda helping review general CPRG grants   + Federal O&G outreach is gearing up, though still working on determing tiered priority (1, 2, or 3) Texas, Oklahoma, and Colorado have made some good resources on this update   + New R5 RASBL – Robert Berkowitz. Previously with FL (I think asbestos coordinator, but also connected with SBEAP)   + Notice of funding opportunity for next SBEAP grant hoped for in Aug-Oct timeframe. * **NSC Updates**   + No nominations or letters of interest received for Vice-Chair. Have reached out to potential candidates and received some level of interest. This is the last month before Chris Lynch takes position as Chair so if you are interested please reach out.   + Nominations for regional alt representatives needed on a regional basis.   + Seeking co-chairs for each subcommittee that doesn’t have one. This provides a stronger leadership depth as well as more collaborative work as well as allows for greater leadership opportunities. (great leadership opportunity)   + Met with National Pollution Prevention Roundtable leadership. Shared many ideas and suggestion is for us to have a joint NPPR/SBEAP training in 2025, especially as no state has stepped forward to offer to host SBEAP Annual Training in 2025.     - This might move annual training to a late summer/fall event (Sept or Oct)     - This may have been something we have done in the past or at least had an NPPR presence at annual training     - Shared suggestion for leveraging RASBL contacts to try and get training hosted at EPA regional offices for free training space. Or potentially host at State offices (as NC did).     - NPPR may have some grant assistance to help, but we’d have to contribute in some way with planning and topics at a minimum. This would need to be worked out. * (September to October) Ideally not in September because the federal fiscal year makes travel hard for people in September. * Another possible partner for the conference that was mentioned is the Brownfield group. * 11 votes for continuing to pursue a partnership with NPPP. No one had strong opinions against this potential partnership with NPPP. Group vote was mostly in favor of exploring this partnership * Other notes from discussion:   + - NPPR used to be a lobbyist type group and used to get EPA grants, but have since been more relying on state P2 memberships.     - NPPR currently seeking an EPA grant     - Should not be confused with EPA P2 program     - NPPR used to have 200-300 at national meetings and SBEAPs have presented at them due to cross-over connections within programs that also have P2 component.     - Current suggestion from NPPR would be Seattle to partner with Pacific Northwest NPPR * **Subcommittee Updates**    + **Annual Training Planning- Crystal Warren / open** * Will continue to work out how a potential partnership would look like for annual training * Having industry partners help pay for conference related expenses is not off the table. NV secured some sponsorship and TN attempted to.   + **Technical – Mark Stoddard/Lee Ann Briggs**     - June 18 EPA’s Proposed Rule to Ban Certain Chlorinated Solvents & Formaldehyde and Pushback Regarding their Industrial Use, Tony Pendola and two others, NC SBO * Future topics: July 16: Demonstration of the DOE RAPID (Regulatory and Permitting Information Desktop) Toolkit | Michael Gustafson | SBO ~ Montana DEQ * August 20: Data Center Optimization - Impacts and Unique Air Compliance Considerations, Jarrett Vigil & Kaitlin Urso, CDPHE CO SBAP * September 17: Food Waste Reduction – Jesse Walters & Kaitlin Urso, CDPHE CO SBAP. * October 15: The New PM2.5 National Ambient Air Quality Standard, Michael Liebert, ALL4 * November 19: Demonstrating the MiEnvrio Portal & Oregon’s Your DEQ Online platforms, Kaitlyn DeVries, EGLE and Hillarie Sales, OR DEQ * December 17: Open forum discussion possibly relating to 2025 Annual Training * February 18: Printing topic, Gary Jones, Vice President, Environmental, Health & Safety Affairs, PRINTING United Alliance   + **Website – Nancy Larson**      - Request for Co-chair * Met with EPA about grant work. Everything is going well and on track. * Update EJ pages with new EJ definition and linked recent training on EPA EJ compliance and enforcement initiative. * Awards page is in the works and in July would like Subcommittee chairs to be prepared with any new page content as well as hosts for subcommittee meetings and management of meeting invites. * Website subcommittee will host a website tour.   + **Education / Annual Report – Sara Johnson/Gina Gambacorto** * Will be presenting on standard operating procedures next month. * If your state has SOPs please reach out to education subcommittee   + **Promotional – Crystal Warren/Dan Sowry**     - Reached out to AL to get included and get data to K-State. Data with IN currently and being made into Annual Report.   + **EJ workgroup – Lisa Ashenbrenner-Hunt**     - Discussion on Annual Training discussion on self-disclosure.     - EPA EJ Clearinghouse [EJ Clearinghouse | US EPA](https://www.epa.gov/environmentaljustice/forms/ej-clearinghouse) * EPAs new EJ clearing house website has a lot of new resources that will be added to the EJ subcommittee page. * The EJ subcommittee needs a Co Chair!   + **Metrics workgroup**   + **National Advocacy workgroup** * **Allied Updates**   + **CAAAC – (Jeremy Hancher)**     - **Jeremy will be attending a meeting next month and will update us in July**   + **NAACA - (Nancy Herb)**   + **ECOS - (Donovan) –** Missed meeting due to Annual Training. Topics were ICIS Modernization, OECA Climate Change, State Review Framework, Compliance Learning Agenda   + **AAPCA - (Tony)** –   + **Others**   **Next NSC call – July 2, 2024**  **11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST** | |
| Attendees:  R1: Julie Churchill (ME), Sara Johnson (NH)  R2: Gina Gambacorto (NJ), Ed Bakos (NJ)  R3: Jeremy Hancher (PA)  R4: Donovan Grimwood (TN), Tony Pendola (NC)  R5: Troy Johnson (MN), Lisa Ashenbrenner Hunt (WI), Mark Stoddard (IN),  R6: Angela Hughes (OK), Natalie Cota (OK)  R7: Bob Randolph (MO), Nancy Larson (KS), Leena Divakar (KS)  R8: Eleanor Divver (UT), Gabe Catenacci (CO)  R9: Chris Lynch (NV), Zack Rice (NV)  R10: Belinda Breidenbach (ID), Jim Plosay (AK) | |

**SBO/SBEAP NSC Call**

May 7, 2024

**NSC MISSION**

***To serve, support, and strengthen the Small Business Environmental Assistance Programs through representation and collaboration***

* No agenda repair - Agenda looks good.
* No changes to April minutes

**ASBO/OAQPS updates**

* Donovan and Chris Lynch had a great conversation with Paula centered around the grant coming up. The grant/cooperative agreement covers through July 2025 and takes effect August 2025
* How to lower costs
* Ideas were to have it at regional offices/EPA offices instead of hotel conference space
* Food was the largest expense on last conference
* More conversation when we get into the subcommittee meeting
* Paula is hoping to open up the grant this October in 2024
* Many hoops to go through to get this grant posted
* EPA budget overall has been reduced by 10% but she is trying to increase it or at least keep it at the same level .
* Separate item: Working on their next iteration of sustainability guidance.

**NSC Updates**

* No nominations of letters of interest received for Vice Chair. May have potential candidate ideas - Donovan has made personal phone calls.
* Looking at potential shifts for more involvement.
* Offering more leadership opportunities and you do not need to have been in position for a large # of years
* We need co chairs as EJ and Website - great opportunities for newer/younger members

**Subcommittee Updates:**

* TN has submitted a 3rd quarter report - making sure everyone has been paid and TN has submitted their report for payment.
* If we have the budget to travel, then we can do it. We shouldn’t worry about the registration cost going up.
* How much would it cost to have something at Alexandria, VA
* Would Paula’s office sign for that? No states are supposed to take care of
* Co-chairs need to take charge.
* If we plan ahead, states can make reservations at the hotel for the blocked fee.
* Should we move towards not providing as much food at the conference because of the large expense.
* Crystal and TN hit the hotel food minimum
* Chris and NV hit the hotel food minimum and the meeting room was provided

**Technical -**

* Possible topics for Technical Committee
  + Training Ethylene Oxide Sterilizer
  + Have some states banned them or get an Air Quality permit
  + PCE and the Phase out that was proposed - possible June meeting
  + Making sure that we are set up with the schedule below.
    - May 21: *Gasoline Distribution – 40 CFR 63 Subpart CCCCCC*, Rhonda Wright, EPA OAQPS (5 – 15 minutes) and *Environmental Recommendations for the New Natural Medicines Regulations Impacting the State of Colorado* – Psilocybin – Jarrett Vigil & Kaitlin Urso, CDPHE CO SBAP
    - Discussion about other topics happened at the end of the meeting.

**Website**

* Busy doing maintenance things
* Maintenance subcommittee meeting
* Scholarships have been delayed a bit and apologize for their delay.
* Should be coming in soon as long as paperwork is complete.
* Nancy will be out of town and Abby Crouse will assist - please send requests to her.

**Education/Annual Report**

* Sara and Gina
* Send out our first agenda on May 14th and the first meeting is scheduled for May 28, 2024

**Annual Report**

* Belinda is working on the annual report and still hasn’t heard information from 6 states, lost all contact with AL but is hoping to get it soon. Jack Mobsley is a contact, Crystal has reached out to a contact but have not heard back.
* Heard from 32 states for Annual Report - Nancy

**Promotional**

* Crystal and team had great ideas of how to implement social media. [Link](https://nationalsbeap.org/committees/promotion)
* Award Options - Donovan would like to create better guidelines for awards.

**EJ Workgroup**

* Planning a meeting tomorrow
* EJ Definition has been expanded and

**Allied Updates**

* NAACA - taking comments for National Program Guidance [EPA Guidance](https://www.epa.gov/planandbudget/national-program-guidances-npgs)
* ECOS -Also looking at guidances from EPA, ICIS Modernization and OECA
* AAPCA - Looking for a new leader, had their half-year meeting in Indiana and they presented a bit on AI as well. Really interesting.

Conversation about potential Technical topics is in the Technical section of the minutes.

Next NSC call is Jun 4, 2024

**SBO/SBEAP NSC Call  
April 2, 2024** - Minutes recorded by Region 7

**NSC MISSION**

***To serve, support, and strengthen the Small Business Environmental Assistance Programs through representation and collaboration***

**Meeting Attendees:**

**R1:** Sara Johnson, NH

**R2:** Gina Gambacorto, NJ

**R3:** Jeremy Hancher, PA, Lee Ann Briggs, PA, Nancy Herb, PA

**R4:** Tony Pendola, NC, Donovan Grimwood, TN

**R5:** Lisa Ashenbrenner Hunt, WI, Renee Bashel, WI, Mark Stoddard, IN

**R6:** Lloyd Kirk, OK

**R7:** Nancy Larson, KS, Leena Divakar, KS, Bob Randolph, MO

**R8:** Eleanor Divver, UT, Gabe Catenacci, CO

**R9:** Zachary Rice, NV, Chris Lynch, NV

**R10:** Belinda Breidenbach, ID

**EPA:**

**April 2024 NSC Agenda Review**

Donovan commenced meeting and requested any corrections/suggestions for today’s meeting agenda – there were none.

**Approve February 2024 NSC Minutes**

Donovan requested any corrections/suggestions for the February 2024 meeting minutes – there were none. February meeting minutes approved.

**NSC Updates – General**

* Nominations for NSC Vice Chair requested recently. Nomination criteria recently emailed, posted on website. Basic requirement includes individuals named Regional or Alternative Regional Representative. Typical term from 3 to 5 years for Vice Chair. No nominations submitted to date, Donovan & Chris may plan direct calls to solicit nominations.
* New Regional Representatives and Alternates officially change in June 2024. Some regions have named/submitted Regional &/or Alternate Representatives. Please send any updates to Donovan.
* Review of Strategy Notes discussed including attached notes (shared screen) plus the following –
  + How to get western states involved with Technical Subcommittee
  + Is Technical Subcommittee meeting all states specific needs
  + No SBEAP role in Washington (DOE)
  + Technical training for Alternate Regional Reps
  + Month by month small bits 4 developing a how to do my job (but not necessarily call it that)
  + Option to become a NGO? Started as something else, became an NGO. Similar to SBDC? Concern of dues issues (consider issues with NPPR)
  + Annual Awards – Quest to develop detailed guidelines for awards, If more nominations are received – scoring may be refined. Total nominations for 2024 awards included 4 businesses, 2 state programs and 2 providers, resulting in 3 business awards and 1 each for state program award & provider award.
  + Belinda – Question added to 2024 Annual Report surveying SBEAP staff with 15+ years in SB service (used to determine candidate pool eligible for Karen V Brown Award). Results might require criteria adjustment depending on data collected.
* Introduction of two new co-Chairs for Education Subcommittee – Gina Gambacorto NJ & Sara Johnson NH
  + Education Subcommittee meeting held today (1 to 2 pm ET) to discuss 2024 goals. Nancy Larson confirmed Gina added to Education Subcommittee list April 1, Contact Nancy with additional invites. Donovan suggested additional subcommittees might also promote mentorship -> name one chair with longer term experience with NSC &/or national SBEAP, name one chair with a bit less SB experience.

**Subcommittee Updates**

* Annual Training Summary – Donovan
  + Thank you to all contributing to 2024 Event and those able to participate – overall a great success. Received 44 Event evaluations, questions including what can we do better & what worked well.
  + Jeremy & others congratulated Crystal, Donovan and TN team on an outstanding job with excellent training
  + Donovan recognized Chris and NV team for excellent Event planning assistance
  + Next annual training in 2025 or 2026. Currently at end of budget cycle, funding for 2025 Event subaward likely is limited. Host state (if 2025) may need to fund much of planning and event costs. Send Donovan details for any state volunteering to host next Annual Training event.
  + Donovan suggested host state pursue potential to combine next Annual Training with other conference/training.
* Technical – Mark Stoddard/Lee Ann Briggs
  + Mark excited to share 2024 Technical Meeting topics schedule including
  + April - Vacuum Cycling Nucleation cleaning technology TURI – UMASS Lowell
  + May - Gasoline Distribution 40 CFR 63 Subpart 6C / new natural medicines
  + June – ECHO Notify and updates to 40 CFR 63 Subpart 6H
  + August – new DOE tool
  + Waste tire management – 3 state panel
  + Food waste awareness - Donovan mentioned this week is Food waste awareness week in TN
* Website – Nancy Larson
  + Nancy reported several items
  + Social Media panel discussion scheduled April 24
  + Next Subcommittee meeting May 2024 (date pending)
  + Website tour Summer 2024 (date pending)
* Education/Annual Report – Gina/Sara/Belinda
  + Annual report survey data due April 19
  + Next Education subcommittee meeting May 28 (2 pm ET)
  + New Education subcommittee co-Chairs are Gina Gambacorto NJ & Sara Johnson NH
  + Contact Nancy L if you want to join this/other subcommittee(s)
* Promotional – Donovan reporting for Crystal Warren/Dan Sowry
  + **Awards subgroup:** 2024 Award winners selected. One winner for state program award; three winners for small business environmental stewardship award; and one winner for the business assistance provider category. Draft press releases sent to award each winner & nominating program for review/edit. River Horse statement/quote will be added to draft press release. Lori and Cheryl reaching out to Calypso Cove.
* EJ workgroup – Lisa Ashenbrenner-Hunt
  + Lisa working on updates re: EJ annual training discussion.
* Metrics workgroup – Donovan Grimwood
  + Donovan working on updates regarding Metrics workgroup
* National Advocacy workgroup
  + Next meeting later in April

**Allied Updates**

* NAACA (Nancy Herb) – No updates
* ECOS (Donovan) – Missed meeting due to Annual Training. ECOS topics included ICIS modernization, OECA Climate Change, State Review Framework, Compliance Learning Agenda
* AAPCA (Tony P) – AAPCA definitely not meeting in Salt Lake City in spring. Please plan to meet in Raleigh NC in fall 2024
* Others
  + Renee Bashel announced today’s meeting will be her last national call of any kind. Last day in office May 2, 2024. Best wishes & Congratulations on your upcoming retirement, Renee! New contact for Region V will soon be Greg Johnson.
  + Chris Lynch reported on February 2024 Region VI SBEAP meeting held in Texas for 1.5 days. Lloyd Kirk & team worked hard to organize meeting. All R6 states represented at meeting including three from Texas, Paula Hoag & Mary from DC, Rhonda Wright from NC, etc. Chris reported on NSC updates. USEPA speakers from Regional Office – topics including EJ, Air Program, SB office. RASBL representative appointed for R6.
  + At Annual Training, Nancy Larson asked participants if grant funding would be better spent on smaller regional meetings vs Annual Training? Approximately 38 responses – 3 yes, 19 maybe and 16 no. Belinda commented Annual training remains a top choice for grant funding dollars.
  + Some regions continue to hold smaller regional meetings at varying intervals. Examples - Annually, R7 typically holds one in-person meeting and at least one virtual meeting. R4 is planning to restart one annual in-person meeting.
  + Nancy shared EJ flyer details. Small Business week scheduled first week of May. Virtual discussion on EJ flyer & compliance initiative – KS group hosting and promoting details to membership. KS SDBC asked for a webinar on EJ Flyer and initiative

Looking forward to seeing all NSC members participate in one/more Subcommittees.

Donovan concluded the April 2 NSC Zoom meeting at approximately 14:53 ET.

Next NSC Zoom mtg – May 7, 2024 at 2:00 to 3:00 pm ET.

**Notes- National Small Business Environmental Assistance Program - Strategy 2022-2024**

1. National SBEAP supports the State Small Business Environmental Assistance Programs through:
   1. Action items
2. Providing technical training on Air, Water, Waste, and other regulatory areas and tools (Technical Subcommittee)
   1. Technical subcommittee will review the NSC session Jamboard from the 2022 Annual training
   2. Provide trainings based on EPA recommendations and state requests
3. Collecting and providing tools and resources to assist state programs on a national website (Website Subcommittee)
   1. Develop a historical record repository- Subcommittee will develop a new webpage to house historical files
   2. Create a Log in to a separate file storage area on website for members for active working documents- Nancy Larson to check with KSU to see if this is available or feasible
   3. Gather new tools from state programs – Subcommittee to review NSC session Jamboard from the 2022 Annual training -slide on “Tools we have to share”
4. Training new and existing staff in state programs on operational best practices (Educational Subcommittee)
   1. Provide educational webinars throughout the year based
   2. Develop one page document to provide to newcomers to identify partnerships or resources that are available
   3. Regional NSC Reps and Alt Rep training – NSC Chair and Vice Chair to be involved – Training by August 2022
   4. CAP training – two sessions – one to gather information about existing CAPs and one to identify alternatives for CAPs
   5. Revisit former CAP training - second for training CAP members
5. National SBEAP is an advocate for the state programs and small businesses through:

2002-2024 Action Items

1. Collaborating with the U.S. EPA, Small Business Administration, and national environmental and trade associations
2. Advocate for additional funding sources for state SBEAPs (NSC Chair and Vice Chair)
   * 1. Identify state funding needs through a survey to states
3. Propose ECOS resolution – Reestablish the 2003 Small Business Strategy with EPA and fund these programs through Performance Partnership Grant – (Lloyd Kirk, Jeremy Hancher and Chris Lynch)
4. Lloyd to set up meeting to review potential resolution language by June 15, 2022
5. Evaluate the need, function and structure of a National Advisory Panel – NSC
6. Identify who the advocates are for our programs
7. Involve U.S. EPA Asbestos Small Business Ombudsman
8. Evaluate interaction and support from U.S. EPA Office of Air and Radiation and Office of Air Quality Planning and Standards (OAQPS)
9. Evaluate the need for additional dedicated high level new staff person in OAQPS to advocate for small business environmental assistance programs (National Steering Committee)
10. Review small business handbook from Rhonda (National Steering Committee)
11. Collecting and providing comments on promulgated rules
    1. Identify internal process of commenting on rules and develop a Standard Operating Procedure document (Technical Subcommittee)
    2. Ensure that states know how to get information on the rules and what rules we have commented on (Website Committee/Education Subcommittee)
12. Restablish a measurement subcommittee
    1. Establish a chair and members of this committee – by August 2022
    2. Survey of each state to determine what metrics are being used and tools to gather metrics
    3. Establish a national standard for all programs to ensure that we are all reporting
    4. Engage SBA Advocacy economist to better represent our value of state services and our economic impact – obtain an official economic impact study of our programs
    5. Obtain SBDC guidance on how they report metrics
13. National SBEAP supports states in aligning with Section 507 of the Clean Air Act by:
    1. Action Items
14. Connecting with states that do not have SBEAP programs (NSC Chair and Vice Chair)
    1. Donovan/ASBO to reach out to State environmental agency heads of states that do not have state programs
15. Develop spreadsheet with state information for those who do not have programs – by July 2022
16. Contact states by December 2022
    1. Connect with SBA, SBDC, and other entities in each state to ensure they know about the SBEAP program.
17. Research which states have a SIP for SBEAP – (NSC Chair/Vice Chair)
    1. Find previous list of states identified
    2. Send out survey to Main listserv to obtain additional information
18. Identify where Small Business Ombudmans are housed in each state - (NSC Chair/Vice Chair)
19. Draft guidance for what parts of Section 507 are relevant currently – (NSC)
20. Establish a workgroup to draft a new guidance document for state programs including U.S. EPA relevant staff

How to get western states more involved in Technical?

Is Technical meeting all states specific needs?

No SBEAP role in Washington (DOE)

Month by month small bits for developing a how to do my job (but not necessarily call it that)

Try to better define Rep/Alt Rep and chair/co-chairs. SBEAP resources, training prior to NSC

National Advocacy Committee: Get printers involved.

David Rostker’s new role is counsel for US Senate and may be able to do more small business

Revise and renew 507, get better support for SBEAPs, help prevent slow decay of programs. New funding mechanism?

National Advocacy to focus on Advocacy – talk to Kerry about governmental affairs strategy for National Advocacy, also ask about new coating tech for Mark and Technical.

How to get more cooperation with EPA such as in Strategic Goals Program?

Goal of government affairs strategy is to get ideas and help to develop strategy

Option to become an NGO? Similar to SBDC? Concern of dues issues (consider issues with NPPR)?

Stay in touch with David Cossak? Bend RASBL ears to get us more involved.

**SBO/SBEAP NSC Call**

**February 6, 2024** - Minutes taken by Lucy Cross, Arkansas – Region 6

**NSC MISSION**

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**Meeting Attendees:**

**R1:** Sara Johnson, NH

**R2:** Edward Bakos, NJ

**R3:** Jeremy Hancher, PA, Lee Ann Briggs, PA

**R4:** Crystal Warren, TN, Tony Pendola, NC, Donovan Grimwood, TN

**R5:** Lisa Ashenbrenner Hunt, WI, Renee Bashel, WI, Mark Stoddard, IN

**R6:** Lloyd Kirk, OK, Lucy Cross, AR

**R7:** Nancy Larson, KS, Bob Randolph, MO, Leena Divakar, KS

**R8:** Eleanor Divver, UT, Gabe Catenacci, CO

**R9:** Zachary Rice, NV, Chris Lynch, NV

**R10:** Jim Plosay, AK

**EPA:**

**Agenda Repair**

Donovan commenced meeting and asked if any corrections were needed for today’s meeting agenda – there were none.

**Approve January Minutes**

Grimwood asked if any corrections were needed for the January 2024 meeting minutes – there were none. January meeting minutes were approved.

**ASBO/OAQPS Updates**

* Donovan and Chris met with Paul Hoag and Rhonda Wright. They are working on holding stakeholder engagement for rule writers. Likely won’t be shared with NSC – more directed at the EPA permit writers and how they can engage with small businesses and other stakeholders as they go through the process.
* Also working on a Sustainability guide and Paula may ask us for information. Volunteer programs in P2.
* Rhonda will be missing the first day of the Annual Training. Her supervisor, Hillary Ward will plan to join us.
* Deputy Director McCabe will potentially join the Annual Training to offer introductory remarks. Not sure if McCabe will be attending in person or virtually. Donovan will follow up with Crystal and Paula about this later today. Good to have high-level person interested in the SBEAP programs.
* Talks of some OECA representatives joining virtually. Would prefer to have them in person for more interaction.
* Region 6 training in two weeks in Dallas. Lloyd Kirk and other R6 states working on currently.
* Large municipal incinerator rule change. This is not usually on our radar, but EPA is proposing that large municipal waste incinerators that only burn clean lumber and yard waste should not be subject to title V requirements. Various air curtain incinerator requirements are related to this, but are separate rules and NSC has commented multiple times to remove Title V requirements from these rules. (4E, 4A, 4C NSPS rules). Rhoda said this will likely not impact the other rules directly, but may allow a precedent for when changes are made to the small incinerator NSPS rules that Title V requirements for burning only clean lumber, yard waste, and wood waste. Jim in Alaska has been lead on this topic. States like TN looking at other options like general permits or specific reduced fees (NC).
* Jeremy H. asked if there was an update on SBEAP handbook that was supposed to come out within last year or two. May still be in the works – converting to website.
* Jeremy H asked what we anticipated Hilary Ward to discuss at the Annual training. Donovan asked Rhonda to give OAQPS update on upcoming rules, interactions, potentially the RSBL. Hillary may speak on these topics.
* Crystal mentioned asking Paul and Rhonda to explain what all they work on in addition to things SBEAP-related, to give us more of a perspective. This may also provide an opportunity to ask Paula and Rhonda about status of the handbook.
* Chris mentioned that it wouldn’t be off the table to ask about the handbook if it wasn’t brought up during the Annual Training.

**NSC Updates – General**

* No Updates

**Subcommittee Updates**

* Annual Training Planning – Crystal Warren
  + Donovan mentioned that pins would be made for the Annual Training. Took a vote from the NSC members on if the pin should say “NSBEAP” or “NSBEAPs”. Group decided to keep as “NSBEAP” because it is one national program. The website will also stay as is.
  + Agenda coming along well. Most internal speakers have been confirmed. Still working on confirming external speakers. New plan for EJ session.
  + Approximately 30 people registered at this point. Registration will close March 1st in order to give food count. Room block closes Feb 12th or 13th, but can be extended and increased if necessary (contact Crystal if needed to expand).
  + Travel tips for Chattanooga in the works.
  + Hotel to provide sustainable options – buffet food, bulk beverages, try to see if they will compost food waste. If conference center wont compost, we’re looking at pricing options.
  + Nancy asked about cost of parking at the hotel – may want to include in the “Travel Tips” document. Can we get our parking tickets validated? Crystal did not think the hotel would validate.
    - Crystal will confirm with the hotel and provide cost of parking.
    - Donovan mentioned that the hotel has a full parking garage. Best option for staying at the hotel.
  + Crystal emailed hotel to see how accommodating the space would be for virtual option. She would prefer to have everything in person for easier interaction.
* Technical – Mark Stoddard/Lee Ann Briggs
  + Mark Leber presentation on batteries.
  + Bio from Regina PM NAAQS final rule making
  + Tory vent recycling nucleation in April
  + CO will present on multiple topics
  + New PM2.5 NAAQs standard presentation
  + June – Tony echo notify and updates to 6H
  + Future technical zoom meeting presentation topics needed from NSC members
* Website – Nancy Larson
  + Outreach to states to attend the annual training
  + Annual reporting season opening soon – OH will host data collection tool
  + Sustainability focused webinar in a few weeks. Will be recorded and put on the YouTube site – March 5 at 2:15 pm
  + Social media webinar training – April 24th.
  + Donavan to assist on reaching out to states about annual training.
* Education/Annual Report – Belinda Breidenbach
  + No updates
* Promotional – Crystal Warren/Dan Sowry
  + No updates
  + **Awards subgroup:** Award winners have been determined. One state for state program award and three winners from small business environmental stewardship award and one winner for the business assistance provider. All have been contacted. Award payments come through Nancy.
    - **Drafting press releases**
* EJ workgroup – Lisa Ashenbrenner-Hunt
  + Call next week to finalize annual training discussion.
  + Last month opened call on SBEAP Main to brainstorm on outreach to auto body shops on requirements and tips to be a good neighbor.
  + Brownfields group for Annual Training – contact not able to speak.
* Metrics workgroup
  + Getting ideas and general data collection on conference calls.
  + Will send minutes out to everyone on call.
* National Advocacy workgroup
  + No call last month – will schedule next week.
  + General ideas and where to move forward.
* NAACA (Nancy Herb) – No updates
* ECOS (Donovan) – No updates
* AAPCA (Tony P) – No updates

Next NSC meeting March 5th – will be canceled due to Annual Training the following week.

* **Others**
  + Nancy Larson asked the group if anyone has worked with Microchip NESHAP – 5B.
  + Tony asked if this applied to small businesses? Nancy said no, but the concern is small job shops will be created as a result.
  + Modern chip manufacturing tends to be out of range of small businesses, per Donovan. Could also be suppliers for manufactures but may not be subject to NEESHAP requirements.
  + Per Leena Divakar: Kansas SBEAP learned that EPA staff and industry experts projected the 2003 regulation would impact only one semiconductor manufacturing unit in the nation solely because it was collocated at a facility that was a major source of HAPS. Kansas SBEAP’s interpretation of the EPA’s comments is that the agency would not have promulgated the 5B NESHAP if this semiconductor manufacturing unit was a standalone facility.
* **Update:**
  + Research indicated that there are 1,624 small businesses in the US under the NAICS used in the 5B rule. This is out of 1,985 total businesses.
  + 3 small businesses with this NAICS were located in KS and it had been determined that they don’t actually manufacture semiconductor devices. Instead, they are more peripherally connected.
  + Per a supporting document for 5B, many of the businesses reporting under NAICS 334413 were actually electronics manufacturers, not semiconductor, and the semiconductor manufacturers produce discreet semiconductor components used by electronic manufacturers to assemble into products.
  + A large majority are in CA (597), Texas (168), Massachusetts (100), Arizona (79), New York (78), with maybe 40 being the next highest number.

Jeremy H– States with Oil and Gas Training/Q&A by EPA – Methane Rule; email was sent out by Rhonda on Feb 1st. Big topic for Region 6.

Donovan concluded the meeting at 1:55 pm.