

January 2020 SBO/SBEAP NSC Call

January 7, 2020 2pm – 3pm
(Eastern)

Zoom Meeting:
<https://ksu.zoom.us/j/3166600104>
(646) 876-9923 or (669) 900-6833
Meeting ID: 316 660 0104

NSC MISSION

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

Minutes taken by Region 10

❖ Roll Call

Chair: Lisa (WI)

Vice Chair: Jennifer C. (IN)

Region 1: Sara (NH)

Region 2:

Region 3: Jeremy (PA), Nancy H. (PA)

Region 4: Donovan (TN), Tony (NC) Melissa (MS)

Region 5: Mark (IN), Jenifer D. (MI), Dan (OH)

Region 6: Lloyd (OK)

Region 7: Nancy L. (KS)

Region 8:

Region 9: Eric (NV)

Region 10: Belinda (ID)

EPA: Rhonda

❖ Agenda repair

- **Solicitations of interest for new vice chair** – Request letters of interest. Announce new vice chair at Annual Training. Lisa will follow up.
- **EPA Documents on training** for state representatives on EPA regulations – Tony forwarded email from AAPCA soliciting comments. Tony's take was the documents were generic and trainings seemed to be more relevant for permitting staff. However, he was encouraged that Anna Woods said EPA was planning on increasing training. Rhonda clarified and described the update of APTI (Air Pollution Training Institute) training courses. They would like to hear what types of training we need. The APTI audience is state and EPA employees and recordings are publicly available at all times and free of charge.

❖ Approve Dec minutes – no corrections, final

❖ ASBO / OAQPS updates -- no meeting over holidays

- **EPA's Asbestos Small Business Ombudsman page** – It is a high level general page so frequent updates are not needed. Input requested so please send thoughts to Lisa or Paula.
- **Rhonda's updates:**
 - Group leader Laura McKelvey moving to a different program and retiring next December. James Paine, Sara Terry, Holly Wilson on 4 month detail rotations. Planning for position to be filled by early 2021.

- Kaizen event to better support stakeholders. Will feed into OAQPS's plan on working with SBEAPs. Hopefully can let us review draft in couple months. Timeframe for completion is the end of 2020. Lisa requests draft for Annual Training if possible.
- Anna Woods willing to come for Annual Training, holding the dates. Let Lisa know if there's a day/time that would work best for her to speak.

❖ Subcommittee Updates

- **Annual Training Planning** – Met yesterday. Will send survey out next week to get feedback on session topics, provide week to respond. Agenda should take shape after February meeting. EPA admin awards may now be held during small business week, Thursday AM - How many would support attending? NSC session – world café format for brainstorming. EPA contractor working hotel. Hoping location selected by Feb. Jenifer D. from Michigan offered to create a list of unique topic ideas.
 - **Technical** – Discussed upcoming topics. Risk screening and environmental indicators in Jan. Mark asked for Jenifer's list for potential topics.
 - **Education / Annual Report** – Nov webinar on how to read Federal Register. Annual Report survey ready this week, post early next week. No changes from last year's survey. Will hold Zoom call for more info.
 - **Website** – Donovan for Nancy – More annual training will post as soon as location determined including scholarship and registration. Still wants compliance calendars and thanks for those sent.
 - **Promotional** – no recent call.
- ❖ **Partnering with SBA Small Business Advocates** – Dan Sowry, Les Davies, SBA advocacy - how to best use advocacy to forward SBEAP programs? Does anyone use their SBA advocates? Donovan was invited on a recent bus tour. Hopes to use it as a model for addressing environmental regulations. Lloyd reached out to Region 6 Advocate but never heard back. Potentially include in strategy session discussion on how to interact with SBA. Les could help connect SBEAPs with his peers in other regions.

❖ Allied Updates

- **NAACA (Nancy H.)** - no update
 - **ECOS (Donovan)** -
 - **CAAAC (Dan)** –
 - **AAPCA (Tony)** – Added link to SBEAP on webpage, will include on weekly emails. Anne Ildal looking for small businesses with ethylene oxide sterilizers for SBAR panel - Tony found two.
 - Tony - Online 6H training at BECCAINC.com, end of course directs to SBEAPs.
 - **Others**
- ❖ **Next NSC call – February 4, 2:00-3:00 pm - Jennifer Collins will lead this next call.**
- ❖ **Action Items –**
- Lisa to solicit interest in NSC Vice Chair
 - Rhonda let Lisa know if there's a good day/time for Anna Woods to speak at Annual Training.

February 2020 SBO/SBEAP NSC Call

**February 4, 2020 2pm – 3pm
(Eastern)**

Zoom Meeting:
<https://ksu.zoom.us/j/3166600104>
(646) 876-9923 or (669) 900-6833
Meeting ID: 316 660 0104

NSC MISSION

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

Minutes to be taken by Region 2

❖ Roll Call

Vice Chair: Jennifer Collins

Region 1: Sara Johnson(NH)

Region 2: Harry Ching(NY), Ed Bakos (NJ), Cheryl Rohrbacher (NJ)

Region 3: Jeremy Hancher (PA)

Region 4: Donovan Grimwood (TN), Tony Pendola (NC) Melissa Collier (MS)

Region 5: Mark (IN), Jenifer Dixon (MI), Dan Sowry (OH)

Region 6: Lloyd Kirk (OK)

Region 7: Nancy Larson. (KS)

Region 8:

Region 9:

Region 10: Belinda Breidenba (ID)

EPA: Rhonda Wright

❖ January minutes Approved

❖ Vice Chair solicitation – term beginning June 1 Sent

❖ Website / Program Support Grant – Paula wants to hear your questions. Need competition so future grants can continue to be limited to only our programs. RFP issued for website.

❖ ASBO / OAQPS updates

- **OAQPS** – Rhonda Kaizen event was very intense and long for 2 weeks.
- **OSDBU** – recruiting another position, Rachel Stanton's detail ended.
- **OSDBU** – Paula brainstorming ways to work more with Office of Policy on rules that impact small businesses but don't warrant SBREFA panel.
- **Executive orders** – all guidance docs will need to be posted in a portal or removed if outdated.
- Paula wants to hear more about what state SBEAPs doing. Bring Regional priorities to bring to NSC. . In addition to priorities, include what we work on frequently.

❖ Subcommittee Updates

- **Annual Training Planning** – About 15 people attended. Yours truly DC is location. Rooms about \$250 with conf located in hotel. Agenda about 80% full. About 30 people participated in survey. Draft agenda is ready, will share with NSC.
 - **Update on Feb planning call -**

- **NSC Strategy Session ideas?** – Regional priorities? Review ideas brought up last year.
- **Ideas on externals we want to invite?** office of advocates. Trade associates? EPA folks.
- **What sessions are subcommittees thinking of?** People wanted to attend EPA awards.
- **Technical** – Last call was successful. Two top survey session will proceed, Top was cannabis. #2 was engines.
- **Education / Annual Report** – Education, getting topics together for annual training. Will do reminder for annual report.
- **Website** – suggestion to summarize any changes made to site at end of each month (any technical questions from Main, etc.) Thanks to Renee. Terry Polen retired. Continual updates in progress.
- **Promotional – no news.**

❖ **Allied Updates**

- **NAACA (Nancy H.) -**
- **ECOS (Donovan)** – scheduling a call for 2/18. Kelly Pool talking about Reg NAV tools as to which one to do next. Maybe NSPS Dc. Ryan Jackson, EPA is leaving.
- **CAAAC (Dan) -**
- **AAPCA (Tony)**
- **Others**

❖ **Next NSC call – March 3, 2:00-3:00 pm**

❖ **Action Items –**

March 2020 SBO/SBEAP NSC Call

March 3, 2020 2pm – 3pm
(Eastern)

Zoom Meeting:
<https://ksu.zoom.us/j/3166600104>
(646) 876-9923 or (669) 900-6833
Meeting ID: 316 660 0104

NSC MISSION

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

Minutes taken by Region 4

❖ **Roll Call**

Chair: Lisa Ashenbrenner-Hunt (WI)
Vice-Chair: Jennifer Collins (IL)
Region 1:
Region 2: Harry Ching (NY)
Region 3: Jeremy Hancher (PA)
Region 4: Donovan Grimwood (TN), Tony Pendola (NC)
Region 5: Mark Stoddard (IN), Jenifer Dixon (MI), Dan Sowry (OH)
Region 6: Lloyd Kirk (OK)
Region 7: Nancy Larson (KS), Jennifer Wittenburg (IA)
Region 8:
Region 9 Eric Florio (NV)
Region 10: Belinda Breindenbach (ID)
EPA: Rhonda Wright (OAQPS)

❖ **Agenda repair**

No agenda repair needed.

❖ **Approve February minutes**

February minutes approved.

❖ **Vice Chair solicitation – term beginning June 1**

Currently there have been no letters of interest submitted from those interested in being the NSC Vice Chair for the 2020-2022 period. Lisa encouraged people to step up, especially from outside Region 5 so as to spread leadership around to different regions. It was asked if those that had submitted letters of interest last time had been approached. They had, but were unable to hold the position at this time. It was noted that the Vice Chair effectively allows a two year training period before stepping into the role of the NSC Chair. There may be more direct contact and solicitations in the near future to hopefully encourage someone to fill the role to support Jennifer Collins. Jennifer noted that it has been great in her role as Vice Chair to work with several different groups and be creating better contact with ECAD (more on them for next agenda item), EPA, and other groups.

❖ **ECAD Directors**

[ECAD \(Environmental Compliance and Assurance Division\)](#). Section of EPA within the Regional Offices. Lisa and Jennifer have been in contact with them and have supplied a one page overview of the SBEAPs and also what the SBEAPs would like from ECAD. RSBLs are the main ask. Also provided the most recent National flyer from the Annual Report. The contact goal is to work with regional ECADs to connect on regional needs and make individual state contacts. Nancy Larson (KS) noted that the R7 meeting is happening soon and would like to reach out to ECAD. The Region 5 ECAD is also looking at some cross training of it's inspectors though it is not known if they are planning multi-media inspections

in all regions. They may have or be developing a multi-media inspection checklist. Encouraged to reach out to them and this may be a future Technical topic.

❖ **ASBO / OAQPS updates**

Big news: Paula Hoag has been named the Asbestos and Small Business Ombudsman. She had been filling that role since Joan Rogers took a new position, but it has now been made her official position. Paula is viewing it as a great opportunity to work on new projects with the SBEAPs and for small businesses. Currently she is dealing quite a bit with the website grant and upcoming Annual training. Her previous position is being filled by Leah Carmicheal from P2 Toxics. Paula is also focusing on communications and there is a survey likely coming out soon to discuss ideas and for sharing thoughts. Please provide Paula your feedback when the opportunity presents!

There is a contractor developing both an internal and external brochure and “desk guide” about the ASBO program to help explain it to those within EPA or other government agencies and to those that may need the ASBO services.

The application period for the website and support of the NSC grant is closing on March 6th! The grant period will begin August 1st. Paula hopes to announce the winner at the Annual Training.

Rhonda Wright (EPA) asked if we had received the information on the formation of a SBREFA panel concerning Ethylene Oxide sterilizers. The SBEAPs had and Tony Pendola (NC) had worked to recruit a business for the panel.

Paula has been wanting more state level activity information. It was discussed what might be the best method for sharing this without overwhelming Paula. One proposal was for whichever region prepares the NSC minutes is also the region that should share highlights of state activities for their region with Paula and the NSC. There was a suggestion to also include a portion of the Annual Training for individual states to highlight any special projects they have been doing that may be specific to that state.

❖ **Subcommittee Updates**

○ **Annual Training Planning**

Planning proceeding to fill in the gaps on the agenda. Scholarship applications are due by March 6. Awards are open until March 9th.

Ideas for the strategy session were discussed. Small group sessions seemed to work well. The purpose is to determine priorities and identify ways to work better with EPA and any potential RSBLs. Are there individual states that are doing something different and having success? Especially innovative ideas that may not have been done previously. This led into a discussion of how to get states that may attend the Annual Training to be more involved on a more regular basis. Nancy noted that CA has had some projects taking up their time, but they should be more active in the future. Suggested that topic ideas be more diverse and of more relevance to those states that may not be as active. Having relevant topics may encourage more participation. But without their input, not easy to determine the state's priorities. Lloyd Kirk (OK) asked if there might be a spot in the agenda for information on the EPA LEAN process? As the agenda is still fluid and Paula has asked for topics that may require EPA speakers, this could be included in the Thursday afternoon session at EPA headquarters following the Small Business Awards.

Question on OAQPS Strategic Plan: Rhonda noted that they are having some follow-up meetings and moving forward. Working on getting director buy-in. Did note that if you need assistance to email Rhonda. This will have a greater impact and provide greater weight because it was requested rather than trying to initiate something without some state level request.

- **Technical**
Next call is March 17 on P2 grants and grant management. Could use some additional people on panel to join Kari Cantarero (MN).
- **Education / Annual Report**
Request to submit Annual Reports. They are being used in multiple areas and they can really help tell the national story.
- **Website** – suggestion to summarize any changes made to site at end of each month (any technical questions from Main, etc.)
- **Promotional**
Awards are open until March 9th. Send nominations to [Renee Bashel](#)

❖ **Allied Updates**

- **NAACA (Nancy H.)**
- **ECOS (Donovan)**
Three resolutions proposed for renewal. 1. Encourages EPA/State cooperation especially regarding EPA inspections. 2. Encourages compliance assistance such as with SBEAPs. 3. Supports EPA use of Supplemental Environmental Projects (SEPs) as offsets to enforcement fines. Dept. of Justice does not support the use of SEPs. ECOS resolution supports EPA and encourages change in DOJ policy. Some concern amongst ECOS about language relating to DOJ, but two versions of resolution will be submitted to full ECOS for decision about which one to use.

ECOS may also be working on developing some RegNav tools.

- **CAAAC (Dan)**
- **AAPCA (Tony)**
- **Others**

❖ **Next NSC call – April 7, 2:00-3:00 pm**

❖ **Action Items –**

- Lisa will share list of regional ECAD directors and deputies.
- Notify Lisa/Jennifer C. of ideas or interest in vice chair position (all).
- Email Rhonda when you have a training need on a rule (all).
- Take Paula's survey when she sends it out (all).

April 2020 SBO/SBEAP NSC Call

April 7, 2020 2pm – 3pm (Eastern)

Zoom Meeting:

<https://ksu.zoom.us/j/3166600104>

(646) 876-9923 or (669) 900-6833

Meeting ID: 316 660 0104

NSC MISSION

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Minutes taken by Region 3

❖ **Roll Call –**

Chair: Lisa Ashenbrenner Hunt (WI)

Vice-Chair: Jennifer Collins (IN)

Region 1: Sara Johnson (NH)

Region 2: Cheryl, Ed Bakos (NJ),

Region 3: Jeremy Hancher (PA), Nancy Herb (PA)

Region 4: Donovan Grimwood (TN), Tony Pendola (NC)

Region 5: Mark Stoddard (IN), Jenifer Dixon (MI), Dan Sowry (OH)

Region 6: Lloyd Kirk (OK)

Region 7: Jennifer Wittenburg (IA), Lynelle Ladd (KS), Allison Crowther (KS)

Region 8:

Region 9:

Region 10: Belinda Breindenbach (ID)

EPA: Rhonda Wright (OAQPS)

❖ **Agenda repair – none.**

❖ **Approve March minutes – approved.**

- ❖ **Vice Chair update –** Donovan Grimwood volunteered. Suggestion to put out an email to main SBEAP listserv to ask for any final volunteers. Changeover should occur by Annual Training or June 1. When Jennifer takes over as chair it will be good to revisit the strategic planning items from last year and see where we want to move forward.

Question about replacing co-chairs on subcommittees if vacancy arrives. Donovan willing to remain co-chair of Technical if need be, but it would be good for someone else to get involved.

❖ **ASBO / OAQPS updates**

Paula's old position has been filled. Question about states who are typically not involved in national group. How to get better engagement? Can Paula reach out to them as new ASBO? Suggestion to reach out to states or new programs who would have attended the Annual Training and engage them that way.

Rhonda's updates from OAQPS: Upcoming webinar on APTI. Revamping training system for states. Interested in having something for Technical so Rhonda will check with the APTI group about availability.

❖ **Subcommittee Updates**

- **Annual Training Planning** – Training has been postponed. Looking at fall (Sept/Oct) timeframe to be rescheduled. Contract was extended to help plan for training. EPA awards ceremony would likely also be rescheduled for that time. Confusion about hotel reservations at the Wink: contractor cancelled all reservations under SBEAP Annual Training block. Suggestion to have an alternative option to have training sessions scheduled as virtual although face-to-face preferred. Some timely sessions could happen during regular subcommittee calls. Should have a better idea where things are going in another month or so.
- **Technical** – No additional updates.
- **Education / Annual Report** – Speakers lined up for Annual Training, now need to step back and reassess. Annual report: survey is open until April 15th. Lot of states still haven't reported. Still plan to have report ready in May.
- **Website** – Website meeting on March 9th. Discussed 14 scholarship applicants from 11 states for Annual Training. Decided to give one scholarship per state. Will restart process when training rescheduled.
- **Promotional** – No updates.

❖ **Allied Updates** – No updates.

- **NAACA (Nancy H.)**
- **ECOS (Donovan)**
- **CAAAC (Dan)**
- **AAPCA (Tony)**
- **Others**

❖ **Other discussion:** How are state programs faring during the pandemic? Small businesses are mainly concerned with surviving and making ends meet. Some businesses have switched to making ventilators, face masks and face shields. PA and ID have programs in SBDCs – they have been busy tracking SBA funding programs and fielding requests from businesses interested in applying for SBA financial assistance. OK has been busy following calls & meetings related to COVID issues. All programs are actively telecommuting. New NSBEAP COVID resources page.

❖ **Next NSC call – May 5, 2:00-3:00 pm eastern**

❖ **Action Items**

- **Send final request for Vice-Chair position interest to main SBEAP listserv.**
- **Ask Paula about reaching out to states not active in NSBEAP network to increase engagement.**
- **Reach out to newcomers registered for Annual Training.**
- **Submit Annual Report by April 15.**
- **Let Lisa know if regional reps/alts changing in June.**

May 2020 SBO/SBEAP NSC Call

May 5, 2020 2pm – 3pm (Eastern)

Zoom Meeting:

<https://ksu.zoom.us/j/3166600104>

(646) 876-9923 or (669) 900-6833

Meeting ID: 316 660 0104

NSC MISSION

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

Minutes taken by Region 5

❖ **Roll Call**

Chair: Lisa (WI)

Vice-Chair: Jennifer C. (IN)

Region 1: Sara (NH)

Region 2:

Region 3: Jeremy, Nancy H. (PA)

Region 4: Donovan (TN), Tony (NC)

Region 5: Jenifer (MI), Dan (OH)

Region 6: Lloyd (OK)

Region 7: Nancy L. (KS)

Region 8:

Region 9:

Region 10: Belinda B. (ID)

EPA: Rhonda (OAQPS)

❖ **Agenda repair** – SBEAP travel and Title V funding

❖ **Approve April minutes** - Approved

❖ **Vice-Chair update** – Votes are in; Donovan is the new NSC Vice-Chair; next step is transitioning in June to the new Chair and Vice-Chair.

❖ **ASBO / OAQPS updates** – Call with Paula last week.

○ **ASBO**

- Requested that Paula reach out to the states that aren't participating on the national platform. ASBO requirement to monitor the effectiveness of the programs is now being given another look; considering conducting virtual meetings to get a better handle on SBEAP funding and more involvement in the national network. May focus on 5-10 states per year. Paula also mentioned some confusion around requirement to monitor states' compliance with the Regulatory Flexibility Act and Paperwork Reduction Act, but these apply to federal agencies, not states. Paula working to determine the intent of the requirements. Report would be less of a promotional piece and more to identify gaps in the programs as a whole. The report has not been on EPA's list of reports it sends to congress. Jennifer requested the NSC be involved in setting the standards, and Paula is open to the feedback. The SBEAPs may also be able to collect information that Paula is unable to collect due to EPA's requirements for information requests.
- Working on her asbestos role as well; EPA is doing a risk assessment for asbestos.
- Plan to develop charter that further defines the ASBO role now that office is fully staffed.

- Communicating with stakeholders, putting together informational material, talking about what they do.
- Getting inquiries from small businesses working with the Office of Chemical Safety on approval of disinfecting devices and chemicals.

- **OAQPS**

- Sara Terry (sp?) will be taking over James's role as acting group leader.
- Pursuing a panel process for EtO, complete by end of summer.
- Working hard to take a lot of the SBEAP recommendations from the last annual training in Chicago and putting them in a strategic planning document. Division Director Anna Woods very engaged.
- Looking into APTI discussion for Technical Subcommittee. She is open for more comments and suggestions. Had a call with MJOs to discuss, but SBEAPs weren't included. Tony requested Rhonda to help us get on the list to be part of the discussion.
- Tony working with EPA to make 6H reg nav tool available. Possible virtual training on 6H requirements that SBEAPs could put on for shops. Would need to be soon while sprayers have downtime due to decreased business. Emphasize petition for exemption and dispelling fear that petitioning is a red flag. Paint manufacturers and distributors could promote. Jenifer D. interested. Belinda's agency did something similar.

- ❖ **Subcommittee Updates**

- **Annual Training Planning** – Paula is being pushed to make a call on having an in-person meeting. Now looking at the 8th, 9th, and 10th of September for a virtual training, maybe 2-3 sessions per day. Need to find time that works for all time zones. Concern that programs won't get travel approval, but title V funds shouldn't be impacted by COVID. Paula needs to use funds by October 1 or lose them. Planning Committee will continue to be involved. Want to include networking; breakout sessions an option via Zoom – will work with Nancy. Bright side is more people can join who may not otherwise be able to attend and have more than one person per program.
- **Technical** – May call on cannabis. Session originally planned for annual training.
- **Education / Annual Report** – Had been waiting to see what would happen with training.
- **Website** – Making normal updates.
- **Promotional** – None.

- ❖ **COVID** – Lloyd will be sending questions on how states are handling COVID.

- ❖ **Sanitizers** – Regulated by FDA. If antimicrobial regulated by EPA Pesticide Division. States may have regulations in their agriculture departments. Some businesses having issues with alcohol sanitizers not meeting approval as a sanitizer or for drinking.

- ❖ **Allied Updates**

- **NAACA (Nancy H.)**
- **ECOS (Donovan)**
- **CAAAC (Dan)** – Virtual spring meeting May 20. Dan will share agenda.
- **AAPCA (Tony)**
- **Others**

- ❖ **Next NSC call – June 2, 2:00-3:00 pm**

- ❖ **Action Items –**

- **Let Lisa/Nancy know if reps/alts changing in June.**
- **Lisa, Jennifer, Donovan will have call to discuss transition.**

June 2020 SBO/SBEAP NSC Call

June 2, 2020 2pm – 3pm (Eastern)

Zoom Meeting:

<https://ksu.zoom.us/j/689487055>

(669) 900-6833 or Find your local number:

<https://ksu.zoom.us/j/689487055>

Meeting ID: 689 487 055

NSC MISSION

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Minutes taken by Nancy L, Region 7

❖ **Roll Call**

Chair: Jennifer Collins (ID)

Vice Chair: Donovan

Region 1: Sara (NH)

Region 2:

Region 3: Jeremy, Nancy H. (PA)

Region 4: Donovan (TN), Tony (NC)

Region 5: Jenifer D. (MI), Emily O. (MN)

Region 6: Lloyd K. (OK)

Region 7: Nancy L. (KS) and Jennifer W. (IA)

Region 8: John P. (MT)

Region 9: Eric F. (NA)

Region 10: Belinda B. (ID) and Patrick H. (WA)

EPA: Rhonda W. (OAQPS)

❖ **Agenda repair - none**

❖ **Approve May minutes – approved.**

❖ **Updates from meeting with Paula and Rhonda:**

- **Website grant** – pending budget approval
- **Day in life of a SBEAP/SBO** – Paula and Rhonda would like to hear from us about what we do day to day in our SBEAPs/SBOs. We will be asking each region to report to the NSC what regulations the small businesses in their area are struggling with, other issues that the SBEAPs or SBOs are encountering. Chair will set up a report out structure and share out to NSC.
- **ASBO newsletter** – Any and all states can submit articles on recent projects, KS is submitting a monthly “Ask SBEAP.”
- **Rhonda’s role** – focused on air quality rules, she participates to address our air quality rules questions and concerns. OAQPS has a process for how they share their information, but they are meeting to develop a strategic plan, which she hopes to share with us soon. She wants to hear specific concerns from our regions. Reps should be reporting for their region.

❖ **Subcommittee Updates**

- **Annual Training Planning** – Virtual training Sept 8 -11, 1 -3:30 each of the four days. May have networking before and after event; draft agenda should be available soon. Award

ceremony of some type is being planned. State exchange social alternative and trivia questions will also be included.

- **Technical** - In May presentation state panel on Cannabis – Colorado emissions study delayed to Oct.
- **Education / Annual Report** – Will meet in the next month to talk about a Coping with COVID session and other topics
- **Website** – Planned meeting for July.
- **Promotional** – Jennifer will check with Belinda, but with Annette leaving, looking for a new co-chair

❖ **Allied Updates**

- **NAACA (Nancy H.)** – Following a proposal related to wood heaters
- **ECOS (Donovan)** – Nothing to report
- **CAAAC – Dan Nickey will provide an update from their recent meeting** – May 20th, three-hour virtual meeting. The audience asked question and the hosts answered. OAR – COVID having minimal impact on monitoring network. June 29 comments due re PM; Ozone will be reviewed next, then OIAI. OAQPS – AirNow website updated. CAAA birthday party planned and Dan offered to be on planning subcommittee. CAAAC- made up of individuals impacted by air rules and quality. Committee voiced their concern related to the the lack of committees ability to offer comment and provide input rather than just listing. Planning an in-person meeting in the Fall.
- **AAPCA (Tony)** – Tony joined AAPCA national training committee, this group is pulled into developing training for EPA.
- **Others** –Discussion about being considered as a Multi-Jurisdictional Organization or MJO, for purposes of being communicated to at the same time as other MJOs. We expressed that this would be a good idea so that we are included early in the process.

❖ **Next NSC call – July 7, 2020, 2:00-3:00 pm**

❖ **Action Items –**

- Tony will send an e-mail to Rhonda and cc Jennifer and Donavon regarding the MJO question so Rhonda can take it to her management.
- Jennifer will follow-up with Belinda F to confirm her interest in leading the Promotional or POP subcommittee and potential need for co-chair.
- Jennifer and Donavon will provide clarifying questions and process related to “A day in the life of SBEAP,” report outs by region.

July 2020 SBO/SBEAP NSC Call

July 7, 2020 2pm – 3pm (Eastern)

Zoom Meeting:

<https://ksu.zoom.us/j/98344604362>

(669) 900-6833 or Find your local number:

<https://ksu.zoom.us/j/98344604362>

Meeting ID: 983 4460 4362

NSC MISSION

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

Minutes taken by Eric F, Region 9

❖ **Roll Call**

Chair: Jennifer Collins (IN)

Vice Chair: Donovan

Region 1:

Region 2:

Region 3: Jeremy, Nancy H. (PA)

Region 4: Donovan (TN), Tony (NC)

Region 5: Jenifer D. (MI), Emily O. (MN)

Region 6: Lloyd K. (OK)

Region 7: Nancy L. (KS)

Region 8:

Region 9: Eric F. (NA)

Region 10: Belinda B. (ID)

EPA: Rhonda W. (OAQPS)

❖ **Agenda repair - none**

❖ **Approve June minutes – approved.**

❖ **Updates from 507 meeting with Paula and Rhonda:**

- OSDBU staff are looking to return to the office in phase one in August. The EPA likes remote work and may be incorporating it in the future.
- Still moving ahead with virtual training in September. The speakers have been confirmed from the EPA and are on the draft agenda.
- ASBO charter has been drafted by Paula. The charter is being vetted within the program. Paula has met with the Deputy Chief of Staff and the Chief of Staff. They are looking for feedback internally and are unsure if it will be shared externally. The main inclusion is what the ASBO does and does not do. There is expected to be a document to monitor the effectiveness of the SBEAPs.
- **ASBO newsletter** - There are changes to EPA Smallbiz bulletin. The new format will take effect in July whereas June will still have the old format. Jennifer will ask to see a preview of new version.
- **Website grant** - No updates on the grant.
- Asked about Region 6 meeting which will be held on Thursday, July 9. Paula will be attending.
- **Rhonda's role** - Rhonda gave an update on 1-BP. The petition will be granted.
 - It is a multistep process. The first step is to grant the petition. It will be the first addition to the list since 1990.
 - The second step is listing it. We will receive information on public notification.

- Third step is any potential rule changes for groups that will be affected while using 1-BP. Drycleaners may be impacted. However, most drycleaners no longer use it as a result of how corrosive it is on their machines
 - Degreasing operations are potentially affected.
 - If you know of other industries that use 1-BP, let Donovan know about them so he can inform Rhonda.
- Went through MM2A (Once in Always in). They think it will be going through.
- Anna Wood will be at the training to speak with us.

❖ Report out from Region 7 (Regional Report out)

- **Day in the life:** Technical assistance via zoom and hotline. They are performing some site visits and have a COVID protocol. Last week Nancy did a permit protocol and permit assist that will count as an onsite visit even though it was done over Zoom. They are in the midst of wrapping up last years fiscal activities.
- **Innovative projects:** In the middle of revamping Kansas website. Just finished nutrient waste management calculator. Doing a lot of work with USTs. Will be hosting permitting webinars and hemp processing projects.
- **Regulations clients are having trouble with:** Client was registered as 6H and shouldn't have been.
- **Reoccurring issues:** Concerned that the budget would be cut. Only a small cut occurred.

❖ Subcommittee Updates

- **Annual Training Planning** – Calls have been occurring every month but will now be happening every other week. There is a new version of the agenda that has been updated and posted. A few sessions had to be switched, there were some conflicts. The sessions with the EPA speakers are starting to be solidified and confirmed. Some of the sessions need to be worked out more Ex: the COVID session. There is talk about doing something ahead of time to get some information on what the SBEAPs are doing and the best practices to talk about at the training. They are thinking about doing either a P2 session or a TSCA risk assessment session. The networking sessions need to be worked out. The last day will be geared towards evaluations and what next year's training will look like. Rhonda may have someone come and talk about once in always in along with the 1-BP.
- **Technical** – Mainly had a discussion session looking at different ideas and issues from the technical session. Crossover to brownfields; EPA is doing some work on it just not ready for publication. Small scale meat processing; some states are seeing an uptick in water and waste. Discussion on craft distilleries and their switch to hand sanitizers. Because there are so many online things going on groups may be opening up trainings to other groups that may not have been able to previously attend.
- **Education / Annual Report** – They have been trying to focus on the session for the annual training since education has quite a few. They will be hosting the annual report session, the newcomer session, and the COVID session. They are trying to make the newcomer session more interactive in order to engage people. The COVID session needs a lot of work.
- **Website** – The website subcommittee will meet Tuesday, July 14 at 1:00 PM. They have a new member from Arkansas with an arts background. The five-year grant technically ends at the end of the month.
- **Promotional** – Belinda Fowler would like to have assistance. She is out of the office. She is looking for someone to assist in the capacity of co-chair for the promotional committee.

❖ Allied Updates

- **NAACA (Nancy H.)** – There is not a lot going on. They have been working on submitting comments on federal proposals.
- **ECOS (Donovan)** – Registration related to Ecostep meeting; it is a paid meeting. Virtual policy summit.

- **CAAAC** – Nothing additional. They are now linking their banner ads to the state contact list.
- **AAPCA (Tony)** – Nothing to report.
- **Others** – Discussion about the mailing lists. The mailing lists are closed. Rhonda was asking for all of the lists. If they were thinking about turning over the lists an email would be sent to everyone saying that EPA has asked for them. The people can express whether or not they want their information to be shared. The concept with Rhonda is that they can share information on webinars. Turning over the lists is not in the grant agreement. There is an agreement to send the main 50 contacts that we know because they are already public. There will be additional conversations about providing other contacts.

❖ **Next NSC call – August 4, 2020, 2:00-3:00 pm (eastern)**

❖ **Action Items –**

August 2020 SBO/SBEAP NSC Call

August 4, 2020

11am-12pm PST

In Attendance: Hillarie Sales, Nancy Larson, Jennifer Collins, Donovan Grimwood, Lisa, Nancy Herb, Tony Pendola, Emily Ohde, Eric Florio, Jennifer Wittenburg, Rhonda Wright, Harry Ching, Jennifer Dixon, Lloyd Kirk, Sara Johnson, Mark Stoddard, Jeremy Hancher

I. 1-BP

a. Rhonda Wright (EPA)

- i. Debrief of meeting was this morning
- ii. Want to ensure everyone has the opportunity to provide input
- iii. The list of air toxics has not been made formal yet, rulemaking process has not started
- iv. Webinar was a heads-up to let you know that it is coming and what to expect
- v. Email will be coming with more information and contact info if you have specific questions/comments/suggestions
- vi. Next step is to share all the info with my division and we will share with SBEAP next week
- vii. Next time there is a webinar, please login to Teams Meetings with your full name (someone other than Rhonda may be taking down names)

b. Donovan Grimwood

- i. Webinar was informative, we had ample opportunity to ask questions
- ii. Need more research to figure out what industry sector might be using this or which groups will need assistance/outreach
 1. We know dry cleaners and degreasers
 2. Can EPA provide info on additional industry sectors?

c. Tony Pendola

- i. Should SBEAPs talk directly to the industries to get more information?
- ii. We may be able to convince people to stop using these before they are required to stop

II. 6H Project Update (Tony Pendola)

- a. Regulatory navigation tool created to go through the petition for exemption exercise (most shops are eligible)
- b. EPA has picked it up and fast-tracked it to be done in 1-3 weeks
- c. Any states with info or experience that shops are not eligible, please contact Tony with more info about that
- d. Some 6H training happening while the pandemic has shut down shops/shops are less busy
 - i. Accidents went down, so less work at the shops
 - ii. Industry professionals are training so that they can keep working
 - iii. 6H training picked up for this purpose
 - iv. There are a lot of separate trainings, and industry contacts/major paint manufacturers don't want all the separate trainings

- v. This training will not include safety info (if there's not a complete list, don't list it at all)
 - vi. Similar to a PowerPoint with voiceover on our website
 - vii. Will need to be technically reviewed for accuracy
 - viii. We would want to focus on the environmental aspects
 - ix. Possibility of using the professional presentation that already exists as a starting point, editing it to remove any incorrect/unnecessary info
 - x. Different from the EPA presentation with Jeff Gordon
 - 1. FAQ, quiz at the end, if you pass you get hands-on training elsewhere, and they provide certification
 - xi. Helping Tony with this project: Donovan, Sara, Mark
 - xii. Anyone else who wants to help, email Tony after the meeting
 - xiii. Need to act quickly for best results
- III. Updates from Section 507 Meeting
- a. Paula's updates related to training, working on TSCA
 - b. E-enterprise website tool, Paula will provide
 - c. MJO question was taken to EPA management and they will get back to us
 - d. Working through technical call topics with Rhonda
 - i. Providing several people for the September annual training
 - ii. Providing people for the October SNAP training
 - e. LMS is replacing the APTI training
 - f. Hope to have info on the MM2A changes occurring by the Sept training
 - g. Discussion about facilities that are between area and major source categories
 - i. Up to the states how they deal with a situation like that
- IV. Region 9 Report – Eric Florio
- a. Core Activities of SBEAPs
 - i. Taking Zoom calls
 - ii. Meeting with regulatory agencies/businesses in the area
 - iii. Taking phone calls on questions the businesses have and responding to the best of our abilities
 - iv. Not doing site visits right now – some places that were open have closed again, restrictions are tightening up
 - b. Innovative projects/approaches SBEAPs are doing in the region
 - i. AZ is doing 3-10 minute YouTube videos with information on who to contact and how to interpret the rules
 - ii. Others doing fact sheets on essentials to reopen – like cleaning agents, etc. – usually 4-5 pages long – and sending them to clients through an email newsletter
 - c. Regulations small businesses are having trouble with in the region, questions coming up frequently?
 - i. Air regulations – not much lately
 - ii. Largest question is how to fill out long forms
 - d. Recurring issues SBEAPs are dealing with

- i. Things are shutting down again in NV and CA – targeted in certain areas
 - ii. Have to track what businesses in what area are allowed to open and that is cumbersome
 - e. Region 9 has a call in 2 weeks
 - f. Any additional info that other regions would like to share, email Jennifer and Donovan and they will bring it to the next meeting.
- V. Annual Training Update
 - a. Regular planning committee calls are every 2 weeks
 - b. Smaller work groups are meeting more frequently
 - c. Registration is live
 - d. Promoting has gone out to the main listserv, Nancy will send out to the other lists
 - e. Encourage everyone to share the registration and training info with your contacts, forward the e-registration to them
 - f. Any businesses who want to attend are welcome
 - g. Nancy shared what she sent out to businesses in the newsletter
 - h. In a couple of weeks we will look at registration numbers
 - i. Regional reps should reach out to people in their region and encourage them to take advantage of the virtual training
 - j. Most sessions finalized now
 - k. Still working on a COVID session – the education subcommittee is working on this
 - i. An email survey went out regarding state responses to COVID, so please respond if you haven't yet
 - l. Working with speakers/moderators to do dry-runs to ensure technical aspects go well
 - m. Save the date on your calendar! (Sept 8-11, 10am-1pm PST daily)
- VI. Technical
 - a. Dr. Pearce will speak in October
 - b. Someone will talk in November about efforts to prohibit the use of TCE
- VII. Education
 - a. Annual report went out
- VIII. Website Updates
 - a. Committee met in mid-July
 - b. Donovan helping in annual training session to talk about the website
 - c. 5yr grant was awarded
 - d. Hopefully redesigning the website in the fall
 - i. Please send any model websites or favorite websites to use as inspiration
 - ii. We will also address this at the annual training
- VIII. Still looking for a co-chair for Promotional committee

September 2020 SBO/SBEAP NSC Call

September 1, 2020 1:00-2:00 CDT,
2:00-3:00 pm EST

Zoom Meeting:

<https://ksu.zoom.us/j/98344604362>

(669) 900-6833 or Find your local number:

<https://ksu.zoom.us/u/adzAyyVAFo>

Meeting ID: 983 4460 4362

NSC MISSION

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

Minutes taken by Jennifer Collins

❖ Roll Call

Chair: Jennifer Collins (IN)

Vice Chair: Donovan Grimwood

Region 1:

Region 2:

Region 3: Jeremy, Nancy H. (PA)

Region 4: Donovan (TN), Tony (NC)

Region 5: Jenifer D. (MI), Emily O. (MN), Lisa A. (WI)

Region 6: Lloyd K. (OK)

Region 7: Nancy L. (KS)

Region 8:

Region 9: Eric F. (NV)

Region 10: Belinda B. (ID)

❖ Roll Call

❖ Agenda repair

❖ Approved August minutes

❖ Zoom breakout room practice – Nancy and Allison allowed us to practice breakout rooms for the NSC session.

❖ Last minute updates on Annual Training – Lisa mentioned that the planning committee subgroup had met to review last minute tasks for the annual training and to coordinate with EPA speakers.

❖ Next NSC call – October 6, 2020, 1:00-2:00 CDT, 2:00-3:00 pm EST

❖ Action Items -Attend Annual training.

October 2020 SBO/SBEAP NSC Call

October 6, 2020 1:00-2:00 CDT,
2:00-3:00 pm EST

Zoom Meeting:
<https://ksu.zoom.us/j/99897314580>
(669) 900-6833 or Find your local number:
<https://ksu.zoom.us/j/99897314580>
Meeting ID: 998 9731 4580

NSC MISSION

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Minutes taken by Region 3

Donovan Grimwood, Vice Chair will be leading the meeting

❖ **Roll Call Chair:**

Vice Chair: Donovan (TN)

Region 1:

Region 2:

Region 3: Jeremy, Nancy H. (PA)

Region 4: Donovan (TN), Tony (NC)

Region 5: Jenifer D. (MI), Emily O. (MN)

Region 6: Lloyd K. (OK)

Region 7: Allison C. (KS), Jennifer W. (IA)

Region 8:

Region 9: Eric F. (NV)

Region 10: Belinda B. (ID), Patrick H. (King Co. WA)

EPA: Rhonda W. (OAQPS)

❖

❖ **Agenda repair**

❖ **Approve September minutes** – accepted as is.

❖ **Updates from 507 Leadership meeting with Paula and Rhonda (Donovan)** – EPA is committed to getting RSBL. EPA does want input as to what role should an RSBL play. Rhonda announced that 8 of 10 RSBLs have been designated. Once the final 2 are selected, EPA will make a more formal announcement. OAQPS has requested the RSBL from the air offices, so they may have limited capability to assist with non-air media. Rhonda indicated she will try to identify which RSBLs can assist with multi-media issues.

Jennifer and Donovan provided some comments on draft guidance for Paula's program.

❖ **Discussion about NSC Comments document on proposed changes to OSWI (Other Solid Waste Incineration) NSPS and EG (Emission Guidelines) – 55 page federal register notice found at <https://www.govinfo.gov/content/pkg/FR-2020-08-31/pdf/2020-17730.pdf> (Comments document attached to email)(Donovan)**

The OSWI comment period is open and the NSC decided to put together and submit comments to EPA. One comment was support for the removal of pyrolysis. The other comment was directed to the requirements for Air Curtain Incinerators for burning wood waste, clean lumber, and yard waste in support

of the removal of the TV permitting requirement for air curtain incinerators. If anyone has comments, please submit those to Donovan. Comments to EPA are due 10/15. The NSC would like comments by 10/9 with a goal of submitting the NSC comment letter to EPA on 10/12.

❖ **Discussion about follow up meeting with Office of Advocacy regarding PFAS regulations (Donovan)**

Donovan and Jennifer had a call with SBO Advocacy regarding PFAS. There is an inter-agency workgroup for this issue. Some PFAS chemicals have a positive determination for the SDWA, which means they are not allowed to be manufactured in the US and cannot be imported. Some of the chemicals have been added to the TRI index. Some small businesses may be using these chemicals. There is a possibility they may be included in CERCLA. There will be an upcoming Great Lakes virtual conference on PFAS. Let Jennifer know if you are interested in information for the conference. Chrome platers have historically used some PFAS chemicals but drinking water is a primary concern. There was some discussion related to surveys of chemicals in use by chrome platers.

❖ **Report out from Region 10- Hillarie Sales(10 minutes)*
Process for Regional Report out:**

The Region that took minutes the prior month will present on these questions to the NSC at the next meeting. If the Regional Representative or Alternate will not be at their assigned meeting, they should contact the NSC Chair/NSC Vice Chair as soon as possible prior to that meeting.

Prior to their assigned meeting, the Regional Representative and/or Alternate should reach out to their region's states to receive feedback on these questions below. Provide a written summary to the NSC and a verbal overview on the call. You may cover all questions or just select ones.**

1. What are core activities of each state SBEAP in your region? (ex: Describe a day in the life of the State SBEAP)
2. What are some innovative projects or approaches that SBEAPs are doing in your region?
3. What regulations are small businesses having trouble within your region? What questions are coming up frequently in your assistance efforts?
4. What other recurring issues are the SBEAPs in your region dealing with?

From Region 10 from Oregon, core activities have not really been small business related. Nothing innovative, some questions related to 6H and wildfire cleanup. Some questions about how slaughterhouses can be permitted. Continued work with wildfires and asbestos.

Other states: AK – core activities are none because they are in a respond only mode. Regulations with most trouble is wood smoke around Fairbanks from heating. Other issues include PFAS and soil remediation.

WA – Dept of Ecology is out of the picture and does not respond to requests to get involved with SBEAP activities. In King County, they have resumed onsite visits performing proper COVID precautions. They address whatever comes in: AQ, sewer discharge, waste.

ID – are working by email only. Pivoting to outreach. Putting out a newsletter about every 6 weeks and increasing social media posts. ID has been greatly impacted by wildfires in OR and CA in terms of AQ. The state has focused on metal fabrication operations. Have also done diesel replacement and EV fast charging stations from VW settlement funds.

On Friday, October 30 Patrick Hoermann is retiring after 35 years from King County.

This is also an opportunity to ask a specific state to do a write up for the Small Business Bulletin from EPA.

***Other regions are invited to share any updates with the NSC via email in order to address priority issues for that month.**

****The written summary will be shared with Paula and Rhonda.**

❖ **Subcommittee Updates**

- **Annual Training Planning- Discuss results of evaluation, any other comments** – next Monday there will be a final training planning committee meeting. Thank you messages to speakers went out. People liked the networking sessions and wished the chat function was enabled. Some Zoom functions were limited due to security concerns. One suggestion was for a few regions to get together every so often to connect and see what other states are doing and try to engage those states who are not very active. Another suggestion is to get a small workgroup together to reengage inactive states. The COVID panel and TSCA sessions were popular. For next year, OK is interested in hosting. At one point the max attendees was 116 during one session.
- **Technical** – on 10/22 the director of Madison Chemical will talk about hard surface cleaning information. In November, MN will talk about a ban on TCE. In December, there might be an ozone discussion.
- **Education / Annual Report** – will try to come up with some session similar to the COVID panel session at the annual training.
- **Website** - none
- **Promotional** - none

❖ **Allied Updates**

- **NAACA (Nancy H.)** – having a virtual annual meeting at the end of November.
- **ECOS (Donovan)** – a resolution to support the states.
- **CAAAC – (Dan N.)**
- **AAPCA (Tony)** – none.
- **Others**

❖ **Next NSC call – November 3, 2020, 2:00-3:00 pm EDT**

❖ **Action Items** – send any comments to Donovan and Jennifer on OSWI comment letter by 10/9.

November 2020 SBO/SBEAP NSC Call

November 10, 2020 12:00-1:00
CDT, 1:00-2:00 pm EST

Zoom Meeting:
<https://ksu.zoom.us/j/99897314580>
(669) 900-6833 or Find your local number:
<https://ksu.zoom.us/j/99897314580>
Meeting ID: 998 9731 4580

NSC MISSION

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

Minutes to be taken by Region 4

❖ Roll Call

- **Region 1:** Sara Johnson
- **Region 2:** Ed Bakos
- **Region 3:** Jeremy Hancher, Nancy Herb
- **Region 4:** Donovan Grimwood, Tony Pendola
- **Region 5:** Renee Bahel, Jennifer Collins, Emily Ohde, Lisa Ashenbrenner-Hunt, Mark Stoddard
- **Region 6:** Lloyd Kirk
- **Region 7:** Nancy Larson, Allison Crowther, Jennifer Wittenburg
- **Region 8**
- **Region 9:** Eric Florio
- **Region 10:** Belinda Breidenbach

❖ **Agenda repair:** Sara Johnson requested the addition of some time to discuss ways to promote regional calls/participation. Lisa Ashenbrenner-Hunt wanted to discuss proposals for 2021 Annual Training.

❖ **Approve October minutes – accepted as is**

❖ **Updates from 507 Leadership meeting with Paula and Rhonda (Donovan) –**

- **RSBL:** All 10 RSBLs have been determined. Rhonda (EPA) is wanting to hold off on states fully involving them until her and OAQPS team have had a chance to orient with the RSBLs. Lloyd (OK) had several good ideas that have been proposed and some had already been planned.
- **Noted that RSBLs have all been named, but might more properly be referred to as RSBALs for Regional Small Business Air Liaisons as each is from the air program at the regional offices. They may have limited ability to assist outside of air related issues.**
- **MM2A and comments:** OAQPS is planning an MM2A webinar for Nov 4th. Register with Rhonda by Monday, Nov. 3rd. This is focused toward small businesses and SBEAPs. Later one is planned to be more general. Individual states encouraged to send in comments in addition to NSC comments via EPA docket portal to help provide support for proposed rule changes. Prefer substantive and focused comments.
- **Lisa agreed that state level restrictions on rule comments prevent some states from commenting. Belinda agreed and noted that the Alaska comments on the changes to the OSWI rule were a good example of individual state comments that provided state specific issues and research to support their comments. This hits on the request that comments be substantive and not simply repetitions (i.e. form letters). Jennifer noted that if there are comments that it is felt should be commented on, either at a state or NSC level, to bring them to our attention. Most recent comments included Paula Hoag and Dave Rostker (SBA) as a courtesy to make them**

aware of comments submitted by the NSC. Donovan noted that if state specific comments are desired, that a connection with the regulatory program related to the rule would allow the SBEAPs to be part of the comment process. The regulatory program would have more authority to provide comments.

❖ **Additional topics**

- **NSC connection to EJ.** Tony brought up a connection to OAQPS Community and Tribal Programs group that it might be a good idea for someone with EJ experience to connect with on behalf of NSC similar to other Allied groups.
- It was discussed as to who might be open to being the NSC point person to the EJ group. Melissa Collier was floated as a potential due to her EJ experience. Lloyd noted that he had experience as well. It was asked that regional reps reach out to their region to see if there are any other interested and then it can be discussed as to which person would be willing to take the lead on this topic/program connection.
- **Regional Participation:** Sara brought up that she was looking at ways to encourage more participation by regional states on regional calls and/or national connections. She feels that Region 1 isn't really plugged into the NSC or the subcommittees. She was looking for ways in which the regional states can see the reason for networking and getting more connected with the national group. Had previously discussed multi-regional calls in the Website subcommittee to try and connect on a potentially quarterly basis with other regions. May be an Education subcommittee sub-topic. November is currently an open topic month for the Education subcommittee so the topic can be added to encourage more networking. If a region wants to connect to another region, let Nancy Larson know if any help is needed conferencing via Zoom. Another option is to invite the NSC Chair and/or Vice-chair as Lloyd did for a Region 6 call. Donovan will see about extending an invitation for Region 1 to the Region 4 call next week.
- Was suggested via comments that Region 9 and 10 meet, especially due to the retirement of Patrick.

❖ **Report out from Region 3- (10 minutes)***

Process for Regional Report out:

The Region that took minutes the prior month will present on these questions to the NSC at the next meeting. If the Regional Representative or Alternate will not be at their assigned meeting, they should contact the NSC Chair/NSC Vice Chair as soon as possible prior to that meeting.

Prior to their assigned meeting, the Regional Representative and/or Alternate should reach out to their region's states to receive feedback on these questions below. Provide a written summary to the NSC and a verbal overview on the call. You may cover all questions or just select ones.**

1. What are core activities of each state SBEAP in your region? (ex: Describe a day in the life of the State SBEAP)
2. What are some innovative projects or approaches that SBEAPs are doing in your region?
3. What regulations are small businesses having trouble within your region? What questions are coming up frequently in your assistance efforts?
4. What other recurring issues are the SBEAPs in your region dealing with?

Jeremy Hancher and Nancy Herb gave an update from PA's perspective. Region 3 has not had a call in about a year, though updates and opportunities for networking have been kept up. PA is looking forward to having a RSBAL and hopes it might reinvigorate the regional connections. There have been several general requests with many being multi-media and relating to common issues (surface coating, boilers), The SBDC has also provided referrals for many start-ups. Jeremy noted that three waste tire processing centers were looking to start-up this year which is a bit unusual.

Projects have been mostly dealing with adapting to virtual assessments and work. They try to partner with other groups such as the Pennsylvania OSHA due to similarity of client base.

No particular stand-out regulatory issues. Most issues have been relating to general air emission sources. There is a current proposal relating to the Regional Greenhouse Gases Plan, a multi-state plan that focuses a lot on energy production and is supported by businesses.

This is also an opportunity to ask a specific state to do a write up for the Small Business Bulletin from EPA.

***Other regions are invited to share any updates with the NSC via email in order to address priority issues for that month.**

****The written summary will be shared with Paula and Rhonda.**

❖ Subcommittee Updates

- **Annual Training Planning- Discuss results of evaluation, any other comments –**
- Lisa had sent out an email requesting proposals for hosting 2021. Currently fall dates are being looked at due to the skewing of schedules. Lloyd stated that he was glad for the reminder as OK has been dealing with a large ice storm and he was planning to submit a proposal. Nancy noted that Eric Florio (NV) may be interested in hosting in 2022 during the February or March time frame.
- Current planning is a moving target. Potential for training to be held on a 6 month time scale with one being virtual and the other in-person if possible. This should assist those that aren't usually able to come due to budget or travel restrictions. Training funding is in the grant for 2022 and 2024. Currently tabled the discussion to see what proposals come in.
- **Technical –** If there are specific questions on Ozone for December call, please let Mark and Donovan know so they can pass on to Rhonda.
- Emily and MN team to discuss the reduction/elimination of TCE in MN.
- Rhonda has requested any specific questions states may have on ozone. At current, the standard is not planned to be changed so any additional questions are useful. It also provides an idea of what states are interested in and so Rhonda can prepare.
- **Education / Annual Report –**
- Going back to an every other month schedule of calls. Newcomer training video is currently considered potentially too long and ideas are being developed for a shorter one. Working on slides and script for narration. January topic on continued adaptation to the pandemic.
- **Website –**
- Voted on a new logo and gave feedback on further refinement of the logo. Should be offered as a poll for the SBEAPs once developed. Also working on a new layout and overall design of the website.
- **Promotional – NSC Awards –** update to nomination forms.
- Allison Crowther has volunteered to be the new chair/
- NSC awards nomination form updates. Program excellence is targeting SBEAPs and is more related to short term goals/projects. Current goals on all the forms were designed some time back but haven't been updated in some time. On the business award, beyond compliance was highlighted to help capture what extra a facility might be doing
- 5 extra bonus points were added onto all categories in the event that metrics were available.
- The Karen V. Brown award is designed as a lifetime achievement type of award.
- On the business award, had previously had no minimum point level, but looking at changing it to 40+. Jeremy had a note about the Excel file.
- Belinda requested that a listing of past winners be available and posted to the website. Was noted that the last 5 years are available on the website. By listing the winners, it provides an internal benefit when nominating to help distribute the awards somewhat more evenly. Jennifer suggested that education be added to the goal regarding empowering other businesses.
- Renee is looking to have these completed by the end of the year so as to open nominations in January. Discussion will continue on Dec. call.

❖ Allied Updates

- **NAACA (Nancy H.) –**
- **ECOS (Donovan) –**
- **CAAAC – (Dan N.)**
- **AAPCA (Tony) –**
- **Others**

❖ **Next NSC call – December 1, 2020, 2:00-3:00 pm EDT**

❖ **Action Items –**

December 2020 SBO/SBEAP NSC Call

December 1, 2020 1:00-2:00 CDT,
2:00-3:00 pm EST

Zoom Meeting:
<https://ksu.zoom.us/j/99897314580>
(669) 900-6833 or Find your local number:
<https://ksu.zoom.us/j/99897314580>
Meeting ID: 998 9731 4580

NSC MISSION

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

Minutes to be taken by Region 5

❖ Roll Call

- Jenifer Dixon
- Allison Crowther
- Nancy Larson
- Belinda Breidenbach
- Jennifer Collins
- Donovan Grimwood
- Emily Ohde
- Jeremy Hancher
- Lisa Ashenbrenner Hunt
- Mark Stoddard
- Nancy Herb
- Renee Bashel
- Sara Johnson
- Tony Pendola
- Eric Florio
- Lloyd Kirk

❖ Agenda repair: Nothing this month

❖ Approve November minutes: November minutes approved. Good minutes.

❖ Updates from 507 Leadership meeting with Paula and Rhonda (Donovan)

- Regional Small Business Liaisons (RBSL's).
 - We do not know if they will be just air or multimedia
 - Rhonda is putting them through orientation.
 - Invite them to your regional meetings
 - May invite them to the next NSC to introduce them. We will extend to all the NSBEAP
- Paula and Jennifer attended Region 7 call
 - Nancy and team have a good array of topics and the national compliance initiatives overview.
 - EPA has whole new division doing multimedia compliance and enforcement
 - Regional Administrator made a well prepared welcome as well.
- Donovan was on the Region 6 call
 - Decreases in traffic did not correlate to a decrease in ozone measurements
- Region 1 and Region 4 were supposed meet, but Region 1 was not able to attend.

- Paula has some handouts, but they are not ready yet (Update: these documents were sent to main list on 12-9-20)
- Training – six month virtual training??
 - Paula's group did feel like this was a good idea and we may still do this.
 - More to come later
- Went over NSC minutes.
- Information about next technical meeting about ozone. Donovan and Jennifer passed on potential topics and questions to cover at the December 16 meeting.
- MM2A webinar
- ASBO office was looking at EPA Administrator awards. EPA nominates, but we can make suggestions.
- Common regulations with all the states.

❖ **Additional topics – Goals of NSC for reference in Awards program nomination form**

- Karen V Brown Award: Three goals of the NSC: strengthening partnerships, empowering programs and building program credibility – should we be adding anything to this?
 - How can we better represent what Karen V. Brown stood for? Should we? Things like education, dedication, leadership, representation of the program.
 - Link to the article <https://www.wsj.com/articles/SB895604052391176000> How can we help people see Karen in a nominee.
 - Renee is going to look at adding some more Karen specific details. This will hopefully amp up the quality and number of nominees.
 - Can we use the listserv on who won the award in the past to show why they are important?
 - Some/all of this information is on the web. Good to share forward.
- Lloyd also suggested a potential award around Covid – add to Promotional Agenda
- Other ways we can promote ourselves.
 - Let's use the Region update to create a little blurb and send it out as well as breaking them up and using twitter.
 - We need to be cross referencing and each other as much as we can.
 - Sometimes you can schedule things in advance which will make things easier.
 - Belinda suggested that the Promotional Committee share some things that are being done and going out.
 - Quote and goal from Donovan – What is the SBEAP? Your friend. 😊

❖ **EJ Liaison to OAQPS – Melissa Collier from Mississippi**

- If we have not already, lets get her to attend the NSC so we can get an update.

❖ **Report out from Region 4- (10 minutes)***

Process for Regional Report out:

The Region that took minutes the prior month will present on these questions to the NSC at the next meeting. If the Regional Representative or Alternate will not be at their assigned meeting, they should contact the NSC Chair/NSC Vice Chair as soon as possible prior to that meeting.

Prior to their assigned meeting, the Regional Representative and/or Alternate should reach out to their region's states to receive feedback on these questions below. Provide a written summary to the NSC and a verbal overview on the call. You may cover all questions or just select ones.**

- Donovan gave update:
 - Monthly Region Call – largest Region in number of states and population
 - Hot topics over all the states:
 - Crematories

- NOTE: Side conversation on this industry – Could we look at an initiative, even an outreach and education initiative?
 - National group for crematories
 - Concerns around mercury, radionuclides, smoke, proper operation, permit exemptions, etc
 - Small businesses typically
 - Strong lobby for this group
 - What outreach and information (emissions calcs) exist already
- Air curtain incinerators
- Mulchers and grinders
 - Some of this is debris removal
- Methyl bromide log fumigation
- Hemp issues
- Virtual site inspections
- Deer carcasses and Chronic Wasting Disease

This is also an opportunity to ask a specific state to do a write up for the Small Business Bulletin from EPA.

***Other regions are invited to share any updates with the NSC via email in order to address priority issues for that month.**

****The written summary will be shared with Paula and Rhonda.**

TABLED FOR NEXT MEETING

❖ Subcommittee Updates

- Annual Training Planning- Discuss results of evaluation, any other comments –
- Technical –
- Education / Annual Report –
- Website -
- Promotional -

❖ Allied Updates

- NAACA (Nancy H.) –
- ECOS (Donovan) –
- CAAAC – (Dan N.)
- AAPCA (Tony) –
- Others

❖ Next NSC call – January 5, 2021, 2:00-3:00 pm EDT

❖ Action Items –