

# **January 2022 SBO/SBEAP NSC Call**

January 11, 2022

10:00 – 11:00 PT; 11:00 – 12:00 MT;

12:00-1:00 CDT; 1:00-2:00 pm EST

## **NSC MISSION**

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

### **Minutes to be taken by Region 9**

- **Roll Call**
- **Region 1:** Sara Johnson
- **Region 2:** Ed Bakos
- **Region 3:** Nancy Herb
- **Region 4:** Crystal Warren. Tony Pendola, Derek Bozzell, Donovan Grimwood
- **Region 5:** Emily Ohde, Lisa Ashenbrenner-Hunt, Mark Stoddard, Jennifer Collins, Renee Bachel
- **Region 6:** Angela Hughes
- **Region 7:** Nancy Larson, Jennifer Wittenberg, Allison Crowther
- **Region 8:** Eleanor Divver
- **Region 9:** Eric Florio
- **Region 10:** Belinda Breidenbach
  
- **Agenda repair**
  
- **Approve December minutes with Tony's Edits**
  
- **Report from Dan Nickey – Clean Air Act Advisory Committee 50<sup>th</sup> Anniversary Report of the Clean Air Act**
  - Dan is on the CAAAC
  - This past summer EPA came up with the idea of developing 50<sup>th</sup> anniversary report
  - They wanted to get it done in 6 months
  - They put together work groups
  - The people on the committee were not aware of SBEAPs, but Dan made them aware.
  - He brought up that there should be a section on voluntary programs on page 110.
  - SBEAPs come across well in the writeup
  - The report is final.
  - **Donovan:** Thanks for getting us in there and it is a good writeup on our programs
  - **Belinda:** Second what Donovan is saying. Thank you for getting us in there and recognized
  - **Dan:** It is a good opportunity to forward this to state reps to show that we have national recognition
  
- **6H Auto Body rule comments**
  - **Donovan:** Overall results is that after sharing comments Tony developed, they were posted to the docket on Dec 31<sup>st</sup>. They did not grant an extension. We heard back from John Feather to post the comments. Last time Tony looked he did not see them in the docket, but Donovan received confirmation that they were put in there
  - **Tony:** They are in there along with comments from ACA and ASE. They are posted and available for everyone to look at.
  - **Donovan:** Glad we weren't the only ones
  - **Tony:** They have to look them over and approve

- **Jennifer:** Thanks to Tony, Donovan, and Mark for the work to put the comments together
- **Donovan:** Thanks to everyone who edited the comments.
  
- **NEJAC Representative potential**
  - NEJAC nominations open?
  - Lisa: Nothing is updated on their website. They will have more info about vacancies in December, but they have not updated anything at the moment. Paula was going to check on it for us, hopefully she will have more info on tomorrow's call
  
- **Regional Report out (10 minutes): Region 6**
- **Angela:** Senior Manager w/Lloyd. Came from Bureau of land mangerment to Dept of Env Quality.
- **Jennifer:** Has an update on Region 6, but we have to hold off on it. We'll postpone it for a month. Region 6 will be next month.
  
- **Subcommittee Updates**
  - **Website – Nancy Larson**
  - Just had a meeting with national compliance assistance centers this morning. There may be some items they are working on that the planning committee may want to include in training.
  - Annual report is out, page is updated.
  - There are two template tools to use for record keeping. Working on foreign language resources page. Have the autobody almost completed. Some dry-cleaning resources are in foreign languages.
  - Awards are posted. No future meeting planned at this time. Met in December. Meeting as needed, probably once between now and annual training.
  
  - **Annual Training Planning- Eric for Chris Lynch**
  - **Eric:** We are working on agenda items and will be discussing everything tomorrow. Our team has been putting together topics for each day and are working on planning the different days based on the agenda that was sent out and what we went over in the last meeting.
  
  - **Technical – Mark/Donovan**
  - Next Tuesday is the technical call for the month.
  - Focusing on the dry cleaner rule.
  - N- propyl Bromide is on the HAP list, we are up to 182 since the list's creation.
  - In February we are having someone from the water group, Alicia Danning.
  - In March we are planning a panel discussion on how to figure out what small businesses are in your state and how to get in touch with them. We would like to recruit 2-4 people who may not think of themselves as experts but compared to us they probably are. Recruiting their knowledge and experience.
  - Soliciting ideas for future Zoom meetings with technical. Speaker suggestions?
  
  - **Education / Annual Report – Belinda Breidenbach**
  - We have the data collection tool up and available so you can get your 2021 data in.
  - Thanks to Dan Sowry in Ohio and thanks to Nancy for the fillable PDF. Hopefully we will start receiving data.
  - We will start sending out friendly reminders next week.
  - At the time of the usual education subcommittee talk on Tuesday, Jan 25 at 12:00 Mountain time we are going to do a walkthrough of all the questions and have a Q & A session.
  - We have added one question about EJ. We are going to record a new version this year.
  - The deadline for data submission is March 1.
  - **EJ workgroup – Lisa Ashenbrenner-Hunt**
  - We have a meeting tomorrow. In the next few weeks Paula is getting some people from EPA's EJ committee on a call with Lisa and discussing how it all fits in together.

- **Promotional – Allison Crowther**
- **Allison:** Award nominations are open until Feb 28
- **Renee:** I would like to see at least one nomination from every region. Hopefully we can work with our respective states to make a plug at our meeting and work together to get some nominations out there.
  
- Are we still having an NSC in-person meeting in Nevada?
- **Jennifer:** Not sure I can get it approved.
- **Lisa:** I thought we were putting it on hold.
- **Belinda:** Omicron is throwing another monkey wrench. It may be possible to have something later in 2022.
- **Nancy:** If we want it we should schedule it and give 8-10 weeks' notice
- **Belinda:** should we schedule for latter part of April?
- **Donovan:** That's a greater possibility. Be prepared for only a few states to show up.
- **Jennifer:** Follow up with this idea tomorrow at the planning meeting

- **Allied Updates**

- **NAACA - (Nancy H.)**
- Don't have a NAACA update but EPA has again extended their covid inspection. It does allow inspectors to utilize virtual inspection methods.
- **ECOS - (Donovan)**
- ECOS has sent out something recently. They are looking to get low cost sensors and monitors, could be on the citizen science side. Have been working on connecting with OECA and other groups.
- **CAAAC – Above Special report**
- **AAPCA - (Tony)**
- Not too much to share from AAPCA. For those of you who are AAPCA states, their updates tell a lot. Tony went ahead and put in a small abstract for the National Tribal Forum for air quality in Tulsa. It may work better if someone else can be there in person. It is this April. Was also asked about doing something for the heavy duty repair forum.
- **Others**
  
- Should we do a regional training?
- That is a good idea. Just make sure people know what the time commitment is
- **Jennifer:** We should reinvogorate that this coming year at the annual training. Definitely want to take action on that suggestion. Maybe we can discuss it at the annual training planning tomorrow.
- **Tony:** People can reach out to their regional EJ people to try and get a meeting
- **Nancy:** On a meeting she was in with national compliance assistance centers, Carol Baillie is their grant officer she writes policy and standard operationing procedures for inspectors. There may be some things that she does that some of the SBEAPs are interested. Could be a possible technical topic or an annual training topic. She has worked with Paula on revising the small business fact sheet that inspectors hand out to facilities that are regulated. Once it is published, Nancy will get it on the SBEAP resources.
  
- **Jennifer:** This will be Jennifer's last few months in this role. Donovan will become the chair. We will have an open spot for the vice chair and will need to start the nomination process for that position.
- **Donovan:** It is probably time for regional reps to see who will be the new alt representatives.
- **Jennifer:** We typically do that transition areound the time of the annual training. I will look into that process and make a formal annoucement to see who is interested in the vice chair and get the information out to Main.

- **Mark:** It may be helpful to have another co-chair to help Mark in technical to fill in some of the gaps he is missing. It would be beneficial to have someone to take up some of the responsibilities so that Donovan can concentrate on the NSC chair.

**Next NSC call – February 1, 2021**

**11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**

- **Action Items**

# **February 2022 SBO/SBEAP NSC Call**

**February 1, 2022**

**11:00 – 12:00 PT; 12:00 – 1:00 MT;**

**1:00-2:00 CDT; 2:00-3:00 EST**

**10:00-11:00 AKST**

## **NSC MISSION**

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

### **Minutes to be taken by Region 10**

- **Roll Call**
- **Region 1:** Sara Johnson
- **Region 2:**
- **Region 3:** Jeremy Hancher
- **Region 4:** Crystal Warren, Tony Pendola, Derek Bozzell, Donovan Grimwood
- **Region 5:** Jennifer Collins, Renee Bashel
- **Region 6:** Angela Hughes
- **Region 7:** Nancy Larson, Jennifer Wittenberg, Allison Crowther
- **Region 8:** Eleanor Divver
- **Region 9:** Eric Florio, Chris Lynch
- **Region 10:** Jim Plosay, Belinda Breidenbach
  
- **Agenda repair (*none*)**
  
- **Approve January minutes ✓**
  
- **Regional Report from Angela Hughes, OK**
  
- **Subcommittee Updates**
  - **Website – Nancy Larson**
  - Discussed Zoom-Bomb security implications, passcode; some attendees had to use it, others didn't; people waiting in lobby not recognized won't be admitted; security still needs work.
  
  - **Annual Training Planning- Chris Lynch**
  - Moving forward with Thursday(s) as virtual meeting, planning themes for each day, award presentations, working on agenda items.
  
  - **Technical – Donovan Grimwood**
  - February having someone from the water group to discuss Municipal Stormwater General Permit and changes that may need or will affect each state.
  - In March are planning a panel discussion on how to figure out what small businesses are in states and how to get in touch with them. We would like to recruit 2-4 people who may not think of themselves as experts but compared to us they probably are. Recruiting their knowledge and experience.
  
  - **Education / Annual Report – Belinda Breidenbach**
  - Held a webinar on filling out the annual report, discussed each question in detail. Thanks to Ohio for hosting the Survey Money tool once again.
  - Currently 8 states have submitted data.

- Confusion on when annual report is due; planned on March 1st due to early start but typos/snafus on survey made it March 31<sup>st</sup>. Some “*sometime*” in March is good.
- **EJ workgroup –**
- No update.
- Donovan discussed collaborating on mission statement and sharing ideas on resource information collection and sharing.
- **Promotional – Allison Crowther**
- **Allison:** Award nominations are open until Feb 28
- **Allied Updates**
  - **NAACA - (Nancy H.)**
  - No update.
  - **ECOS - (Donovan)**
  - ECOS spring meeting is coming.
  - **CAAAC –**
  - No update.
  - **AAPCA - (Tony)**
  - AAPCA Spring meeting is coming, planned for Salt Lake City, UT on April 27-29. Hotel block reservations e-mail sent out.
  -
- **Other Discussion**
  - Should we do an in-person NSC gathering? Hybrid meeting?
  - Discussed which states can travel and which states cannot; availability of year-end funds, schedule.
  - Discussion was to plan on Washington DC as venue. Perhaps hotel planned for use in 2020 Annual training?
  - Informal poll showed 11 in favor, 5 abstained due to unsure elements.
  - Jennifer, Belinda, Donovan all agreed to help plan.
  - Thinking about discussing strategic planning, have an EPA guest, follow up/report-out on annual traveling (depending on scheduling).
  - Thoughts for dates: end of April, perhaps May-June, 2<sup>nd</sup> week of June?

**Next NSC call – February 1, 2021** *Region 3 up to take minutes!*

**10:00 – 11:00 AKST; 11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**

- **Action Items**
- Region 1 due to take minutes but swapped with Region 3 due to schedule conflicts. Region 1 owes us donuts.

# **March Minutes 2022 SBO/SBEAP NSC Call**

**March 1, 2022**

**10:00 – 11:00 PT; 11:00 – 12:00 MT;  
12:00-1:00 CDT; 1:00-2:00 pm EST**

## **NSC MISSION**

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

### **Minutes to be taken by Region 3**

❖ **Roll Call**

- 1: n/a
- 2: Tim Kirchgraber?
- 3: Jeremy Hancher, Nancy Herb
- 4: Donovan Grimwood, Tony Pendola, Crystal Warren
- 5: Renee Bashel, Jennifer Collins, Mark Stoddard, Emily Ohde, Lisa Ashenbrenner Hunt
- 6: Lucy Cross
- 7: Jennifer Wittenburg, Alison Crowther, Nancy Larson
- 8: Eleanor Divver
- 9: Eric Florio, Chris Lynch
- 10: Belinda Breidenbach
- EPA: Paula Hoag

❖ **Agenda repair** - none

❖ **Approve February minutes** – approved.

- ❖ **Overview of ASBO Strawman – Paula Hoag** – three main takeaways is to: 1) provide clarity and key takeaways of the ASBO role, 2) reflect new legal analysis, and to 3) provide transparency to all stakeholders in order to provide feedback. Based on RFA and SBREFA from the 1980s, there was some specific requirements to assist small businesses. Over time there was some ambiguity as to what exactly was the ASBO role. The strawman is thus intended to clarify the ASBO role and requirements of monitoring and reporting. Paula has had to clarify that there are two roles as the ASBO - the asbestos role and the SBO role – both are two totally separate roles which often has created confusion. The proposal is also intended to provide distinction that the ASBO role is monitor on the federal side of the 507 program and not individual state programs.

Comments made that the distinction in ASBO role is important. One example of monitoring on the federal side of things is the help provided in getting a contact at OAQPS with Rhonda Wright and implementation of RASBLs. ASBO was not intended to be a standalone entity; importance in having resources at EPA air offices to help aid in the overall success of the program.

Paula also touched on timeline, expectations, stakeholder reviews of the proposed strawman. Once comments are received, the hope is to have a final strategy in place by the end of April.

-Comments should be submitted in 3 weeks (March 22nd). Consensus to combine comments via Google Drive document to submit back to Paula.

-Question on 5-year report: report is long overdue, intent to start putting together a 507 report hopefully by next year.

-Question/request to Paula to have list of things that ABSO will start doing & stop doing. ASBO plans to continue what it has been doing (the grant, support the website, support the annual training, interaction

with states); the only change is the refocus on the federal portion of the program for the monitoring and reporting requirements.

-Rhonda is intending to report out on OAQPS strategy at the May meeting.

-Was legislative review of original 507 document ever done? Yes, it was looked at. Can it be shared? The info is already out there and it might be a touchy issue to request. Could create pushback.

Clarification that intention of NSC request of source info would not be to criticize but to make informed decision on states providing comments. Paula noted that sources could be shared.

❖ **Quick update on planning for NSC meeting in D.C. – Jennifer** – looking like it might happen June 1, 2, or 3.

❖ **Seeking interest letters for Vice Chair – Jennifer** – email sent out about interest.

❖ **Regional Report out (10 minutes): Region 7** – held for next meeting.

❖ **Subcommittee Updates**

- **Website – Nancy Larson**
- **Annual Training Planning- Chris Lynch** – meeting next Wednesday and things progressing for 4 Thursdays in May. Confirming speakers and continuing to set agenda.
- **Technical – Mark/Donovan**
- **Education / Annual Report – Belinda Breidenbach** – request for more state data.
- **Promotional – Allison Crowther**
- **EJ workgroup – Lisa Ashenbrenner-Hunt**
- **Awards** – Renee received single nominations for award categories but would still like more.

❖ **Allied Updates**

- **NAACA - (Nancy H.)**
- **ECOS - (Donovan)** – upcoming discussion, Donovan plans to attend.
- **CAAAC – No update this month**
- **AAPCA - (Tony)**
- **Others**

**Next NSC call – April 5, 2022**

**11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**

❖ **Action Items –**

- 1) provide individual comments on ASBO Strawman Proposal by 3/22/22. States should provide feedback on the [Google document](#) by 3/18/22 to give Jennifer & Donovan time to compile.
- 2) Paula to send email with links to legislative source review info.
- 3) requests for NSC Vice-Chair and Technical Co-Chair.



# April 2022 SBO/SBEAP NSC Call

April 5, 2022

10:00 – 11:00 PT; 11:00 – 12:00 MT;

12:00-1:00 CDT; 1:00-2:00 pm EST

## **NSC MISSION**

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### **Minutes to be taken by Region 1 (Reg 4 next)**

- ❖ **Roll Call –**  
Jennifer Collins, Sara Johnson, Belinda Breindenbach, Angela Hughes, Nancy Larsons, Allison Crowther, Eric Florio, Rene Bashel, Jennifer Wittenburg, Eleanor Divver, Chris Lynch, Mark Stoddard, Emily Ohde, Ed Bakos, Crystal Warren, Tony Pendola, Nancy Herb, Lisa Ashenbrenner-Hunt
- ❖ **Agenda repair – updated time of calls**
- ❖ **Approve March minutes – no changes**
- ❖ **Report from ASBO/NSC Chair-Vice-Chair meeting – call with Paula, Rhonda and Leah, talk of strawman document, not many comments, some organizational structure changes, could impact the SBEAP. Does not change relationship between SBEAP and EPA, but changes EPA role to evaluate federal programs. Focusing on the federal level and less on state support. We were hoping EPA to help to re-energize the state programs. OAQPS are changing their role within Section 507 programs. How to enforce section 507 if a state does not have a SBEAP/SBO? OAQPS coming back into the role and providing support to state programs which it includes regional small business liaisons. Send comments directly to Paula.**
- ❖ **Quick update on planning for NSC meeting in D.C. – Jennifer – June 1, 2 and 3. Contract was very expensive with hotel. Trying to find a compromise with hotel to make this happen, such as bringing av equipment. Looking at current grant to try to cover some expenses. We need agenda to submit travel request. No registration, no set up to collect money.**
- ❖ **Vice Chair voting process- Jennifer – Eric Florio letter of interest, no additional letters, will need to send out to regions, include write in candidate, need record of election, deadline, how to vote, SBEAP 1 vote, SBO 1 vote, write in candidate, rules will be shared with NSC on election**
- ❖ **Discussion about EJ session for annual training – Lisa Ashenbrenner-Hunt and Tony Pendola – Director of EJ at EPA will speak at annual training. An opportunity for Director to learn about our programs, a general overview about what we do and NSC role. EPA has new Strategic Plan and discuss EJ within the plan. Does EPA have a plan on how to approach small businesses? Pre-meeting call to determine the questions. How do SBEAPs fit in with EJ plans? EPA working with other federal agencies on who we should connect with? ECOS call may have a discussion on this. Working with Tribes. Tying into women-owned, minority-owned small businesses.**
- ❖ **Subcommittee Updates**
  - **Website – Nancy Larson – annual training banner up, registration open, google doc, email if anyone has issue with google doc, agenda will be updated as needed, different URL for each day, Allison will send out after you register**

- **Annual Training Planning- Chris Lynch – final stages of confirming speakers and agendas, working with Paula to get Administrator or Deputy Administrator for 1<sup>st</sup> day or last day.**
- **Technical – Mark/Donovan – change – Air Toxic screening in Michigan in June, lime manufacturing, 2 speakers April 19, need new co-chair for subcommittee as Donovan moves to NSC Chair, dry cleaners still using perc and what to do about the rule change**
- **Education / Annual Report – Belinda Breidenbach – March 31 was the deadline, many states did not get in their data. Trying to get more states to participate. Even our active states that usually provide data have not submitted data. Working on a shorter version of SBEAP video. Ready and posted to web site. Premiere during annual training? New SBEAP members, new voice and presentation at annual training.**
- **Promotional – Allison Crowther – New training session on twitter after training, we have 2 speakers set up, just need a date, update twitter content – Award meeting after this call and will place award orders**
- **EJ workgroup – Lisa Ashenbrenner-Hunt – NEJAC to get someone on the committee, but website date has changed until 2023 for vacancy. Chair - please follow up with Paula about NEJAC**

❖ **Allied Updates**

- **NAACA - (Nancy H.) - no comment**
- **ECOS - (Donovan) - Discussed the strategic plan with enforcement goals, holding them more accountable, reducing the case load and speed up civil cases. EJ and Climate Change are the largest goals, ramping up 55% inspections in EJ communities. 75% reports out within 70 days. \$11M added to enforcement budget. MOU with CA and CO on EJ. Did anyone notice the limitations on the MOU? Share if you have access to it.**
- **CAAAC – No update this month**
- **AAPCA - (Tony)**
- **Others**

**Next NSC call – Are we having this call in May; should we postpone due to annual training?  
It would fall on May 3, 2022**

**11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**

# **June 2022 SBO/SBEAP NSC Call**

**June 15, 2022**

**10:00 – 11:00 PT; 11:00 – 12:00 MT; 12:00-1:00 CDT; 1:00-2:00 pm EST**

## **NSC MISSION**

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## **Minutes taken by Region 5**

### **Roll Call**

- **Region 1:**
- **Region 2:**
- **Region 3:** Jeremy Hancher
- **Region 4:** Crystal Warren, Tony Pendola, Donovan Grimwood
- **Region 5:** Lisa Ashenbrenner-Hunt, Mark Stoddard, Jennifer Collins, Renee Bashel
- **Region 6:** Angela Hughes
- **Region 7:** Nancy Larson, Allison Crowther
- **Region 8:** Eleanor Divver
- **Region 9:** Eric Florio
- **Region 10:** Jim Plosay

### **Agenda repair**

- **None**

### **Approve April minutes**

### **ASBO/OAQPS Meeting with NSC Leadership – Donovan Grimwood**

- Sarah Baker new assistant to Rhonda at OAQPS
- new OAQPS listserv going well
- way to get info from EPA on rules early in process
- new guidance for FSBEAP ready to go to director, then to go to Paula and RASBLs, then NSC will get a chance to look at
- Paula reminder to forward her info on issues experienced by small businesses, particularly on existing rules - where can they create new resources or update rules to improve
- OECA – Office of Enforcement and Compliance Assurance; expects rule writers to create "assistance" tools for businesses, not their role

### **Summary of NSC Strategy Meeting in DC – Donovan Grimwood**

- walked through points in draft strategic plan created on last day of DC meeting
- program support
  - training
  - tools/resources
  - host historical info somewhere accessible
- strengthen work with OAQPS
- rule input efforts
- metrics/measurement subcommittee
  - improve showing impact, \$ saved
- program alignment with 507
  - how to encourage full implementation

## Subcommittee Updates

- **Annual Training Planning- Chris Lynch**
  - 80-95 attended each day, vs 120-140 registered
  - planning committee will reconvene in July to work on 2023
- **Website – Nancy Larson**
  - Next meeting will review feedback from the national training
- **Technical – Mark**
  - next meeting Tuesday June 21,
  - air toxics discussion by MIDEQ
  - july discussion of using Google Earth as tool
  - future - training on CDX accounts basics
- **Promotional – Allison Crowther**
  - working on twitter guidelines, collection of good examples; webinar on twitter and social media uses
- **EJ workgroup – Lisa Ashenbrenner-Hunt**
  - discussion of annual training info provided; next month NH community navigator presentation; compiling info on states' EJ policies to see if common issues for SBEAP to use
- **Education / Annual Report – none**
  - Belinda sent out a message to the Education Subcommittee outlining how they could have a role in the areas of metrics, program support, and alignment with section 507 requirements.
  - She initiated a Google Doc discussion focusing on one topic per week so that we could have a more robust discussion on our regular July Education Subcommittee meeting.
  - Our first discussion point is metrics, and I am hoping we will have some members of the Education Subcommittee also join the new metrics subcommittee.
- **Allied Updates**
  - none

## Donovan's question on Insignificant or de minimis reporting thresholds in states

- new proposal from EPA that individual HAPs have own reporting thresholds depending on some criteria
- EPA estimate it will affect 12,000 facilities
- Renee commented that WI has a few hundred compounds with own reporting thresholds, state and federal HAPs included, and all sources must report if over threshold whether or not permit is needed – only difference is that fee only charged if a permit is required
  - EPA estimate likely low since WI has about 3000 facilities reporting something every year and many other states dont require same level of reporting
- Donovan is on work group to provide input pre-proposal, hoping to learn via MAIN email about other states reporting thresholds

## Next NSC call – July 1, 2022

**11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**

- **Action Items**
  - Donovan to share NSC Strategy summary with regional reps to get input
  - Donovan to send email requesting interest in new Metrics subcommittee chair and members
  -

# July 2022 SBO/SBEAP NSC Call

July 5, 2022

10:00 – 11:00 PT; 11:00 – 12:00 MT; 12:00-1:00 CDT; 1:00-2:00 pm EST

## NSC MISSION

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### Minutes taken by Region 6

#### Roll Call

- ❖ **Region 1:**
- ❖ **Region 2:**
- ❖ **Region 3:** Jeremy Hancher, Nancy Herb
- ❖ **Region 4:** Crystal Warren, Tony Pendola, Donovan Grimwood
- ❖ **Region 5:** Lisa Ashenbrenner-Hunt, Mark Stoddard, Renee Bashel
- ❖ **Region 6:** Lucy Cross, Lloyd Kirk
- ❖ **Region 7:** Nancy Larson, Allison Crowther
- ❖ **Region 8:** Eleanor Divver
- ❖ **Region 9:**
- ❖ **Region 10:** Belinda Breidenbach

#### Agenda repair

- ❖ **None**

#### Approve June minutes

- ❖ Jeremy Hancher was added to the roll for the June minutes.

#### ❖ **Follow-up on NSC Strategy Session – Any additional comments or ideas**

- Grimwood asked if there were any additional comments from each Region for the strategy session. There were no comments. Grimwood stated that he would add action items as they progressed.

#### ❖ **ECOS discussion on OECA National Program Guidance**

- Grimwood asked if there were any comments regarding OECA and stated that Tony Pendola and Crystal Warren had been in attendance of recent meeting. Crystal Warren, TDEC, stated that EPA was proposing bringing back supplemental environmental projects (SEPs). NSC planning to make comments supportive of other group comments by July 11, 2022. ECOS is in support of SEPs, as is Kansas and Oklahoma. Lloyd Kirk discussed EPA increase in State and Tribal Assistance Grants (STAG) funding. Group funding to the States; has not increased in approximately 19 years. As part of the Strategic Plan, a line item was to be requested to be included to increase STAG funding for SBEAPs. Kirk stated that he would try to get this topic on the agenda for next month's ECOS call with EPA.

#### ❖ **Development of the Metrics Workgroup**

- Grimwood stated that 6-7 people were interested in joining and one person needed to be added to mailing list. Grimwood stated that they would hold the first initial meeting later this month (July). The initial meeting will discuss purpose of workgroup. A Chair for the workgroup is needed. Jennifer Collins expressed interest in being Chair. Nancy Larson also requested to be a part of the workgroup. Grimwood stated that he would add Larson and Emily Eskridge from Ohio.

#### ❖ **RSBL Regional Surveys**

- Grimwood stated that the RASBLs, are surveying the regions to see who has active SBOs and SBEAPs. Other regions may be receiving similar surveys from RSBLs. Region 5 received survey and some information was not accurate. Region 4 also received survey and responded. Regions 3, 6, 7, 8

and 10 have not yet been contacted. NSC members requested that Grimwood reach out to Rhonda Wright and request that the regional representatives contact their states if regions have not heard anything by the end of the week.

❖ **Followup on AERR pre-panel comments submitted and research**

- Grimwood stated that comments were submitted last week. Comments included examples of data that showed an underestimation of the number of businesses that would be affected by the proposed rule. EPA will review comments and determine if a SBAR panel is needed. Grimwood stated that he would email comments to the group. Next week EPA will host webinar to walk through CAERS (Combined Air Emissions Reporting System) on data submissions.

❖ **Subcommittee Updates**

- **Website – Nancy Larson**
  - Compiled overview of work being done and poll data as part of the annual training.
  - New foreign language documents are complete.
  - 2 Trainings coming up: Annual website tour sometime in late July/August; Sub-award to hold next annual training for next training in 2024.
  - New banners for website.
  - Reminder that NSC: comment document to EPA are on the NSC webpage or Technical subcommittee webpage; send documents to Larson if needed to up uploaded to site.
  - Creation of Historic Page – unsecured page off of SBEAP resource page. Will add missing documents in next few months.
- **Annual Training Planning- Chris Lynch:** no updates
- **Technical – Mark/Donovan**
  - Noel Anderson to present on July 19, 2022
  - Open time slot on August 16, 2022
  - Suggestion for CDX/CEDRI/CAERS basics. These are the general databases that facilities use to report data of different types.
  - Larson suggested a Local Government Environmental Assistance Network (LGEAN) presentation in the future. They provide compliance assistance for local governments; could be a reference for local municipalities needing assistance.
- **Education / Annual Report – Belinda Breidenbach**
  - Annual report posted to website during annual training.
  - Putting out new topic discussion from NSC meeting draft strategy; trying new strategy to help engage committee members.
- **Promotional – Allison Crowther:** No updates
- **EJ workgroup – Lisa Ashenbrenner-Hunt**
  - Next meeting is scheduled for next Wednesday; will have a Community Navigator speaking.
  - Will discuss next steps during meeting; will pick one or two to focus on.
  - June 2022 call discussed deliverables or metrics from EJ Workgroup.
- **Metrics workgroup:** See above

❖ **Allied Updates**

- **NAACA - (Nancy H.)**
  - NAACA Comment letter – draft federal SEPs supporting change to federal guidelines
  - Discussing national program guidance
- **ECOS - (Donovan)** See above for further discussion
- **CAAAC –** no updates
- **AAPCA - (Tony)**
  - National program guidance - OAR national program guidance – no mention of SBEAP
  - Comment period deadline is July 14, 2022
- **Others**

❖ **Final Comments**

- Eleanor Divver - Region 8 meeting with SBEAPs. Discussed having other state representatives possibly join in order to share ideas. Shared notes from NSC Strategy meeting.

- Lloyd Kirk – Last Friday, EPA Administrator Wheeler announced he would be attending the Brownfields conference in OK this fall. EPA Administrators from each region will also be in attendance. Larson requested that Kirk send this information to the SBEAP Main LISTSERV.
- Donovan Grimwood – Committee members will hear from him later this week on comments for national program guidance.

**Next NSC call – August 2nd, 2022**

**11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**

# August 2022 SBO/SBEAP NSC Call

August 2, 2022

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/94067670673>

(646) 931-3860 or Find your local number:

<https://ksu.zoom.us/j/94067670673>

Meeting ID: 940 6767 0673

## NSC MISSION

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

## Minutes to be taken by Region 7

### Roll Call

- ❖ **Region 1:** Sara Johnson
- ❖ **Region 2:**
- ❖ **Region 3:** Nancy Herb
- ❖ **Region 4:** Crystal Warren, Tony Pendola, Donovan Grimwood
- ❖ **Region 5:** Lisa Ashenbrenner-Hunt, Renee Bashel, Jenifer Dixon
- ❖ **Region 6:** Lucy Cross, Lloyd Kirk
- ❖ **Region 7:** Nancy Larson, Allison Crowther, Jennifer Wittenburg
- ❖ **Region 8:** Eleanor Divver
- ❖ **Region 9:** Eric Florio, Chris Lynch
- ❖ **Region 10:** Belinda Breidenbach

❖ **Agenda repair** - none

❖ **Approve July minutes** - approved

❖ **Recap of ASBO/NSC monthly call** – Paula, Leah, Donovan, Eric – discussed idea to include RASBL's in on state calls. Want RASBLs to more clearly define their roles. Rhonda not on call, no timeline for when handbook will come out. Lisa – several years ago we put together a document for what we felt the role should look like (<https://nationalsbeap.org/sbeap>).

Paula – finalized guidance for the ASBL, had to make some changes based on comments from the comment period. Final document was sent to Main on Thursday. Jenifer D - Would be good to review and see what it means for us. Sara – Joan wanted to redefine what EPA is supposed to be doing in this role and Paula continued with that, there is really no specific requirements for how they work with us. One or two sentences about working with OAQPS. Lisa – guidance Rhonda is putting together will be more relevant. Donovan – we are hoping Rhonda's guidance has more direct impact on our programs and how they work with us. Document is simply about Paula's program.

❖ **Progress on NSC Strategy plan – in person meeting developed plan**

- **Development of the Metrics Workgroup** – first meeting was July 22. Discussed various ways of connecting, getting ideas, and who to connect with. Focus will be on what is our environmental impact – potentially looking at economic impact. Better surveys – discussed how states are completing surveys, best practices. Follow-up – how to get surveys out?? Potential topic for discussion or panel for annual training. Looking for more participants on the workgroup. Chair has not yet been chosen.
- **Contacting of states by Donovan and Eric** – Donovan put together a list, 38 out of 53 that reported. Planning to reach out to encourage more engagement especially the larger states like



CA and TX. Want to connect one-on-one to discuss issues within their state. What do we do for states that aren't active or don't have a SBEAP – hard ask to ask another state to create something that doesn't exist.

❖ **Comments on the National Program Guidances (OAR, OECA, OCSP, OCIR)** – Donovan put together and submitted comments, most comments were in support of ECOS comments. Was not able to review all of the guidances.

❖ **Subcommittee Updates**

- **Website – Nancy Larson** – no updates
- **Annual Training Planning- Chris Lynch** – need to connect with Nancy, no 2023 date yet looking at March or early April
- **Technical – Mark/Jenifer** – Jenifer is the new co-chair.
- **Education / Annual Report – Belinda Breidenbach** – met July 19<sup>th</sup>, used feedback for annual training survey, next topics – methodologies of answering compliance questions in an industry you are not familiar with, how to determine if a new rule impacts businesses in your area, site visit report format. Also discussed 1992 EPA guidance and creating an internal version that would be helpful for new staff.
- **Promotional – Allison Crowther** – no updates
- **EJ workgroup – Lisa Ashenbrenner-Hunt** – July call – guest speaker from community navigator program from NH. Every state should have a grant awarded for this program (<https://www.sba.gov/local-assistance/community-navigators>). Call was recorded and posted. August call is next week.
- **Metrics workgroup** – see above

❖ **Allied Updates**

- **NAACA - (Nancy H.)** – no update
- **ECOS - (Donovan)** – followed ECOS outline for comments on the national program guidances
- **CAAAC – (Dan Nickey)** – no update
- **AAPCA - (Tony)** – OAQPS is having a meeting with AAPCA on OIAI (looking for this to go away), if you are an AAPCA state may want to listen in – Tuesday 10<sup>th</sup> 2:00, Tony will report back. Annual meeting will be in person Raleigh September 28-30 – really good meeting/conference, \$150 to attend – will send invite to Main.
- **Others**

**Next NSC call – September 6th, 2022**

**11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**

# September 2022 SBO/SBEAP NSC Call

September 6, 2022

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/94067670673>

(646) 931-3860 or Find your local number:

<https://ksu.zoom.us/j/94067670673>

Meeting ID: 940 6767 0673

## NSC MISSION

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

## Minutes taken by Region 8

### Roll Call

- ❖ **Region 1:** Sara Johnson
- ❖ **Region 2:**
- ❖ **Region 3:**
- ❖ **Region 4:** Tony Pendola, Donovan Grimwood
- ❖ **Region 5:** Lisa Ashenbrenner-Hunt, Renee Bashel, Jenifer Dixon, Jennifer Collins
- ❖ **Region 6:** Lucy Cross, Lloyd Kirk
- ❖ **Region 7:** Allison Crowther, Jennifer Wittenburg
- ❖ **Region 8:** Eleanor Divver
- ❖ **Region 9:** Eric Florio
- ❖ **Region 10:** Belinda Breidenbach, Jim Plosay

❖ **Agenda repair** - none

❖ **Approve August minutes** – approved

❖ **Discussion:** In relation to state outreach per NSC strategy, Donovan and Eric are planning some basic questions to consider as conversation starters or to find out how the NSC and subcommittees can better assist SBEAPs and make subcommittees more effective. How can we do this? What suggestions do we have? Belinda recommended discussing/working with the Education Subcommittee. Belinda reached out to States that are not participating as much. Belinda had great success.

❖ **Recap of ASBO/NSC monthly call** – Paula from EPA may have a new data collection system. Donovan would like this EPA working group to present new tool to the Metrix work group. Questions that SBEAPs have: What is the best way to collect data? How are we valuable to clients and the states? Important to increase knowledge about what the SBEAP program does and how it assists businesses.

Leah from ASBO is leaving soon. She will be missed.

❖ **Subcommittee Updates**

- **Website – Nancy Larson** – In late August we hosted a meeting with three different states that have expressed interest in hosting the 2024 Annual Training through a \$20,000 subaward. We also promoted this opportunity on “Main” and interested states should send an e-mail of interest to Nancy or Allison by Oct. 3.
  - Set up a “Historical files” webpage off of the SBEAP Resources page. The Dropbox files were downloaded, reviewed and we are in the process of uploading and organizing the page at this time.

- On Sept. 28 at 11am Central, we will host a NationalSBEAP Website tour.
- Provided an Annual Training summary and evaluations to the 2023 Annual training subcommittee and uploaded to the Planning Subcommittee page for historic reference similar to previous years.
- Look forward to assisting the EJ subcommittee with a new subcommittee page

❖ **Annual Training Planning- Eric Florio** - Looked at 2 hotels in Lake Tahoe in the final running. Decisions will be finalized at the Training Committee meeting next week.

❖ **Technical – Mark/Jenifer** – Air Trends Report is coming out. Train the trainer CEDRI. Something extra from EPA that we do not know about yet - looking forward to learning more. *Reminder: These meetings are for discussion and would like participation in these sessions. Please look for questions to come out before the sessions.*

❖ **Education / Annual Report – Belinda Breidenbach** – Webinar on Sep 27, 2022

- Presentation 4th Tuesday of September - get fresh voices.
- Maricopa County Arizona presenting on how they prepare for an inspection. They also have industry specific checklists.
- New Jersey looking at Sustainability checklists.
- Nancy Larson SBEAP website and the evaluation form at the end of a site visit.

❖ **Promotional/Awards – Allison Crowther/ Renee Bashel**– Will need to move awards schedule up due to earlier in the year Annual Training so be thinking about who to nominate. Renee has also let us know she will be stepping down following next year’s awards and is inviting interested people to shadow her and learn the steps involved in the SBEAP annual awards.

❖ **EJ workgroup – Lisa Ashenbrenner-Hunt** – Looking forward to having the EJ subcommittee webpage and being able to start posting resources. Creating new resources that the states can use. Drafted an outline of what it will look like. Definition of EJ and why SBEAP coordinators should be thinking about this. New grant opportunities for EJ programs. Helping communities learn how to apply for EJ grants. Potential for NEJAC openings later this year after no openings last year.

❖ **Metrics workgroup** – Third Thursday of the month is when this work group will schedule a meeting.

❖

❖ **Allied Updates**

- **AAPCA - (Nancy H.)** – no update
- **ECOS - (Donovan)** – no update
- **CAAAC – (Dan Nickey)** – Meeting is planned in DC for next week (Sept 11-16)
- **NAACA - (Tony)** – MM2A was not discussed. Discussion was mostly on Potential To Emit and federal enforcement. Polled all of the states. Minor issues were found. There may be more with the September meeting planned for Raleigh.
- 
- **Others**

**Next NSC call – October 4th, 2022**

**11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**

# October 2022 SBO/SBEAP NSC Call

October 4, 2022

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/94067670673>

(646) 931-3860 or Find your local number:

<https://ksu.zoom.us/j/94067670673>

Meeting ID: 940 6767 0673

## NSC MISSION

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

## Minutes taken by Region 9

### Roll Call

- ❖ **Region 1:** Julie Churchhill
- ❖ **Region 2:** Ed Bakos, Maxwell Graham
- ❖ **Region 3:** Jeremy Hancher, Nancy Herb
- ❖ **Region 4:** Tony Pendola, Donovan Grimwood, Crystal Warren
- ❖ **Region 5:** Lisa Ashenbrenner-Hunt, Renee Bashel, Mark Stoddard, Dan Nickey
- ❖ **Region 6:** Angela Hughes
- ❖ **Region 7:** Nancy Larson, Allison Crowther
- ❖ **Region 8:** Eleanor Divver
- ❖ **Region 9:** Eric Florio, Chris Lynch
- ❖ **Region 10:** Belinda Breidenbach

- ❖ **Agenda repair** – Moving Dan’s CAAAC update earlier in the agenda
- ❖ **Approve September minutes** – approved
- ❖ **Discussion:** Dan attended the CAAAC meeting in person. Ther overall attitude is getting better, they are taking the SBEAP more seriously. Dan has a notes document that Donovan will send to everyone. The EPA started a workgroup to review indoor air pollutants, the CAAAC is on the committee for this workgroup. CAAAC also has a member on the NEJAC committee. Ethylene oxide is a big issue with the EPA. They have identified 100 facilities with 23 of them being at a high risk. This NESHAP will be updated at the end of the year. They spoke about the EPA clean bus program. OAR highlights: the EPA will be proposing a methan rule by the end of the year. A rule addressing mercury emissions will be implementd by the first quarter of 2023. There is a new EPA air toxics screening tool, AirToxScreen. They are coming out with a modeling tool called Nexus which is not currently available to the public.
- ❖ **Recap of ASBO/NSC monthly call** – Rhonda was on this call. She had a briefing with the leadership regarding the handbook. They are moving ofrward with it and will share it at their next quarterly meeting on October 19. Once they are able to start sharing it, they will send it to the SBEAPs. Rhonda and her team are hoping to put together a website by the October 19<sup>th</sup> quarterly meeting. Paul is working on an annual report with the data collection she was working on. They have awarded outreach engagement contracts and are hoping for more early engagement. They will start on those ASAP to get the affected parties involved. The ASBO is requesting that the EJ committee think of any deliverables the ASBO can report.

## ❖ Subcommittee Updates

- **Website – Nancy Larson** – We held the website tour. Only about 40% of attendees were on the list and accepted the meeting. We are wondering if there is a communication problem. Are people not receiving the invitations? They are thinking of asking people to register before the meetings so they know who is attending. The website committee has been soliciting for the 2024 sub-award to host the 2024 annual training. They did get interest from Tennessee. The deadline was yesterday to receive an email of intent and Tennessee sent it in. Nancy will work with them on the next steps.
  
- ❖ **Annual Training Planning- Chris Lynch** – We will be sending out a survey to nail down the dates for the two weeks in March. We want to make sure the weeks are good for everyone. Once we get the results we will present it to the planning committee. If anyone has any ideas for the conference, please send them to Chris.
  
- ❖ **Technical – Mark/Jenifer** – Eric Goal and Casey Meyers will be speaking on a CEDRI trainer. Rhonda also has some material to present. If anyone has any ideas for speakers, please send them to Mark.
  
- ❖ **Education / Annual Report – Belinda Breidenbach** – We had our presentation and it was received very well. We had over 50 people attending with a lot of questions and requests to get a hold of the forms that were presented. One of the topics that was most request was for on-site visit checklists and forms.
  
- ❖ **Promotional/Awards – Allison Crowther/ Renee Bashel**– Not a lot to report. Mostly did brainstorming in the last meeting to get content for twitter and spoke about the timeline for awards. Be on the lookout the week of November 14<sup>th</sup> for nominations. We will close the nominations towards the middle or end of January. So far there is no interest in anyone for her position.
  
- ❖ **EJ workgroup – Lisa Ashenbrenner-Hunt** – We now have a webpage that we will be filling in with tools, case studies, and other information. We talked about EPA's guidance on civil rights and EJ in permitting. There is guidance that came out specifically for states that are receiving EPA funding. It sounds like the EPA will be paying attention to the states and how we are integrating EJ into our processes. We spoke about a possible session for training and it sounds like everyone is interested in hearing about something local to Nevada, where the training will be held. I reached out to Chris. EPA does have a new EJ office.
  
- ❖ **Metrics workgroup** – We're having Paul speak on their metrics collection in the November meeting. We talked about which software and metrics are used for data collection.
  
- ❖ **Allied Updates**
  - **NAACA - (Nancy H.)** – No update
  - **ECOS - (Donovan)** – No update
  - **CAAAC – (Dan Nickey)** – See earlier discussion
  - **AAPCA - (Tony)** – A meeting on MM2A was announced. They talked about them getting rid of it which then turned into a meeting about public participation in permits. There was a lot of pushback from the states indicating they are already suffering greatly. The EPA was surprised by this. They are looking at Title V requirements and would like to speak with states that have good programs.
  - **Others**

**Next NSC call – November 1<sup>st</sup>, 2022**

**11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**

# November 2022 SBO/SBEAP NSC Call

November 1, 2022

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/94067670673>

(646) 931-3860 or Find your local number:

<https://ksu.zoom.us/j/94067670673>

Meeting ID: 940 6767 0673

## NSC MISSION

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

### Minutes to be taken by Region 10

- ❖ Agenda repair
- ❖ Approve October minutes
- ❖ Recap of ASBO/NSC monthly call
  - OAQPS is in final stages of approval of guidance. Currently undergoing final review by Rhonda's supervisor. Will share with SBEAPs hopefully soon after that.
  - Website was revealed to RASBLs. Will try to get a link from Rhonda to share to SBEAP Main.
    - Found out that website is not yet live. Unable to share the URL at this time.
  - Oil and Gas Methan Reduction rule outreach being planned, but no date as of yet (signature needed still)
    - Question for the group: Would evening outreach be more likely to reach more small businesses or allow them to participate vs. during work hours? Do you think there would be a higher level of response and interaction?
    - In general it was noted that timing is dependent on which industry was being reached out to. Some indicated that an evening class worked ok, but in other cases, that is family time and would not encourage greater participation. Others such as dry cleaners, an afternoon was better. However, ability to do virtually encourages greater participation. Overall though, when targeting a specific trade industry, it seems to be most effective at their own trade conference/meetings.
  - Awarded outreach and engagement contract and hope to begin more engagement.
    - One hoped for activity is more early engagement between small businesses and EPA to help head off rule-making that is based on outdated information or business practices.
    - Outreach and engagement contract has been awarded. Goal is to get meaningful regulated community input on rules, technology, and effective actions.
  - No RASBL in Region 6 currently. Working on getting a new one. Region 1 RASBL is currently elsewhere in EPA, but manager has stepped up to fill in role (will connect with Sara). Current list of RASBL will be on OAQPS website.
  - RASBLs have asked for more frequent contact and opportunities for group discussion.
    - RASBLs are hoping to attend Annual Training. Discussion of potential training topic on RASBL. Unknown about what frequency more frequent contacts mean.
  - EPA has a website for Inflation Reduction Act (<https://www.epa.gov/inflation-reduction-act>) which outlines multiple programs. Some of these may be funding opportunities for SBEAPs. No training currently planned relating to IRA.
    - Does not to be any training planned in relation to the IRA.

- EPA has been holding several public meetings on EtO, including two in TN. Narrowed down the list of facilities with high emissions of EtO and targeted those areas for public meetings. News reports have been varied.
  - EPA has narrowed down list of high priority facilities and begun targeted public outreach. News reports on such meetings are varied with some receiving fairly negative press and others generalized coverage. MI did note that they had several large cases and at least one facility did close down. Most of this activity has been because EPA indicated that EtO was 40 times more hazardous than initially determined. However, there appear to be few alternatives for certain applications such as sterilization of medical equipment that may be otherwise damaged by sterilization procedures.

❖ **Subcommittee Updates**

- **Website – Nancy Larson**
  - Developing scholarship forms and processes as well as listening to feedback. Look to start taking applications for travel assistance in January.
- **Annual Training Planning- Chris Lynch**
  - Looking at an RASBL topic. EPA ASBO call included funding working lunches at the Annual training
  - Annual Training has not been over a weekend, but there were some CAP training over a weekend potentially in the past.
  - RASBL panel, speakers, contract w/ Bally's, date set for week of March 20, 2023
- **Technical – Mark Stoddard/Jenifer Dixon**
  - Dave Swensgard spelling?EPA minor source NSR program
  - Dec 20 next date discussion on date change or just a conversation
  - January EPA safer choice program scheduled
  - calendar is open February onward
- **Education / Annual Report – Belinda Breidenbach**
  - Nov 10 newcomers networking event
  - Invitation to main and those who indicated they were new to SBEAP at the annual training
  - Jamboard to start conversation will be sent out this week
  - discussion on RSVP's for attendance to make it easier for the facilitators
- **Promotional – Allison Crowther**
  - new event brown bag conversation on relationship building
  - Awards open nominations in a few weeks no interest in new awards coordinator
- **EJ workgroup – Lisa Ashenbrenner-Hunt**
  - enhancing the content of the webpage
  - Selecting annual training topics
- **Metrics workgroup**
  - Requested Paula to speak on ASBO data collection at November meeting. Will work to schedule meetings more regularly.

❖ **Allied Updates**

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

Next NSC call – December 7th, 2022

11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST

# December 2022 SBO/SBEAP NSC Call

**December 6, 2022**

**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/94067670673>

(646) 931-3860 or Find your local number:

<https://ksu.zoom.us/j/94067670673>

Meeting ID: 940 6767 0673

## **NSC MISSION**

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

### **Minutes to be taken by Region 1**

Attendees: Abigail Crouse, Belinda Breidenbach, Donovan Grimwood, Eleanor Divver, Jenifer Dixon, Lucy Cross, Crystal Warren, Lisa Ashenbrenner-Hunt, Jeremy Hancher, Renee Bashel, Chris Lynch Jennifer Wittenberg, Tony Pendola, Sara Johnson

❖ **Agenda repair**

❖ **Approve November minutes**

❖ **Recap of ASBO/NSC monthly call**

- From Rhonda: There have been a few trainings available on the Inflation Reduction Act, but getting the information has not been easy.
- Website needed some corrections and is not yet live. Planned to have live by the end of the year. Will have RASBL contacts. May include guidance document, waiting for review.
- RASBL have asked for a quarterly meeting between the RASBLs. This is offset from the quarterly workgroup meeting that had been ongoing and includes several more liaisons in addition to the RASBLs.
- There are some small business that have been affected by the focus on EtO, however most of those are subsidiaries of larger companies.
- Discussion of intersection of proposed changes to AERR, minor NSR, Air Toxics Screen, and EJ Screen as well as EPA's increased focus on hazardous air pollutants. Looking for specific data. What are the trends? Will they focus on small businesses? More public facing and GIS info for assessing health risks. New CARES system to collect data. A few states already have state level collections and EPA has been testing CARES in three or four states (AZ was most recent known to be testing). What new tools are needed to help SB understand potential requirements, calculations, and how to report.
- Increase enforcement in EJ communities. Do we know where those targeted areas will be? Can we do outreach prior to visits? Can we use social media to send out info on EJ screen to determine if the business is in the area for potential visits? Potential to use ECHO combined with EJScreen to identify potential trends.

❖ **Other items**

- Chris Lynch is the new Vice Chair for the NSC

❖ **Subcommittee Updates**

- **Website – Nancy Larson** – Annual training web page updated, award info posted, 2 applications for scholarships, still time to apply for assistance. TN will be hosting the 2024 annual training. Will work on timeline and budget.



- **Annual Training Planning- Chris Lynch** – Working on final contract with hotel, week of March 20. Survey sent, please fill out to determine room block. Call next week.
- **Technical – Mark Stoddard/Jenifer Dixon**  
Minor New Source Review for November topic. No meeting in December. Next meeting in January on Safer Chemicals presented by EPA.
- **Education / Annual Report – Belinda Breidenbach**  
Results of Newcomer networking session. Good session, good turnout, 30 people. Used Jamboard. Try to connect within their region or similar programs. Encourage newcomers to sign up for technical and trainings. Gabe in CO, interviewing other SBO, to determine CO role. Donovan had plans to reach out to states that are not participating in SBEAP programs but will reach out to Chris and figure out next steps.
- **Promotional – Allison Crowther** – Planning on a twitter tools Tuesday. Showcase tools from various SBEAPs. Incorporate discussion questions during Friday features. Unique hotline calls. AWARDS – nominations are open. More reminders after the holidays. Looking for a new volunteer to take over the award for next year.
- **EJ workgroup – Lisa Ashenbrenner-Hunt** – meeting next week. Priority to determine what to provide at annual training. Trying to connect with someone locally. Paula will reach out to EPA. Chris did hear from Reg 9 but nothing came back for options to contact. PA can look at their screen to find the potential EJ areas and review cases. Trying to update web page with resources.
- **Metrics workgroup**  
Good discussion of ASBO collection using MS Forms. They use it as an intake and it is portable to Excel or other similar programs and can be queried to create statistics. May be something already available to many. Another option may be Google Docs/Forms.

#### ❖ Allied Updates

- **NAACA - (Nancy H.)** - No update to report
- **ECOS - (Donovan)** Planning meeting on Dec 7. Unknown if there is a topic. On Dec 19<sup>th</sup>, ECOS EJ Workgroup meeting to discuss EPA Title VI/Civil Rights Preaward Compliance Review process. Have shared with EJ subcommittee and do not have any comments.
- **CAAAC – (Dan)** – Did have a call, meeting Dec 14, input on IRA. Dan is stepping down. Will need a new volunteer. Contact Donovan and Chris if interested.
- **AAPCA - (Tony)** – Best Practices Award webinar – nothing small business related
- **Others – Tony** – final rule for NESHAP6H. Need to change reg nav tool. Can we submit auto body shops on CEDRI? Tony will let us know. Is CEDRI translateable? Jenifer will ask her contact.

Next NSC call – **January 10, 2023** – watch for updated zoom link

**11:00 – 12:00 PT; 12:00 – 1:00 MT; 1:00-2:00 CDT; 2:00-3:00 pm EST**