

## **Small Business Compliance Assistance Advisory Council - Meeting Notes – October 22, 2014**

In Attendance:

- Chuck Homer, Council Member
- Diana Vanek, Council Member
- Dan Sharon, Council Member
- Keith Outzs, Council Member
- Michelle Bryan, Council Member – on phone
- Bonnie Rouse, Council Participant
- John Podolinsky, Council Secretary

Krista Lee Evans, Brad Reid, and Heather Higinbotham were not available to attend the meeting.

John had invited a number of DEQ managers to the meeting to introduce themselves including Bureau Chief Christian Schmidt, Division Administrator George Mathieus, Public Information Officers Chris Saeger and Paul Driscoll, and Deputy Director Tom Livers.

The meeting started at noon with brief introductions and pleasantries. John introduced the meeting agenda and reviewed the Council's creation and roles.

The meeting continued per the agenda with John providing a summary of SBEAP/SBO accomplishments from the past 13 months. We discussed a number of the accomplishments in detail including:

1. Publications including 2014 Dry Cleaner Compliance Calendar and SBEAP/SBO trifold. The SBEAP currently relies on an 8.5"x14" poster to advertise its services. John is developing a trifold that would also serve as an informative program handout.
2. Radon testing and radon public service announcement – DEQ Public Information Officer Paul Driscoll introduced himself to the Council and suggested PSA ideas. John and Paul will work on a PSA for radon awareness month in January. The Radon Control Program hopes to host its second annual radon conference in January or February. The Program continues to answer radon questions from its 800 phone hotline, maintain its radon FAQs webpage, and provide free short-term radon test kits to homeowners.
3. Environmental 101 Training – The Council discussed support of the SBEAP in hosting trainings for a variety of regulated entities on a number of subjects including air and water quality, stormwater, open cut /gravel pit, solid waste, recycling, asbestos, enforcement, compliance assistance, etc. The SBEAP and the Montana Contractors Association (Keith Outzs) plan to discuss future training collaborations.

4. Training and Outreach conducted including hosting a day-long training in Sidney, Montana in March 2014 on open cut, air quality, and MDT road approach requirements to gravel pit operators and consultants. Throughout the year John also manned booths at a number of conferences he attended and handed out information on DEQ regulatory programs.
5. Required Activities and Reporting performed including attending Clean Air Act and Solid Waste Advisory Council meetings, attending air compliance staff meetings, reporting SBO/SBEAP actions to EPA, working with the UnCommon Sense Program which teaches environmentally sustainable operations to businesses and other organizations, and being secretary to the Council.
6. Other Projects and Collaborations included working with a number of small business entities facing regulatory compliance challenges, coordinating chemical and mercury device collection and disposal actions, participating on a SBO/SBEAP National Steering Committee, meeting with DEQ's Materials Management Waste Group discussing recycling in Montana, and others.
7. Ongoing and Future Activities discussed were SBO/SBEAP brochure, radon brochure, developing relationships with other State and Federal agencies who work with small businesses in Montana, and others. John expressed a continued effort to engage the various workgroups of DEQ and to better utilize the SBEAP/SBO office. The Council discussed the benefit of a webinar and seminars for contractors on commercial building and energy codes. We discussed providing opportunities for compliance assistance training at MTSafetyFest events.

Keith Outzs agreed to continue as the Council's Presiding Officer.

Deputy Director Tom Livers introduced the Governor's Office's goals including a business portal in which small businesses could determine DEQ applicability, economic development and his Main Street Project. Mr. Livers reiterated the Council's roles of advising the SBO and help craft DEQ's message of environmental protection.

Diana thanked DEQ for continued support of the University of Montana's annual high school health science symposium in which high school student collaboratively research real-world air pollution problems such as the health effects of radon, carbon monoxide and particulate matter.

It was determined that the next SBCAAP meeting would take place in the fall of 2015. A number of Council members' tenures expire in May 2015. John will contact the legislature and Governor's office regarding appointments and submit a copy of these meeting notes to Stacey Otterstrom of the Governor's Office.

The meeting adjourned at 2pm.