

Small Business Compliance Assistance Advisory Council

Annual Meeting Notes – December 11, 2020

In Attendance:

- Keith Ouzts, Council Member
- Wayne O'Brien, Council Member
- Diana Hammer, Council Member
- Earl Allen, Council Member
- Dan Lloyd, DEQ Energy Bureau Chief
- Bonnie Rouse, DEQ Energy Bureau Supervisor
- Robyn Boyle, DEQ Energy Bureau
- Jenni Stillwagon, DEQ Energy Bureau Office Manager
- John Podolinsky, Council Secretary, SBEAP representative and SBO

1. Meeting called to order, welcome and introductions:

John called the meeting to order at 9:30am and everyone in attendance introduced themselves. John reviewed agenda topics and thanked Robyn for hosting the virtual Zoom meeting. Council members Hoby Rash and Robin Saha were not able to attend the meeting.

2. Review of statutes, appointments and re-appointments:

Meeting attendees briefly reviewed applicable statutes (Montana Code Annotated, MCA) of the Council, Small Business Environmental Assistance Program (SBEAP) and Small Business Ombudsman (SBO):

- A. MCA 2-15-2110, Small business compliance assistance advisory council.
- B. MCA 75-2-106, Small business compliance assistance advisory council – duties – secretary - meetings.
- C. MCA 75-2-107, Small business stationary source technical and environmental compliance assistance program – duties.
- D. MCA 75-2-109, Small business stationary source representative – duties.

Appointments/Re-appointments/Appointments to be filled – Messrs. Allen, Ouzts, and O'Brien are veteran members and represent stationary sources. Ms. Hammer was appointed in June 2020 by Governor Bullock and represents the public. Dr. Saha was also appointed to the Council by Governor Bullock in June and represents the public. All Council member tenures expire in 2022. The fourth stationary source representative is to be appointed by Representative Brad Tschida.

3. Presiding Officer election:

The Council made a motion with second to elect Mr. Allen as Presiding Officer. Mr. Ouzts was recognized for serving as Presiding Officer for the past few years.

4. Summary of 2020 SBEAP/SBO Activities:

John summarized highpoint activities of the SBEAP and SBO of 2020.

- Outreach to other small business assistance entities such as Small Business Development Centers, economic development corporations, other state and federal agencies, etc.
- Outreach to stationary sources including gasoline stations for vapor recovery, drycleaners via the perchloroethylene-use compliance calendar, and Montana Collision Repair Association.
- Attended, participated, tabled at Montana Contractor Association annual convention, SafetyFestMT events, Brownfields meetings, Consultants Day, and others.
- Compliance assistance to a variety of small businesses on a variety of environmental regulations.
- Radon inquiry assistance to homeowners. The Region 8 Radon Conference was to be hosted by DEQ's Radon Control Program, but was cancelled due to covid.
- Source reduction assistance to MT Craft Malt and other food and beverage producers, worked with MSU Montana Manufacturing Extension Center, funded by EPA grant.

5. Roundtable Reports of Council Members:

- Mr. Allen reported this past year has been challenging operating a chain of convenience stores due to covid. Employee retention and attention to regulatory compliance have been two priorities for Noons Petroleum. He stated having regulations written so the layperson can understand them is important. John and he work together on the Petroleum Tanks Stakeholders Workgroup. The workgroup is comprised of environmental consultants, contractors and the programs within DEQ that regulate petroleum storage tanks, release remediation, and reimbursement of corrective action and third-party damage costs. The workgroup hosted Consultant's Day, underground storage tank regulatory trainings, and worked on DEQ and cost reimbursement process improvement initiatives.
- Mr. O'Brien said this year the demand for printed materials lessened due to covid. In response Allegra sold personal protective equipment. He reported many printers have updated their printing processes by using environmentally-friendly inks and protecting employees' safety and health.
- Mr. Ouzts reported construction has been doing well despite covid. He said there were fewer vehicles on the road so more road and bridge projects occurred. He commented on the inconsistency of regulatory application by certain agencies and said it was nice to work with John on compliance assistance efforts.
- Ms. Hammer reported how covid has had an impact on rental property owners like her; rental payments were not always paid on time; however, mortgages payments did not let up. She mentioned she used to be with EPA and worked on Superfund projects. She also hosted Childhood Environmental Health Network meetings with various state agencies aimed at how the environment affects children; Robyn, Bonnie, and John participated in those meetings and related activities.
- Ms. Boyle reported her work on overseeing the SMART Schools Challenge, energy performance contracting activities, and working with Bonnie and John on the source

reduction assistance grant at MT Craft Malt, Dean's Zesty Booch, 406 Pasta, and Granite Water Works. Source reduction assistance reduces or eliminates the creation of pollutants through increased efficiency in the use of raw materials, energy, water, or other resources. EPA is the source of the grant.

6. Future direction of SBEAP and Council:

John reported he intends to continue assisting small businesses with navigating environmental regulations. He intends to continue marketing SBEAP and SBO resources and working collaboratively with small business assistance entities across the state. Council members suggested a program newsletter would be beneficial for reporting program activities. Members encouraged maintaining communications among themselves and John.

7. Miscellaneous and next meeting:

The Council discussed holding a meeting in the summer; a date and time of June 17, 2021 at 10am was tentatively made.

8. Adjourn: The 2020 annual meeting of the Council was adjourned at 11:35am.

End of notes.