

US EPA ARCHIVE DOCUMENT

Quarterly Report  
EPA 2002 State Innovation Pilot Grant Program

Reporting Period:  
November 2003-February 2004

**I. Information**

State and Agency: Delaware Department of Natural Resources and Environmental Control  
Title of Project: Auto Body Certification Project in the State of Delaware  
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Expenditure Report:

*Financial Information removed by EPA as confidential business information.*

Project Progress Report:

We have completed Phase I of our project.  
March 03- December 03  
Phase I included:

Identification of body shops:

We defined who fit the criteria for the body shop and then began to compile a facility universe from databases that our department had, Dunn & Bradstreet, Yellow Pages, Delaware Department of Labor unemployment database, and other sources. We came up with an original total of over 300 shops. We have since reduced that number to just over 200 shops from traveling to shops during our baseline inspections and determining that they are either out of business or do not do auto body work. We plan to continue to verify a

shops status through phone calls to the shops to have a more accurate list. During the initial identification of body shops we tried to incorporate a community involvement aspect within the City of Wilmington. We designed a community survey and our Community Ombudsman distributed the survey to community groups located in the City of Wilmington. Our Community Ombudsman also talked with City Council about the project. I did a local television cable network news show where I spoke about the auto body project and asked for community involvement. This was aired several times over a two week period. We had no surveys submitted to our department. We did however, have community feedback to our Community Ombudsman about other community issues that they were interested in and she has begun pursuing those concerns as a result. Unlike Baltimore's project, we did not have a community group that came to us, we went to them and learned that there were other issues that were more of a concern i.e. landfill odors, material storage, air monitoring, etc.

We have established our database for data entry. We have not begun to enter data into the database. This will begin within the next month. The inspector checklists were filled out by hand and must be entered into the database. We determined that for the number of inspections vs. the cost of software development and hardware purchases it was more cost effective to have the inspectors manually complete the checklist.

We developed our inspector checklist. This was a very time intensive process and required several rounds of review from the various media programs within DNREC.

We are currently in Phase II of our project:

December 03 – December 04

Phase II includes:

Compliance assessments:

We completed inspector training prior to the start of our inspections.

We determined based on statistical analysis of the original estimated figure of 350 shops that we would need to conduct 60 baseline inspections. We assigned 4 inspectors to the project and set aside a two week period for inspections. We began the inspections on February 9<sup>th</sup>. We have inspected 55 shops to date. We have not analyzed the data from the inspections. We anticipate beginning data entry within the next month and an analysis will follow at that point. We are reviewing our resources and statistical analysis to determine what path forward we should take at this point.

We are planning to begin the first draft of our workbook in March. We will have internal and external (body shop owners) participation in the first draft and review of materials.

Once our data analysis from our baseline inspections are complete, we will begin planning our workshops.

We are on target with our anticipated time line for the auto body project.