State Innovation Grant Program:
Arizona Department of Environmental Quality
Grant ID: EI-96988501-0

Project Title: Arizona Environmental Performance Track (AzEPT): Increasing Membership by Lowering Membership Hurdles, Building a Broader Base, and Improving Key Incentives.

Applicant: Arizona Department of Environmental Quality (ADEQ)

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Project Period: September 29, 2006 to September 28, 2009 (3 years) – **Extension Granted to September 30, 2010**

Project Overview
This project is intended to broaden the range of business sectors involved in Arizona's newly formed Performance Track Program through both existing and new initiatives designed specifically for small business, small communities and agricultural enterprises. Arizona proposes to develop guidance and templates for Small Community Environmental Protection Plans (very similar to EMS's) under a new ADEQ policy that is based on EPA's recently modified Small Community Policy. The project will also create an agricultural performance track. Arizona will partner with air quality departments of Maricopa, Pima, and Pinal Counties who have EPA delegation to implement Title V of the Clean Air Act. The project proposes to significantly reduce one of the burdens of applying for membership in Arizona's program and PT by developing comprehensive EMS guidance and templates (meeting standards set by Performance Track) with plans to make them generally available to the regulated community. The project also proposes to further develop incentives which streamline the permitting process and reduce reporting obligations.

Section 1 – Summary of Activities

(Narrative text, short summary of grant activities that have taken place during the quarter)

The Arizona Performance Track Administrator attended the final meeting (May 5-6) of the Subcommittee on Promoting Environmental Stewardship (SPES), which was formed under the National Advisory Council for Environmental Policy and Technology (NACEPT), during this quarter. The SPES completed its draft recommendations and forwarded them to the NACEPT committee for review, approval, and transmittal to Administrator Lisa Jackson. On June 24, 2010 the NACEPT Committee transmitted the SPES recommendations to Administrator Jackson unedited. A copy of NACEPT's transmittal letter and the SPES recommendations are attached.

On April 11, 2010, ADEQ's leadership officially adopted an Environmental Policy, in connection with the development of an EMS at ADEQ, (policy attached). Additionally, the Implementation Team has begun the process of identifying the environmental aspects and impacts of ADEQ's activities, products and services. Several training sessions have been held for the Implementation Team, and on June 24th, an introductory training session was conducted at ADEQ's Southern Regional Offices in Tucson, Arizona. A similar training will be conducted at ADEQ's Northern Regional Offices.

On May 17-18 the Arizona Performance Track Administrator, a Support Staff member, and the Community Liaison for Northern Arizona met with representatives from the City of Winslow, Pinetop-Lakeside Sanitary District, the City of Eagar, and the City of Springerville to discuss their respective progress on completing their Small Communities Environmental Protection Plan (SCEPP). A SCEPP is a less robust EMS option available to small communities under ADEQ's Small Community Policy. The meetings focused on the Templates available in the SCEPP manual and how an EMS can assist these small communities in addressing their environmental issues and remaining in compliance with environmental regulations efficiently and cost-effectively. The success achieved in these meetings confirmed the usefulness of sitting down with all communities interested in developing a SCEPP; consequently, additional meetings will be scheduled with the remaining interested small communities. AzEPT developed a FAQ and Fact Sheet specifically for the SCEPP program. Upon approval, both will be posted on the ADEQ Small Community Compliance Assistance Project website.

On May 26-27, the Arizona Performance Track Administrator attended the 2010 National Environmental Partnership Summit that was held in Orlando Florida; and participated as a panelist for the session discussing the role of an EMS in Sustainability. This panel discussed the assertion that EMS's are a critical step in the path toward sustainability, both from the standpoint of EMS adoption by individual entities and as a public policy tool for regulatory agencies. The panelist specifically discussed the use of EMS's, in the public and private sector, governmental efforts to promote stewardship as an element of sustainability, and global trends in EMS adoption and usage.

On June 15, 2010, the Arizona Performance Track Administrator participated in a conference call with the Interim-Board members of the Stewardship Action Council (SAC). The SAC is the surviving multi-stakeholder group that came out of

the Performance Track Participating Association (PTPA) and seeks to drive sustainable and socially responsible business practices and results through encouragement and recognition of accomplishments that extend beyond or exceed those attainable through normal compliance activities; and through the design and implementation of a performance based index, created by a coalition of multi based stakeholders including academics, state and federal government, NGOs, investment groups and industry representatives. The Arizona Performance Track Administrator will continue to monitor and participate in, as necessary, the SAC's work on promoting sustainable practices.

As previously reported, the Arizona Performance Track Administrator took over the administration of ADEQ's Green Auto Program in January 2010. This is the first industry partnership program that has been developed under ADEQ's Green Business Initiative; which may ultimately serve as a conduit into the Performance Track Program itself. The Arizona Performance Track Administrator has been researching other States that have developed a tiered approach in promoting stewardship practices. It is envisioned that Arizona's Green Business Initiative will include multiple levels of participation, allowing organizations to be recognized for achievements already realized; as well as encourage them to continue improving and working towards being environmental leaders within the State of Arizona.

On June 29, 2010, the Arizona Performance Track Administrator joined an inspector from AAA of Arizona, one of the organizations partnering with ADEQ to implement ADEQ's Green Auto Program, on an inspection of a AAA auto repair facility that has applied to become a certified member of the Green Auto Program. The Arizona Performance Track Administrator was also trained on conducting the compliance enforcement prescreen reviews for applying facilities.

AzEPT support staff continues to work with the agency's communications staff to finalize the draft of a new AzEPT web page. Additionally, ADEQ information technology (IT) support has completed adapting the Microsoft Excel version of the application, renewal, and annual progress reports (APR) prepared by EPA.

The new AzEPT brochure is now posted on the AzEPT web page (copy attached).

Section 2 – Accomplishments/Problems
(Narrative text, short summary of performance to date, major milestones, problems that have occurred or expected, and steps to resolve problems)

Accomplishments:
Section 1 – Summary of Activities details the accomplishments of AzEPT for the first quarter 2010.

Problems:
In the second quarter 2009, AzEPT received a new membership application from Frito-Lay (PEPSICO). In early March 2010 EPA Region IX completed their compliance enforcement review for Frito-Lay and sent a report to AzEPT. July 2010 AzEPT Program Administrator and support staff is completing a final review of the Frito-Lay membership application.

Section 3 – Schedules
(Compare completed milestones against agreed project schedule, explain discrepancies)

NOTE: Dates in the *Key Activities, Milestones and Outcomes* reflects revised dates in the Workplan/Project Schedule to meet the three-year Grant dates beginning October 1, 2006 and ending September 30, 2010.

Key Activities, Milestones and Outcomes

Workplan: Task - Description	Start	End	Status	Comments/Outcome
General				
Develop Quality Assurance Project Plan (QAPP) with performance measures (to be modified continuously as additional performance measures are identified)	10/01/06	12/01/06	Completed	**JULY 29, 2009:** AzEPT QAPP COMPLETED and SUBMITTED to EPA.
Submit Revised Workplan for EPA Approval	10/01/06	12/01/06	Completed	Resolved
Finalize MOA between ADEQ, EPA, and the air quality departments of Maricopa, Pima, and Pinal Counties regarding Arizona Environmental Performance Track	10/2006	01/2007	Ongoing MOA Signed 12/11/2008 In Phoenix **MOA No Longer Applicable**	**MOA signed by EPA and ADEQ on 12/11/2008.** **Incentives – Case By Case Basis:** AzEPT continues to work with our participating Air Quality counties and other regulatory agencies to promote the AzEPT program and to gain a commitment to develop benefits for our members. AzEPT offers incentives on a case-by-case basis as members request an incentive specific to their needs. AzEPT will then negotiate directly with regulatory agency staff rather then rely on legislation.

Workplan: Task - Description	Start	End	Status	Comments/Outcome
Adoption of federal performance track incentives for MACT.	10/2006	11/2007	**No Longer Applicable**	AzEPT has completed revisions to eliminate all incentives previously adopted and granted to members by EPA through federal regulations. The AzEPT program brochure and the web page have been revised and should be posted during the 4th Quarter 2009. AzEPT continues to work with our participating Air Quality counties and other regulatory agencies to promote the AzEPT program and to gain a commitment to develop benefits for our members. AzEPT offers incentives on a case-by-case basis as members request an incentive specific to their needs. AzEPT will then negotiate directly with regulatory agency staff rather then rely on legislation.
NEW Report Format 4th Quarter 2008: Quarterly review and report to EPA on the project status.	01/2007	09/2009	Completed Quarterly Report Format Revised 12/31/08	**November 19, 2008:** Teleconference Call with Tom Kelly, EPA Region IX Reporting format changed to add a GRANT WORKPLAN GOALS SECTION to provide a section that tracks all grant accomplishments to date. A STATUS COLUMN was added to track progress of Grant Workplan Goals. All Quarterly Reports including Financial Reports are up-to-date and filed with EPA.

Workplan: Task - Description	Start	End	Status	Comments/Outcome
Annual member, partnership and agency staff survey followed by an annual conference with Performance Track members and collaborative partnership agencies and trade associations to evaluate the effectiveness of the program and discuss future incentives designed to benefit existing and future members and to encourage mentoring programs.	10/2006	04/2009	Spring Conference 03/18/10 Postponed Completed Member Survey and Member Conference 09/10/08 Spring Conference 04/09/2009	March 18, 2010: Third Annual Spring Conference for members and invited guests was <u>postponed</u>. AzEPT member reductions in staff and increased responsibilities did not permit participation in the conference at this time. AzEPT Program Administrator is working with our AzEPT members and the <u>Arizona Environmental Strategic Alliance</u> to reschedule the conference.
Develop and track quarterly performance measures for Performance Track. ADEQ Quality Assurance Project Plan (QAPP)	10/2006	09/2009	Completed July 2009	**JULY 29, 2009**: QAPP Completed and submitted to EPA.
Grant Workplan Goals	**10/2006**	**09/2009**	**12/31/08**	**NEW REPORTING SECTION 4th Quarter 2008**
EPA/ADEQ Innovation Grant *Cooperative Agreement*	10/2006	11/06/06	Completed 11/06/2006	The MOA *Cooperative Agreement* between EPA and ADEQ was finalized November 6, 2006.
AZ PERFORMANCE TRACK MEMBERS:	10/2006	09/2009	As of 06/30/2010 Ongoing	**NEW Member Application:** Frito-Lay (PepsiCo) submitted an application for AzEPT membership. The application is under review.
1) PING, Inc.	05/11/06			
2) City of Scottsdale	05/11/06			
3) Intel Arizona – Ocotillo Campus	05/11/06			

Workplan: Task - Description	Start	End	Status	Comments/Outcome
4) Xanterra South Rim, LLC	02/06/07			AzEPT is working with Region IX to complete the compliance enforcement review. Region IX is working with DOJ to assist AzEPT in completing the review.
5) Mormon Lake Lodge	06/10/08			
6) Freescale Semiconductor, Inc. - Chandler	08/08/08			
7) Freescale Semiconductor, Inc. - Tempe	08/09/08			
8) Forever Resorts at Grand Canyon Lodge, North Rim	01/20/09			
9) **Frito-Lay**	**2nd Qtr 2009**		2nd Quarter 2010 Pending	**2nd Quarter 2010:** July 2010 AzEPT Program Administrator and support staff is completing a final review of the Frito-Lay membership application. **March 2010:** EPA Region IX completed their compliance enforcement review for Frito-Lay and sent a report to AzEPT. A final review of the Frito-Lay AzEPT membership application is now pending.

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AZ Small Community Compliance Assistance Project – Participating Communities:

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<td>01/2008</td>
<td>09/2010</td>
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As of 06/30/2010

Ongoing Project

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On May 17-18, 2010: The Arizona Performance Track Administrator, a Support Staff member, and the Community Liaison for Northern Arizona met with representatives from the <u>City of Winslow, Pinetop-Lakeside Sanitary District, the City of Eagar, and the City of Springerville</u> to discuss their respective progress on completing their <u>Small Communities Environmental Protection Plan (SCEPP)</u>. The meetings focused on the Templates available in the SCEPP manual and how an EMS can assist these small communities in addressing their environmental issues and remaining in compliance with environmental regulations efficiently and cost-effectively. The success achieved in these meetings confirmed the usefulness of sitting down with all communities interested in developing a SCEPP; consequently, additional meetings will be scheduled with the remaining interested small communities. AzEPT developed a FAQ and Fact Sheet specifically for the SCEPP program. Upon approval, both will be posted on the ADEQ <u>Small Community Compliance Assistance Project</u> website.

Community Liaisons will continue to work with these communities to encourage completion of a Small Community Environmental Protection Plan (SCEPP).

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Continued from previous page: **AZ Small Community Compliance Assistance Project – Participating Communities:**				**March 2010:** See corresponding comments above at section 2 accomplishments/problems. Three participating communities in the Small Community Compliance Assistance Project have withdrawn. The communities of **Willcox**, **Safford** and **Pima** cited reduced revenue and reduced staffing as the primary reasons for withdrawing from the program. Each community had committed to complete their SCEPP within one-year of acceptance in the program. The SCEPP's were due to ADEQ by April 1, 2010. AzEPT Program Administrator and the ADEQ The Town of **Miami** may also withdraw from the program. Two participating communities Small Community Compliance Assistance Project members have requested an extension. The communities of **Springerville** and **Winslow** have been granted a 6 month extension to complete their SCEPP. AzEPT Program Administrator is in the process of finalizing a May 2010 schedule for one-on-one SCEPP workshops with the remaining participating communities to provide additional assistance in the development and completion of their SCEPPs.

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Continued from previous page: **AZ Small Community Compliance Assistance Project – Participating Communities:**	01/2008	09/2010		Project officially began November 2005. The SCEPP Guidance Manual was completed 12/2007, and the SCEPP Template (a "less robust" EMS) in 12/2008, under this Innovation Grant. Once accepted into the program, ADEQ issues a Certificate to the community. ADEQ Community Liaisons work directly with our participating small communities. Participating Members **must** develop a SCEPP and provide a copy to ADEQ no later than one-year after acceptance into the program.
1) City of Willcox Withdrew March 2010	04/14/08			Withdrew March 2010
2) City of Safford Withdrew March 2010	04/18/08			Withdrew March 2010
3) Town of Pima Withdrew March 2010	04/18/08			Withdrew March 2010
4) Town of Springerville	06/18/08			March 2010 Requested and Granted a 6 month extension.
5) City of Winslow	08/18/08			March 2010 Requested and Granted a 6 month extension.
6) Town of Miami	08/25/08			March 2010 May have to withdraw from the program.
7) Town of Eagar	09/25/09			Formal Certificate Issued
8) Pinetop Lakeside Sanitary District	11/24/09			Formal Certificate Issued
NEW Guidance & Training Materials:	10/2006	09/2009	As of 06/30/2010	All Guidance was created by ADEQ AzEPT support staff.

PowerPoint Presentations: Environmental Management Systems (EMS), and EMS and Enforcement *Copies were provided to EPA with 4th Quarter 2008 Report*		Training Dates 09/2005 08/27/08 03/18/09 09/23/09 01/2010	Annual Internal Staff Training	Two PowerPoint Presentations were created for ADEQ staff training. The training focuses on the elements of an EMS; ADEQ guidance documents, templates and checklists for development of an EMS; and how to effectively incorporate EMS language into administrative and civil consent orders.

Click on the Link to view the EMS Modules/Template:
 	
ADEQ Environmental Management System (EMS) Modules
 	
  - Module One: Launching an EMS
  - Module Two: Developing an EMS
  - Module Three: EMS Implementation
  - Module Four: EMS Feedback
		Module Completion Dates
		
		07/26/05
		07/26/05
		12/28/06
		04/03/07
			All Completed & Posted to Website 4th Quarter 2007	All Four Modules (templates) are now completed and posted to ADEQ's website. The END dates listed are the completion dates for each module.
				
				AZ Performance Track staff completed a review of the EMS templates to ensure compliance with EPA program requirements.

ADEQ Performance Track and EMS Internal Training PPT: What Is Arizona Environmental Performance Track? *Copy was provided to EPA with 4th Quarter 2008 Report*		Training Dates 05/16/07 08/27/08 03/18/09 09/23/09 01/2010	Annual Internal Staff Training	Developed to introduce ADEQ staff to the EPA and AZ Environmental Performance Track Programs and the importance of developing an Environmental Management System.

Click on the Link to view the SCEPP: A Guide for Developing and Implementing a Small Community Environmental Protection Plan (SCEPP) A SCEPP is a *"less robust"* EMS. *Copy was provided to EPA with 4th Quarter 2008 Report*		12/2007	Completed & Posted To Website 12/12/2007	This manual was originally written to be used by small communities and special districts in identifying, prioritizing, correcting, and preventing future environmental compliance problems by addressing all levels of infrastructure. The manual is being used by both the regulated community in general, and ADEQ staff, since it covers ADEQ's regulatory authority.
Click on the Link to view the PPT: SCEPP Presentation *Copy was provided to EPA with 4th Quarter 2008 Report*		02/20/08	Completed & Posted To Website 02/20/2008	A *Quick Reference* to the SCEPP as part of the AZ Small Community Policy to promote the development of management tools to be used to identify, prioritize, correct and prevent future environmental problems.
ADEQ Training PPT: Arizona's Small Community Environmental Compliance Assistance Project – SCEPP Template *Copy was provided to EPA with 4th Quarter 2008 Report*		06/23/08 03/02/09 05/2010	Specialized Training Ongoing Support	Specialized Training for ADEQ's Community Liaisons and the Director's Office staff on the SCEPP Appendix B Template released in the 4th Quarter 2008. **May 17-18, 2010:** Refresher Training combined with one-on-one Workshops for four participating small communities.

ADEQ Performance Track Member Survey: 2008 Members Survey *Copy was provided to EPA with 4th Quarter 2008 Report*	06/24/08	07/31/08	Completed 07/31/2008	The results of this survey were used to improve the benefits and services for our members and assist us in identifying new benefits. The results of this survey were presented at the upcoming <u>2008 Arizona Environmental Performance Track Annual Members Conference</u> on September 10, 2008.
ADEQ Performance Track Member Conference PPT: <u>First Annual</u> Arizona Environmental Performance Track Member Conference *Copy was provided to EPA with 4th Quarter 2008 Report*		09/10/08	Completed 09/10/2008	ADEQ hosted the first annual member conference. Tom Kelly, Region IX represented EPA at the conference.
Click on the Link to view the Template: <u>Appendix B Template Small Community Environmental Protection Plan Instructions, Examples, & Forms</u> *Copy was provided to EPA with 4th Quarter 2008 Report*		11/11/08	Completed & Posted To Website 11/11/2008	The <u>Appendix B Template</u> is a part of <u>A Guide for Developing and Implementing a Small Community Environmental Protection Plan (SCEPP)</u> Manual. The template provides instructions on developing procedures, and includes completed examples, flow diagrams and corresponding blank forms, to aid in the development and implementation of a Small Community Environmental Protection Plan (SCEPP) (a "less robust" EMS).

Second Annual Arizona Environmental Performance Track Member Conference **PING, INC.'S ENERGY PROGRAM** **Hitting the Green in Regulation** *Copy was provided to EPA with 2nd Quarter 2009 Report*	04/09/09	04/09/09	Completed 04/09/09	AzEPT 2009 Spring Conference member presentation. Ping, Inc. on Best Management Practices.
Second Annual Arizona Environmental Performance Track Member Conference **INTEL CORP** **Sustainable Manufacturing in Consumer Electronics Sector** *Copy was provided to EPA with 2nd Quarter 2009 Report*	04/09/09	04/09/09	Completed 04/09/09	AzEPT 2009 Spring Conference member presentation. INTEL, Corp. on Best Management Practices
Second Annual Arizona Environmental Performance Track Member Conference **FREESCALE Semiconductor** **Go Green, Live Healthy, Be Safe** *Copy was provided to EPA with 2nd Quarter 2009 Report*	04/09/09	04/09/09	Completed 04/09/09	AzEPT 2009 Spring Conference member presentation. Freescale Semiconductor, Tempe and Chandler facilities gave presentations on Best Management Practices.
Small Community Environmental Protection Plan (SCEPP) **SCEPP FAQ and Fact Sheet**	10/2006	Extended to 09/2010	June 2010 Pending	**June 2010**: AzEPT developed a FAQ and Fact Sheet specifically for the SCEPP program. Upon approval, both will be posted on the ADEQ Small Community Compliance Assistance Project website.

				ALL OUTREACH TO DATE
OUTREACH: **Internal & External Outreach** **All Outreach To Date**	10/2006	Extended to 09/2010	09/30/2009 Extended to 09/30/2010	**NOTE:** ADEQ did not hire an AZ Performance Track Program Administrator until April 3, 2007. All ongoing projects were directed by Henry Darwin, ADEQ Administrative Counsel and AzEPT Project Manager, and assigned to support staff.
INTERNAL OUTREACH:	10/2006	Extended to 09/2010	Extended to 09/2010	Ongoing
PowerPoint (PPT) Presentations: Environmental Management Systems (EMS), and EMS and Enforcement *Copies were provided to EPA with 4th Quarter 2008 Report*	09/2005	Training Dates 09/2005 08/27/08 09/23/09 05/2010	Ongoing Annual Internal Staff Training Extended to 09/2010	Three PPTs were created and updated for ADEQ staff training. The training focuses on the elements of an EMS; ADEQ guidance documents, templates and checklists for development of an EMS; and how to effectively incorporate EMS language into administrative and civil orders. Training is for ADEQ Staff and participating County Air Quality staff. **May 17-18, 2010:** Refresher Training combined with four one-on-one Workshops for participating small communities. **June 24, 2010:** An introductory EMS training session was conducted at ADEQ's Southern Regional Offices in Tucson, Arizona. A similar training will be conducted at ADEQ's Northern Regional Offices.

EPA Performance Track Site Visit Training	10/24/06	10/26/06	Completed	October 24, 25, & 26, 2006 ADEQ hosted EPA Site Visit Staff Training.
EPA/ADEQ Joint Site Visit to PING, Inc.	10/26/06	10/26/06	Completed	Official Site Visit & ADEQ Staff Training.
ADEQ Performance Track and EMS Internal Training PPT: What Is Arizona Environmental Performance Track? *Copy was provided to EPA with 4th Quarter 2008 Report*	05/16/07	Training Dates 05/16/07 08/27/08 03/18/09 09/23/09 2010 TBA	Annual Internal Staff Training Extended to 09/2010	Developed to introduce ADEQ staff to the EPA and AZ Environmental Performance Track Programs and the importance of developing an Environmental Management System. Training for ADEQ and participating County Air Quality staff.
Flexible Air Permitting Teleconference	11/12/07	11/12/07	Completed 11/12/2007	AZ AzEPT hosted the Teleconference for ADEQ Air Permits Section Manager and staff. AZ AzEPT provided copies of the White Papers and other training materials. ADEQ is working with our Air Permits staff to develop flexible air permitting as an AzEPT member incentive.
Small Community Compliance Assistance Project – P2 Webinar Presentation AZ Performance Track Support	11/29/07	11/29/07	Completed 11/29/2007	Byron James, ADEQ Community Liaison, P2 webinar presentation on A Guide for Developing and Implementing a Small Community Environmental Protection Plan (SCEPP) which was completed and posted to our website 12/12/07. ADEQ hosted the live webinar for ADEQ staff.

AZ Performance Track Program EMS Requirement for ADEQ Community Liaisons	12/13/07	12/13/07	Completed 12/13/2007 Refresher Training 03/03/09 02/01/10 05/2010	Presentation to ADEQ's Community Liaisons who have the lead on the ADEQ Small Community Compliance Assistance program. Refresher Training/Workshops **May 17-18, 2010:** Refresher Training combined with Workshops for four participating small communities.
ADEQ Training PPT: Arizona's Small Community Environmental Compliance Assistance Project – SCEPP Template *Copy was provided to EPA with 4th Quarter 2008 Report*		06/23/08	Ongoing Specialized Training Initial Training Completed 06/24/2008	Specialized Training for ADEQ's Community Liaisons and Director's Office staff only on the *final draft* of the *SCEPP Appendix B Template* released in the 4th Quarter 2008. Refresher Training/Workshops **May 17-18, 2010:** Four one-on-one workshops were conducted with our participating small communities.
Requested by Brian Davidson, Ombudsman: ADEQ Community Liaison Meeting SCEPP Appendix B Template		03/02/09 02/01/10	Ongoing 03/02/09 02/01/10 05/2010	**Q& A Training & Workshops** **May 17-18, 2010:** Four one-on-one workshops were conducted with our participating small communities on the Appendix B Template Small Community Environmental Protection Plan Instructions, Examples, & Forms The Liaisons have the lead on working with their communities on this project.

Strategy Session
   Developing an Agricultural Component
   To AZ Performance Track Program
	12/16/08	12/16/08	Completed
			12/16/08
				Meeting with ADEQ staff that work with the Agricultural Community to discuss contacts and strategies to determine if an Ag component can be developed. Prior to this meeting, ADEQ had received a mixed response from the AZ AG community.

ADEQ EMS Implementation Team	10/2006	09/2010	Ongoing Extended to 09/2010	**June 24, 2010:** An introductory EMS training session was conducted at ADEQ's Southern Regional Offices in Tucson, Arizona. A similar training will be conducted at ADEQ's Northern Regional Offices.
EXTERNAL OUTREACH:				
EPA Site Visit – Motorola, Ocotillo Campus (David Guest & Larry Woods)	10/04/05	10/04/05	Completed 10/04/2005	Henry Darwin, ADEQ Administrative Counsel and Nina Kondos, AZ AzEPT Support invited to accompany EPA on Site Visit to National EPA AzEPT Member Facilities.
EPA Site Visit – Xanterra South Rim, L.L.C. (David Guest & Larry Woods)	10/05/05	10/05/05	Completed 10/05/2005	Henry Darwin, ADEQ Administrative Counsel and Nina Kondos, AZ AzEPT Support invited to accompany EPA on Site Visit to National EPA AzEPT Member Facilities.
EPA Site Visit – Vankamps, Inc. (David Guest & Larry Woods)	10/05/05	10/05/05	Completed 10/05/2005	Nina Kondos, AZ AzEPT Support invited to accompany EPA on Site Visit to National EPA AzEPT Member Facilities.

EPA Site Visit – Grand Canyon National Park – South Rim (David Guest & Larry Woods)	10/06/05	10/06/05	Completed 10/06/2005	Nina Kondos, AZ AzEPT Support invited to accompany EPA on Site Visit to National EPA AzEPT Member Facilities.
EPA & ADEQ Site Visit – Intel Arizona	02/03/09	02/03/09	Completed 02/03/09	Intel Arizona site visit with EPA as part of the review of their Corporate Leader application.
AZ Performance Track Program: FREE EMS Seminar & Luncheon	04/03/07	04/03/07	Completed 04/03/2007	Presented jointly by AZ AzEPT and AZ Strategic Alliance. AzEPT member City of Scottsdale hosted the seminar. Free Seminar and Luncheon promoting EPA and AZ Performance Track. Guest speakers: Wayne Nastri from EPA and Stephen Owens, ADEQ Director. Focus to inform Small Businesses on Performance Track and of benefits and the value of an EMS and to gain information on development hurdles.
Kitchell Construction - One-on-One Presentation	08/16/07	08/16/07	Completed 08/16/07	Discuss possible AzEPT membership.

AZ Environmental Performance Track Seminar for City and County Staff	08/23/07	08/23/07	Completed 08/23/2007	ADEQ hosted representatives from approximately 15 municipalities. Each representative expressed a strong desire to pursue membership. Since most did not have a formal EMS in place, ADEQ will set up workshops to assist the municipalities in developing and implementing an EMS. ADEQ's P2 program staff has agreed to assist those interested city and county departments in developing their individual EMSs through a series of quarterly workshops.
Calculating Emissions Reductions Seminar	08/30/07	08/30/07	Completed 08/30/07	Networking: attended this educational seminar.
U-Haul - One-on-One Presentation	09/05/07	09/05/07	Completed 09/05/07	Discuss possible AzEPT membership.
Pima County AZ Wastewater One-on-One Presentations	09/11/07	09/11/07	Completed 09/11/07	Discuss possible AzEPT membership.
Brown & Caldwell Consulting - One-on-One Presentation	11/07/07	11/07/07	Completed 11/07/07	Discuss possible AzEPT membership.
Negotiated AQ Permit Flexibility with Maricopa County AQ Department	06/2008	09/2008	Completed 09/2008	In the absence of a formal MOA with Maricopa County AQ Department, ADEQ successfully negotiated AQ Permit Flexibility for new AzEPT members Freescale Semiconductor, Inc. for their Chandler and Tempe facilities. Maricopa County agreed to review AQ Permit Flexibility on a case-by-case basis.

EMS Webcast for Local Governments	09/20/08	09/20/08	Completed 09/20/08	Co-hosted an EMS Webcast for local governments at ADEQ.
City of Tucson - One-on-One Presentation	09/25/08	09/25/08	Completed 09/25/08	Discuss possible membership.
AZ Performance Track Presentation For Arizona State University (ASU) Tempe, AZ Campus for RCRA Seminars	11/21/07 09/19/08 01/14/09	11/21/07 09/19/08 01/14/09	Ongoing Extended to 09/2010	Invited to regularly scheduled RCRA Seminars to give a presentation on EPA and AzEPT Programs and the importance of developing an EMS.
Town of Buckeye – EMS Cabinet meeting One-on-One Presentation	10/01/08	10/01/08	Completed 10/01/08	Discuss possible AzEPT Membership
Arlington Valley Energy Facility One-on-One Presentation	10/22/08	10/22/08	Completed 10/22/08	Discuss possible AzEPT Membership
Coe & Van Loo Engineering Consultants One-on-One Presentation – Firm was at the Town of Buckeye Presentation on 10/01/2008 and requested a presentation For their staff.	11/11/08	11/11/08	Completed 11/11/08	Discuss possible AzEPT Membership
Maricopa County Air Quality Director Meeting with Lawrence Odle, NEW Director	12/08/08	12/08/08	Completed 12/08/08	Henry Darwin, ADEQ Administrative Counsel and Ian Bingham, AzEPT Program Administrator with Lawrence Odle, the new Director effective September 2008. Meeting: to meet & greet and discuss the AzEPT program.

EPA/ADEQ Performance Track MOA Signing Ceremony	12/11/08	12/11/08	Completed 12/11/2008 **No Longer Applicable**	**MOA Approved:** Signing Ceremony held at ADEQ on **December 11, 2008**. Press Advisory issued. ADEQ Director Steve Owens and Wayne Nastri, Director, EPA Region IX, Lawrence Odle, Maricopa AQ Director. *Invitees:* AzEPT Members and AZ Environmental Strategic Alliance Members. Also a photo opportunity for members and guests. Press release issued following the signing ceremony. *Charter Member* Certificates given to each AzEPT Member.
(Attached to 1st Quarter 2009 Report) EMS Survey For distribution by ADEQ Inspectors	04/2007	06/2007	Completed Survey Card Completed Field Inspectors Trained 1st Quarter 2009	**EMS Survey Completed:** late in the 4th Quarter 2008 and approved for distribution in the 1st Quarter 2009. **ADEQ Inspector Training:** March 18, 2009. Inspectors are distributing the EMS Survey Cards as part of a facility inspection.
Agricultural Community Concentrated Animal Feeding Operations (CAFO), Department of Agriculture	01/14/09	01/14/09 Extended to 09/2010	Ongoing Extended to 09/2010	ADEQ's first outreach meeting with the Agricultural Community discussed the potential of developing an AG Performance Track Program for that community. The presentation was well received and ADEQ will continue to dialog with the AG community.

Intel Arizona EPA/ADEQ Site Visit Intel's Corporate Leadership Application	02/03/09	02/03/09	Completed 02/03/09	Intel Arizona site visit with EPA as part of the review of their Corporate Leader application.
Arizona State University Performance Track Presentation	03/04/09	03/04/09	Completed 03/04/09	Special Presentation by Henry Darwin, ADEQ Administrative Counsel, on the EPA and Arizona Performance Track Programs at Arizona State University.
Maricopa County Bar Association	04/22/09	04/22/09	Completed 04/22/09	Discussed the Performance Track Program as part of their continuing legal education (CLE) requirements. Attorneys represent many clients who are subject to federal, state and local government regulations.
City of Peoria	06/16/09	06/16/09	Completed 06/16/09	Meet with city officials to discuss Performance Track and if is worthwhile for a City; if so, what is the cost of developing and implementing an EMS; and what types of cost savings can be realized by implementing an EMS? Accompanied by a City of Scottsdale representative.

Arizona Department of Agriculture	06/17/09	06/17/09	Completed 06/17/09	Continue discussions on developing an Ag component to AzEPT Program. During that meeting, it was decided that developing a Program specific to the AG community, but modeled after the AzEPT Program, would probably garner the best support from the community. Future plans include approaching the National Resources Defense Council (NRDC), which currently provides tremendous assistance to Arizona's Ag community, for help in developing such a Program.
Arizona Technology Council	07/22/09	07/22/09	Completed	**July 22, 2009:** Arizona Technology Council. Conducted EMS training with the assistance of the AESA.
Taser International, Inc.	08/07/09	08/07/09	Completed	**August 7, 2009:** Taser International. Met with facilities manager to discuss EMS's and how they can help an organization improve. Discussion is underway for a full presentation to the company's leadership. A representative from Ping has agreed to participate in future conversations.
Sustainable Cities Network Global Institute of Sustainability at Arizona State University (ASU)	09/16/09	09/16/09	Completed	**September 16, 2009:** EMS Presentation for Sustainable Cities Network at ASU.
Celebrate Your Business Conference sponsored by Namastera Community	09/18/09	09/18/09	Completed	**September 18, 2009:** EMS Presentation for Celebrate Your Business conference.

RCRA Seminar at Arizona State University Environmental Technology Management	09/24/09	09/24/09	Completed	**September 24, 2009:** RCRA Seminar, ASU.
Southern Arizona Environmental Management Society	09/30/09	09/30/09	Completed	**September 30, 2009:** Southern Arizona Environmental Management Society. Conducted EMS training with the assistance of the AESA. AzEPT was asked to make a presentation at an upcoming meeting of the Environmental Professionals of Arizona (EPAZ).
ADEQ RCRA Program and Intel Corp.	10/27/09	12/14/09	Ongoing Extended to 09/2010	**4th Quarter 2009:** AzEPT Administrator and management from ADEQ's RCRA Program met with representatives from Intel to discuss the potential use of dome and/or flip top lids for RCRA waste consolidation in the 90-day storage area. On October 29, 2009, Intel followed up by formally submitting a written request to utilize either dome tops or flip top lids for closing open containers used to consolidate RCRA solid debris waste stream that contains arsenic, cadmium and chromium. On December 14, 2009, ADEQ's RCRA Program officially approved the use of dome tops to close the drums; because of their ability to contain the drums RCRA solid waste debris content, in the event one of these drums were to be accidentally knocked over. ADEQ did not believe that the flip top lids offered the same level of protection, therefore the use of flip top lids was denied.

Arizona Environmental Strategic Alliance (AESA)	4th Qtr 2009	EARTH DAY 04/22/2010	Ongoing Extended to 09/2010	**4th Quarter 2009/1st Quarter 2010:** AzEPT Administrator worked with AESA, completed the development of a YouTube video contest, aimed at Arizona residents 25 years of age and under, called Greening Arizona. The web-page, registration process, and contest rules have all been finalized and official launch is set for January 2010. The AESA plans on hosting an awards ceremony for the winners and runners-up near the 40th anniversary of **Earth Day April 22, 2010**.
Arizona State University (ASU) Polytechnic Campus and PEER Center	4th Qtr 2009	January 2010 EMS Webinar 2/22/2010	Ongoing Extended to 09/2010	**January – February 22, 2010:** Ongoing training for the ADEQ EMS Team began January 2010 followed by an EMS Webinar on February 22, 2010. **4th Quarter 2009:** AzEPT Administrator has secured the assistance of a graduate student from ASU's Polytechnic Campus to assist ADEQ in the development of an agency-wide environmental management system (EMS). A representative from the PEER Center, (Public Entity EMS Resource), a non-profit organization in California, has also agreed to assist ADEQ in the development of its EMS. An EMS 101 workshop is being put together to kick off this endeavor and Ms. Laura Bloch, the EMS Manager from Region IX, has agreed to assist the PEER Center in providing this workshop.

Stewardship Action Council (SAC) Formerly Business Stewardship Council	11/18/09	Ongoing	Ongoing Extended to 09/2010	**June 15, 2010:** The AzEPT Program Administrator participated in a conference call with the Interim-Board members of the Stewardship Action Council (SAC). The SAC is the surviving multi-stakeholder group that came out of the Performance Track Participating Association (PTPA) and seeks to drive sustainable and socially responsible business practices and results through encouragement and recognition of accomplishments that extend beyond or exceed those attainable through normal compliance activities; and through the design and implementation of a performance based index, created by a coalition of multi based stakeholders including academics, state and federal government, NGOs, investment groups and industry representatives. The AzEPT Administrator will continue to monitor and participate in, as necessary, the SAC's work on promoting sustainable practices. **4th Quarter 2009:** AzEPT Administrator participated in a conference call organized by the Business Stewardship Council. The basic mission of this organization is to promote the development and implementation of an environmental management system (EMS) and beyond compliance performance by participating organizations. A multi stakeholder "Organizational Committee" was formed, which

				included the <u>Arizona Performance Track Administrator</u>, to explore whether a new program could provide value, and whether the formation of a new organization should be pursued. It was determined that a void did exist, and that a new organization could serve several valuable functions. The Organizational Committee also decided to expand the program to include non industrial facilities such as schools, churches, and non governmental organizations that might want to participate. The potential for developing multiple tiers for membership was also approved, but the decision was made to wait on the design of the top tier of the program, intended to encourage and recognize efforts at a corporate level, until the organization had been formed, a Board put in place, and members enrolled. This decision was also made to enable the Board and charter members to help design the top tier of the program. The SAC is currently trying to gauge the interest organizations have in becoming members.

Intel Ocotillo Environmental Excellence Program Stakeholder Team Members: USEPA; ADEQ AzEPT; Maricopa County Air Quality Department; the City of Chandler; the Gila River Indian Community; and Community Members	11/19/09	Ongoing	Ongoing Extended to 09/2010	**4th Quarter 2009:** AzEPT Administrator has been asked to sit on the Intel Ocotillo Environmental Excellence Program Stakeholder team. The Stakeholder Team consists of representatives from Intel; the USEPA; ADEQ; Maricopa County Air Quality Department; the City of Chandler; the Gila River Indian Community; and Community Members. This group meets once per quarter to discuss Intel's activities and any progress made towards established goals. Discussion topics include progress made on recycling goals and site emissions limit goals. The AzEPT Administrator was introduced at the November 19, 2009 meeting.
Environmental Professionals of Arizona (EPAZ)	01/27/10	01/27/10	Completed	**January 27, 2010:** AzEPT Program Administrator, along with members of the Arizona Environmental Strategic Alliance (AESA), participated in a panel discussion of EMS's at an Environmental Professionals of Arizona (EPAZ) conference.
KFNX News Talk Radio 1100 AM EMS Interview	03/27/10	03/27/10	Completed	**March 27, 2010:** AzEPT Program Administrator did an interview on the *Role of an EMS in Sustainability*, on a Sustainability Radio show on KFNX News Talk Radio 1100 AM.

(ADEQ Partnership with AAA of Arizona) Green Auto Program	10/2006	9/2010	June 2010 Ongoing Extended to 09/2010	**June 29, 2010:** The AzEPT Program Administrator joined an inspector from AAA of Arizona, one of the organizations partnering with ADEQ to implement ADEQ's Green Auto Program, on an inspection of a AAA auto repair facility that has applied to become a certified member of the Green Auto Program. The AzEPT Program Administrator was also trained on conducting the compliance enforcement prescreen reviews for applying facilities.
INTERNAL/EXTERNAL OUTREACH Training and Workshops for the Regulated Community as part of the Small Community Compliance Assistance Project (SCEPP) and the Performance Track Program	10/01/08	09/31/09 Extended to 09/2010	Ongoing Commitment Extended to 09/2010 Next Workshop Series July-August 2010	**Ongoing Commitment:** **May 17-18, 2010:** The AzEPT Program Administrator, a Support Staff member, and the Community Liaison for Northern Arizona met with representatives from the City of Winslow, Pinetop-Lakeside Sanitary District, the City of Eagar, and the City of Springerville to discuss their respective progress on completing their Small Communities Environmental Protection Plan (SCEPP). AzEPT Administrator continues to support the ADEQ Small Community Compliance Assistance Program on the development and implementation of a Small Community Environmental Protection Plan (SCEPP) a less robust EMS. AzEPT has partnered with the Arizona

				Environmental Strategic Alliance to provide EMS workshops for the regulated community and further develop training materials.
Review with EPA Region IX and DOJ, all Arizona Environmental Performance Track membership applications and renewal applications.	10/2006	09/2006	Ongoing Extended to 09/2010	**Ongoing Commitment:** Now that the EPA National Performance Track Program has been terminated. ADEQ is conducting the reviews of all member applications, renewals and annual reports. **1st Quarter 2010:** AzEPT has established a Region IX enforcement contact for assistance in determining if the Department of Justice (DOJ) is planning an enforcement action against an AzEPT applicant or against another facility owned by the same company in another state. **4th Quarter 2009:** Representatives from Region IX reported that a formal process to assist states in conducting compliance enforcement reviews specifically through DOJ had not been developed. However, Region IX has committed to assist AzEPT in this process and has agreed to engage the other Regional offices and EPA Headquarters in discussions to develop and formalize a review process. In the second quarter 2009, AzEPT received a new membership application from Frito-Lay (PEPSICO). Final approval has been delayed pending EPA assistance in completing the compliance enforcement review.

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Participate in EPA Performance Track weekly and monthly state conference calls and national and regional Performance Track conferences	10/2006	12/2009	Suspended 12/2009	**Effective December 2009**: Monthly State calls hosted by David Guest, EPA in Washington, DC, were suspended.
Ongoing public outreach on performance track through speaking engagements at seminars	10/2006	09/2006	Ongoing Extended to 09/2010	**External Outreach Presentations** **May 17-18, 2010:** The AzEPT Program Administrator, a Support Staff member, and the Community Liaison for Northern Arizona met with representatives from the <u>City of Winslow, Pinetop-Lakeside Sanitary District, the City of Eagar, and the City of Springerville</u> to discuss their respective progress on completing their <u>Small Communities Environmental Protection Plan (SCEPP)</u>. **May 26-27, 2010:** AzEPT Program Administrator attended the 2010 National Environmental Partnership Summit that was held in Orlando Florida; and participated as a panelist for the session discussing the role of an EMS in Sustainability. **June 29, 2010:** The AzEPT Program Administrator joined an inspector from AAA of Arizona, one of the organizations partnering with ADEQ to implement ADEQ's <u>Green Auto Program</u>, on an inspection of a AAA auto repair facility that has applied to become a certified member of the Green Auto Program. The AzEPT Program Administrator was also

				trained on conducting the compliance enforcement prescreen reviews for applying facilities.

January 27, 2010: Along with members of the Arizona Environmental Strategic Alliance (AESA), participated in a panel discussion of EMS's at an Environmental Professionals of Arizona (EPAZ) conference.

March 27, 2010: Interview on the Role of an EMS in Sustainability, on a Sustainability Radio show on KFNX News Talk Radio 1100

October 27, 2009: ADEQ AzEPT & RCRA Program met with Intel Corp. to discuss the potential use of dome and/or flip top lids for RCRA waste consolidation in the 90-day storage area. On **December 14, 2009**, ADEQ's RCRA Program officially approved the use of dome tops to close the drums. ADEQ did not believe that the flip top lids offered the same level of protection, therefore the use of flip top lids was denied.

November 3, 2009: AzEPT presentation at RCRA Seminar at Arizona State University.

4th Quarter 2009: AzEPT Administrator worked with Arizona Environmental Strategic Alliance |

				(AESA), completed the development of a <u>YouTube video contest</u>, aimed at Arizona residents 25 years of age and under, called <u>Greening Arizona</u>. Awards ceremony scheduled near the 40th anniversary of Earth Day (April 22, 2010). **4th Quarter 2009:** AzEPT Administrator has secured the assistance of a graduate student from <u>ASU's Polytechnic Campus</u> to assist ADEQ in the development of an agency-wide environmental management system (EMS). A representative from the <u>PEER Center</u> has also agreed to assist ADEQ in the development of its EMS. An EMS 101 workshop is being put together to kick off this endeavor and Ms. Laura Bloch, the EMS Manager from Region IX, has agreed to assist the PEER Center in providing this workshop. The kick-off training is tentatively scheduled to take place January 2010. **4th Quarter 2009:** Stewardship Action Council (SAC), Formerly Business Stewardship Council; AzEPT Administrator named to a multi stakeholder "Organizational Committee." Members agreed to expand the program to include non industrial facilities such as schools, churches, and non governmental organizations that might want to participate.

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				4th Quarter 2009: Intel Ocotillo Environmental Excellence Program Stakeholder Team; AzEPT Administrator has been asked to sit on the team. The team meets once per quarter to discuss Intel's activities and any progress made towards established goals. Members: USEPA; ADEQ AzEPT; Maricopa County Air Quality Department; the City of Chandler; the Gila River Indian Community; and Community Members. **Internal/External Outreach:** **May 17-18, 2010:** The AzEPT Program Administrator, a Support Staff member, and the Community Liaison for Northern Arizona met with representatives from the City of Winslow, Pinetop-Lakeside Sanitary District, the City of Eagar, and the City of Springerville to discuss their respective progress on completing their Small Communities Environmental Protection Plan (SCEPP). **May 26-27, 2010:** AzEPT Program Administrator attended the 2010 National Environmental Partnership Summit that was held in Orlando Florida; and participated as a panelist for the session discussing the role of an EMS in Sustainability.

				June 24, 2010: An introductory EMS training session was conducted at ADEQ's Southern Regional Offices in Tucson, Arizona. A similar training will be conducted at ADEQ's Northern Regional Offices.
				January 2010: In an effort to coordinate these programs, the AzEPT Program Administrator took over administration of ADEQ's Green Auto program. This is the first industry partnership program that has been developed under ADEQ's Green Business Initiative; which may ultimately serve as a conduit into the Performance Track Program itself. The Administrator is pursuing options for better relating these two initiatives.
				AzEPT continues to work with our Pollution Prevention Unit (P2) and our Liaisons for the Small Community Compliance Assistance Project to schedule workshops to assist the regulated community in developing and an EMS or a SCEPP.
Conduct training for all agency enforcement staff on requiring the development of an EMS as part of a Compliance Schedule when negotiating Consent Orders and Judgments when appropriate including sample text utilizing the four EMS templates as a guidance resource.	10/2006	09/2009 Extended to 09/2010	Annual Training **09/2005 08/27/2008 09/23/09 02/22/2010** **Ongoing** Extended to 09/2010	AzEPT has developed two PowerPoint presentations focusing on EMS's and ADEQ enforcement by providing guidance and example text to be inserted in a Consent Order requiring the development of an EMS as part of a Compliance Schedule. The PPTs have been posted on ADEQ's INTERNAL Intranet site.

				February 22, 2010: ADEQ EMS Webinar presented by PEER Center (Public Entity Environmental Management System Resource), a non-profit organization in California, and Dr. Laura Bloch, the EMS Manager from Region IX. Webinar participants included the ADEQ EMS Development Team, Community Liaisons and the graduate student from Arizona State University (ASU) Polytechnic Campus who is developing the ADEQ EMS.
Enhance the ADEQ Performance Track Web Page by providing "one-stop" access to the National and Arizona Environmental Performance Track programs and incentives; recognize and profile members and their continuous improvement projects; provide direct links to current members; guidance documents and resources to encourage and promote Performance Track membership supplemented by ongoing public education and outreach.	01/2007	05/2008	In Process As of 06/30/10	**2nd Quarter 2010:** AzEPT support staff continues to work with the agency's communications staff to finalize the draft of a new AzEPT web page. Additionally, ADEQ information technology (IT) support has completed adapting the Microsoft Excel version of the application, renewal, and annual progress reports (APR) prepared by EPA. **1st Quarter 2010:** AzEPT is working with web placement communications staff on the final design of the new draft of a new AzEPT web page design to the communications section for review. ADEQ information technology (IT) support has completed adapting the Microsoft Excel version of the application, renewal, and annual progress reports (APR) prepared by EPA. ADEQ senior management must approve the *final draft* for the new AzEPT brochure and web page. AzEPT hopes to complete and post the new web page during the 2nd quarter

				2010. In the interim, AzEPT is providing members with the renewal and annual progress reports (APR) by email.
				4th Quarter 2009: AzEPT has completed a draft of a new Arizona Environmental Performance Track program brochure and a new web page with only minor revisions suggested. ADEQ IT staff has completed incorporating the Microsoft Excel version of the application, renewal, and annual progress reports prepared by EPA for States to use after the national program was terminated. AzEPT hopes to complete and post the new web page during the 2nd Quarter 2010 in preparation for our members to file their annual progress reports (APR).
				ADEQ AzEPT Website: http://www.azdeq.gov/function/about/track.html

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Conduct annual site visits of a minimum of 10% of Arizona Performance Track member facilities.	10/2006	Extended to 09/2010	Ongoing Extended to 09/2010 Next Site Visit August 2010	**Late August 2010:** AzEPT has tentatively planned to conduct a site visit to one of two Forever Resorts member facilities at Mormon Lake Lodge or Forever Resorts at Grand Canyon Lodge, North Rim. Grant funds set aside to cover travel would be used for the site visit. **July 14, 2009:** AzEPT Program Administrator accompanied ADEQ's RCRA inspectors on an inspection of PING, an Arizona Environmental Performance Track Program member facility. While this was not an audit of the facility's EMS, the Administrator was able to gain a sense of and witness the effectiveness of Ping's EMS. The inspection revealed two minor divergences from the RCRA requirements, both of which were able to be rectified while we were on site. No enforcement action was warranted as a result of this inspection **February 3, 2009:** Intel Arizona site visit with EPA as part of the review of their Corporate Leader application. With EPA approval, ADEQ Program Administrator attended <u>EMS Lead Auditor Training</u> in Phoenix on November 3 thru 7, 2008 in lieu of EPA Site Visit Training. ADEQ will continue to schedule site visits as part of the Arizona program.

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EMS Webinar for ADEQ EMS Development Team	02/22/10	02/22/10	Completed	**February 22, 2010:** ADEQ EMS Development Team Webinar with a representative from the PEER Center, (Public Entity Environmental Management System Resource), a non-profit organization in California, and Dr. Laura Bloch, the EMS Manager from Region IX, conducted an EMS workshop for ADEQ's development team. To date, the team has drafted the Environmental Policy for the Department, which is in the process of receiving management approval, and has begun compiling its environmental aspects and impacts. ADEQ EMS Development Team, Community Liaisons and the graduate student from Arizona State University (ASU) Polytechnic Campus who is developing the ADEQ EMS participated.
EMS Guidance and Templates				
Review existing ADEQ developed EMS guidance and templates	10/2006	11/2006	Completed 4th Quarter 2007	ADEQ's *Four Module EMS Templates* are posted on the ADEQ website at http://www.azdeq.gov/environ/waste/p2/index.html with a link from our AZ AzEPT web page.

EMS Survey Card/Mailer: **Attached** *to 1st Quarter 2009 Report* Develop EMS survey to be distributed to small businesses during inspections	04/2007	06/2007	Completed 4th Quarter 2008	<u>EMS Survey Completed</u>. <u>ADEQ Inspector Training</u>: March 18, 2009. Inspectors will distribute the Survey during facility inspections and by the Program Administrator when making presentations.
Conduct training of ADEQ inspectors on EMS's and use of the survey	07/2007	08/2007	Completed 03/18/09	<u>ADEQ Inspector Training</u>: March 18, 2009. Inspectors will distribute the Survey during facility inspections.
Distribute EMS surveys during inspections	08/2007	07/2008	Distribution Begin Date 03/18/09	<u>Effective March 18, 2009</u>: Inspectors are distributing the Survey during facility inspections.
Hold two meetings with small businesses regarding EMS's to gauge interest in EMS's and discuss ADEQ's EMS guidance development	10/2006	Extended to 09/2010	Ongoing Commitment Extended to 09/2010	**External Outreach Presentations** **January 27, 2010:** Along with members of the <u>Arizona Environmental Strategic Alliance (AESA)</u>, participated in a panel discussion of EMS's at an <u>Environmental Professionals of Arizona (EPAZ)</u> conference. **March 27, 2010:** Interview on the Role of an EMS in Sustainability, on a Sustainability Radio show on <u>KFNX News Talk Radio 1100 AM.</u> **October 27, 2009:** ADEQ AzEPT & RCRA Program met with Intel Corp. to discuss the potential use of dome and/or flip top lids for RCRA waste consolidation in the 90-day storage area. On **December 14, 2009**, ADEQ's RCRA Program officially

				approved the use of dome tops to close the drums. ADEQ did not believe that the flip top lids offered the same level of protection, therefore the use of flip top lids was denied.
				November 3, 2009: AzEPT presentation at RCRA Seminar at Arizona State University.
				4th Quarter 2009: AzEPT Administrator worked with Arizona Environmental Strategic Alliance (AESA), completed the development of a YouTube video contest, aimed at Arizona residents 25 years of age and under, called Greening Arizona. Awards ceremony scheduled near the 40th anniversary of Earth Day (April 22, 2010).
				4th Quarter 2009: AzEPT Administrator has secured the assistance of a graduate student from ASU's Polytechnic Campus to assist ADEQ in the development of an agency-wide environmental management system (EMS). A representative from the PEER Center has also agreed to assist ADEQ in the development of its EMS. An EMS 101 workshop is being put together to kick off this endeavor and Ms. Laura Bloch, the EMS Manager from Region IX, has agreed to assist the PEER Center in providing this workshop. The kick-off training is tentatively scheduled to take place

				January 2010. **4ᵗʰ Quarter 2009:** Stewardship Action Council (SAC), Formerly Business Stewardship Council; AzEPT Administrator named to a multi stakeholder "Organizational Committee." Members agreed to expand the program to include non industrial facilities such as schools, churches, and non governmental organizations that might want to participate. **4ᵗʰ Quarter 2009:** <u>Intel Ocotillo Environmental Excellence Program Stakeholder Team</u>; AzEPT Administrator has been asked to sit on the team. The team meets once per quarter to discuss Intel's activities and any progress made towards established goals. <u>Members</u>: USEPA; ADEQ AzEPT; Maricopa County Air Quality Department; the City of Chandler; the Gila River Indian Community; and Community Members. **External Outreach Presentations** ADEQ has been invited to make a presentation at least four times per year at the RCRA Seminars at ASU.
Modify EMS guidance to meet standards set by EPA's National Performance Track program	07/2007	11/2007	Completed 4ᵗʰ Quarter 2007	ADEQ's *Four Module EMS Templates are* now posted on the website at <u>http://www.azdeq.gov/environ/waste/p2/index.html</u> with a link from our AZ AzEPT web page.

Modify EMS templates to meet EPA's standards as needed	07/2007	01/2008	Completed 4th Quarter 2007	ADEQ's *Four Module EMS Templates are* now posted on the website at http://www.azdeq.gov/environ/waste/p2/index.html with a link from our AZ AzEPT web page.
Post revised guidance and templates on ADEQ Performance Track web page	01/2008	04/2008	In Process Extended to 09/2010	**4th Quarter 2009:** Revised Guidance and web page. Awaiting approval from ADEQ Communications and senior management. Hope to post to the ADEQ/AzEPT Internet page during 1st Quarter 2010. EMS Four-Module Templates posted to website 4th Quarter 2007. SCEPP Guidance Manual with Self-Assessment Questionnaires posted to our website in December 2007. SCEPP Template posted to website November 11, 2008 (The template cover page is dated December 1, 2008). **First Quarter 2009:** Draft of ADEQ web page redesign was approved. ADEQ is in the process of updating all guidance materials to add to the new redesigned web page. However, until EPA decides its course of action regarding the AzEPT incentives codified in rule, ADEQ will delay revising this portion of its guidance. **ADEQ AzEPT Website:** http://www.azdeq.gov/function/about/track.html

(Attached to 2nd Quarter 2010 Report) **NEW AzEPT Program Brochure**	10/2006	09/2010	June 2010 Completed	**2nd Quarter 2010:** The new AzEPT brochure is now posted on the AzEPT web page (copy attached). **ADEQ AzEPT Website:** http://www.azdeq.gov/function/about/track.html
Small Community Environmental Protection Plan (SCEPP) **SCEPP FAQ and Fact Sheet**	10/2006	Extended to 09/2010	June 2010 Pending	**June 2010**: AzEPT developed a FAQ and Fact Sheet specifically for the SCEPP program. Upon approval, both will be posted on the ADEQ Small Community Compliance Assistance Project website.
Revise Performance Track application and written literature to reflect web availability	04/2008	07/2008	In Process Extended to 09/2010	**2nd Quarter 2010:** The new AzEPT brochure is now posted on the AzEPT web page. AzEPT working with communications staff to complete the revised webpage in preparation to replace current webpage. **4th Quarter 2009/1st Quarter 2010:** ADEQ IT staff adapted the application, renewal application and annual progress report (APR) provided to the state programs by EPA after termination of the national program. AzEPT will post to the redesigned web page upon approval by communications staff and senior management of the revised AzEPT program brochure and redesigned web page. AzEPT and IT staff attended the July 21, 2009 webinar demonstration of

				the new Excel documents. ADEQ IT staff has adapted the EPA Excel based application and annual progress reporting (APR) forms for use on the AzEPT website. **Incentives – Case By Case Basis:** AzEPT continues to work with our participating Air Quality counties and other regulatory agencies to promote the AzEPT program and to gain a commitment to develop benefits for our members. AzEPT offers incentives on a case-by-case basis as members request an incentive specific to their needs. AzEPT then negotiates directly with regulatory agency staff.
Hold three meetings/training sessions with small businesses to explain EMS guidance and templates	10/2008	12/2008	Ongoing Commitment Extended to 09/2010	**External Outreach Presentations** **May 17-18, 2010:** The AzEPT Program Administrator, a Support Staff member, and the Community Liaison for Northern Arizona met with representatives from the <u>City of Winslow, Pinetop-Lakeside Sanitary District, the City of Eagar, and the City of Springerville</u> to discuss their respective progress on completing their Small Communities Environmental Protection Plan (SCEPP). **May 26-27, 2010:** AzEPT Program Administrator attended the 2010 National Environmental Partnership Summit that was held in Orlando Florida; and participated as a

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| | | | | panelist for the session discussing the role of an EMS in Sustainability.

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November 3, 2009: AzEPT presentation at RCRA Seminar at Arizona State University. |

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				industrial facilities such as schools, churches, and non governmental organizations that might want to participate. **4th Quarter 2009:** Intel Ocotillo Environmental Excellence Program Stakeholder Team; AzEPT Administrator has been asked to sit on the team. The team meets once per quarter to discuss Intel's activities and any progress made towards established goals. Members: USEPA; ADEQ AzEPT; Maricopa County Air Quality Department; the City of Chandler; the Gila River Indian Community; and Community Members
Agriculture Performance Track				
Developing an Agricultural Component For the AZ Performance Track Program	12/16/08	12/16/08	In Process Extended to 09/2010	**4th Quarter 2009/1st Quarter 2010:** AzEPT Administrator continues to work with representatives of agricultural community to develop a voluntary program that recognizes and rewards environmental leadership and to encourage the agricultural community to go above and beyond the minimum requirements of the law. Based on these discussions, ADEQ will develop a separate but similar program to AzEPT including a separate web page and guidance. **3RD Quarter 2009:** Ongoing meetings with representatives of the agricultural community suggest that future

				success requires Arizona to develop a separate but similar program to AzEPT. The agricultural component will remain the responsibility of the Arizona's Performance Track Program Administrator and support staff. **June 17, 2009:** Meeting with Arizona Department of Agriculture to discuss developing an Ag component for the AzEPT. Future plans include approaching the National Resources Defense Council (NRDC), which currently provides tremendous assistance to Arizona's Ag community, for help in developing such a Program.
Hold three meetings with members of the agricultural community and other state and federal agencies to discuss applicability of the existing Performance Track program to agricultural operations	08/2007	11/2007	Ongoing Extended to 09/2010	**4th Quarter 2009/1st Quarter 2010:** ADEQ is developing a separate but similar program to AzEPT including a separate web page and guidance. AzEPT has researched guidance documents developed by federal, state and trade associations related to EMS's for the Ag community for the new ADEQ program. **June 17, 2009**: Meeting with Arizona Department of Agriculture to discuss developing an Ag component for the AzEPT. Future plans include approaching the National Resources Defense Council (NRDC), which currently provides tremendous assistance to Arizona's Ag community, for help in developing such a Program.

Modify existing program or explore options for new comparable program based on input received in open meeting	09/2007	04/2008	Ongoing Extended to 09/2010	**4th Quarter 2009/1st Quarter 2010:** ADEQ is developing a separate but similar program to AzEPT including a separate web page and guidance. AzEPT has researched guidance documents developed by federal, state and trade associations related to EMS's for the Ag community for the new ADEQ program.
Develop guidance documents for agricultural program	04/2008	06/2008	Ongoing Extended to 09/2010	**4th Quarter 2009/1st Quarter 2010:** ADEQ is developing a separate but similar program to AzEPT including a separate web page and guidance. AzEPT has researched guidance documents developed by federal, state and trade associations related to EMS's for the Ag community for the new ADEQ program. Guidance developed by EPA and state and national Agricultural programs was distributed by Arizona's Program Administrator at the January 14, 2009 presentation to the CAFO community. Copies of the guidance distributed to the CAFO community were sent to Tom Kelly, EPA Region IX. ADEQ will develop local guidance as this program expands.

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Post program description/guidance on ADEQ Performance Track web page	07/2008	09/2008	Ongoing Extended to 09/2010	**AzEPT Web Page AG Resources** **4th Quarter 2009/1st Quarter 2010:** ADEQ is developing a separate but similar program to AzEPT including a separate web page and guidance. AzEPT has researched guidance documents developed by federal, state and trade associations related to EMS's for the Ag community for the new ADEQ program.
Improvements to Flexibility in Permits and Reduced Reporting Incentives				
Develop a list of contacts of other state agencies that regulate facilities eligible for Performance Track	02/2007	03/2007	Case By Case Basis Extended to 09/2010	<u>December 11, 2008 AzEPT MOA Signed by EPA and ADEQ</u>. **Incentives – Case By Case Basis:** AzEPT continues to work with our participating Air Quality counties and other regulatory agencies to promote the AzEPT program and to gain a commitment to develop benefits for our members. AzEPT offers incentives on a case-by-case basis as members request an incentive specific to their needs. AzEPT will then negotiate directly with AQ Section Manager, participating counties and regulatory agency staff rather then rely on legislation.

Review *EPA White Paper #3* on the *Design of Flexible Air Permits* to further develop Arizona's flexibility in permits as an incentive	03/2008	Ongoing	Case By Case Basis Extended to 09/2010	**Incentives – Case By Case Basis:** AzEPT continues to work with our participating Air Quality counties and other regulatory agencies to promote the AzEPT program and to gain a commitment to develop benefits for our members. AzEPT offers incentives on a case-by-case basis as members request an incentive specific to their needs. AzEPT will then negotiate directly with AQ Section Manager, participating counties and regulatory agency staff rather then rely on legislation. <u>Air Quality Permits Section</u> Manager's will grant Performance Track member's flexibility in Air Permitting which upon approval should provide immediate incentives that will **<u>not</u>** require changing current state statutes. These new incentives will be added to our program web page and written literature. ADEQ will work with our participating counties to develop additional incentives.

Meet with state agency representatives to discuss Performance Track, permit flexibility, and reduced reporting incentives	04/2008	05/2008	In Process Extended to 09/2010	<u>December 11, 2008 AzEPT MOA Signed by EPA, ADEQ and the participating counties: Maricopa, Pinal and Pima County AQ Directors</u>. **Incentives – Case By Case Basis:** AzEPT continues to work with our participating Air Quality counties and other regulatory agencies to promote the AzEPT program and to gain a commitment to develop benefits for our members. AzEPT offers incentives on a case-by-case basis as members request an incentive specific to their needs. AzEPT will then negotiate directly with regulatory agency staff. **EXAMPLE:** September 2008, ADEQ successfully negotiated with Maricopa County on a flexible permitting benefit for Freescale Semiconductor, Inc., for their Tempe and Chandler facilities.
Develop additional requirements needed to receive multi-agency incentives	06/2008	10/2008	Case By Case Basis Extended to 09/2010	<u>December 11, 2008 AzEPT MOA Signed by EPA, ADEQ and the participating counties: Maricopa, Pinal and Pima County AQ Directors</u>. **Incentives – Case By Case Basis:** AzEPT continues to work with our participating Air Quality counties and other regulatory agencies to promote the AzEPT program and to gain a commitment to develop benefits for our members. AzEPT offers incentives on a case-by-case basis as

				members request an incentive specific to their needs. AzEPT will then negotiate directly with regulatory agency staff rather then rely on legislation.
Post additional agencies offering incentives on ADEQ Performance Track web page	11/2008	01/2009	Case By Case Basis Extended to 09/2010	<u>December 11, 2008 AzEPT MOA Signed by EPA, ADEQ and the participating counties: Maricopa, Pinal and Pima County AQ Directors</u>. AzEPT is in the process or redesigning the web page and all written literature. The revisions will also encourage members and potential members to suggest additional incentives. AzEPT will then negotiate directly with regulatory agency staff rather then rely on legislation.
Draft external guidance on permit flexibility and reduced reporting incentives	11/2008	03/2009	Case By Case Basis Extended to 09/2010	<u>December 11, 2008 AzEPT MOA Signed by EPA, ADEQ and the participating counties: Maricopa, Pinal and Pima County AQ Directors</u>. **Incentives – Case By Case Basis:** ADEQ offers permit flexibility incentives on a case-by-case basis as members request an incentive specific to their needs. AzEPT will then negotiate directly with regulatory agency staff rather then rely on legislation.

Post external guidance on ADEQ Performance Track web page	04/2009	07/2009	Ongoing Extended to 09/2010	**4th Quarter 2009:** Redesigned web site and guidance documents submitted to Communication staff for review and will then be submitted to senior management for final approval to post to the ADEQ/AzEPT Internet page. Because of the termination of the National program, all AzEPT guidance is being revised and will be posted once approved by ADEQ senior management.
Revise application and other written literature to reflect web availability of guidance on permit flexibility and reduced reporting incentives	08/2009	09/2009	In Process Extended to 09/2010	**1st Quarter 2010:** ADEQ IT staff has adapted the EPA Excel format application and annual progress report (APR) forms for use on AzEPT's web page. Draft revisions to the program brochure and web page have been completed. Details on all new program incentives should be posted during the 2nd Quarter 2010 including resources on Permit Flexibility.

Section 4 - Financial Report – APRIL 1, 2010 through JUNE 30, 2010 - (ADEQ's 4th Quarter FY 10):

(Narrative with chart, funds spent against planned expenditures with noted discrepancies)

	Federal	State	Spent this Quarter	Cumulative to Date
A. Personnel	$108,000.00	$186,008.00	-0-	$108,510.00
B. Fringe Benefits	$32,100.00	$38,992.00	-0-	$30,953.00
C. Contractual Cost	----	----	----	----
D. Travel	$7,500.00	----	391	$2,748.00
E. Equipment	----	----	----	----
F. Supplies	$7,500.00	----	$200.00	$5,020.00
G. Other	----	----	----	----
H. Total Direct Costs	$155,100.00	$225,000.00	591.00	$147, 231.00
I. Total Indirect Costs	$69,900.00		($2,023.00)	$69,586.00
J. Total Cost	$225,000.00	$225,000.00	($1,432.00)	$216,817.00

NOTE: Innovation Grant was extended to September 30, 2010. No additional funding was requested. Only the remaining balances for Travel and Supplies are included in the one-year extension.

After the close of the first quarter 2010, the *Total Indirect Costs* have dropped to $69,586.00, effective April 14, 2010. All corrections are complete relating to *Personnel, Fringe Benefits and Total Indirect Costs*, and are now under budget for all personnel related costs.

The Innovation Grant (Grant) included a total of $210,000 for personnel related items; specifically, $108,000 for Personnel, $32,100 for Fringe Benefits, and $69,900 for Indirect Costs. As of April 12, 2010, ADEQ has spent $209,049 on these three items as follows: $108,510 for Personnel, $30,953 for Fringe Benefits, and $69, 586 for Indirect Costs. A comparison of the numbers implies that $510.00 has been spent over the budgeted amount for the Personnel line item; however, when the total amount spent to date is compared to the total amount budgeted under the Grant; it reflects that the total amount spent to date is $951.00 under the budgeted amount.

The reason for this apparent discrepancy is simply a function of the way ADEQ's accounting system is set up. The amount calculated for Fringe Benefits is a percentage of the Personnel line costs and can vary; while the Indirect Costs is a percentage of the sum of the Personnel and Fringe Benefits lines. As such, the budgeted costs were rounded estimates, while total spent reflects actual expenditures. In other words, while the Personnel line item appears to have increased, the corresponding Fringe Benefits and Indirect Costs have decreased; resulting in ADEQ actually being $951.00 under budget on the personnel related items.

ADEQ In-Kind Hours	This Quarter	Cumulative to Date
Nina Kondos, AzEPT Support	80	1,298

Section 5 - Estimates
(Narrative, estimate of time and funds necessary to complete the project compared to time and funds remaining)

ADEQ continues to work within the approved annual funding plan for this grant.

Attachment
Reporting Requirements
1. ADEQ will submit Quarterly Progress Reports. (The Quarterly Progress Reports will include: a comparison of accomplishments with workplan objectives, identification of cost overruns, reasons for slippage in project schedule (if applicable), and itemized costs for travel and supplies.)

2. Detailed follow-up Case-Study Report that will be prepared and submitted at the end of the grant period. (The case study report will include: a summary of the project, reductions achieved (if applicable), a cost analysis, any problems encountered, successes achieved, and lessons learned.)

Environmental Outcomes and Performance Measures

Environmental Management System Development Guidance and Templates
- ADEQ will survey small businesses and small communities during routine inspections to determine their knowledge of, and interest in, EMS's.
- ADEQ will meet with those small businesses and small communities having an interest in EMS's to identify how guidance and templates might increase the likelihood of developing an EMS.
- Further develop the existing EMS guidance and templates.
- ADEQ will make guidance and templates available on ADEQ's web page devoted to Performance Track.
- Increase membership in Arizona Performance
- Measure quantified pollution reductions of members.

Agriculture Performance Track
- Invite appropriate members of the agricultural community, along with other state and federal agencies (e.g., Arizona Department of Agriculture and EPA), to participate in an open dialogue about the existing Performance Track program and whether it is applicable to agricultural operations in Arizona.
- Discuss with the group what modifications to the program might increase the likelihood of participation
- Explore a new program better suited to agricultural operations while still meeting the spirit and intent of Performance Track.
- Program description will be available on ADEQ's web page.
- ADEQ will track the number of participants along with the quantifiable environmental improvement projects of its members.

Improvements to Permitting Flexibility and Reduced Reporting Incentives
- ADEQ will contact other state agencies which regulate facilities eligible for performance track (e.g., Arizona Department of Water Resources).
- ADEQ will meet with these agencies to discuss the benefits and goals of Environmental Performance Track and explore permit flexibility or reporting incentives that might be offered by the other State agencies.
- Develop additional requirements needed to receive the benefits.
- Incentives will be posted on ADEQ's web page and included in Arizona's Performance Track application and associated literature.
- Development of external guidance on the permit flexibility and reduced reporting incentives
- Engage the assistance of the group which helped ADEQ in the development of the Arizona program.
- Improve the permitting flexibility and reporting reduced reporting incentives
- Asking applicants why they applied, and whether the new guidance on these incentives played a role in their decision.
- Measure results of the quantified environmental improvement project as a success of the incentive improvements.

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