

US EPA ARCHIVE DOCUMENT

**Washington State Department of Ecology
Sustainable Washington State Innovations Grant Project**

FY2010 Second Quarter Progress Report

This progress report covers the period from January 1, 2010 through March 31, 2010.

Part 1 – Synopsis of Accomplishments

- Participated in a joint ERP/EnviroStars booth at the ASE Trade Show
- Created a new Autobody CD with links to important regulatory and pollution prevention information and will be sending it out to all shops in the pilot area.
- Continued to participate in the Collision Repair Interagency calls with EPA and other partners.
- In preparation for verification site visits that will take place from May-July 2010, continued to refine master list of shops, based on business and address corrections obtained during baseline visits and mail outs to shops.
- Attended quarterly EnviroStars Co-op meeting

ERP Pilot Auto Body Universe & Self-Certifications Data (as of 12/31/2009)

Current Universe - 501 (original universe was 788)

160 Baseline ERP Site Visits (152 checklists turned in)

80 Self-certification checklists received

45 EnviroStars self-certification applications received

62 Non-applicability forms received

Task 1 - Environmental Results Program

Task	Commitment	Accomplishment
1.1	ERP Coordinator –Peggy will serve as the statewide technical assistance contact for the ERP pilot, including communication with businesses, Ecology staff, trade associations, EPA, vendors and other partners. Coordinate local TA requests and	Peggy Morgan (along with Ken Zarker and Scott Lamb) is overseeing the ERP Pilot Project.

Task	Commitment	Accomplishment
	EnviroStars referrals with the local source control specialists that are committed to providing auto body business assistance.	
1.2	Develop and maintain the HWTR EPR website content and post relevant ERP materials on the Local Source Control SharePoint site	Updated technical assistance materials and other relevant documents on the Local Source Control SharePoint site.
1.3	Work to increase the self-certification return rate from 10% to 25% for the Auto Body ERP self-certification forms due March 31, 2010.	Self-certification forms continue to come in. Return rate has not yet been calculated.
1.4	Review the self-certification data to determine compliance issues or improvement opportunities.	
1.5	Maintain ERP "facility universe" data base. Maintain ERP checklist data in data base system.	Ecology continues to refine the ERP universe as the project moves through the technical assistance phase. Data from the baseline site visits have been entered into an Access database and transferred to a statistical software program for analysis.
1.6	Conduct local source control training via conference call prior to the verification site visits.	The training took place on March 10, 2010. All but two of the local source control specialists attended the training. Individual assistance was provided to those two following the training.
1.7	Conduct post-self certification ERP site visits	Visits will begin in early May.
1.8	Identify Environmental Performance Business Indicators (EBPIs).	Data in the database has been transferred to a statistical software program in order to analyze the data to determine EBPIs.
1.9	Conduct ERP evaluation.	A scope of work has been written. In accordance with the Collective Bargaining Agreement, Ecology notified the Union of the proposed contract. The Union requested negotiations regarding the contract. The Labor Relations Office will be setting up a meeting between Ecology and the Union to discuss.

Task	Commitment	Accomplishment
1.10	Participate in the state ERP Consortium and national ERP events to share results on the Washington State ERP/VLP model	We continue to participate in these efforts.

Task 2 – Voluntary Environmental Leadership (VLP), EMS & Sustainability

Task	Commitment	Accomplishment
2.1	Implement the EnviroStars Cooperative MOA.	The MOA is being implemented through the integrated ERP/EnviroStars pilot project.
2.2	Process ERP Auto Body EnviroStars self-certification application and goals sheet. Coordinate regional technical assistance and outreach activities; review ERP self-certification compliance and coordinate with local government partners.	The self-certification application and goals sheets from the first self-certification period and most of those from the second self-certification period have been processed and shared with the appropriate local government partners.
2.3	Work with the EnviroStars Cooperative to develop member recognition certificates, press releases and recognition events.	Shops who qualified for the ERP EnviroStars certification have received a special 3-Star EnviroStars Certificate.
2.4	Track EnviroStars goals and conduct follow-up activities to track progress. Ecology will summarize the list of EnviroStars goals.	
2.5	Provide funding and technical assistance for the Spokane EnviroStars initiative. Support the Eastern Regional Office partnership with key stakeholders, assist with implementation, incentives development, membership requirements, measurement, recognition and long-term funding needs.	Participating in discussions with Spokane River Forum and Spokane Regional Health District concerning the Spokane EnviroStars pilot project.

Task	Commitment	Accomplishment
2.6	Conduct ERP / EnviroStars evaluation.	A scope of work has been written. In accordance with the Collective Bargaining Agreement, Ecology notified the Union of the proposed contract. The Union requested negotiations regarding the contract. The Labor Relations Office will be setting up a meeting between Ecology and the Union to discuss.
2.7	<p>Update the Ecology EMS Alternative for Pollution Prevention Planners</p> <p>Ecology staff propose the following:</p> <ul style="list-style-type: none"> - Test the EPA Performance Track Annual Report Spreadsheet Tool - Update Ecology's EMS policy guidance - Conduct staff training (3 day EMS training) - Conduct at least two EMS site visits. 	Ecology will continue to update our EMS policy guidance in the next quarter. We are also developing a scope of work related to EMS training and site visits.

Task	Commitment	Accomplishment
2.8	<p>Update Ecology’s Sustainability Report Support to meet GRI Standards – Ecology will purchase XBRL software to use GRI taxonomy to tag GRI report(s) and perform other XBRL operations.</p> <p>Ecology staff propose the following:</p> <p>Detailed comparison of Ecology plan and GRI Guidelines.</p> <p>Index Ecology plan to GRI’s G3 standard.</p> <p>Create an Ecology GRI report based upon Ecology’s plan to achieve “Application Level B” status.</p> <p>Conversion of new Ecology GRI report to XBRL tagged version.</p> <p>Create a web version of Ecology’s GRI report.</p> <p>Write a brief project report including findings & recommendations.</p> <p>Publish results on a web page of our existing plan at http://www.ecy.wa.gov/sustainability/ecoaction.html)</p>	Ken...

Part 4 – Financial Report

Attached is our State Innovation Grant budget status report through March 31, 2010.