

US EPA ARCHIVE DOCUMENT

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

**FY2010 First Quarter Progress Report**

This progress report covers the period from October 1, 2009 through December 31, 2009.

**Part 1 – Synopsis of Accomplishments**

- Met with **John Anderson from PPG**, regarding pilot update, new TA timeline, and collaborative outreach. PPG is interested in collaboration--to support our efforts, and those of the Collision Repair Campaign. Established collaborative training framework.
- Conducted **training session** at a PPG sponsored workshop.
- Completed an article for Ecology's "**ShopTalk**" newsletter  
[http://www.ecy.wa.gov/programs/hwtr/shoptalkonline/current\\_issue/diy\\_compliance.html](http://www.ecy.wa.gov/programs/hwtr/shoptalkonline/current_issue/diy_compliance.html)
- Developed a new **ERP website**  
<http://www.ecy.wa.gov/programs/hwtr/lsp/erpautob.html>
- Sent out an **update letter and another self-certification package** to all shops.
- Obtained 600 copies of **EPA's Collision Repair Campaign's DVD** (featuring Jeff Gordon) and sent one to each shop.
- 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 April-June 2010, **refined master list of shops**, based on business and address corrections obtained during baseline visits and mail outs to shops.
- Attended **EnviroStars Coop** meeting—provided ERP update and obtained input on Spokane EStars Pilot proposal, and self certification/site TA "how tos."
- **Spokane EnviroStars Pilot**: Reviewed initial pilot proposal and provided comments to the Spokane Regional Health Department, Spokane River Forum, City of Spokane, and EnviroStars to consider a new regional business certification program. We also discussed adding to the grant to provide financial support to the local entity to support the pilot.

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

WA Auto Body ERP Pilot Universe - 501 (original universe was 788)

160 Baseline ERP Site Visits (152 checklists turned in)

65 Self-certification checklists received

37 EnviroStars self-certification applications received

62 Non-applicability forms received


**Task 1 - Environmental Results Program**


Task	Commitment	Accomplishment
1.1	<p>ERP Coordinator –Alison/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.</p> <p>Coordinate local TA requests and EnviroStars referrals with the local source control specialists that are committed to providing auto body business assistance.</p>	<p>Alison Chamberlin accepted a new position in Mason County, effective January 1, 2010.</p> <p>Peggy Morgan (along with Ken Zarker and Scott Lamb) will oversee the ERP Pilot Project.</p>
1.2	<p>Develop and maintain the HWTR <a href="#">EPR website</a> content and post relevant ERP materials on the Local Source Control SharePoint site</p>	<p>Developed a new ERP website</p> <p>Posted all technical assistance materials and other relevant documents on the Local Source Control SharePoint site.</p>
1.3	<p>Work to increase the self-certification return rate from 10% to 25% for the Auto Body ERP self-certification forms due March 31, 2010.</p>	<p>Sent out an update letter and another self-certification package to all shops.</p> <p>Completed an article for Ecology’s “ShopTalk” newsletter.</p> <p>Obtained 600 copies of EPA’s Collision Repair Campaign’s DVD (featuring Jeff Gordon) and sent one to each shop.</p>
1.4	<p>Review the self-certification data to determine compliance issues or improvement opportunities.</p>	<p>Data is being analyzed in order to determine the most significant compliance issues and improvement opportunities.</p>
1.5	<p>Maintain ERP “facility universe” data base. Maintain ERP checklist data in data base system.</p>	<p>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.</p>

<b>Task</b>	<b>Commitment</b>	<b>Accomplishment</b>
1.6	Conduct local source control training via conference call prior to the verification site visits.	The training has been scheduled for March 10, 2010.
1.7	Conduct post-self certification ERP site visits	The visits are included in the Local Source Control Specialist contracts.
1.8	Identify Environmental Performance Business Indicators (EBPIs).	Data in the database is being transferred to a statistical software program in order to analyze the data to determine EBPIs.
1.9	Conduct ERP evaluation.	Initial discussions have been conducted with contractor to scope the evaluation project.
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**

<b>Task</b>	<b>Commitment</b>	<b>Accomplishment</b>
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 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.	

Task	Commitment	Accomplishment
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.
2.6	Conduct ERP / EnviroStars evaluation.	Working with contractor to develop Scope of Work for the evaluation.
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"> <li>- Test the EPA Performance Track Annual Report Spreadsheet Tool</li> <li>- Update Ecology's EMS policy guidance</li> <li>- Conduct staff training (3 day EMS training)</li> <li>- Conduct at least two EMS site visits.</li> </ul>	<p>Ecology is reviewing our existing EMS policy guidance documents and internal EMS assessment process.</p> <p>Ecology has received an example of the PT Annual Report Spreadsheet to evaluate the potential for its use by Ecology. Attached is an example from Ft. Lewis.</p> <div style="text-align: center;">  <p>Fort_Lewis_WA_APR_V2.xls</p> </div>

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 &amp; recommendations.</p> <p>Publish results on a web page of our existing plan at <a href="http://www.ecy.wa.gov/sustainability/ecoaction.html">http://www.ecy.wa.gov/sustainability/ecoaction.html</a>)</p>	<p>Ecology is seeking to update our sustainability report using the Global Reporting Initiative’s G3 Guidelines at “Application Level C” (entry level).</p> <p><b>The proposal is attached along with an actual GRI “Level C” template that Ecology amended with added sector guidance, tentative staff assignments, and workload estimates.</b></p> <p><u>Helpful Links</u></p> <p>What is an Application Level?  <a href="http://www.globalreporting.org/GRIReports/ApplicationLevels/">http://www.globalreporting.org/GRIReports/ApplicationLevels/</a></p> <p>GRI Performance Indicator Search:  <a href="http://www.globalreporting.org/ReportingFramework/G3Online/PerformanceIndicators/">http://www.globalreporting.org/ReportingFramework/G3Online/PerformanceIndicators/</a></p> <p><u>Ecology Baseline</u></p> <p>2008 Ecology Sustainability Report and Sustainability reports are maintained on our internal website. Copies are available.</p>  <p>Proposal for Ecology Sustainability Reportii</p>

**Part 4 – Financial Report**

Attached is our State Innovation Grant budget status report through December 31, 2009.