

US EPA ARCHIVE DOCUMENT

Quarterly Report – July 2006 - September 2006
STATE INOVATION GRANT PROGRAM (SIG)

**A. PROJECT TITLE: MICHIGAN ENVIRONMENTAL RESULTS PROGRAM (MERP) – DRY
CLEANING SECTOR**

B. APPLICANT INFORMATION:

Lead Agency:

Michigan Department of Environmental Quality (MDEQ)
Environmental Science and Services Division (ESSD)
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Lansing, Michigan 48909-7957

Key Contacts in MDEQ - ESSD:

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Geographic Focus:

Michigan - Statewide

C. FUNDING REQUESTED: *Financial information removed by EPA as confidential business information.*

D. PROJECT PERIOD: January 2005 through May 2008

I Tasks Summary

During the 3rd Quarter of 2006 (July – September) the Michigan Department of Environmental Quality, continued to make progress on some significant milestones associated with the Environmental Results Program for dry cleaners. A summary of the tasks for this quarter are presented below.

Task: **Development of ERP software tool**
Develop and implement an approach to cost-effectively input and manage the MERP data, including primary and secondary data. Primary data consists of data from inspection reports and facility forms (including self-certification forms). Secondary data sources include lists of facilities from regulatory and private-sector databases.

Status: Ongoing – Items accomplished are described below

Completion Date: Original: October 2006
 Projected: May 2007

Comments: We continue to experience delays with this project task. During this quarter we continued to work with our Department of Information Technology and anticipated contractor (enfoTech) to finalize a contract. During our review of the proposed contract, several issues surfaced which have caused delays. Specifically, it was discovered that a component of the system included in the proposal was proprietary. Using the proprietary component would mean that we would not be able to share that component with other states as stipulated in the grant. We are working on a solution to this issue, which will most likely entail the development of new system from scratch. Another problem that we've encountered pertains to the ability to view historical records using the proposed system. The quoted price did not include this capability, which is essential for being able to view and compare past inspection data in the field. EnfoTech is working out the pricing to be able to include this capability. It is anticipated that this contract will be finalized by October 2006.

Task: **Baseline Inspections**
Inspect facilities to establish a baseline for performance measures. Facilities selected at random from the entire targeted population based upon sample design from statistical methodology.

Status: Ongoing – Items accomplished are described below

Completion Date: Original: June 2006
 Projected: December 2006

Comments: Random sample of over 300 facilities identified using statistical methodology developed by Cadmus Group, Inc (12/23/2005). I have included with this report the spreadsheet that shows all facilities that were selected for baseline inspections (baseline inspection list 2006.xls). Baseline inspections began in August 2006 and will continue until December 2006. Several subtasks were completed prior to beginning this task, which are highlighted below as completed items for the quarter.

The following tasks associated with this milestone were completed during the 3rd Quarter of 2006 (July – September)

- Baseline Inspection Audit Form:** The self-audit questions used in the baseline inspections were finalized. These questions will match the questions that will be used during the self-audit period. We worked extensively with the MDEQ Dry Cleaning Program to ensure that the questions in the audit were accurate, simple, and applicable to the types of dry cleaners in Michigan (i.e. some questions were not included because they are not applicable to dry cleaners in MI). The questions on this form were used to develop an electronic data collection tool to be used during the baseline inspections (see next item). I am including a hard copy of the audit form that was developed (self audit checklist.pdf).
- Baseline Inspection Collection Tool:** In order to make the collection of baseline data more efficient and consistent we developed an access database tool that could be used to collect the data. This tool contains all the audit questions for each facility that will be audited. Inspectors install the program onto their pen tablets and complete all applicable questions when at the facility. At the end of each month the inspectors submit a copy of their database, which includes the audits for all the facilities they inspected over the previous month. This data is compiled into a master database. I am sending a test copy of the program that was developed (testaccessdatabase.zip).
- Inspector Training:** Inspectors from the MDEQ Dry Cleaning Program were trained on how to use the electronic version of the audit forms and collect the baseline data. In July 2006 all inspectors accompanied two staff from the MDEQ's Waste and Hazardous materials division on an on-site training visit to two dry cleaning facilities. The purpose of these visits was to familiarize inspectors with some of the waste issues encountered at a dry cleaning facility and to familiarize them with the associated waste questions in the audit.

Task:	<p>Facility Assistance <i>Delivery of compliance/technical assistance to facilities, which is expected to take the form of workbooks, fact sheets, and/or workshops.</i></p>
Status:	Ongoing
Completion Date:	Original: April 2007 Projected: October 2007
Comments:	<p>Due to various circumstances, the start of this task will most likely be delayed until the summer of 2007. However, work has begun on materials associated with this task, which are highlighted below:</p> <ul style="list-style-type: none"> <p>Self-Audit Checklist - The self-audit checklist was finalized in July 2006. It was necessary to complete the self-audit checklist at this time so the questions could be incorporated into the baseline inspections, as discussed in the previous task. We will attempt to make the questions included in the baseline survey match the questions in the final version of the self-audit checklist given to the facilities as close as possible. We anticipate that after the baseline inspections, we will need to make minor revisions to the self audit questions based on suggestions from the inspectors using the existing audit in a real-world setting.</p>

- **Workbook** - A draft version of the workbook was finalized; however, major revisions to the workbook will need to be made based on changes that were made to the checklist after the draft of the workbook was completed. These materials should be complete in spring 2007. A copy of the draft version of the workbook can be provided upon request.

Task:	Reporting to EPA: <i>Reporting shall include quarterly, annual, and final reports.</i>
Status:	Ongoing – will continue to submit reports quarterly
Completion Date:	Original: May 2008 Projected: May 2008 (final report)
Comments:	Reports for the 1 st and 2 nd quarter of 2006 were submitted.

II Financial Summary

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**DETAILED ITEMIZED BUDGET:
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
COOPERATIVE AGREEMENT BUDGET DETAIL 01/01/05 - 9/30/06**

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