

Compliance Advisory Panel (CAP) Meeting Minutes

June 29, 2021
11:00 a.m.

Via Zoom

CAP Members Present

Don Curran
Doug Kinslow
Jeff LeMaster, E&E

Others Present

Julie Nicol, E&E
Tommy Edgman, E&E
Lucy Cross, E&E
Michelle Gillham, E&E
Erika Droke, E&E

Call to Order

In the absence of Chairman Jay Saxton, Julie Nicol called the meeting to order at 11:05 a.m. Nicol acknowledged that board members Don Curran and Doug Kinslow were present and welcomed everyone. Because a quorum was not present, items that require approval will be emailed to members for a vote. Lucy Cross confirmed the media notification.

Nicol read the minutes from the previous meeting and will email members a copy for approval.

Fiscal Overview

Cross provided an overview of the budget and expenditures for the CAP board in 2020 and 2021. She noted a discrepancy in 2020 that resulted in \$142.00 incorrectly billed to CAP instead of the Recycling Tax Credit program. Another \$553.95 was billed incorrectly to CAP instead of the Recycling Tax Credit program in 2021. The discrepancies have been resolved.

Amending Minutes

Minutes of the December 11, 2019, meeting should be amended to reflect that Ava Roberts was a member of the CAP board. She was listed incorrectly under "Others Present." Nicol will email CAP board members for approval to amend the minutes.

Vacant Positions

The CAP board has two vacant positions the DEQ executive team is working to have filled. They hope to have the positions filled by the third quarter meeting.

New Staff

Nicol introduced Lucy Cross, the new Small Business Liaison, and Jeff LeMaster, the new Director of Enterprise Services.

Office of Air Quality Updates

Erika Droke introduced two new resources the Office of Air Quality (OAQ) has developed to provide permitting guidance. The project was two-and-a-half years in the making and involved working with stakeholders to create a resource that would make the permitting process easier and more transparent. The project evolved from the Efficiency and Streamlining Effort (EASE) Collaborative.

Initially, OAQ hoped to combine all its regulations into one “mega reg.” OAQ learned during stakeholder events that industry representatives prefer that the state and federal regulations be kept separate. DEQ and the stakeholders did agree that the air program still needed some streamlining.

Two groups formed and began meeting in 2019: the EASE Regulatory Workgroup and the EASE Permitting Workgroup. Additionally, OAQ staff began developing a guide for smaller businesses. Their work culminated in the creation of two documents – an introductory guide and a permitting FAQ.

The Arkansas Air Quality Permitting Introductory Guide is designed to assist smaller businesses navigate the permitting process. The OAQ Permitting FAQ is more comprehensive and designed for larger facilities that require more permitting.

Both documents are on the DEQ website. Go to the Air Permits page and look under Related Links & Documents on the left side of the screen.

Droke noted that the State of the Air Report will be released soon.

New Business

The board is required to vote on the stipend and to select a minute taker. Nicol will email the board for their votes.

The date and time of the next board meeting have not been determined. The hope is to fill the vacant spots before the next meeting. Nicol noted that the meeting will be in person at the Arkansas Department of Energy & Environment’s headquarters.

There were no public comments.

Nicol adjourned the meeting at 11:44 a.m.