

## Compliance Advisory Panel (CAP) Minutes

October 13, 2020  
1:00 p.m.

ZOOM Virtual Meeting

CAP Members Present:

Rodney Leggitt  
Doug Kinslow  
Don Curran  
Jay Saxton

Others Present:

Tommy Edgman, E&E  
Judith Branscum, E&E  
Julie Nicol, E&E  
Andrea Hopkins, E&E  
Michelle Gillham, E&E

### Acknowledgement of Notification of Media

Jay Saxton called the meeting to order at 1:00 p.m. and welcomed everyone in attendance. Julie Nicol confirmed the media notification.

### Discussion and Agenda

Andrea Hopkins read the minutes from the last meeting. Jay Saxton made the motion to approve the minutes, Rodney Leggitt seconded, and the minutes were approved as read.

Heinz Braun from the Office of Air Quality (OAQ), Arkansas Department of Energy & Environment (E&E), Division of Environmental Quality (“Division”) gave a presentation on OAQ’s On-Track Assistance Program.

This program allows facilities to request a meeting with an inspector and a permit engineer to ensure a common understanding of permit requirements, Division policy, and inspector expectations.

The Office of Air Quality hopes this program will help ensure compliance and foster a mutually beneficial working relationship between regulated entities and the Office of Air Quality.

In order to request an On-Track Assistance meeting, submit a request by completing the online form in ePortal. An On-Track Assistance meeting may be requested shortly after the draft or final issuance of an initial permit, significant modification, or a renewal. Note that OAQ cannot extend the comment period of a draft permit for an On-Track Assistance meeting but will make every effort to conduct a requested meeting as soon as possible.

During an On-Track Assistance meeting you will discuss your permit requirements, how the Division interprets key provisions, and what the inspector will look for during an inspection with both an inspector and a permit engineer.

After the assistance meeting, facilities may still contact the Office of Air Quality, inspector, or permit engineer with questions after the On-Track Assistance meeting. A facility's first point of contact for compliance issues should be their local inspector.

The On-Track Assistance meeting ensures that the facility, the OAQ permit branch, and the OAQ compliance branch have a common understanding of how to interpret permit provisions and prevent potential confusion that could result in unintentional violations.

Arkansas Code Annotated § 25-16-902 and § 25-16-903 requires the CAP Board, by a majority vote of the total membership of the board cast during its first regularly scheduled meeting of each calendar year, to authorize payment to its members of a stipend not to exceed sixty dollars (\$60.00) per day for each meeting. Don Curran made a motion to authorize a \$60.00 stipend for each member who attended the Board meeting, Rodney Leggitt seconded, and the motion was passed.

The board has two vacant positions. Both the Speaker of the House and the Senate Pro Tempore have been notified of the vacancies.

A new minute taker is needed for the Board since Patsy Weidanz's term expired in July 2020.

Andrea Hopkins gave an overview of Act 1067 requirements.

Jay Saxton noted that it made the most sense to schedule the first quarterly meeting in 2021 during the Arkansas Recycling Coalition (ARC) spring conference.

Having no more business the meeting was adjourned.