

**MARAMA 9<sup>th</sup> Annual Training**  
**August 5-6, 2008**  
**Philadelphia, PA**

**Participants:** Joanne French-DE; Laramie Daniel and Marcellena Gurley-MD; Heidi Jones-NJ, Dean Van Orden-PA; Keith Lemchek-Philadelphia, Kevin Vaughan and Craig Nicol-VA; Kurt Elsner-EPA Region III; Alice Lutrey and Julie McDill-MARAMA.

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The 2008 MARAMA Training Committee meeting was held on August 5 and 6 in Philadelphia, PA. Five MARAMA agencies were present at the meeting as well as EPA Region III. Mr. Elsner, EPA Region III attended the first day only.

**MARAMA Updates**

Ms. Lutrey reviewed the meeting goals, which included:

1. Develop a basic plan for the MARAMA Training & Workshop Schedule for 2009-2010.
2. Identify core courses that are needed on a regular basis
3. Review available training opportunities
4. Identify and discuss the benefits of the NACAA Training Committee and the MARAMA Training Committee
5. Share information to help members coordinate training for their agencies.

The purpose of the MARAMA Training Committee was discussed. Based on the discussion the two basic purposes are:

1. Assist with planning training events and workshops in the MARAMA region
2. Provide MARAMA with a primary contact to distribute materials and notices

For the period of October 2006 through December 2007 MARAMA held 16 courses with 367 attendees participating. The average number of students per course was 26 with the average fill rate being 74.3%. When compared with 2006, these numbers were down from an average of 31 students per course and an 89.1% fill rate. This decrease was also seen in workshop participants and supported attendees compared to 2006. The largest contributor to the decrease is the on-going and increasing number of travel restrictions that agencies are facing. Some solutions discussed were to offer the same course in more than one location in the region and utilizing webinars and/or on-line courses.

MARAMA has several training events coming up in the near future including some support opportunities.

**Agency Roundtable**

The Training Committee provided state and local updates.

Allegheny County: There was no Allegheny County staff present for the meeting, however they did provide a completed questionnaire. They have indicated that they have used EPA for on-line training. They have encountered challenges with online sessions due to insufficient demand. In general, attendees participate in these courses at their individual desks.

Delaware: They continue to be under a hiring freeze but hope to fill a few positions due to a fee surcharge that was approved by the legislature. They have been utilizing the EPA webinars and depending on interest they employees have either been at their individual computer or in a conference room.

District of Columbia: There was no Allegheny County staff present for the meeting, however they did provide a completed questionnaire. The District has hired some new staff and some of the planning functions have been transferred to the monitoring and assessment branch. They have been utilizing online training generally through EPA. They have experienced a few challenges, but plan to use it more often. Staff usually participates by using their individual desktops.

Maryland: The Air & Radiation Management Administration (ARMA) have been allocated 10 positions to fill although the hiring freeze is still in effect. They have utilized online training through EPA and depending on the number of attendees, they either participate at their desks or in a conference room.

New Jersey: They continue with their travel ban and cannot travel without full support. They have been utilizing on-line training that EPA has been offering as time and appropriateness allows. In general, attendees participate in these courses at their individual desks.

North Carolina: There was not a representative from North Carolina nor was there a completed questionnaire.

Pennsylvania: They have filled several positions in both the Harrisburg office as well as regional offices. They are also forming a new Air Toxics Section in the Division of Permits. No courses were scheduled for 2008, however they did increase their budget for 2008-2009 training opportunities. Staff members have made use of a few of the EPA webinars which were viewed at either the individual computer or in a conference room setting. There has been no tracking of the number of people utilizing this type of training.

Philadelphia: They had several positions filled including the Air Director; however they still have several positions that are not filled. They have also been utilizing the EPA webinars along with SI material available on the EPA site. In general, attendees participate in these courses at their individual desks but have the capability to hold it in a conference room for several people.

Virginia: They have had some organizational changes including a new Air Director consolidation of counterpart in other media to form multimedia division. As they have in the past, VA worked with PA to offer the one day "Understanding Stack Testing" in October. Virginia has been utilizing EPA on-line training, but also has been providing in-house custom on-line training as well. They noted that the EPA courses were not in a format compatible with theirs and therefore are not easily tracked with their Learning Management System. Staff attends webinars either at their desk or in a conference room depending on the number participating.

West Virginia: Was not represented during the discussion. They did note in their questionnaire that they do use EPA on-line training and generally hold it in a conference room.

As part of the questionnaire the participants were asked to provide their three biggest challenges in ensuring staff receive training. Their results were as follows in order of prevalence:

- Travel restrictions/funding issues – all agencies
- Course relevance/level – 8 agencies
- Frequency of courses held – 2 agencies
- Lack of desire to travel – 1 agency

### **MARAMA Workshops & Courses**

Ms. McDill reviewed the courses and workshops that MARAMA has organized and developed over the past year. She provided some lessons learned in regards to for each event. The events she covered included the 2007 MARAMA Science Meeting focusing on Organic Carbon Emissions and Train the Trainer Session for the Regional Air Quality Course developed by MARAMA in 2006.

For 2007 MARAMA updated the 2004 MACT Course on HON, MON and Polymers & Resins with the assistance of a contractor and state, local and federal staff members. The course included case histories and reviews of some of the basics.

Finally, MARAMA worked with Institute of Clean Air Agencies (ICAC) to provide the state and local agencies with an opportunity to hear from the vendors on new and improved control technology. This course was also videotaped by EPA and is expected to be posted on their site in the fall in sections. MARAMA plans to provide a similar opportunity with ICAC in the future.

For 2008, MARAMA has been working with a team of state, federal and contractors to update a slide set provided by Dave Campbell, EPA Region III reviewing the NSR Reform. The course is expected to be for permit writers experienced and it is essential that attendees already understand the basic elements of the NSR program. The basic elements of New Source Review, including BACT/LAER analysis, modeling, and monitoring will be touched on but will not be explained in detail. The course is slated to be held in December 2008 in Richmond, VA. Since the Training Committee Meeting, the course has been rescheduled for January 21-22, 2008. Ms. McDill also provided information on other upcoming workshops MARAMA will be offering.

### **Multi-Jurisdictional Organization Updates**

Ms. Lutrey reviewed the courses that CenSARA, LADCO, Metro 4/SESARM, NESCAUM, and WESTAR are in the process of updating as well as other activities.

CenSARA developed a training database to track their attendees training which includes the ability to provide a transcript. They have also developed a model Training Plan for their agencies. CenSARA will also be working on updating APTI 468: Monitoring Compliance Test and Source Test Observation.

LADCO will begin progress on updating APTI 400: Introduction to Hazardous Air Pollutants in 2008 and should be complete in 2009.

NESCAUM will begin progress on updating APTI 418: Control NOx Emissions during 2008 and should be completed in 2009. They also worked with MJ Bradley to deliver a one-day Diesel Engine and Retrofits Course.

Metro 4/SESARM is working on a couple projects. They are working on updating APTI 350: Asbestos NESHAP Inspection and Safety Procedures and expect the final documents by October 2008. In 2009 they are scheduled to work with OECA on updating both APTI 444: Air Pollution Field enforcement and APTI 446: Inspection Procedures and Safety in 2009.

WESTAR is working on the updates to APTI 470: Quality Assurance for Air Pollution Measurement Systems. They are also planning a technical workshop focusing on Oil and Gas.

### **EPA Updates**

Kurt Elsner, EPA Region III provided an update on the plans and priorities for Region III. EPA Region III has hired several new employees and plans to hire another one or two in the near future. Approximately 40 percent of region's staff will be new hires, which creates the need for introductory training. Training will be provided in-house and through outside training opportunities.

EPA OAQPS was unable to participate in the meeting but is expected to participate on a future call with the Training Committee

EPA Air Pollution Training Institute update:

- Control of Particulate Matter course (APTI 413) has been completed including corrected materials.
- Atmospheric Sampling Course (APTI 435) student materials are completed and will be beta-tested in Indiana in September 2008.
- Source Sampling for Pollutants (APTI 450) draft is expected in November 2008 with the final completed in spring 2009. The initial updated portions may be used in the November 08 offering in Tampa, FL.
- Control Gaseous Emissions (APTI 415) is expected to begin the updating process in fiscal year 2009.
- Continuous Emission Monitoring (APTI 474) is expected to begin the updating process in fiscal year 2009.

A discussion of the MARAMA and NACAA Training Committees was held. When asked why attendees come to the MARAMA meeting the majority of responses included to learn what other agencies were doing, be able to meet their counterparts as well as to identify the schedule for the next year. When asked what would encourage them to participate in the NACAA calls, the main response was that they did not feel as it provided them with something they could take back to their agencies. The majority of the committee members only spend a short time on training and not their main responsibility. Ms. Lutrey noted that she would take this information to the NACAA Training Committee.

### **Virginia LMS**

Kevin Vaughan, Virginia provided a presentation on their new Learning Management System including a live demonstration of what staff of Virginia can see. The system tracks not only courses and workshops that staff participate in, but can also provide a location for additional training. Currently, they link to the on-line EPA webcasts/webinars but due to the type of format they are unable to intergrate into their system. Mr. Vaughan has worked out a way around the issue, but it is not a perfect answer. Staff using training resources that are integrated into the system are automatically tracked and updated in their transcript. Virginia has begun utilizing the system to roll out internal training to the various regional offices.

## **MARAMA Training Plan**

Ms. McDill presented the CenSARA Training Plan Model and explained that MARAMA would like to modify this model for the MARAMA member agencies. The overall goal of the Training Plan projects are to provide member agencies with a model training curriculum which addresses the various fields of work commonly found in state and local air agency programs. This document would benefit not only the agencies but MARAMA as well.

The goal for this session was to develop a curriculum to recommend for adoption by the Air Directors in the Fall 2008. The group as a whole walked through the exercise utilizing the first section of the Training Plan and provided updates that were beneficial to their agencies. The group then broke into two sections, Permitting and Compliance/Inspection and reviewed those sections, marking up the document by deleting what was not relevant and adding what was. They also renamed sections and include a section purpose which identified the audience for that section. Whatever work was not completed at the meeting would be finished on a conference call. Ms. Lutrey noted that this document would be taken to the Monitoring Meeting to have them provide their feedback in regards to the monitoring sections.

## **Emerging Issues**

Find Julie's notes and enter her thoughts here.

## **2008-2009 Training Survey**

Ms. Lutrey reviewed the survey responses with the agencies including current upcoming courses. For 2009-2010 the average number staff requiring beginner level courses was 6, where as the average for Advanced-Topic Specific workshops/courses was 18.

A preliminary list of courses was identified for 2009. A copy of the preliminary schedule is attached. In addition to courses in calendar year 2009, Health Effects for Air Pollution was recommended for the fall of 2008. When the course was held in NJ during the summer, it was full and there were several people on a wait list. Through the discussion it was decided to hold the course in the Baltimore/Timonium area this fall. For 2009, both NJ and Pennsylvania were interested in a MON MACT course, that could be pulled from the HON, MON, and Polymers & Resins Course. As in the past, a beginner level course would be held in the first two months of the year. Although the economy is taking a down turn, agencies do have new employees due to the turnover from retirements. For 2009 a CARB 100 series is scheduled for January and based on the needs identified in the survey it will be held in the Baltimore area.

## **Action Items**

The attendees reviewed the list of action items that were developed over the two day meeting. A copy of the list is attached (Attachment C). Find Julie's notes and enter her thoughts here.

## **Next Meeting**

The next meeting is tentatively scheduled for July/August 2009 in Pittsburgh, PA