TRAINING PLAN

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Training Plan

Purpose
The purpose of this plan is to develop and provide training curricula for the various fields of work commonly found in state and local agency air programs.

Areas of Air Pollution Training Needs
- Engineering/permitting
- Field enforcement/inspection and compliance
- Data collection (monitoring, emissions inventory, air toxics)
- Data analyses (regulatory development, SIP development, data presentations such as GIS).

I. Agency Orientation and Introduction to Air Program.
- **Introduction to the Agency - Employee Orientation**
  - Administrative Procedures
  - Standard Operating Procedures
  - Explanation of employee benefits and expectations
- **Introduction to Technology - Skills development**
  - **Level 1 (within first few days after entry)**
    - Phone usage
    - Computer usage
    - Word Processing
    - Electronic Communications
  - **Level 2 (within first three months after entry)**
    - Spread Sheets
    - Data handling
    - Presentations
- **Introduction to Air Pollution Control**
  - Classroom
    - “Principles and Practice of Air Pollution Control” [APTI #452]
    - “Introduction to Hazardous Air Pollutants” [APTI #400]
    - “The Clean Air Act Today” [RACC]
  - Self Instructional:
    - “Introduction to Air Pollution Control” [APTI Online - Intro]
    - “Air Pollution Control Orientation Course” [APTI SI-422]
    - “Mathematics Review for Air Pollution Control” [APTI SI-100]
    - “Basic Concepts in Environmental Sciences” [APTI RE-100]
    - “Air Pollution Control Technology Series Training Tool” [APTI Control Technology Series]

II. Engineering/Permitting - New Hires
- Classroom
  - “Control of Particulate Emissions” [APTI Course #413]
  - “Control of Gaseous Emissions” [APTI Course #415]
  - “Control of Nitrogen Oxide Emissions” [APTI Course #418]
“Combustion Evaluation” [APTI Course #427]
“Sources and Control of Volatile Organic Air Pollutants” [APTI Course #482]
“Inspection of Particle Control Devices” [APTI Course #445]
“Inspection Safety Procedures” [APTI Course #446]
“Inspection of Gas Control Devices and Selected Industries” [APTI Course #455]
CARB #200 Series Courses [CARB ##200-290]
“Effective Permit Writing” [APTI Course #454]
“Permit Writing I” [CARB #333]
“Air Permitting - The Basics” [A&WMA AIR-182]
“National Emission Standards for Hazardous Air Pollutants” [RTP Environmental Associates]
“New Source Performance Standards” [RTP Environmental Associates]

Self Instruction
“Air Pollution Control Systems for Selected Industries” [APTI SI-431]
“Fabric Filter Operation Review” [APTI SI-412A]
“Electrostatic Precipitator Plan Review” [APTI SI-412B]
“Wet Scrubber Plan Review” [APTI SI-412C]
“Introduction to Boiler Operation” [APTI SI-428A]
“Introduction to Permitting” [APTI SI-460]

**Mid- and Senior-Level Employees**

Classroom
- CARB #200 Series Courses [CARB ##200-290]
- “Intermediate Permitting” [APTI Course #461]
- “Permit Writing II” [CARB #334]
- “Emissions Calculation and Data Reduction” [RACC]
- “NOx Control for Industrial and Utility Applications” [A&WMA AIR-311E]
- “Thermal Systems, Combustion, and Multi-pollutant Control of Air Emissions” [A&WMA AIR-311]

Self Instruction
- Emission Factors: Development and Compilation [A&WMA Audio+Web]
- Air Toxics Now Presents: Clean Air Mercury Rule [APTI-Webcast]

**III. Permitting – Construction - New Hires**

Classroom
- “New Source Review / Prevention of Significant Deterioration: (NSR/PSD) Revisions Affecting State & Local Agencies” [CARB #325]
- “New Source Review - Basic” [RTP Environmental Associates]
- “BACT” [RTP Environmental Associates]
- “Air Quality Permitting in Nonattainment Areas” [Trinity Consultants]
Self Instruction
- “Basic Air Pollution Meteorology” [APTI SI-409]
- “Introduction to Dispersion Modeling” [APTI SI-410]

Mid-Level Employees

Classroom
- “Modeling for State and Federal Permit Applications” [Bowman Environmental, Inc.]
- “Fundamentals of Environmental Justice Workshop” [NETI OEJ-104]

Self Instruction
- “Arizona Clean Fuels Yuma Refinery - A Permitting Case Study” [A&WMA Audio+Web]
- “BART Modeling” [A&WMA Audio+Web]
- Introduction to Emission Inventories [APTI SI-419A]

Senior-Level Employees

Classroom
- Advanced New Source Review [RTP Environmental Associates]

IV. Permitting – Operating - New Hires

Classroom
- “Air Pollution Field Enforcement” [APTI Course #444]
- “Source Sampling for Pollutants” [APTI Course #450]
- “Continuous Emission Monitoring” [APTI Course #474]
- “Emission Capture and Gas Handling System Inspection” [APTI Course #345]
- “Fugitive Source Inspection” [APTI Course #380]
- “MON Workshop” [Trinity Consultants]
- “MON Inspector Training I” [NETI AIR-206]

Self Instruction
- “Miscellaneous Organic Chemical Manufacturing MACT” [Univ. Tenn. web site]
- “Plywood and Composite Wood Products NESHAP” [Univ. Tenn. web site]
- “Surface Coating of Miscellaneous Metals Parts and Products NESHAP” [Univ. Tenn. web site]
- “Self Audit and Inspection Guide for Metal Parts Finishing” [NETI CPA-701]

Mid - and Senior-Level Employees

Classroom
- “Enforcement Teamwork: Regulations to Resolutions” [NETI CST-208]
- “Area Source MACT” [RACC]
- “Compliance Assurance (and Periodic) Monitoring” [RACC]
“Inspection Techniques for Fugitive VOC Emission Sources” [RACC]
“Source Sampling and CEMS Workshop Schedule” [Walter Smith & Associates]
“Monitoring Compliance Test and Source Test Observation” [APTI-468]
“Air Compliance Auditing for Industrial Facilities” [Trinity Consultants]
“Selecting and Implementing an EMIS” [Trinity Consultants]
“Optical Remote Sensing (UVDOAS)” [NETI AIR-201]

Self Instruction
“Continuous Emission Monitoring Systems - Operation and Maintenance of Gas Monitors” [APTI SI-476B]
“Inspection Procedures for Organic Solvent Metal Cleaning (Degreasing) Operations” [APTI SI-416]
“Controlling VOC Emissions from Leaking Process Equipment” [APTI SI-417]
“Compliance-Focused Environmental Management System (CFEMS)”[NETI TTT-103]
“Improper Practices at Environmental Labs for Compliance Inspectors” [NETI TTT-101]
“Visible Emissions Certification Programs Evaluations and Audits” [A&WMA Audio+Web]
“Title V Permits - Periodic Monitoring to CAM” [A&WMA Audio+Web]

V. General Field Enforcement/Inspection and Compliance – New Hires

Classroom
“Air Pollution Field Enforcement” [APTI Course #444]
“Inspection of Particle Control Devices” [APTI Course #445]
“Inspection Safety Procedures” [APTI Course #446]
“Inspection of Gas Control Devices and Selected Industries” [APTI Course #455]
“Permit Writing I” [CARB #333]
“Air Permitting - The Basics” [A&WMA AIR-182]
“AFS Input and Reporting Training” [NETI AFS-101]
“Air Inspector Workshop (Region 6)” [NETI AIR-127]
“Communications Skills for Regulatory Inspectors (MEEA/SEEN)” [NETI CRM-111]
“Introduction to Environmental Enforcement (WSP)” [NETI CRM-205]
“Enforcement Teamwork: Regulations to Resolutions” [NETI CST-208]
“New Source Performance Standards (NSPS)” [RTP Environmental Associates]
• “National Emission Standards for Hazardous Air Pollutants (NESHAP)” [RTP Environmental Associates]

Self Instruction
• “Chain-of-Custody Procedures for Samples and Data” [APTI - Chain of Custody]
• “Introduction to Baseline Source Inspection Techniques” [APTI Course #SI-445]
• “EnviroCrimes: A Clear and Present Hazard (CD-ROM)” [NETI CRM-901]

Mid-Level Employees
Classroom
• “Permit Writing II” [CARB #334]
• “Environmental Crimes Awareness and Evidence Collection” [NETI CRM-110]
• “Basic Environmental Investigations Training (SEEN)” [NETI CRM-113]
• “Negotiations Skills for Environmental Enforcement Personnel (SEEN)” [NETI CST-113]
• “Environmental Management Systems and Enforcement” [NETI MLS-201]
• “Emissions Calculation and Data Reduction” [RACC]
• “Area Source MACT” [RACC]
• “Compliance Assurance (and Periodic) Monitoring” [RACC]
• “Air Compliance Auditing for Industrial Facilities” [Trinity Consultants]
• “Source Sampling and CEMS Workshop Schedule” [Walter Smith & Associates]
• “Monitoring Compliance Test and Source Test Observation” [APTI-468]

Self Instruction
• “Compliance-Focused Environmental Management System (CFEMS)” [NETI TTT-103]

Senior-Level Employees
Classroom
• “Principles of Environmental Compliance and Enforcement” [CARB #335]
• “Advanced Negotiation Skills Training” [NETI CST-304]
• “Advanced Environmental Crimes Training Program” [NETI CIT-311]
• “Advanced Investigative Techniques” [A&WMA EMGM-125]

VI. Field Enforcement/Inspection – New Hires
Classroom
- OSHA 24-hr HAZWOPER Occasional Site Worker Training and Certificate
- Visible Emission Training and Certification
- CARB #200 Series Courses [CARB ##200-290]
- Emission Capture and Gas Handling System Inspection” [APTI Course #345]
- “Asbestos NESHAP Inspection and Safety Procedures Workshop” [APTI Course #350]
- “Fugitive Source Inspection” [APTI Course #380]
- “High Priority Violator (HPV) Training” [NETI AFS-201]
- “MON Inspector Training I” [NETI AIR-206]
- “Compliance Monitoring Strategy Implementation (CMS) in the Air Facility System (AFS)” [NETI AFS-202]
- “Miscellaneous Metal Parts & Products Surface Coating NESHAP” [NETI AIR-111]
- “Environmental Crimes, Homeland Security and Hot Zone Forensics” [NETI CRM-120]
- “Surface Coating Sampling, Transport and VOC Content Calculations” [RACC]
- “Combustion Source Inspection” [RACC]

Self Instruction
- “Fabric Filter Operation Review” [APTI Course #SI-412A]
- “Electrostatic Precipitator Plan Review” [APTI Course #SI-412B]
- “Wet Scrubber Plan Review” [APTI Course #SI-412C]
- “Introduction to Boiler Operation” [APTI Course #SI-428A]
- “Basic Inspector Course: CBT (CD-ROM/WEB)” [NETI CST-909]
- “Self Audit and Inspection Guide for Metal Parts Finishing” [NETI CPA-701]
- “Toxic Air Pollutants for Regulators” [Univ. Tenn. web site]
- “Industrial/Commercial/Institutional Boilers and Process Heaters NESHAP Summary” [Univ. Tenn. web site]
- “Boat Manufacturing MACT” [Univ. Tenn. web site]
- “Miscellaneous Organic Chemical Manufacturing MACT” [Univ. Tenn. web site]
- “MSW Landfill MACT” [Univ. Tenn. web site]
- “Plywood and Composite Wood Products NESHAP” [Univ. Tenn. web site]
- “Surface Coating of Miscellaneous Metals Parts and Products NESHAP” [Univ. Tenn. web site]

**Mid-Level Employees**

*Classroom*
- “Visible Emission Training and Certification”
- “OSHA 8-hr Hazardous Waste Refresher”
- “Basic Health and Safety for Field Activities” [RACC]
- CARB #200 Series Courses [CARB ##200-290]
- “Annual RCRA Inspector Workshop (EPA Region 6)” [NETI RCR-201]
- “MON Inspector Training II” [NETI AIR-304]
- “Continuous Emissions Monitoring Systems” [RACC]
- “Petroleum Refining Industry” [Trinity Consultants]
- “Aerospace Workshop” [Trinity Consultants]
- “MON Workshop” [Trinity Consultants]

Self Instruction
- “Inspection Procedures for Organic Solvent Metal Cleaning (Degreasing) Operations” [APTI SI-416]
- “Improper Practices at Environmental Labs for Compliance Inspectors” [NETI TTT-101]
- “Title V Permits - Periodic Monitoring to CAM” [A&WMA Audio+Web]

**Senior-Level Employees**

Classroom
- “OSHA 8-hr Hazardous Waste Refresher”
- “Basic Health and Safety for Field Activities” [RACC]
- “Visible Emissions Training and Certification”
- “Advanced Investigative Techniques” [A&WMA EMGM-125]
- “HWC MACT, Trial Burn/Risk Burn Compliance Testing” [A&WMA AIR-285]
- “Advanced Inspector Training” [NETI CST-309]

**VII. Compliance – New Hires**

Classroom
- “Clean Air Act Environmental Crimes Training Program” [NETI CIT-112]
- “Tribal Environmental Investigations Training Program” [NETI CIT-302]
- “Environmental Prosecutors Course” (NEEP) [NETI CRM-102]
- “Interview and Interrogation Training” (NEEP) [NETI CRM-103]
- “Introduction to Environmental Criminal Investigations” (WSP) [NETI CRM-108]
- “Administrative Hearings and Trials Training” [NETI CST-207]
- “Basic BEN Training” [NETI CST103]
- “Introduction to Air Quality Regulations” [Trinity Consultants]

**Mid-Level Employees**

Classroom
- “Quality Assurance of AFS Data” [NETI AFS-203]
- “Fundamentals of Environmental Justice Workshop” [NETI OJE-104]
- “Air Compliance Auditing for Industrial Facilities” [Trinity Consultants]
- “Developing an EMS for Environmental Performance” [Trinity Consultants]
- “Developing an Environmental Compliance Auditing Program” [Trinity Consultants]
- “Selecting and Implementing an EMIS” [Trinity Consultants]

Self Instruction
- “Putting It All Together: The Case Development Process - CBT (CD-ROM)” [NETI CST-910]
- “SEP Policy Training” [NETI CST-801]
- “Air Toxics Now Presents: Clean Air Mercury Rule” [APTI - Air Toxics Now]
- “Visible Emissions Certification Programs Evaluations and Audits” [A&WMA Audio+Web]
- “Title V Permits - Periodic Monitoring to CAM” [A&WMA Audio+Web]

Senior-Level Employees

Classroom
- “Financial Analysts Workshop” [NETI CST-203]
- “Pleading and Litigating Civil Penalties” [NETI CST-303]
- “Advanced Course on Economic Benefit of Noncompliance” [NETI CST-306]
- “Enforcement of NSR/PSD Requirements: Case Development for State and Local Agencies” [CARB-325]

VIII. Data Collection (Air Toxics, Emissions Inventory, Monitoring)

On the Job Training
- Learning about Agency laws, regulations, policies, and procedures
- Reviewing Agency files on sources of air pollutants
- Reviewing monitoring reports
- Responding to special requests on air pollution control issues.

IX. Air Toxics (Hazardous Air Pollutants) – New Hires

Classroom
- “Introduction to Air Quality Regulations” [Trinity Consultants]
- “MON Workshop” [Trinity Consultants]

Self Instruction
- “Beginning Environmental Statistical Techniques” [APTI SI-473A]
- “Air Pollution Control Systems for Selected Industries” [APTI SI-431]
- “Introduction to Environmental Statistics” [APTI Online - Statistics]
- “Risk Based Air Toxics” [APTI Online - Risk]
- “Air Toxics Now - Streaming Video” [APTI Online - Web Video]
- “Understanding Air Toxics - Streaming Video” [APTI Online - Web Video]
- “Ozone and Your Patients' Health” [APTI Online MD and patients]

**Mid-Level Employees**

**Classroom**
- “Area Source MACT” [RACC]
- CARB #200 Series Courses [CARB ##200-290]
- “Compiling PM2.5 and Air Toxics Emissions Inventories” [A&WMA AIR-148]
- “Validating Air Toxics Data” [A&WMA AIR-232]
- “Risk Management Planning (RMP)” [RTP Environmental Associates]

**Self Instruction**
- “Introduction to Emission Inventories” [APTI SI-419A]

**Senior-Level Employees**

**Classroom**

**X. Emissions Inventories – New Hires**

**Classroom**
- “MOBILE6.2 Modeling Workshop” [FHWA Resource Center]
- “Emissions Quantification for Industrial Processes” [Trinity Consultants]
- “Mobile 6.2” [NESCAUM]
- “Control of Particulate Emissions (PM)” [APTI-413]
- “Control of Gaseous Emissions (SO2)” [APTI-415]
- “Sources and Control of Volatile Organic Air Pollutants” [APTI-482]
- “Compiling PM2.5 and Air Toxics Emissions Inventories” [A&WMA AIR-148]

**Self Instruction**
- “Introduction to Emission Inventories” [APTI SI-419A]
- “Introduction to Environmental Statistics“ [APTI Online - Statistics]
- “Beginning Environmental Statistical Technique” [APTI SI-473A]
- “Wet Scrubber Plan Review” [APTI SI-412C]
- “Introduction to Boiler Operation” [APTI SI-428A]
- “Fabric Filter Operation Review” [APTI SI-412A]
- “Electrostatic Precipitator Plan Review” [APTI SI-412B]
- “Air Pollution Control Systems for Selected Industries” [APTI SI-431]

**Mid-Level Employees**

Classroom
- “Combustion Evaluation” [APTI-427]
- “Control of Nitrogen Oxide Emissions” [APTI-418]
- “Preparation of Fine Particle Emission Inventories” [APTI-419B]

**Senior-Level Employees**

Classroom
- “Estimating Regional Mobile Source Emissions” [FHWA-NHI-152071]

**XI. Ambient Monitoring – New Hires**

Classroom
- “Atmospheric Sampling” [APTI #435]
- “Analytical Methods for Air Quality Standards” [APTI #464]
- “Quality Assurance for Air Pollution Measurement Systems” [APTI #470]
- “OSHA HAZWOPER Training”
- “PM Data Analysis” [A&WMA AIR-310]

Self Instruction
- “Introduction to Environmental Statistics” [APTI Online - Statistics]
- “Beginning Environmental Statistical Technique” [APTI SI-473A]
- “Chain-of-Custody Procedures for Samples and Data” [APTI - Chain of Custody]
- “Introduction to Ambient Air Monitoring” [APTI SI-434]
- “General Quality Assurance Considerations for Ambient Air Monitoring” [APTI SI-471]

**Mid-Level Employees**

Classroom
- “Validating Air Toxics Data” [A&WMA AIR-232]
- “Recent Advances in Compendia Methodologies for Sampling Hazardous Air Pollutants (HAPs)” [A&WMA AIR-234]
- “Introduction to Visibility Concepts” [A&WMA AIR-255]
- HAZWOPER Refresher Training
- “Basic Health and Safety for Field Activities” [RACC]

Self Instruction
- “Network Design and Site Selection for Monitoring PM 2.5 and PM 10 in Ambient Air” [APTI SI-433]
- “Site Selection for Monitoring of SO2 and PM-10 in Ambient Air” [APTI SI-436]
Senior-Level Employees

Classroom

- “Practical Guidelines and Best Practices for Managing Air Quality Data” [A&WMA EMGM-196]
- “Satellite Retrieval of Air Quality Related Variables” [A&WMA AIR-257]
- HAZWOPER Refresher Training
- “Basic Health and Safety for Field Activities” [RACC]

XII. Emissions Monitoring – New Hires

Classroom

- “Control of Particulate Emissions (PM)” [APTI Course #413]
- “Control of Gaseous Emissions (SO2)” [APTI Course #415]
- “Inspection of Particle Control Devices” [APTI Course #445]
- “Inspection of Gas Control Devices and Selected Industries” [APTI Course #455]
- “Source Sampling for Pollutants” [APTI Course #450]
- “Continuous Emission Monitoring” [APTI-474]
- “Quality Assurance for Air Pollution Measurement Systems” [APTI #470]
- CARB #200 Series Courses [CARB ##200-290]
- “Observing Source Tests” [CARB #224]
- “Permit Writing I” [CARB #333]
- “VOC Sampling and Analysis” [RACC]
- “Compliance Assurance (and Periodic) Monitoring” [RACC]
- “Surface Coating Sampling, Transport and VOC Content Calculations” [RACC]
- “Continuous Emissions Monitoring Systems” [RACC]
- “Fine Particle Emission Measurement and Control Alternatives” [A&WMA AIR-332]
- OSHA HAZWOPER Training and Certificate
- Visible Emission Training and Certification

Self Instruction

- “Beginning Environmental Statistical Techniques” [APTI SI-473A]
- “Chain-of-Custody Procedures for Samples and Data” [APTI - Chain of Custody]
- “Electrostatic Precipitator Plan Review” [APTI SI-412B]
- ”General Quality Assurance Considerations for Ambient Air Monitoring” [APTI SI-471]
- “Continuous Emission Monitoring Systems - Operation and Maintenance of Gas Monitors” [APTI SI-476B]
- “Introduction to Boiler Operation” [APTI SI-428A]
- “Fabric Filter Operation Review” [APTI SI-412A]
- “Air Pollution Control Systems for Selected Industries” [APTI SI-431]
- “Improper Practices at Environmental Labs for Compliance Inspectors” [NETI TTT-101]

**Mid-Level Employees**

**Classroom**
- “Control of Nitrogen Oxide Emissions” [APTI-418]
- “Combustion Evaluation” [APTI-427]
- “Source Sampling and CEMS Workshop Schedule” [Walter Smith & Associates]
- “Monitoring Compliance Test and Source Test Observation” [APTI-468]
- “NOx Emissions Control” [RACC]
- “Emissions Calculation and Data Reduction” [RACC]
- “Surface Coating Sampling, Transport and VOC Content Calculations” [RACC]
- “Stack Testing for Hazardous Air Pollutants” [A&WMA AIR-264]
- “Recent Advances in Continuous Emission Monitoring” [A&WMA AIR-270]
- “HWC MACT, Trial Burn/Risk Burn Compliance Testing” [A&WMA AIR-285]
- HAZWOPER Refresher Training
- “Basic Health and Safety for Field Activities” [RACC]
- “Visible Emission Training and Certification”

**Self instruction**
- “Introduction to Baseline Source Inspection Techniques” [APTI SI-445]
- “Title V Permits - Periodic Monitoring to CAM” [A&WMA Audio+Web]

**Senior-Level Employees**

**Classroom**
- “Optical Remote Sensing (UVDOAS)” [NETI AIR-201]
- “Annual OSHA 8-hr Hazardous Waste Refresher Course”
- “Basic Health and Safety for Field Activities” [RACC]

**XIII. Data Analyses**

**On the Job Training**
- Learning about Agency laws, regulations, policies, and procedures
- Learning about the various modeling techniques and procedures
- Reviewing reports submitted in response to various requirements
- Responding to special requests on air pollution control issues.
XIV. Data Presentation – New Hires

Classroom
- “AFS Input and Reporting Training” [NETI AFS-101]
- “High Priority Violator (HPV) Training” [NETI AFS-201]
- “Compliance Monitoring Strategy Implementation (CMS) in the Air Facility System (AFS)” [NETI AFS-202]

Self instruction
- “Introduction to Environmental Statistics” [APTI Online - Statistics]
- “Introduction to Emission Inventories” [APTI SI-419A]
- “Beginning Environmental Statistical Techniques” [APTI SI-473A]

Mid-Level Employees

Classroom
- “Preparation of Fine Particle Emission Inventories” [APTI-419B]
- “Basic PROJECT Training (SEP Analysis)” [NETI CST-116]
- “Quality Assurance of AFS Data” [NETI AFS-203]
- “Compiling PM2.5 and Air Toxics Emissions Inventories” [A&WMA AIR-148]
- “Validating Air Toxics Data” [A&WMA AIR-232]
- “PM Data Analysis” [A&WMA AIR-310]

Self Instruction
- “Air Toxics Now - Streaming Video” [APTI Online - Web Video]
- “Understanding Air Toxics - Streaming Video” [APTI Online - Web Video]
- “Risk Based Air Toxics” [APTI Online - Risk]
- “Compliance-Focused Environmental Management System (CFEMS)” [NETI TTT-103]

Senior-Level Employees

Classroom
- “Practical Guidelines and Best Practices for Managing Air Quality Data” [A&WMA EMGM-196]

XV. GIS – New Hires

Classroom
- “Fundamentals of Environmental Justice Workshop” [NETI OJE-104]

Self Instruction
- “Beginning Environmental Statistical Techniques” [APTI SI-473A]
- “GIS/GPS Training Material” [Minnesota DNR]

XVI. Air Quality Modeling – New Hires

Classroom
- “Air Pollution Dispersion Models -- Application” [APTI-423]
- “Air Quality Modeling Programs” [Trinity Consultants]
- “Computer Modeling Laboratory” [A&WMA AIR-245]
• “Fundamentals of Air Dispersion Modeling” [Trinity Consultants]
• “Computer Modeling Laboratory” [Trinity Consultants]
• “Introduction to PRIME” [A&WMA AIR-296]
• “Introduction to AERMOD” [A&WMA AIR-297]
• “AERMOD with PRIME Air Dispersion Modeling” [A&WMA AIR-299]
• “AerMod-Prime - Learn How To Use The New AerMod-Prime” [Bowman Environmental, Inc.]
• “Air Dispersion Modeling Workshop - AERMOD Course” [Lakes Environmental Software]
• “AERMOD / ISC Modeling Computer Laboratory” [Trinity Consultants]
• “Introduction to the CALPUFF Modeling System” [A&WMA AIR-298]
• “Practical CalPuff Modeling” [Bowman Environmental, Incorporated]
• “Air Dispersion Modeling Workshop - CALPUFF Course” [Lakes Environmental Software]
• “Modeling for State and Federal Permit Applications” [Bowman Environmental, Incorporated]
• “Applied Mobile6.2 Modeling Workshop” [FHWA Resource Center]
• “MOBILE 6.2 Modeling Workshop” [FHWA Resource Center]

Self Instruction
• “Computational Atmospheric Sciences” [APTI OS-411]
• “Basic Air Pollution Meteorology” [APTI SI-409]
• “Introduction to Dispersion Modeling” [APTI SI-410]
• “Beginning Environmental Statistical Techniques” [APTI SI-473A]
• “Introduction to Environmental Statistics” [APTI Online - Statistics]

Mid- and Senior Level Employees

Classroom
• “Introduction to Receptor Modeling” [APTI-424]
• “Advanced AERMOD / ISC Workshop” [Trinity Consultants]
• “BREEZE AERMOD GIS Pro Dispersion Modeling” [Trinity Consultants]
• “Advanced Modeling for Permits” [Bowman Environmental, Incorporated]
• “Transportation Air Quality Dispersion Modeling Workshop” [FHWA Resource Center]
• “PC HYSPLIT Training Workshops” [NOAA ARL]

Self Instruction
• “BART Modeling” [A&WMA Audio+Web]
• “EPA's Database for Speciation of Emissions--SPECIATE”

Regulation Development – New Hires

Classroom
• “Fundamentals of Environmental Justice Workshop” [NETI OEJ-104]
- “Air Pollution Field Enforcement” [APTI-444]
- “Permit Writing I” [CARB-333]

Self Instruction
- “Air Toxics Now - Streaming Video” [APTI Online - Web Video]
- “Understanding Air Toxics - Streaming Video” [APTI Online - Web Video]
- “Beginning Environmental Statistical Techniques” [APTI SI-473A]

**Mid- and Senior Level Employees**

**Classroom**
- “Enforcement Teamwork: Regulations to Resolutions” [NETI CST-208]

Self Instruction
- “Introduction to Emission Inventories” [APTI SI-419A]
- “Risk Based Air Toxics” [APTI Online - Risk]

**XVII. SIP Development – New Hires**

**Classroom**
- “Introduction to Visibility Concepts” [A&WMA AIR-255]
- “Introduction to the VIEWS and IMPROVE Data Retrieval and Analysis Web Sites” [A&WMA AIR-258]
- “Update Implementation of the Ozone and Particulate Air Standards and Regional Haze” [A&WMA AIR-282]
- “PM Data Analysis” [A&WMA AIR-310]
- “MOBILE6.2 Modeling Workshop” [FHWA Resource Center]
- “MOBILE 6.2” [NESCAUM]
- “Transportation Air Quality Fundamentals” [FHWA Resource Center]
- “Introduction to Transportation Conformity” [NTI]
- “Implications of Air Quality Planning for Transportation” [FHWA-NHI-142044]

Self Instruction
- “Ozone and Your Patients' Health” [APTI Online - MD and patients]
- “Computational Atmospheric Sciences” [APTI OS-411]
- “Basic Air Pollution Meteorology” [APTI SI-409]
- “Introduction to Dispersion Modeling” [APTI SI-410]
- “Beginning Environmental Statistical Techniques” [APTI SI-473A]

**Mid-Level Employees**

**Classroom**
- “The CMAQ Program: Purpose and Practice” [FHWA-NHI-142043]
- “Modeling for State and Federal Permit Applications” [Bowman Environmental, Incorporated]
- “Air Quality Benefit Estimation Methodologies for CMAQ Projects” [FHWA Resource Center]

Self Instruction
- “Introduction to Emission Inventories” [APTI SI-419A]
Senior-Level Employees

Classroom

- “Implications of Air Quality Planning for Transportation” [FHWA-NHI-142044]
- “Estimating Regional Mobile Source Emissions” [FHWA-NHI-152071]

XVIII. Additional Training Needs

Classroom

- Computer training in:
  - Word (or some other agency word processing software)
  - Excel (spread sheet preparation and use)
  - Lotus Notes (for inter and intra office communications)
  - IIS usage and data entry
  - Power Point Training (preparation of presentations)
  - Access
- Defensive driving course
- First Aid/CPR training
- Safety training
- Customer service skills
- Conflict management
- Handling difficult people
- Nonverbal communications, etc.
- Time management and prioritizing skills
- Plain English writing skills (preparing documents so that they can be understood)
- Teamwork
- Informed consent
- Computer application training
- Communication
- Time management
- Facilitating and/or active participation in meetings

CenSARA’s goal is to provide the above training as requested through conference calls, emails, correspondence, and training coordinator meetings to meet the needs of local and state air quality regulatory entities in Arkansas, Iowa, Kansas, Louisiana, Minnesota, Missouri, Nebraska, Oklahoma, and Texas within budgetary constraints.