TRAINING PLAN

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# TABLE OF CONTENTS

**PURPOSE** ........................................................................................................................................................................... 5

## I. AGENCY ORIENTATION AND INTRODUCTION TO AIR PROGRAM .............................................................. 5

**INTRODUCTION TO THE AGENCY - EMPLOYEE ORIENTATION** ........................................................... 5
**INTRODUCTION TO TECHNOLOGY - SKILLS DEVELOPMENT** ................................................................. 5
**INTRODUCTION TO AIR POLLUTION CONTROL** ......................................................................................... 5

## II. ENGINEERING/PERMITTING .............................................................................................................................. 6

**NEW HIRES** ............................................................................................................................................................. 6
**MID- AND SENIOR-LEVEL EMPLOYEES** ........................................................................................................... 6

## III. GENERAL FIELD ENFORCEMENT/INSPECTION AND COMPLIANCE ................................................. 8

**NEW HIRES** ............................................................................................................................................................... 8
**MID-LEVEL EMPLOYEES** ......................................................................................................................................... 8
**SENIOR-LEVEL EMPLOYEES** ........................................................................................................................................... 9

## IV. FIELD ENFORCEMENT/INSPECTION .............................................................................................................. 9

**NEW HIRES** ............................................................................................................................................................. 9
**MID-LEVEL EMPLOYEES** ......................................................................................................................................... 10
**SENIOR-LEVEL EMPLOYEES** ........................................................................................................................................... 10

## V. COMPLIANCE ...................................................................................................................................................... 11

**NEW HIRES** ............................................................................................................................................................. 11
**MID-LEVEL EMPLOYEES** ......................................................................................................................................... 11
**SENIOR-LEVEL EMPLOYEES** ........................................................................................................................................... 11

## VI. DATA COLLECTION (AIR TOXICS, EMISSIONS INVENTORY, MONITORING) ...................................... 12

**NEW HIRES** ............................................................................................................................................................. 12
**MID-LEVEL EMPLOYEES** ......................................................................................................................................... 12
**SENIOR-LEVEL EMPLOYEES** ........................................................................................................................................... 12

## VII. AIR TOXICS (HAZARDOUS AIR POLLUTANTS) .......................................................................................... 12

**NEW HIRES** ............................................................................................................................................................. 12
**MID-LEVEL EMPLOYEES** ......................................................................................................................................... 12
**SENIOR-LEVEL EMPLOYEES** ........................................................................................................................................... 12

## VIII. EMISSIONS INVENTORIES .......................................................................................................................... 13

**NEW HIRES** ............................................................................................................................................................. 13
**MID-LEVEL EMPLOYEES** ......................................................................................................................................... 13
**SENIOR-LEVEL EMPLOYEES** ........................................................................................................................................... 13

## IX. AMBIENT MONITORING ............................................................................................................................... 13

**NEW HIRES** ............................................................................................................................................................. 13
**MID-LEVEL EMPLOYEES** ......................................................................................................................................... 14
**SENIOR-LEVEL EMPLOYEES** ........................................................................................................................................... 14

## X. EMISSIONS MONITORING ............................................................................................................................ 14

**NEW HIRES** ............................................................................................................................................................. 14
**MID-LEVEL EMPLOYEES** ......................................................................................................................................... 15
**SENIOR-LEVEL EMPLOYEES** ........................................................................................................................................... 16

## XI. DATA ANALYSES ............................................................................................................................................ 16

## XII. DATA PRESENTATION .................................................................................................................................. 16

**NEW HIRES** ............................................................................................................................................................. 16
**MID-LEVEL EMPLOYEES** ......................................................................................................................................... 16
**SENIOR-LEVEL EMPLOYEES** ........................................................................................................................................... 17

## XIII. GEOGRAPHIC INFORMATION SYSTEMS (GIS) ...................................................................................... 17

**NEW HIRES** ............................................................................................................................................................. 17
XIV. AIR QUALITY MODELING ..................................................................................................................... 17
   NEW HIRES ............................................................................................................................................... 17
   M ID- AND SENIOR LEVEL EMPLOYEES ................................................................................................. 18

XV. REGULATION DEVELOPMENT ........................................................................................................... 18
   NEW HIRES ............................................................................................................................................... 18
   M ID- AND SENIOR LEVEL EMPLOYEES ................................................................................................. 19

XVI. SIP DEVELOPMENT .............................................................................................................................. 19
   NEW HIRES ............................................................................................................................................... 19
   M ID-LEVEL EMPLOYEES .......................................................................................................................... 19
   S ENIOR-LEVEL EMPLOYEES ..................................................................................................................... 20

XVII. ADDITIONAL TRAINING NEEDS ........................................................................................................ 20
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] (This course is out of date)
- “The Clean Air Act Today” [RACC]

SELF INSTRUCTION:

- “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] ACTION ITEM 2 – WHO NEEDS THIS COURSE?

“Basic Concepts in Environmental Sciences” [APTI RE-100] ACTION ITEM 2 – WHO NEEDS THIS COURSE?

“Air Pollution Control Technology Series Training Tool” [APTI Control Technology Series] ACTION ITEM 1 – ASK CENSERA WHAT THIS IS.

II. ENGINEERING/PERMITTING

NEW HIRES

CLASSROOM

- “Control of Particulate Emissions” [APTI 413] (SI 412 A, B & C may cover this information)
- “Control of Gaseous Emissions” [APTI 415]
- “Control of Nitrogen Oxide Emissions” [APTI 418]
- “Combustion Evaluation” [APTI 427] (SI 428 A may cover some of this information)
- “Sources and Control of Volatile Organic Air Pollutants” [APTI 482]

Pick one of the following or APTI SI-460
i. “Effective Permit Writing” [APTI 454]
ii. “Permit Writing I” [CARB 333]
iii. “Air Permitting - The Basics” [AWMA AIR-182]

- “Continuous Emission Monitoring” [APTI 474]

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] (or classroom equivalent)
- “Basic Air Pollution Meteorology” [APTI SI-409]
- “Introduction to Dispersion Modeling” [APTI SI-410]

MID - AND SENIOR-LEVEL EMPLOYEES

CLASSROOM

- CARB 200 Series Courses [CARB 200-290]
- “National Emission Standards for Hazardous Air Pollutants” [RTP Environmental Associates]
- “New Source Performance Standards” [RTP Environmental Associates]
- Permitting Courses
  i. “Intermediate Permitting” [APTI 461]
ii. “Permit Writing II” [CARB 334]

- “Emissions Calculation and Data Reduction” [RACC]
- “NOx Control for Industrial and Utility Applications” [AWMA AIR-311E]
- “Thermal Systems, Combustion, and Multi-pollutant Control of Air Emissions” [AWMA AIR-311]

NSR/PSD Courses

i. “New Source Review / Prevention of Significant Deterioration: (NSR/PSD) Revisions Affecting State & Local Agencies” [CARB 325]

ii. “New Source Review - Basic” [RTP Environmental Associates]

iii. “BACT” [RTP Environmental Associates]

iv. “Air Quality Permitting in Nonattainment Areas” [Trinity Consultants]


- “Fundamentals of Dispersion Modeling” [AWMA AIR-215]
- “Modeling for State and Federal Permit Applications” [Bowman Environmental, Inc.]
- “Fundamentals of Environmental Justice Workshop” [NETI OEJ-104] (plus agency specific information)

- “Source Sampling for Pollutants” [APTI 450]
- “MON Workshop” [Trinity Consultants]
- “Area Source MACT” [RACC]
- “Compliance Assurance (and Periodic) Monitoring” [RACC]


SELF INSTRUCTION

- APTI Archive of Webcasts
- Emission Factors: Development and Compilation [AWMA Audio+Web]
- “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 & Products NESHAP” [Univ. Tenn. website]
- “Self Audit and Inspection Guide for Metal Parts Finishing” [NETI CPA-701]
- “Continuous Emission Monitoring Systems - Operation and Maintenance of Gas Monitors” [APTI SI-476B]
- “Controlling VOC Emissions from Leaking Process Equipment” [APTI SI-417]
- “Compliance-Focused Environmental Management System (CFEMS)”[NETI TTT-103]
- “Visible Emissions Certification Programs Evaluations and Audits” [AWMA Audio+Web]
- “Title V Permits - Periodic Monitoring to CAM” [AWMA Audio+Web]
III. GENERAL FIELD ENFORCEMENT/INSPECTION AND COMPLIANCE

NEW HIRES

CLASSROOM

- “Air Pollution Field Enforcement” [APTI 444]
- “Inspection of Particle Control Devices” [APTI 445]
- “Inspection Safety Procedures” [APTI 446]
- “Inspection of Gas Control Devices and Selected Industries” [APTI 455]
- “Permit Writing I” [CARB 333]
- “Air Permitting - The Basics” [AWMA AIR-182] (Expensive)
- “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 SI-445]

MID-LEVEL EMPLOYEES

NOTE: THESE COURSE SHOULD BE ADDED TO ENFORCEMENT FROM PERMITTING IF THEY ARE NOT ALREADY IN THE LIST

CLASSROOM

- “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]
- “Inspection Procedures for Organic Solvent Metal Cleaning (Degreasing) Operations” [APTI SI-416]
- “Improper Practices at Environmental Labs for Compliance Inspectors” [NETI TTT-101]
- “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” [AWMA EMGM-125]

**IV. 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 345]
- “Asbestos NESHAP Inspection and Safety Procedures Workshop” [APTI 350]
- “Fugitive Source Inspection” [APTI 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 SI-412A]
- “Electrostatic Precipitator Plan Review” [APTI SI-412B]
- “Wet Scrubber Plan Review” [APTI SI-412C]
“Introduction to Boiler Operation” [APTI 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” [AWMA Audio+Web]
- “Emission Factors: Development and Compilation” [AWMA 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” [AWMA EMGM-125]
• “HWC MACT, Trial Burn/Risk Burn Compliance Testing” [AWMA AIR-285]
• “Advanced Inspector Training” [NETI CST-309]

V. 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 CST-103]
• “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 OEUJ-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]
• “Emission Factors: Development and Compilation” [AWMA Audio+Web]
• “Visible Emissions Certification Programs Evaluations and Audits” [AWMA Audio+Web]
• “Title V Permits - Periodic Monitoring to CAM” [AWMA 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]

VI. 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.

VII. 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” [AWMA AIR-148]
- “Validating Air Toxics Data” [AWMA AIR-232]
- “Risk Management Planning (RMP)” [RTP Environmental Associates]

SELF INSTRUCTION
- “Introduction to Emission Inventories” [APTI SI-419A]

SENIOR-LEVEL EMPLOYEES

CLASSROOM
“Application of Optical Remote Sensing to Support Assessment of Offsite Exposure During Hazardous Site Remediation” [AWMA WASTE-155]

VIII. 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 PM$_{2.5}$ and Air Toxics Emissions Inventories” [AWMA 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]
- “Emission Factors: Development and Compilation” [AWMA Audio+Web]

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]

IX. 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” [AWMA 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” [AWMA AIR-232]
- “Recent Advances in Compendia Methodologies for Sampling Hazardous Air Pollutants (HAPs)” [AWMA AIR-234]
- “Introduction to Visibility Concepts” [AWMA 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” [AWMA EMGM-196]
- “Satellite Retrieval of Air Quality Related Variables” [AWMA AIR-257]
- “Application of Optical Remote Sensing to Support Assessment of Offsite Exposure During Hazardous Site Remediation” [AWMA WASTE-155]
- HAZWOPER Refresher Training
- “Basic Health and Safety for Field Activities” [RACC]

**X. EMISSIONS MONITORING**

**NEW HIRES**

**CLASSROOM**

- “Control of Particulate Emissions (PM) ” [APTI 413]
- “Control of Gaseous Emissions (SO2)” [APTI 415]
- “Inspection of Particle Control Devices” [APTI 445]
- “Inspection of Gas Control Devices and Selected Industries” [APTI 455]
- “Source Sampling for Pollutants” [APTI 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” [AWMA 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” [AWMA AIR-264]
- “Recent Advances in Continuous Emission Monitoring” [AWMA AIR-270]
- “HWC MACT, Trial Burn/Risk Burn Compliance Testing” [AWMA 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” [AWMA Audio+Web]
- “Emission Factors: Development and Compilation” [AWMA 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]

**XI. 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.

**XII. 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” [AWMA AIR-148]
• “Validating Air Toxics Data” [AWMA AIR-232]
• “PM Data Analysis” [AWMA 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” [AWMA EMGM-196]

XIII. GEOGRAPHIC INFORMATION SYSTEMS (GIS)

NEW HIRES
CLASSROOM
• “Fundamentals of Environmental Justice Workshop” [NETI OEJ-104]

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

XIV. AIR QUALITY MODELING

NEW HIRES
CLASSROOM
• “Air Pollution Dispersion Models -- Application” [APTI-423]
• “Air Quality Modeling Programs” [Trinity Consultants]
• “Fundamentals of Dispersion Modeling” [AWMA AIR-215]
• “Computer Modeling Laboratory” [AWMA AIR-245]
• “Fundamentals of Air Dispersion Modeling” [Trinity Consultants]
• “Computer Modeling Laboratory” [Trinity Consultants]
• “Introduction to PRIME” [AWMA AIR-296]
• “Introduction to AERMOD” [AWMA AIR-297]
• “AERMOD with PRIME Air Dispersion Modeling” [AWMA 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” [AWMA 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” [AWMA Audio+Web]
- “EPA's Database for Speciation of Emissions--SPECIATE”

**XV. 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]

XVI. SIP DEVELOPMENT

NEW HIRES

CLASSROOM

- “Introduction to Visibility Concepts” [AWMA AIR-255]
- “Introduction to the VIEWS and IMPROVE Data Retrieval and Analysis Web Sites” [AWMA AIR-258]
- “Update Implementation of the Ozone and Particulate Air Standards and Regional Haze” [AWMA AIR-282]
- “PM Data Analysis” [AWMA 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]

**XVII. 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.