

STRONGER, INC.
August 18, 2004
Minutes
Teleconference

1. Call to Order

Tom Stewart called the meeting to order and noted the presence of the following on the call:

Jim Carter	Rachel Fenton
Mark Carl	Jim Collins
Don Garvin	Wilma Subra
Dan Derkics	Don Neeper

2. Approval of July 15, 2004 Board meeting minutes – Noting lack of a quorum, Chairman Stewart postponed approval of the minutes until the next Board meeting.

3. Financial Status Report

- Update on DOE funding

Jim Carter reported on recent activity. EPA has verified that they have received a no-cost to EPA extension request. Jim has made contact with Connie Miles, Grants Specialist, and will continue to work with her to complete action on the request. Don Garvin asked if this was an extension of the current grant and Dan Derkics answered that it was. Jim Carter added that the grant is expected to be for \$70,000.00. Wilma added that the funding is actually from the DOE. A question was asked whether IOGCC has responded to Governor Richardson's request to provide assistance to the states to be reviewed. Mark Carl had left the call to travel, and no one has heard anything further. Dan indicated that the grant paperwork will be completed by September 30 at the latest. **ACTION ITEM: Bear West will follow up with Connie Miles.**

- Update on API funding

Jim Carter reported that Terry Adamson has confirmed that the API grant has been signed. Tom Stewart confirmed that he had returned the necessary paperwork to API. Jim Carter received a copy of the cover letter from API. Jim explained that the grant is for \$100,000, and that the funding is most likely to be sent by wire transfer. **ACTION ITEM: Bear West will notify the Board when STRONGER receives the money.**

- EPA Office of Water grant opportunity

Jim Carter indicated that he is in contact with the Office of Water and will be notified when the expected grant offer is published in the Federal Register. **ACTION ITEM: Bear West has a form grant application prepared, and will request \$300,000 when the application process is announced.**

Jim Carter reported that approximately \$70,000.00 is currently available, and that the expected API funding will STRONGER through the year 2004.

4. Guidelines/Questionnaire revision progress

Jim Carter noted that several more working group nominations have been received. **ACTION ITEM: Bear West will send an update letter to workgroup volunteers advising them of the schedule and anticipated next steps.**

5. Approval of Revised UIC/STRONGER Questionnaire

Jim Carter noted that the combined review questionnaire has been reviewed and commented upon by GWPC, and that those comments are included in the most recent draft distributed to the Board. Jim indicated that Indiana has requested a combined review, and is awaiting receipt of the UIC portion of the questionnaire. **ACTION ITEMS: Bear West will confirm which draft is the latest. Board members will review the combined questionnaire and respond to Bear West by Monday, August 23rd.**

6. Discussion and Approval of Proposed Team Training Protocol

Jim Carter indicated that a draft prepared by Jim Erb had been distributed to the Board. Don Garvin indicated that he had some questions he would like to discuss with Wilma and Don Neeper. Jim Erb was not on the call to discuss to comments he has received and incorporated. **ACTION ITEM: The Board will review and discuss the draft protocol and suggest changes for consideration by the Board by Friday, August 27th.**

7. Review scheduling

Jim Carter reported that Oklahoma has requested a re-scheduling of its review from September to December 5th through 8th. The main reason for the request is the changeover in administration and short staffing in the interim. The Board agreed with the request. The Board also discussed nomination of a second environmental participant for the Oklahoma review team. Don Neeper indicated that he is still working on it. Mark Carl asked for a list of current team nominees. **ACTION ITEM: Bear West will send a list of Oklahoma Team Members to Mark Carl.**

Bear West is awaiting the Ohio questionnaire from Rick Simmers. Tom Stewart has discussed this with Simmers and he is on it, and should have the questionnaire into Bear West soon. As soon as this it out, we need to confirm the team with Ohio. We would like to confirm the team, get materials into their hands and get them scheduled for Team Training. Don Neeper said that Jack Shaner (Ohio Environmental Council) will provide an environmental Team member nomination. Don Neeper will continue looking for a back-up. Don Garvin indicated that he could serve on the Ohio team and that he is available for the week of the September 13 for the Ohio team training.

The Indiana review is a first review, but it's a short-form review. There remains an opening for an industry team member. Tom Stewart will meet with the industry association Board next Friday and expects to come back with a nomination. The current team members are Don Neeper (environmental representative) and Brad Fields from New York. Don Neeper is going to look for a local environmental team member. If he can get a local member to commit, Don will participate as an observer. Jim Carter asked whether, given a combined review, there should be a fourth member on the team to focus on UIC. Tom Stewart asked what other states have requested for a combined review. Jim answered only Indiana. The Board

discussed the desirability of having UIC expertise on the Team. Jim Carter suggested contacting GWPC to see how they would like to participate in the Indiana review. Wilma pointed out the need for training in UIC issues for the whole team for combined reviews. **ACTION ITEM: Bear West will make contact with GWPC to find out how they want to participate. Bear West will ask for some input on team formation.**

8. Approval of Pennsylvania Review Report

Lacking a quorum, the Board could not act on the Pennsylvania report. Don Neeper reported that he found some typos and he will send those to Bear West. The Board discussed the process of State comment on the report and expressed concern that a similar series of events not occur in the future. **ACTION ITEMS: Don Neeper will send his edits on the PA Report (typos) to Jim Carter. Bear West will resend the PA Revised Report to the Board Members for their review. Board members will be canvassed by e-mail next week to approve the report.**

9. Discussion of Stronger Brochure

Wilma Subra noted that the map and its corresponding key need to be made clearer. Wilma also suggested more discussion of EPA's three-pronged approach. Rachel posed questions given to her by Tom Koch. The sense of the Board is that the brochure should be a living document, one that is updated easily and used mostly to get people up to speed quickly. It's also helpful as a PDF, something we can email and use for recruiting. **ACTION ITEM: Bear West will revise the draft Brochure as noted and will send it out to the Board by Thursday, August 26.**

10. Feedback for Bear West

- Board Action Item List (is this helpful to the Board?)

11. Scheduling of future meetings

Jim Carter indicated that the directors of the Virginia, Pennsylvania and Louisiana programs will be attending the IOGCC meeting in Oklahoma City and plan to meet with the Board to de-brief their reviews. The plan is to meet with them on the afternoon of the 19th. Jim Carter reported that the State Review Committee meeting is currently scheduled for 4:30-5:30 pm on the 18th. The business meeting is scheduled on the 19th from 3:00 to 5:00 pm. Wilma suggested that we meet with the state directors from 1:00 to 3:00. The STRONGER Board meeting is scheduled for the afternoon of the 19th and all day the 20th until 5:00 pm. The Board agreed to invite the state directors for debriefing on the 19th from 1:00 to 3:00. **ACTION ITEM: Bear West will send an email to the directors inviting them to meet with the Board from 1:00 to 3:00 pm on the 19th. Bear West will send out an email regarding travel arrangements for Oklahoma and the IOGCC meeting.**

Jim Carter indicated that Paul Orbuch of the WGA has suggested a meeting in early to mid-September. Jim Carter asked if there were Board members that are interested in going to the meeting. Don Neeper stated the Lori Wrotenbery volunteered in prior discussions. The Board agreed that a western state representative should attend. Tom Stewart suggested Terry Adamson. **ACTION**

ITEM: Bear West will send out an email to the Board asking for interest and availability for the WGA meeting.

The previously scheduled conference call on September 17th will still work for the Board. It was suggested that, given the re-scheduled Oklahoma review, the Board should consider locating its annual meeting on December 10th in Oklahoma City. That was tentatively agreed to, pending confirmation by the other members of the Board.

12. Other items

Jim Carter noted that Terry Twyman suggested that STRONGER propose a presentation for the SPE Conference in Galveston on March 7-9, 2005. The Board expressed interest in participating. Jim noted that he has received a Call for Papers with a submission deadline of September 13, 2004. **ACTION ITEM: Bear West will send out information on the SPE Conference. (NOTE: The website for SPE and the conference is www.spe.org) Bear West will begin preparing a submission in response to the Call for Papers.**

13. Adjournment

Lacking a quorum, Don Garvin declared adjournment.