

**Minutes  
STRONGER, INC.  
Board Conference Call  
November 12, 2004**

1. Call to Order - Tom Stewart called the meeting to order and noted the following in attendance on the call:

Tom Stewart	Jim Erb
Don Garvin	Jim Carter
Don Neeper	Hal Fitch
Lori Wrotenbery	Mark Carl
Leslie Savage	Bill Hochheiser
Terry Adamson	Laura Hanson
Jim Collins	

2. Approval of Board meeting minutes - The Board discussed the draft minutes from the October 8<sup>th</sup> conference call and October 19<sup>th</sup>, and 20<sup>th</sup> Board meetings. The October 8<sup>th</sup> meeting was an executive session of voting Board members only. It was decided that Board executive session discussions should be captured in meeting notes, but not be included in the formal meeting minutes. Don Neeper pointed out some typos to be corrected in each set of minutes. Don Garvin moved to approve the minutes of the October 8 conference call with the changes noted. The motion was seconded by Don Neeper and passed.

Tom Stewart recommended that the Oct 19-20 minutes be revised and discussed at the next Board meeting. **ACTION ITEMS: Don Neeper will send a list of typos and corrections to the October minutes to Bear West. Bear West will revise the minutes and create a separate “Board notes” document which will not be posted on the internet. The revised October 19-20 draft minutes will be placed on the Board’s next agenda.**

3. Review team nomination process – In light of the discussions at the last meeting, Tom Stewart suggested that the Board create a three-person subcommittee to discuss team size criteria, the team member nomination process, and notification of the states. Jim Carter mentioned that Bear West can facilitate this discussion by providing some information from the initial reviews in these states. The subcommittee will be Terry Adamson, Don Neeper, and Leslie Savage. The subcommittee scheduled a conference call for Monday, November 29<sup>th</sup> at 3:00 pm CST (4:00 EST). **ACTION ITEMS: Bear West will compile information on previous review teams for those states scheduled for review in 2005. This information will be provided to the committee. The committee will provide a general outline of the issues regarding state notification and team selection, and will prepare some recommendations on how to handle upcoming reviews.**
4. State review status report
  - Oklahoma  
Laura Hanson provided an update on the status of the Oklahoma Review team.  
A team leader has been chosen (Terri Lorenzon), and team members have been assigned review sections. Don Garvin added that he felt the Oklahoma

review team training was very helpful and that the review process is going well so far. **ACTION ITEM: Laura will send out an e-mail with team member assignments and the review schedule to Mark Carl, the team members, and the Board.**

- Ohio  
Jim Carter reported that the team is moving forward and working on report writing. The Ohio Draft report is due to Bear West on December 1.
- Indiana  
Laura reported that the Indiana team leader has been selected (Brad Field), and review team assignments have been made. Don Neeper is going to act as liaison to ensure that the review is going well and that the Board is kept up to date on review progress.

Upcoming reviews:

Tom Stewart noted that the discussion of team nominations and review preparation will take place during the next Board meeting. Topics will include team composition and size, and which questionnaire will be used for the follow-up reviews.

The Board agreed that Oklahoma will be a trial for an abbreviated and refined follow-up questionnaire. If it works well, this questionnaire version will be used for the upcoming 2005 follow-up reviews; Illinois, May 2005; New York, June 2005; Kansas, October 2005; and Colorado, November 2005. **ACTION ITEM: Bear West will send the follow-up questionnaire to the states scheduled for review in 2005 after the December Board meeting.**

5. Appropriations efforts –

- Scheduling of meetings with House appropriators  
Congress will be back in session on the 16- 20<sup>th</sup>. Ralph Becker has been in touch with the staff of house members on the appropriations and VA/HUD committees. The President has asked Congress to get him an appropriations bill before the end of the year. Bear West is trying to set up meetings with staffers as soon as we can. Many members won't be in town until closer to the actual session.

Bill Hochheiser indicated that Congress is working on an omnibus appropriations bill, but that he doesn't know the timing of that bill.

The Board discussed availability for staff meetings the week of November 29<sup>th</sup>. Don Garvin, Tom Stewart, and Jim Collins could make themselves available. Tom Stewart suggested that the most recent briefing paper be updated to add that the earmark is in the Senate appropriations bill. We should refer House members to Senate staffers who are supportive. Include language from the EPA about the State Review Program.

6. Guidelines revisions workgroups update - Jim Carter noted that the Guideline Revision workgroups are:

- Environmental Risk Management (formerly "Spill Prevention")

- Storm-water Management
- Coal Bed Natural Gas
- Performance Measures

Leslie Savage (Performance Measures) asked if Don Neeper can resend the updated Performance Measures section to her electronically. Laura Hanson will help coordinate a conference call for this workgroup when they are ready.

Laura Hanson reported that Wilma Subra (Stormwater) has been in communication with her group.

Jim Collins asked about the re-naming of spill prevention task force. Jim Carter mentioned that this change is in response to Tom Richmond's concern that people would confuse the topic of spill prevention this with SPCC. Jim Collins suggested that we should keep the topic well defined. For clarification, the workgroup will be defined as "spill prevention from the well heads to tank batteries, and associated equipment". The Board should clarify that the new Guidelines section will not address transmission pipelines. The Board decided that the workgroup should work out the exact scope and definition of the new Spill Prevention Guidelines section.

Terry Adamson reported that the coalbed natural gas workgroup is on hold pending coordination with the Western Governor's Association. Jim Carter mentioned that he have not been able to get in touch with WGA. The Board decided to send a letter to WGA. **ACTION ITEMS: Jim Carter we will prepare a letter to WGA and will circulate it for the Board members' signatures. The Guidelines workgroups will continue or begin working on the new Guidelines sections. Bear West will be available to assist in setting up conference calls or meetings.**

7. Future meetings

December 9<sup>th</sup> Board Meeting, Oklahoma City - Jim Carter noted that the Board needs to set the agenda for the December meeting. This is the annual business meeting for STRONGER. Agenda items should include: election of officers; Bear West contract review; budgeting for 2005; strategic planning; scheduling of future meetings; discussion of the general Guidelines revisions; and the review team nominating process.

The meeting will be held at the Sheraton (formerly Westin) Oklahoma City hotel. **ACTION ITEMS: Bear West will send out an agenda and a reminder and logistics for the December Board meeting. Bear West will distribute a marked-up version of the Guidelines to the Board for discussion at the December meeting.**

8. Other items

Jim Carter mentioned that a financial status report will be part of the December meeting.

9. Adjournment

On motion and second, the meeting was adjourned.