

Environmental Performance Partnership Agreement



EnPPA

A Strategic Partnership Between
U.S. EPA Region 5 and the
Indiana Department of
Environmental Management

INDIANA

2003—2005

Table of Contents

GENERAL PURPOSE AND CONTEXT.....	1
1. INDIANA'S ENVIRONMENTAL / STRATEGIC GOALS	5
2. INDIANA'S PRIORITIES	7
2.1. <i>IDEM Agency-Wide Priorities.....</i>	7
2.1.1. Maintain Essential Environmental Services and Deliver Services in as an Efficient Manner as Practical.....	9
2.1.2. Coalition Building	19
2.1.3. Prioritize Services and Programs to Achieve the Greatest Improvement in Air, Water and Land Quality	31
2.1.4. Reducing Key Environmental Threats.....	35
2.1.5. Building a Better IDEM.....	55
2.2. <i>IDEM Cross-Office Priorities.....</i>	69
2.2.1. OPPP / Commissioner's Office	70
2.2.2. OAR.....	73
2.2.3. OAQ	76
2.2.4. OI.....	84
2.2.5. OE.....	84
2.2.6. OLQ.....	85
2.2.7. OLC	93
2.2.8. OMBA	94
2.2.9. MACS.....	98
2.2.10. NRO.....	100
2.2.11. NWRO.....	101
2.2.12. OPA	103
2.2.13. OPPTA	119
2.2.14. OWQ.....	124
2.3. <i>IDEM Office Priorities</i>	129
2.3.1. Office of Agricultural Relations.....	131
2.3.2. Office of Air Quality	134
2.3.3. Office of Enforcement	173
2.3.4. Office of Land Quality.....	183
2.3.5. Office of Legal Counsel.....	207
2.3.6. Office of Management, Budget, and Administration	209
2.3.7. Office of Business Services.....	217
2.3.8. Office of Media and Communications Services	222
2.3.9. Northern Regional Office	226
2.3.10. Northwest Regional Office	228
2.3.11. Office of Planning and Assessment	232
2.3.12. Office of Pollution Prevention and Technical Assistance	272
2.3.13. Southwest Regional Office	292
2.3.14. Office of Water Quality	299
563. US EPA REGION 5 PRIORITIES	356
4. ROLES OF IDEM AND US EPA REGION 5 UNDER THIS AGREEMENT	357
5. MEASURING ENVIRONMENTAL RESULTS.....	353
6. RELATIONSHIP OF AGREEMENT TO GRANTS.....	354
7. QUALITY ASSURANCE (QA) AND QUALITY MANAGEMENT PLAN (QMP).....	355
8. DATA MANAGEMENT	356
STATE / FEDERAL RELATIONSHIP	357
9. PRINCIPLES OF IDEM / EPA COMPLIANCE ENFORCEMENT RELATIONSHIP.....	358
9.4. <i>Joint Planning / Worksharing.....</i>	359
9.5. <i>Consultation on Enforcement and Compliance Assurance Activities</i>	360
9.6. <i>Striving For Program Evaluation through Self-Audits and Assessment.....</i>	360
9.7. <i>Performance Measurement and Oversight.....</i>	361
10. IMPROVED DATA AND INFORMATION SHARING	362
11. ENVIRONMENTAL JUSTICE	363
IDEM'S PUBLIC INVOLVEMENT ACTIVITIES	365
REVIEW/ASSESSMENT PROCESS.....	367

DISPUTE RESOLUTION PROCESS	371
12. INFORMAL DISPUTE RESOLUTION GUIDING PRINCIPLES	372
13. FORMAL CONFLICT RESOLUTION	373
CONCLUSION	375
AGREEMENT	377
IDEM / EPA REGION 5 ORG. CHARTS.....	379
DISPUTE RESOLUTION MODEL	381
ACRONYM LIST	383

ARCHIVED June 29, 2005

Figures & Tables

- FIGURE 1: DISPUTE RESOLUTION MODEL.....381
- TABLE 1: FISCAL YEARS3694
- TABLE 2: TIME FRAMES3695

ARCHIVED June 29, 2005

Section

1

General Purpose and Context

The Indiana Department of Environmental Management (IDEM) is entering its eighth year with the National Environmental Performance Partnership System, or NEPPS. This system was created on May 17, 1995, when the U.S. Environmental Protection Agency (US EPA) Administrator Carol Browner and state representatives signed a "Joint Commitment to Reform Oversight and Create a National Environmental Performance Partnership System." This system recognizes two decades of environmental progress in the United States, but acknowledges that we must modify existing policies and management approaches to address our most pervasive and difficult to solve problems. Through NEPPS, US EPA and states work together to monitor environmental conditions and to develop innovative approaches to improve the quality of our nation's air, water and land. NEPPS also provides states with greater flexibility to achieve results while maintaining accountability for meeting national standards.

NEPPS consists of:

- Increased use of environmental goals and indicators,
- Self assessment by states of program accomplishments and barriers,
- Environmental Performance Partnership Agreements (EnPPA) between states and US EPA Regions,
- Reduced oversight and increased flexibility for states that demonstrate strong performance,
- Public outreach to increase awareness of environmental conditions and public involvement in setting goals and objectives,
- Joint US EPA and state evaluation of the new system.

This Environmental Performance Partnership Agreement (EnPPA) was created through a joint planning and priority setting dialogue between IDEM and US EPA Region 5, informed both by feedback from Indiana citizens and directions set by US EPA national, regional and state program managers. Through this agreement, we hope to continuously improve the US EPA IDEM relationship and our systems for managing environmental programs.

The agreement is based on several underlying assumptions:

- US EPA should rely on the states to manage environmental programs delegated to the states.
- States and US EPA should incorporate the public's ideas and concerns into our priority setting and planning.
- We should strive continuously to improve the products and services we provide.
- We must be accountable to stakeholders and communities who have a right to expect timeliness, efficiency, professionalism, and progress toward improved environmental conditions.
- We should maximize each other's strengths and eliminate duplication of effort to ensure the wisest use of public resources.
- States and communities must be afforded greater flexibility, as allowed by law, in applying rules and guidance to meet national goals and standards.

- The federal government retains a vital responsibility to ensure consistent implementation and enforcement of national laws, regulations and standards, and for ensuring that states provide fundamental public health and environmental protection to their citizens and those downwind and downstream.
- Maximize the use of environmental measures to gauge the success of work, and in turn use the results for management decisions.
- The work should be based on assessed environmental conditions with program resources managed to address areas that need attention.

US EPA has agreed to work with all states, using the new environmental performance partnership system, to reach agreements that are based increasingly on an assessment of the environmental conditions and needs in each state.

Environmental indicators, program performance measures, and reporting requirements will be used both to measure the fulfillment of state and US EPA Region 5 commitments under this agreement and to provide data to analyze the effectiveness of different approaches to environmental protection. US EPA Region 5 will monitor IDEM's basic program performance and fiscal responsibilities, as required by law. However, a basic goal of this agreement is to shift the primary focus of the US EPA Region 5 IDEM dialogue away from measuring activities and toward identifying and solving environmental problems.

This agreement is a part of a continuing cooperative effort between IDEM and US EPA Region 5 to work through the details of this significant cultural and institutional change in how we work with each other to protect Indiana's environment.

Scope of the Agreement

This agreement will be in effect from the signature date through 6/30/05. The portion of IDEM's planning document that is sent to US EPA Region 5 describes all IDEM programs that provide environmental protection to Indiana citizens and are funded or mandated by US EPA. In addition, IDEM has a supplemental planning document that covers key IDEM programs that are not funded or mandated by US EPA. Federal funding makes up about 25% of IDEM's overall budget. By having two portions to our planning document to include all IDEM programs, regardless of funding source, we are able to give Indiana citizens a broader picture of our efforts to protect and clean up Indiana's environment. US EPA Region 5's traditional oversight role, however, is limited to those programs carried out under the federal statutes and programs listed below:

- Clean Air Act
- Clean Water Act
- Surface Water Protection
- Ground Water Protection
- Wetlands
- Safe Drinking Water Act
- Public Drinking Water
- Solid Waste Disposal Act
- Resource Conservation and Recovery Act
- Underground Storage Tank (UST)
- Hazardous Waste Management
- Solid Waste Management

- Comprehensive Environmental Response, Compensation and Liability Act
- Superfund Amendments and Reauthorization Act
- Toxic Substances Control Act
- Asbestos Hazard Emergency Response Act

The agreement serves as IDEM's work plan for the following grants:

- air pollution control,
- TSCA-PCB enforcement,
- public water system supervision,
- water pollution control,
- hazardous waste management, and
- Underground Storage Tank (UST).

US EPA Region 5 and IDEM have attempted to provide a description of each agency's environmental protection activities for the period of this agreement. In most instances, IDEM's measures for determining success in accomplishing its priorities establish a 6/30/05 date or earlier for completion. IDEM's strategic goals will be updated during the next two year period. IDEM's objectives and priorities are anticipated to remain the same throughout the term of this agreement, but some adjustments may be made mid-term. IDEM will update the measures used to judge success of these priorities prior to 6/30/05. Upon approval by the Office of the Regional Administrator, these updated measures will be incorporated into this agreement by amendment. US EPA may invoke the dispute mechanism and ultimately terminate this agreement if updated measures are not approved by US EPA. In addition, there may be other environmental problems warranting action that neither agency contemplates at this time. US EPA Region 5 and IDEM agree to coordinate our activities during the agreement period to avoid overlap and duplication of effort in addressing new concerns and issues that arise. Furthermore, we recognize that this agreement does not necessarily encompass every relationship between IDEM and US EPA Region 5, and that some agreements and relationships will be described in program specific documents elsewhere. Agreements that are in place between US EPA Region 5 and other Indiana state agencies are not included in this agreement. This agreement does not replace or supersede statutes, regulations, or delegation agreements entered into previously with the state.

1. Indiana's Environmental / Strategic Goals

Indiana and US EPA are in the process of updating the appropriate agency's Strategic Goals. Finalized goals should be ready by 6/30/05.

ARCHIVED June 29, 2005

2. Indiana's Priorities

2.1. IDEM Agency-Wide Priorities

Within IDEM's Strategic Goals and Objectives goals, we have identified five agency-wide priorities on which IDEM will focus during the next two years. These priorities are:

Maintain Essential Environmental Services

- Agency-Wide Permit Team
- Enhance the Rulemaking Process
- Internet Public Notice Standardization
- Enhance IDEM's Compliance/Enforcement Team

Coalition Building

- Build upon Information Infrastructure
- Focus on Concentrated Animal Feeding Operations
- Explain New Attainment/Nonattainment Designations
- Reduce Environmental Asthma Triggers
- Address Multi-State/Multi-Agency Environmental Issues
- Environmental Education
- Partner with Universities on Research and Technical Issues
- Expand Environmental Education Communication with Legislators and Indiana Businesses
- Heighten Agency Profile throughout Indiana

Prioritize Services and Programs

- Prioritize Office of Air Quality Services and Programs
- Prioritize Office of Land Quality Services and Programs
- Focus Internal Resources to Address Most Significant Water Quality Issues
- Prioritize Office of Pollution Prevention & Technical Assistance Services and Programs

Reducing Key Environmental Threats

- Address Issues of Homeland Security
- Address the Need to Reduce Other Environmental Risks
- Address Mercury Issues
- Toxics Assessment Project at School 21 in Indianapolis
- Address Children's Environmental Health, Including Asthma Triggers
- Integrated Pest Management
- Enhance Diesel Emissions Reduction Efforts
- Focus on Potential Environmental Threats in Indiana's Schools

- Environmental Justice

Building a Better IDEM

- Enhance Efficiency by Leveraging Peoplesoft® Financial Management System
- Centralized Web Development
- Improve Management of Environmental Data
- Agency Data Integration/Data Management Team
- Establish Indiana Facility Registry System (I-FRS)
- Geography Network
- Document Management System (DMS)
- Focus on Records management Issues to Include Record Retention Schedules
- Workforce Development

ARCHIVED June 29, 2005

2.1.1. Manner as Practical.

Opportunities exist through changes both to processes and procedures and to organizational structure to maintain or enhance some of our critical environmental services. IDEM will focus attention on achieving efficiencies (and therefore using fewer resources) in the following areas:

Sponsor

Felicia Robinson
Deputy Commissioner
Legal Affairs
(317) 233-3706
e-mail: frobinso@dem.state.in.us

Leads

Jim Mahern, Bruce Palin, and Office of Investigations Director (Vacant)

2.1.1.1.1.
Agency-wide Permit Team

Contact(s): Tim Method and Paula Smith

Lead Office:
OPPP/OPA

Enhance efforts to ensure timely and effective permit service utilizing a multi-media group. An agency-wide Permit Team, similar to the Compliance/Enforcement Team, made up of representatives from each office can focus on ways to improve our permit service. Examples include coordination of permit actions where appropriate, identifying ways to streamline or improve our current processes and procedures and using our collective existing resources as efficiently as possible.

Establish IDEM Permit Team, comprised of key permit managers and support managers to steer process, administrative and program improvements and efficiencies.

By:

10/1/03 - Establish Team
12/1/03 - Establish Team Workplan
1/20/04 - Implement Workplan

Percent Complete
65%

Status:

Group has been assembled and monthly meetings are held. Preliminary work plan developed in the form of a continuously updated topical listing.

2.1.1.1.2. Enhance efforts to improve and streamline the rulemaking process.
2.1.1.1.3.
Improve Rulemaking Process

Contact(s): Tim Method/Nancy King

Lead Office:
OPPP/OLC

Evaluate administrative, rule writing, publication, programmatic and external aspects of rulemaking and make recommendations for revisions to current organization and management of rulemaking.

Complete evaluation

By: 10/1/03

Percent Complete

100%

Status:

Evaluation is complete. Formulation of recommendation on suggested changes was pending until the Environmental Quality Service Council (EQSC) completed discussions on rulemaking. EQSC recommendations were to not amend Agency rulemaking statutes and allow Agency to implement recommended changes to rulemaking process and board interaction. Internal evaluation of rulemaking process continues; recommendations for internal process changes are forthcoming.

Participate in EQSC Discussions related to rulemaking. Implement recommendations approved by Commissioner.

By: 12/1/03

Percent Complete

100%

Status:

The Environmental Quality Service Council (EQSC) has concluded discussion of this issue with recommendation that no further legislative action is necessary at this time.

2.1.1.1.4. Rulemaking Activities

Contact(s): Nancy King (OLC)

Adjust rules review services and interface with programs on rulemaking activities as necessary, based on legislative or managerial review of rulemaking process changes, duties and functions of agency.

By: 1/31/04

Percent Complete

100%

Status:

Review of process changes complete.

Develop process manual for all rulemaking boards, in cooperation with board members and board counsels.

By: 1/31/04

Percent Complete

75%

Status:

First draft complete; final draft in progress.

Revise rulemaking templates used by program rule writers for publication of rules in Indiana Register and preparation of board packets. (Revisions would reflect evolution of the information required to be provided in the documents.)

By: 6/30/04

Percent Complete

100%

Status:

Current templates reflect internal process changes and statutory changes to rulemaking process.

Develop coordination program to inform other attorneys with Office of Legal Counsel of pending rulemaking actions.

By: 1/31/04

Percent Complete

100%

2.1.1.1.5.**Internet public notice standardization**

Lead Office: OPA

Contact(s): Matthew Deaner (OPA)

Work with the program areas to improve and standardize methods of posting permitting decisions for public notice on the Internet.

Through: 6/30/05

Percent Complete

5%

Status:

This topic is being addressed by MACS and the Permit Team. MACS will be assembling a workgroup to evaluate.

No activity. MACS workgroup not formed. Permit Team disbanded.

Assemble a workgroup to evaluate, improve, and standardize the way public notice information for permits are posted to the Web.

By: 4/30/04

Percent Complete

0%

Status:

Not started. Please see above.

Investigate possibility of establishing a centralized/cross-program public notice website for the agency. Evaluate options and compile recommendations for next steps.

By: 9/30/04

Percent Complete

0%

Status:

Not started. MACS will be assembling workgroup.

See above.

Coordinate and implement plans devised by the workgroup.

Percent Complete

0%

Status:

Not started. MACS will be assembling workgroup.

See above.

Develop standard operating procedures (SOPs) for standardized processes developed and train affected employees and document training with HR and respective program office employee files.

By: 7/31/05 (Dependent upon decisions made by the workgroup)

Percent Complete

0%

Status:

See above. This will be addressed during Agency-wide development of SOPs for all decision making processes implemented by IDEM.

2.1.1.1.6.**Enhance IDEM's Compliance/Enforcement Team**

The Compliance/Enforcement Team provides the base for true multi-media initiatives. These initiatives will include periodic cross media educational opportunities and open forums designed to enable staff to identify cross media concerns and provide coordinated approaches to regulated community compliance assistance and enforcement actions. The Compliance/Enforcement Team will enhance IDEM staff's ability to identify and pursue appropriate compliance and enforcement actions through the establishment of model referrals, better coordination with IDEM's regional offices, compliance documentation and enforcement case management training, as well as information and evidence collection training.

Continue work of agency-wide Compliance Enforcement Team to meet/communicate regularly to evaluate information and formulate agency-wide compliance and enforcement strategies and resource allocation.

By: 6/30/05

Percent Complete

100%

Status:

Ongoing. The C/E team continues to meet at least 1-2 times per month. Requests for future topics were discussed and will be added to agendas. The Team recently developed a list of closing facilities which will be updated, distributed, and discussed at the 1st meeting of each month. The team recently worked on coordinating a list of facilities to send letters to encouraging self disclosures and audits.

2.1.1.1.7.**Continue Compliance/Enforcement Planning**

Contact(s): Paula Smith (OPA), Felicia Robinson (OE), Nancy Johnston (OE)

Lead Office:
OE

a) Continue multi-media compliance and enforcement planning and coordination in accordance with current operating procedures (COP) developed by the Compliance Enforcement Team during 2000-2001. Utilize Compliance/Enforcement Planning COP and periodically revise (as needed).

Ongoing

Percent Complete

100%

Status:

Ongoing. Multi-media compliance and enforcement planning continues and we revisit the issues every few months. Concerns regarding EPA - lead multi-media inspections were discussed. Quarterly update of the Facilities of Concern list was completed. Communication on closing facilities was discussed and a workgroup was formed. Pollution Complaint Clearinghouse tracking is being revisited. Briefing done on auto salvage initiative. Planning COP has been reviewed and revised. MM Screening Checklist COP revised and MM Screening Checklist being reviewed. MM Screening Refresher Training being planned. Revisions made to Photo Documentation Policy.

b) Each compliance branch will work with the NWRO to come up with focused inspection and compliance goals for each of the steel mills.

Ongoing

Percent Complete

25%

Status:

The NWRO is leading this project. They met with the steel mills and will be setting up meetings with each compliance branch.

c) Determine if and how multi-media steel mill meetings will occur. If it is decided that the meetings will be held, program offices will meet to discuss a format and content for the meetings with the steel mills.

By: 6/30/04

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

d) Continue development and implementation of steel mill Compliance Action Plan.

By: 6/30/04

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

e) Continue development and implementation of foundry sector Compliance Action Plan.

Ongoing

Percent Complete

90%

Status:

Group working on this met once and will continue to meet each quarter. Second meeting held 1-12-04. Industrial waste conducted workshops and training. Industrial waste inspections have begun. OAQ completed 53% of inspections at major foundries. OPPTA and OLQ working with INCMA to promote foundry sand reuse. Next meeting 4/7/04. Meeting 7/14/04 to discuss progress made during last quarter of fiscal year. Meeting 10/13/04. Adjustment to Foundry CAP made for the remaining 3 Quarters. OAQ completed 37 inspections at major foundries as part of strategic air inspection plan. OAQ completed review of all Title V and FESOP annual compliance certifications. OAQ identified unpermitted or modified facilities through inspection and review of permit applications. OQA and OLQ completed 2 Category C MM inspections. OLQ did not complete identifying and inspecting all foundries with restricted waste sites that have not been inspected since 2001.

f) Each office will work with the NWRO to come up with goals and objectives for each of the Indiana steel mills.

By: 6/30/04 and 6/30/05

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

2.1.1.1.8.**Improve Inspection and Enforcement Procedures**

Lead Office:
OE

Contact(s): Paula Smith (OPA), Felicia Robinson (OE), Nancy Johnston (OE)

Develop a model referral and referral checklist to help generate a complete and high quality referral.

By: 6/30/04

Percent Complete

100%

Status:

The referral forms are on the shared drive for common access, and the document including the checklist is in final draft for approval.

Review and evaluate the inspection process after implementing the February 4/03 COP for Conducting Single-Media Inspections.

By: 6/30/04

Percent Complete

100%

Status:

Reviewed and revised multi-media checklist and verification of inspection form. Discussed additions to the MM Screening Exceptions list and re-sent list for review. Currently reviewing Violation Letter/Summary process. SOP for digital photos is finalized and ready for implementation. MM Screening COP reviewed and revised. Planning for MM Training which will take place in November and December. VL/Summary Letter revised, Referral to Enforcement letter developed.

2.1.1.1.9.**Compliance and Enforcement Sampling Operations Plan**Lead Office:
OI*Contact(s): Office of Investigations Director (Vacant)*

“Compliance and Enforcement Sampling Operations Plan” to enhance compliance sampling and monitoring as well as establish an on-call sampling operations team to respond to environmental emergencies.

By: 10/1/03 - final draft plan

3/31/04 - Agency-Wide Distribution and Implementation Training Complete

Percent Complete

80%

Status:

CE Team COP providing guidance on the development of section specific COP is complete. Section specific COPs are also complete and final, exception of the water section, which is still in the review stages.

2.1.1.1.10.**Agency-Wide Progressive Enforcement Plan**Lead Office:
OI*Contact(s): Office of Investigations Director (Vacant)*

“Agency-Wide Progressive Enforcement Plan” to promote fairness and consistency in IDEM enforcement methodology while reducing duplication of effort in the following ways:

1) Enhanced referral and notification between the Office of Enforcement and Office of Investigations; and 2) Increasing program staff ability to identify proper referral type.

Develop plan for identifying proper enforcement response based upon violation history, culpability and/or significance of harm.

By: 7/1/04

Percent Complete

100%

Status:

OI Case Selection Guidance was prepared as a counterpart to OE's Enforcement Referral Policy. This guidance will serve to enhance the ability of program staff to identify proper enforcement type and will serve as a starting point for coordination between OE and OI.

OI Director and OE Section Chiefs meet quarterly to review plan effectiveness and revise as necessary.

Ongoing

Percent Complete

100%

Status:

The new Director meets with the Assistant Commissioner of Compliance and Enforcement on a regular basis, not OE Section Chiefs.

Conduct review of referrals made to both OE and OI to identify those that should have been referred to the other.

By: 8/1/04

Percent Complete

100%

Status:

Ongoing.

Lead Office:
OPPTA

2.1.1.1.11.

Enhance and coordinate IDEM's assistance to small-regulated entities through the Compliance and Enforcement Team.

Contact(s): Marc Hancock

The compliance/enforcement team provides a centralized mechanism for a coordinated effort to define, implement and allocate assistance resources (i.e. financial, compliance, technical, regulatory development and regulatory outreach) for small business and other small regulated entities. The Compliance and Enforcement Team's attention to these various media efforts will lead to a more efficient use of existing resources in implementing priority assistance efforts.

2.1.1.1.12.

Coordinate C/E and Compliance and Technical Assistance Program (CTAP) Programs

Contact(s): Marc Hancock

Lead Office:
OPPTA

Develop mechanism through C/E Team to advise Compliance and Technical Assistance Program (CTAP) program on areas of regulatory compliance that are consistently not adhered to and/or areas of upcoming regulations that will impact small businesses.

By: 9/1/03

Percent Complete

100%

Status:

Compliance and Technical Assistance Program (CTAP) staff reviewed the Office of Enforcement biweekly reports. An Excel spreadsheet was developed for each of the media that listed the violations of companies back to January 1, 2003. Each spreadsheet has been sorted to show the Top 10 violations in each of the different program areas. The spreadsheets were shared with the program areas during the June 14, 2004 Compliance Enforcement (C/E) Team meeting. C/E Team members were asked to provide CTAP with a list of potential outreach opportunities for both areas of current non-compliance and future environmental rulemakings.

Utilize Compliance and Technical Assistance Program (CTAP) resources in developing compliance assistance tools and providing outreach on new regulations or problem areas for small businesses.

By: 7/1/05

Percent Complete

100%

Status:

See above.

Develop referral process to Compliance and Technical Assistance Program (CTAP) for small businesses recently inspected with findings of deficiencies that Compliance and Technical Assistance Program (CTAP) staff can assist with coming back into compliance.

By: 7/1/05

Percent Complete

100%

Status:

See update provided in 2 sections above.

2.1.1.1.13.

Stormwater Enforcement Strategy

Contact(s): Bruno Pigott

Lead Office:
OWQ

Develop a strategy for enforcing stormwater phase II requirements.

By: 9/30/04

Percent Complete

75%

Status:

Permits and Compliance branch staff have formulated an enforcement referral approach that is consistent with the ERP for phase II MS4 communities. This approach is now being implemented. Notification letters for Rule 13, Part A have been sent to entities. Deficiency letters for Rule 13, Part B submittals have been sent to entities. For Rule 6, a notification letter template has been developed. Violation letter templates have been developed as well. A strategy has been formulated for follow-up/inspection of MS4 communities that have requested waivers from the rule as well as for Rule 6 No Exposure Exclusions. The next step is to develop targets for compliance inspections for Rule 13. The implementation of an actual auditing strategy for phase II communities will occur after all reviews of required submissions are conducted and communities begin to actually implement the program.

2.1.1.1.14.

Toxic Release Inventory

Contact(s): Karen Teliha

Lead Office:
OPPTA

Develop a plan to encourage Toxic Release Inventory Reporters to utilize electronic reporting with the TRI-ME software. Research current number of hard copy reports submitted.

By: 12/31/03

Percent Complete

100%

Status:

Complete: 160 facilities were identified for submitting hard copy 2002 Toxic Release Inventory reports. Of those, 74 used an electronic method of completing the form, but did not submit the form electronically. They were called and asked to submit the electronic versions of their forms. All but 14 complied and submitted their electronic reports.

The remaining 86 facilities completed hard copies by hand. These facilities were contacted through a survey and asked if they were interested in participating in a workshop on how to use the TRI-ME software. There was very little interest to participate, therefore no workshop was held in but other ideas continue to be discussed.

A Toxic Release Inventory (TRI) listserv has been set up to provide monthly contact with reporters on tips for accurate reporting and using electronic software to submit reports.

Implement plan

By: 1/31/04

Percent Complete

100%

Status:

74 facilities were individually contacted and asked to resubmit their 2002 Toxic Release Inventory (TRI) forms electronically. We had an 81% response rate. The Indiana Department of Environmental Management was required to hand enter all the hard copies in which a facility did not respond. Further outreach is planned as described above.

A Toxic Release Inventory (TRI) workshop survey was taken asking about the type of workshops reporters would be interested in attending, locations, times of year, etc. The survey had a 13% response rate. Based on these results, 2 classroom style TRI workshops were held in April where attendees were given a TRI reporting refresher and encouraged to submit reports electronically. Workshop info was mailed to over 1000 TRI reporters. Workshop information is available on the web at: www.in.gov/idem/oppta/tri/workshops.html.

In addition to the TRI Listserv, Office of Pollution Prevention and Technical Assistance (OPPTA) has begun developing and distributing a TRI newsletter. The newsletter will stress the importance of reporting electronically. It is available on the web at: www.in.gov/idem/oppta/tri/newsletter/.

Measure effectiveness.

By: 7/1/05

Percent Complete

100%

Status:

Over 300 facilities submitted hard copy versions of their Toxic Release Inventory (TRI) forms for reporting year 2001. For reporting year 2002, this number decreased by half, approximately 150 facilities submitted hard copies. Of that 150, the Office of Pollution Prevention and Technical Assistance (OPPTA) contacted 74 facilities that had completed the forms electronically but did not submit an electronic version. Over 62 facilities that were contacted provided the electronic versions of their reports. Therefore, for reporting year 2002, approximately 85 to 90 facilities submitted hard copies. This is a decrease of about 70%. For reporting year 2003, 188 hard copies were received, indicating that it is necessary to continue calling facilities and reminding them that electronic copies are the preferred method of reporting.

2.1.2. Coalition Building

To build on its mission to improve the quality of Indiana's air, land and water, IDEM will strategically reach out to Hoosiers through local communities, universities, business, agri-business, and other state agencies throughout the state. These efforts will include improvements to internal and external communications to help constituent groups understand, meet and even exceed the environmental rules and regulations that affect them.

Sponsor

Cheryl Reed
Assistant Commissioner
Office of Public Planning and Policy
(317) 233-5965
e-mail: creed@dem.state.in.us

Leads

Tonya Galbraith, Dave Russell, and
Terry Coleman

IDEM will address this issue by:

2.1.2.1. Building upon information infrastructure

2.1.2.1.1. Pursue federal funding to provide bi-lingual documents and/or interpreters to Latino and Hispanic Hoosiers

Lead Office:
IGR

Contact(s): Tonya Galbraith (IGR)

A growing number of Indiana residents speak Spanish as a first language and have difficulty understanding important environmental information. IDEM will seek federal grant funding to provide Spanish translation services for these Hoosiers.

Through 6/30/05

Percent Complete

100%

Status:

IDEM has determined that it can adequately respond to the need for translations service without having to expend additional resources by relying on existing staff that have bilingual abilities.

2.1.2.1.2. Establish an on-line publication catalog/on-line IDEM "bookstore."

Lead Office:
MACS

Contact(s): Mark Amick and Mark Amick (MACS)

IDEM has myriad brochures, reports, other informational documents and products of interest to the public, but does not provide convenient, electronic access to that information.

To increase public awareness of these materials and to heighten awareness of IDEM's services and responsibilities, the agency will:

Create an on-line publication catalog/archive that will allow external and internal customers access to all agency publications.

By: 1/1/04

Percent Complete

100%

Status:

The IDEM publications catalog and archive went live on 09/30/04. The site allows users to search for agency publications via a database interface.

Explore creation and marketing of an on-line IDEM "bookstore" providing publications and promotional materials.

By: 12/1/03

Percent Complete

100%

Status:

The Agency has determined that this mechanism will not be pursued. The creation of the IDEM publication catalog will serve as the mechanism to give public access to all Agency publications.

Explore grant sources to provide information kiosks and displays, outreach campaigns for key issues in environmental justice areas, and electronic notification systems.

By: Information services -- Pursuit of funding will be ongoing. Implementation will begin when funding is obtained.

Percent Complete

100%

Status:

Multiple funding resources were used to design and purchase the Agency's first electric information kiosk. The kiosk debuted at the 2005 Indiana State Fair and provided access to information about IDEM, asthma and environmental health issues. Other projects will be pursued as funding allows.

2.1.2.1.3.

Lead Office: OAR

Focusing on Concentrated Animal Feeding Operations (CAFOs) / Expand Communication and Marketing Efforts

Contact(s): Dave Russell (OAR), Mark Amick (MACS)

EPA Role: Federal Guidance Standards, oversight and review.

Help Confined Animal Feeding Operations comply with new regulations

The USEPA has adopted new CAFO regulations, which IDEM will enforce via a new National Pollutant Discharge Elimination System (NPDES) general permit rule.

To help Indiana producers understand and comply with the new regulations, IDEM will expand communication and marketing efforts to agricultural sector by:

Increased communication with agriculture and mainstream media through educational materials, fact sheets that will be used to reinforce agency's message regarding proper agricultural operations and to explain IDEM's rules and regulations.

Increased direct communication among agricultural community, IDEM, and Office of the Commissioner of Agriculture.

Providing environmentally friendly Nutrient Management Education materials to livestock producers.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Have held one ag media roundtable on CAFO NPDES permit issues; will hold more on upcoming issues. Have established contact list and rapport with Indiana ag media and mainstream media with agricultural interests. Establishing forum for monthly news column in two agricultural publications.

In addition to developing a News Release promoting the CAFO/NPDES Video Conference, a notebook containing Power Point presentations, the new CAFO/NPDES rule and the copies of the necessary records was developed. Notebooks were given to livestock producers attending the CAFO/NPDES video conference.

An open phone web cast was conducted for the Pork producers and what to expect during an inspection. Also workshops through our extension educators and had meetings with each livestock sector.

2.1.2.1.4.

Explaining new attainment/nonattainment designations

Lead Office: OAQ

Contact(s): Scott Deloney (OAQ)

EPA Role: Provide guidance on designation and implementation issues.

Explain new designations

New federal attainment/nonattainment designations are being developed throughout the nation to comply with federal law. These new designations will likely require some Indiana communities to take remedial action.

To help explain these new designations and potential actions, IDEM will:

Conduct public meetings, provide materials, and seek input to educate the public about the changes.

Ongoing

Percent Complete

75%

Status:

Outreach on 8-hour ozone is near completion, and will be reinitiated upon federal action. The first phase of PM2.5 outreach is completed. Staff continue to provide presentations and materials to interested groups state-wide as requested.

Submit recommendations for attainment/nonattainment designations under 8-hour ozone and fine particle standards to USEPA

By:

Fine particle designations - 12/31/03 or other date established by USEPA
Ozone recommendations - 7/15/03

Percent Complete

100% - Ozone

100% - Fine Particles

Status:

Ozone - 100% - The July 15, 2003 recommendations were supplemented with results of 2003 ozone season data on October 7, 2003. Further information is being prepared for submittal to US EPA on February 6, 2004.

Fine Particles - 100% - We submitted recommendations to US EPA on February 15, 2004, and sent a response to EPA's proposed designations in September.

2.1.2.1.5.**Reducing environmental asthma triggers**Lead Office:
OPA/OAQ

Contact(s): Paula Smith, Tami Johnson and Cheri Storms (OPA), Janet McCabe and Sarah Raymond (OAQ)

EPA Role: Grant funding. Advisor to the Environmental Quality Workgroup.

Work with Indiana Joint Asthma Coalition (InJAC) to reduce asthma effects on children

Lead: Paula Smith, Tami Johnson and Cheri Storms (OPA)

IDEM will work with its co-leads, as well as local health department, the medical community, and various health and environmental organizations to reduce environmental triggers of asthma. InJAC, established by IDEM and Indiana State Department of Health (ISDH), consists of five subcommittees. IDEM will:

Work with the Data Collection & Surveillance committee research asthma data findings to prepare an initial asthma surveillance report and develop recommendations for asthma surveillance reporting systems.

lead: Research -- Sarah Raymond (OAQ)

By: 10/31/03

Percent Complete

100%

Status:

Initial surveillance report was made to InJAC on March 11, 2004. TRI and air data were included.

Lead: Development -- Paula Smith, Cheri Storms (OPA)

By: 2/29/04

Percent Complete

85%

Status:

OPA staff continues to work with Indiana State Department of Health (ISDH) staff on leading the Indiana Joint Asthma Commission (InJAC) as well as two subcommittees - Environment and Children and Youth. The overall InJAC plan will be developed on time, with the help of ISDH and several contractors. The Environmental and Children and Youth Group have both finalized their respective goals and objectives and strategies, definitions and rationale background information. The contractor will edit the state plan, which is due September 2004.

Work with the Environmental Quality committee to access information and evaluate the environment in Indiana, using available information, to develop recommendations to identify known and potential indoor/outdoor environmental triggers for asthma, and to identify strategies and develop tools for organizations to reduce exposures to asthma triggers

Lead: Paula Smith, Cheri Storms (OPA)

By: 6/30/05

Percent Complete

65%

Status:

The Environmental Quality committee has drafted a number of issue briefs, which will support their recommendations. The Environmental Quality Committee has also developed a "triggers" table, which will reference triggers listed in the Committee's final recommendations and will also support the web based tool. The table has been finalized. IDEM staff drafted a web-based tool, and received approval from both the Environmental Quality and Children and Youth Committees to move forward. The web-based tool went on-line in December 2004. The content of information included in the tool is information for school, childcare, parents, housing (homeowners, rental and tenants), medical providers, and outdoor settings. After the design team has developed a full set, it will go out for comment to Environmental Quality group and other members of InJAC.

The Environmental Quality Committee has met with the four sub-committees to discuss how to work together, avoid duplication of efforts, etc.

Establish a comprehensive plan to reduce the burden of asthma in four sets of age groups of children: reduce encumbrance of asthma for children; and develop a comprehensive asthma surveillance system for each of the four age groups.

Lead: Tami Johnson (OPA)

By: 6/30/05

Percent Complete

85%

Status:

The Children and Youth INJAC Workgroup meet monthly. The group has developed its goals, objectives, strategies, definitions and rationale for the State Asthma Plan. The Children and Youth Group has finalized goals and objectives and strategies, definitions and rationales for the goals, objectives, and strategies (GOS). The contractors will be editing for the September 2004 deadline. Then, the plan will go to commissioners of IDEM/ISDH for their comments.

Develop educational material regarding environmental triggers of asthma and distribute to childcare facilities and other interested parties.

Lead: Paula Smith (OPA)

By: 6/30/05

Percent Complete

50%

Status:

IDEM has received EPA funding and hired a contractor from the Environmental Health Association. IDEM staff and contractor have been working on the content of the tool by setting up focus groups. To date, the school, childcare, medical, housing and parent focus groups have met. The outdoor environment focus group still needs to meet. The content of information is completed in draft form. But, will need to go out for comment to the Environmental Quality and other members of Indiana Joint Asthma Coalition (InJAC). The design team is working on the house and school part of the town.

2.1.2.1.6.

Addressing multi-state/multi-agency environmental issues

Lead Office: OI

2.1.2.1.7.

Build on cross jurisdictional enforcement

Contact(s): Office of Investigations Director (Vacant)

IDEM has worked for many years to forge relationships with the Environmental Crimes Task Force (ECTF), EPA Criminal Investigation Division (CID), Indiana Department of Natural Resources (IDNR), US Department of Transportation (DOT), local prosecutors and various other federal, state and local offices and agencies, as well as with the Midwest Environmental Enforcement Association, to effectively address multi-state/multi-agency environmental issues.

IDEM will enhance its cooperative work with outside organizations to:

Provide cost-effective training for IDEM regulatory staff, attorneys, investigators and county prosecutors through the Midwest Environmental Enforcement Association.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Four Indiana representatives attended the Basic Criminal Environmental Investigator's Course (BCEIT). Two Indiana representatives provided a block of instruction for the BCEIT course. Through MEEA, one IDEM attorney attended Advanced Environmental Crimes Seminar for attorneys, presented by the US Department of Justice.

Continue to actively participate in Environmental Crimes Task Force (ECTF), Indiana Department of Natural Resources (IDNR) and EPA Criminal Investigation Division (CID) meetings.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Attendance and participation in all scheduled task force meetings has been accomplished.

Review all complaints and referrals received for potential involvement of other agencies

Ongoing through 6/30/05

Percent Complete

100%

Status:

Case-by-case review and discussion with other agency heads and appropriate staff has been accomplished.

2.1.2.1.8.**Environmental Education****2.1.2.1.9.**

Lead Office: OPA

Build on environmental education efforts

Contact(s): Education Coordinator (vacant) (OPA), Cheri Storms (OPA), Tami Johnson (OPA), Kristin Brier (OPPTA), Monica Hartke-Tarr (OPPTA), Paula Smith (OPA)

EPA Role: Funding, guidance

IDEM will continue to build on its efforts to educate citizens about environmental issues and ways to become involved in environmental protection.

The agency will accomplish this by:

Expanding IDEM's education and outreach efforts by encouraging environmental experts, including staff chemists, geologists, and other scientists to make school presentations as partners with OPA's Education Team.

By: 6/30/05

Percent Complete

100%

Status:

Ongoing—IDEM staff were consulted for expertise in various areas and utilized where applicable to make presentations.

Coordinating IDEM school presentation resources and materials, including Earth Week presentation kits and IDEM exploration books.

By: 6/30/05

Percent Complete

75%

Status:

New resources were added to the environmental education web site. New materials were gathered for use in various presentations. Several existing publications are being revised and reformatted.

Assisting in outreach events, such as, Earth Day Indiana, the Hoosier Association of Science Teachers (HASTI) convention, the Indiana Youth environmental Summit (IYES), the Indiana State Fair, and Indiana Recycling Coalition (IRC) education sessions.

Ongoing

Percent Complete

100%

Status:

Events completed in the last quarter include: Southeastway Park Environmental Education Days, Science Central Educators Conference, Science Sensation, Indiana State Fair, Holiday Park Environmental Education Summer Camp, numerous school visits and several back to school festivals.

Developing and distributing information regarding mercury, asthma, and child care facility programs to children, parents, and educators.

Ongoing

Percent Complete

100%

Status:

These materials continue to be distributed at the respective events mentioned above.

Distributing home self-assessment booklet and IDEM supplement for potentially harmful items found in the home to citizens and schools.

By: 6/30/05

Percent Complete

100%

Status:

Copies distributed as requested.

2.1.2.1.10.**Recycling education**

Lead Office: OPPTA

Contact(s): Kristin Brier (OPPTA), Monica Hartke-Tarr (OPPTA)

Continue educating students, teachers, consumers, public officials and businesses about the benefits of recycling and related source reduction activities through presentations, publications, guidance documents and technical assistance programs.

By: 6/30/03

Percent Complete

100%

Status:

Ongoing. Participating in conferences, public meetings, summer camps, Solid Waste Management District activities, board meetings and general grant activities sharing information on the benefits of recycling and source reduction activities.

Conducting an illegal burning workshop for public officials in partnership with groups like Southern Indiana Recycling Initiative (SIRI), Northern Indiana Recycling Initiatives (NIRI), Association of Indiana's Solid Waste Management Districts (AISWMD), and Indiana Association of Cities and Towns (IACT).

By: 6/30/05

Percent Complete

100%

Status:

Ongoing. Don't Burn – Recycle! Regional grant participants kicked off the public outreach campaign in mid-May with newspaper, TV and radio advertising, as well as billboards. Participants continue to work with their local elected officials, law enforcement, and fire departments to help them understand that backyard trash burning is illegal and dangerous. Twelve public forums have been held to-date: Southern Indiana Recycling Initiative, Household Hazardous Waste Task Force, City of Rockport, City Bicknell, Crawford County Commissioners, Spencer County Commissioners, Freelandville Volunteer Fire Department, City of Princeton, Indiana Association of Cities and Towns (IACT), Environmental Health Association, City of Petersburg, and Southwest Indiana Particulate Matter (PM) 2.5 workgroup (representing 6 counties). The regional grant requirements were met and the grant is now closed.

2.1.2.1.11.**Partnering with universities on research and technical issues****Partner with Indiana universities**

Contact (s): Tonya Galbraith (IGR), Mark Amick and Paula Smith

Lead Office (s): OPA, MACS, IGR

Partner with Indiana Universities to further our outreach, education, knowledge sharing, research and technical knowledge. Staff will work to set up cooperative internships, joint meetings, outreach information booths and sessions, publication distribution and general sharing sessions (in person, by phone and electronically) to increase our state-university relationships.

Ongoing

Percent Complete

100%

Status:

IU staff is participating in the Indiana Environmental Justice Advisory Committee (IEJAC). In addition, efforts are underway to reach out to approximately 15 Indiana colleges and universities to determine their interest in partnering with IDEM on a variety of issues or projects.

Establish Industrial Pollution Prevention Internships

Contact(s): Karen Teliha, Bobbi Steiff, Michelle Timmerman (OPPTA)

Lead Office: OPPTA

Work with Human Resources to consider the development of an internship program with OPPTA/CMTI. Work with Clean Manufacturing Technology Institute (CMTI) to evaluate the possibility of a college pollution prevention internship program. This program would allow engineering students to assess participating facilities for pollution prevention opportunities.

By: 6/30/04

Percent Complete

100%

Status:

The Office Pollution Prevention Technical Assistance (OPPTA) has met with Human Resources to discuss the possibility of Pollution Prevention (P2) Internships. The resulting discussions found that if no federal grant is received for the program, interns would be hired as "Unpaid Interns". OPPTA did apply for and secure a summer intern with the Governor's Intern Program. This intern worked within OPPTA to assist in planning the Annual P2 Conference and also researched P2 Training Materials for Agency Staff.

Further research and discussions have been held with the Clean Manufacturing Technology Institute (CMTI) to determine feasibility of an on-going Pollution Prevention (P2) internship program. CMTI is interested in pursuing this opportunity and has been working with the Office of Pollution Prevention and Technical Assistance (OPPTA) to research other state P2 Internship programs. Human Resources contacted Purdue University to determine the interest in an "Unpaid Intern" program with their School of Engineering. There is an interest from Purdue for unpaid interns.

The Indiana Department of Environmental Management is therefore interested in pursuing this further and will consider applying for a Pollution Prevention Incentives for States grant in the next biennium to fund this project for the first 2 years and work with another entity such as CMTI or the Purdue University Advanced Technology Center to fully implement and provide on-going management and funding of a pollution prevention intern program.

2.1.2.1.12.

Lead Office: IGR

Expanding environmental education communication with legislators and Indiana businesses*Contact(s): Sandra Flum (External Affairs)*

To help legislators better understand the complexity of environmental regulations; IDEM will expand its education efforts in this area by:

Planning at least 10 educational visits with legislators in their districts, including touring wetlands, agricultural operations, wastewater treatment facilities and other environmental-related programs.

Meeting with at least half of the environmental affairs committee members of the House and Senate, visiting a priority environmental concern or success in their district.

Planning an educational forum as part of the Environmental Quality Service Council where IDEM program staff will explain their roles and responsibilities.

Holding meetings with environmental representatives and leaders of business, industries and municipalities across the state that could include touring a steel plant, power plant or a wastewater treatment plant.

Ongoing during May – December 2003 and 2004

Developing relationships with business and industry organizations through one-on-one interaction.

Ongoing

Working with the Compliance and Technical Assistance Program and IDEM program areas to assist Indiana's businesses with compliance questions, permits and technical assistance.

Ongoing

Working closely with the Indiana Department of Commerce's Business Ombudsman and IDEM's Office of Pollution Prevention and Technical Assistance to encourage new and existing companies to comply with environmental regulations.

Ongoing

Making special efforts to contact endangered industries, such as foundries, which are declining in the state, by providing compliance assistance, and technical and permit assistance.

By: 12/31/04

Percent Complete

100%

Status:

Sent requests for legislative proposals to IDEM staff. Received and prioritized proposals and submitted them to the Governor's Office on Aug. 13, 2004. Meet with Governor's Office regarding proposals. Worked with Rep. Dale Grubb on VX legislation proposal. Worked to pass CSO legislation 4/30/05.

Provided contact with legislators regarding environmental activities in the communities they represent. Personal call and e-mails to notify legislators of potential IDEM action or news that impacts their local environment

Provided information for Environmental Quality Service Council meetings. Appeared before the Administrative Rules.

Ongoing contact with legislators and legislative staff with constituent concerns or questions regarding rules or legislation.

Met with Sen. Gary Dillon regarding DeGroot Dairy issues.

Based upon the change in administration it is impossible to know that the goals for individual contacts were met for educational experiences and outreach to legislative members of environmental committees. Between March, 2005 and June 2005 the legislative director, legislative liaison and legislative coordinator met with multiple organizations including business associations, locally organized environmental organization, community economic development leaders, legislators and individual businesses.

Legislative liaison completed training for confidential compliance activities (CTAP).

2.1.2.1.13.

Heighten agency profile throughout Indiana

Contact(s): Tonya Galbraith (IGR)

Lead Office: IGR

Expand community outreach

IDEM participates in or hosts several community events each year, such as the Governor's Conference on the Environment, Indiana State Fair, Black Expo, Earth Day, Earth One Festival, etc. IDEM also interacts with local elected officials (i.e. Mayors, Town Council Presidents) to educate, assist and update them on various environmental issues that affect their community.

IDEM will identify new opportunities to promote the agency and its services constituent groups by:

Participating in additional community festivals and appropriate events.

Expanding its Speakers Bureau services and promoting that service statewide.

Maintain relationships and develop new relationships with local elected officials in order to assist local communities on various environmental issues.

Through: 6/30/05

Percent Complete

100%

Status:

Speaker's Bureau: Staff updates continue to be made as needed to the list. The site is readily available to visitors to the website as part of the "Visitor's Center." IDEM continues involvement in local community events and holds meetings with environmental groups."

ARCHIVED June 29, 2005

2.1.3. Prioritize Services and Programs to Achieve the Greatest Improvement in Air, Water and Land Quality

The Offices of Air Quality, Water Quality, Land Quality, Pollution Prevention and Technical Assistance, and all support offices will prioritize assignments, wherever discretion is available, in permitting, compliance, enforcement, assistance, rulemaking, monitoring environmental quality and other functions that will achieve the greatest benefit in improving air, water and land quality.

Each Office will ensure that its priorities are directed, as best as practical, at activities that will serve the public efficiently and effectively and will make the biggest difference in terms of improving and protecting environmental quality across the state.

Sponsor

Tim Method
Deputy Commissioner
Environmental Results
(317) 233-3706
e-mail: tmethod@dem.state.in.us

Leads

Janet McCabe, Jim Mahern, Tim Method (Acting OWQ Asst. Commissioner), and Bruce Palin

Each Office will:

1. Designate managers in each major program area for overall responsibility to prioritize the area's work (probably branch chiefs, but could be others in some circumstances.)
2. Conduct a semi-annual review of ongoing activities to ensure that work continues to be prioritized to provide efficient and effective services and is oriented towards making a significant difference in environmental quality improvement and protection. This review should include a semi-annual presentation and discussion among the office's senior management. Adjustments to work plans will be made as indicated by this review and coordinated with scheduled EnPPA updates.
3. Program areas within the offices that currently have formal systems in place to prioritize work (e.g. the Compliance Monitoring System in the Office of Air Quality) shall employ those systems to set priorities and annually assess whether the systems need adjustment.
4. Program areas that do not have such systems in place will develop criteria for setting priorities and develop at least an informal structure for setting priorities.
5. These regular evaluations will consider available resources, changing state and/or federal directives, and multimedia or cross-office implications.

2.1.3.1.1.

Prioritize Office of Air Quality Services and Programs

Lead Office: OAQ

Contact(s): Janet McCabe/Paul Dubenetzky

EPA Role: Work with IDEM to remove barriers to issuance of individual Title V permits, for example for facilities with pending federal enforcement actions. Assist with technical and legal questions, especially with major source permits.

Percent Complete
100%

Status:

Completing the current EnPPA sets many of the priorities for the biennium. OAQ's senior management reviewed their processes for setting priorities. In addition to a semi-annual review of priorities, we will improve our process for involving all parts of OAQ in establishing our yearly compliance priorities. That is the area where we have the most discretion to make choices.

Conduct semi-annual review of ongoing activities to ensure that work continues to be prioritized to provide efficient and effective services and is oriented towards making a significant difference in environmental quality improvement and protection.

Ongoing through 6/30/05 with semi-annual reviews occurring by 12/31/03; 6/30/04; 12/31/04; and 6/30/05

Percent Complete:

100%

Status:

Complete.

Issue all Title V permits to sources whose applications were submitted prior to June 30, 2002.

By: 12/31/03

Percent Complete

95%

Status:

Issued: 733, Pending: 59, of which 40 have been to Public Notice.

Meet all mandated permit deadlines 100% of the time.

Ongoing

Percent Complete

100%

Status:

There were no late permits during the first year of this agreement.

2.1.3.1.2.

Prioritize Office of Land Quality Services and Programs

Contact(s): Bruce Palin

Lead Office: OLQ

Assess current systems for prioritizing the work in each branch area; revise or establish systems as needed to set priorities.

By: 12/31/03

Percent Complete

100%

Status:

OLQ has identified Excess Liability Trust Fund (ELTF), RCRA Correction Action, beyond Government Performance and Review Act (GPRA), Waste Tires, Confined Feeding Operations (CFOs) Permitting (CAFO/NPDES specifically), Managing Risk Integrated System of Closure (RISC) Resources, contract management, and data management as our priorities.

Conduct semi-annual review of ongoing activities to ensure that work continues to be prioritized to provide efficient and effective services and is oriented towards making a significant difference in environmental quality improvement and protection.

Ongoing through 6/30/05

Percent Complete

100%

Status:

In order to improve efficiency and communications staff resources for RCRA Corrective Action were consolidated into Permitting Branch and Technical Resources. Conducting risk evaluations were consolidated into the Technical Services Branch.

2.1.3.1.3.

Lead Office: OWQ

Focus Internal Resources to Address Most Significant Water Quality Issues

Contact(s): Bruno Pigott

EPA Role: Conduct an initial review and then periodically review to ensure that all areas of the Office are focused on highest, best use of staff time and resources to gain water quality improvements and most critical services to citizens.

Ensure that OWQ Priorities are directed, as best as practical, at activities that will serve the public efficiently and effectively and will make the biggest difference in terms of improving and protecting the water quality across the state.

Conduct a semi-annual review of OWQ activities to ensure that all work continues to be prioritized to provide efficient/effective services and is oriented toward making a significant difference in water quality improvement and protection. The review will include, at a minimum, a presentation by each branch chief on current activities and any planned changes to those activities to the OWQ senior management team. Adjustments as necessary will be made by the team.

By: 7/1/03 and biannually thereafter

Percent Complete

100% Ongoing

Status:

A new administration change has meant changes to the leadership in IDEM and the Office of Water Quality. Management is reviewing the allocation of resources to ensure resources are directed and redirected, where necessary, to activities that will provide efficient delivery of services as well as improve water quality. That effort is ongoing.

2.1.3.1.4.

Lead Office: OPPTA

Prioritize Office of Pollution Prevention and Technical Assistance Services and Programs

Contact(s): Jim Mahern

Assess current systems for prioritizing the work in each branch area; revise or establish systems as needed to set priorities.

By: 12/31/03

Percent Complete

100%

Status:

The Office of Pollution Prevention and Technical Assistance (OPPTA) utilizes the environmental performance partnership agreement as a planning and priority-setting dialogue between its staff, managers, and assistant commissioner. This exercise is conducted on a biennial basis. Progress is monitored/tracked utilizing the EnPPA through quarterly update process.

Conduct semi-annual review of ongoing activities to ensure that work continues to be prioritized to provide efficient and effective services and is oriented towards making a significant difference in environmental quality improvement and protection.

Ongoing through 6/30/05 with semi-annual reviews occurring by 12/31/03; 6/30/04; 12/31/04; and 6/30/05

Percent Complete

100%

Status:

Through this activity-based reporting, the quarterly updates to the EnPPA, The Office of Pollution Prevention and Technical Assistance (OPPTA) measures both fulfillment of its commitments under the agreement and provides the information to analyze the effectiveness of different approaches to environmental protection. Basic program performance and fiscal responsibilities are monitored, through progress discussion between the Branch Chiefs and Assistant Commissioner on a quarterly basis. The information provided by the office may be evaluated on a semi-annual basis through presentation and discussion among the Indiana Department of Environmental Management (IDEM) senior management and the commissioner at Senior Staff meetings.

2.1.4. Reducing Key Environmental Threats

As federal officials continue to advise Americans of the dangers that exist throughout the country, and the world, IDEM is working to ensure Hoosiers are protected from bio-terrorism activities and associated environmental hazards while also expanding its efforts to reduce other environmental risks.

Sponsor

Dana Reed-Wise
Chief of Staff
(317) 233-3043
e-mail: dreedwis@dem.state.in.us

Leads

Paula Smith

As part of its goal to keep Hoosiers from harm, IDEM will address issues of homeland security by:

2.1.4.1.

Filling a newly created position dedicated to drinking water security and infrastructure protection.

Lead Office: OWQ

Contact(s): Pat Carroll

The Office of Water Quality Security & Counter-Terrorism Coordinator will work in concert with key staff in the Office of Land Quality and the Office of Air Quality, as needed, to ensure that the agency participates effectively in the counter-terrorism efforts.

Ongoing

Percent Complete

100%

Status:

The Counter-Terrorism (C-T) Coordinator has attended 2 formal Counter-Terrorism Security Council (C-TASC) meetings and has participated in a meeting of Lake Michigan military, and law enforcement personnel about lake drinking water intake protection as well as shoreline industry and recreational facilities. The C-T Coordinator has participated in a briefing by the US Attorney regarding the USA Patriot Act as well as a conference of C-T Coordinators and Law Enforcement on Domestic Terrorism. The C-T Coordinator continues to interact with C-TASC and the Indiana State Department of Health specifically on drinking water issues. The C-T Coordinator coordinates with the State Emergency Management Agency (SEMA) on water security matters regarding the development and implementation of the State's Comprehensive Emergency Management Plan. The C-T Coordinator is the Water Sector Gatekeeper for the newly activated Indiana Alert Network which is an interactive network of critical infrastructure stakeholders, emergency management, law enforcement, and security agencies. The coordinator serves on the Agriculture Bioterrorism Task Force.

Be the point of contact for matters relating to infrastructure security.

Ongoing through 6/30/05

Percent Complete

100%

Status:

The Counter-Terrorism (C-T) Coordinator attends monthly Counter-Terrorism & Security Council (C-TASC) meetings and participates in a meetings of Lake Michigan military, and law enforcement personnel about lake drinking water intake protection as well as shoreline industry and recreational facilities. The C-T Coordinator has participated in a briefing by the US Attorney regarding the USA Patriot Act as well as a conference of C-T Coordinators and Law Enforcement on Domestic Terrorism. The C-T Coordinator continues to interact with C-TASC and the Indiana State Department of Health specifically on drinking water issues.

2.1.4.2.**Coordinating with the State Emergency Management Agency to develop and implement emergency response plans.**

Work with OLQ and SEMA to develop a drinking water system response protocol that will be incorporated into Indiana's Statewide Comprehensive Emergency Management Plan. The response protocol will be designed to address two important aspects of emergency planning and response. First, the protocol will address how specifically the State will respond to an incident, real or threatened, at a public water system. The second portion of the protocol will deal with the decision making process for determining what to communicate to the public and what steps to take regarding the safety and use of the drinking water based on the findings of the initial investigation.

By 1/1/04

Percent Complete

70%

Status:

Work continues on the drinking water Comprehensive Emergency Management Plan (CEMP) which will become a component of the State CEMP. There have been setbacks on this project. Tital Coproration was contracted via an existing contract amendment with the former State Emergency Management Agency (SEMA). SEveral meetings with the contractor were held and a document framework was developed. A contractor amendment was crafted to extend the Titan contract. Titan never returned a signed contract amendment and the contract was offically terminated by SEMA in October 2004. Shortly, thereafter, SEMA was incorporated into the new Indiana Department of Homeland Security and with the attendant administration shifts a new CEMP contractor support and has been working on it as time allows. With the Hurricanes Katrina and Rita events, the CEMP has been elevated to a higher priority. Coordinating meetings are being initiate with the state stakeholders. A narrative documents is well underway. The key elements of the EPA Response Protocol Toolbox are being evaluated for inclusion into the CEMP. To date the administration tasks are approximately 70% complete. Once the document is complete, it must be accepted by the Governor them marketed to the water utility industry. It is anticipated the entire CEMP process will be completed by 9/30/06.

2.1.4.3.

Lead Office: OLQ

Involvement in multi-agency counter-terrorism and hazmat response forums and the State Emergency Management Agency advisory committee*Contact(s): Max Michael*

Participate in multi-agency counter-terrorism and hazmat response forums (Counter-Terrorism and Security Council, Safe Schools Advisory Council, Purdue University Homeland Security Institute, U.S. EPA Region 5 Regional Response Team.)

Percent Complete

100%

Status:

IDEM actively participates in the aforementioned CT forums.

Provide staff and support to the Indiana Emergency Response Commission

During: FY 2003 – 2005

Percent Complete

100%

Status:

IDEM provides staffing and support on an ongoing basis.

Provide after hour's duty roster of IDEM staff to State Emergency Management Agency (SEMA) for staffing SEMA's Emergency Operations Center

During: FY 2003 – 2005

Percent Complete

100% and ongoing

Status:

Duty roster was provided to SEMA, but requires continual maintenance so this really is an ongoing activity.

Participate in State Emergency Management Agency advisory committee regarding Federal Emergency Management Agency and Department of Justice counter-terrorism grants.

During: FY 2003 – 2005

Percent Complete

100%

Status:

IDEM continues to participate in State Emergency Management Agency and DOJ Counter-terrorism grants.

2.1.4.4.

Lead Office: OLQ

Counter-terrorism response plans*Contact(s): Max Michael*

Participate in developing and updating multi-agency counter-terrorism response plans and all hazards plans. (Indiana State Agency Comprehensive Emergency Management Plan, U.S. EPA

Area Contingency Plans for Indianapolis and Louisville, Board of Animal Health Foreign Animal Disease Plan, Indiana Continuity of Government Plan)

During: FY 2003 – 2005

Percent Complete

100%

Status:

Emergency Response participation and maintenance of plan is ongoing.

Lead Office: OLQ

2.1.4.5.

Counter-terrorism and hazmat response and recovery exercises

Contact(s): Max Michael

Contribute to the design and participate in local, state, and federal counter-terrorism and hazmat response and recovery exercises. (Chemical Stockpile Emergency Preparedness Plan (CSEPP (VX)), Operation River City (Louisville), Hoosier Guardian, Local Emergency Planning Committee exercises, Pipeline Group tabletops).

Percent Complete

100%

Status:

IDEM is committed to participating in and actively contributing to CT/hazmat exercises. Participated in USEPA/Coast Guard Prep exercises in place of Hoosier Guardian and Operation River City. Prep exercise more applicable, larger scale and initiated after EnPPA goals established.

Lead Office: OWQ

2.1.4.6.

Drinking water system response protocol

Contact(s): Reggie Baker

Coordinating with the State Emergency Management Agency (SEMA) to develop a drinking water system response protocol that will be incorporated into Indiana's Statewide Comprehensive Emergency Management Plan (CEMP). The response protocol will be designed to address two important aspects of emergency planning and response. First, the protocol will address how specifically the State will respond to an incident, real or threatened, at a public water system. The second portion of the protocol will deal with the decision making process for determining what to communicate to the public and what steps to take regarding the safety and use of the drinking water based on the findings of the initial investigation.

By: 1/31/04

Percent Complete

70%

Status:

Work continues on the drinking water Comprehensive Emergency Management Plan (CEMP) which will become a component of the State CEMP. Titan Corporation was contracted via an existing contract amendment with SEMA. A drinking water CEMP kickoff meeting was held in May 2004. A second meeting was held with Titan and some framework was developed. In July a contract amendment was crafted through SEMA to extend the contract period with Titan until December 31, 2004. Titan never returned a signed amendment and the contract was officially terminated by SEMA in October. IDEM's Security & Counter-Terrorism Coordinator will carry the task to completion. To date approximately 50% of the task has been completed. It is anticipated the CEMP will be completed by September 30, 2005.

Lead Office: OWQ

2.1.4.7.**Vulnerability assessments and emergency response planning**

Contact(s): Reggie Baker

Training drinking water staff, waste water staff, emergency response staff, Indiana Department of Health, and State Emergency Management Agency staff in performing vulnerability assessments and emergency response planning.

Provide assistance to community systems serving over 3,300 population in meeting federal requirements. Report number of systems assisted quarterly.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Through the services of the Alliance of Indiana Rural Water Association, the National Rural Water Association state affiliate, all required vulnerability assessments were completed and submitted to EPA by the June 30, 2004 deadline.

Provide assistance to community drinking water systems serving less than 3,300 population and non-community systems. Report number of systems assisted quarterly.

Ongoing through 6/30/05

Percent Complete

15%

Status:

The Bioterrorism Act required all CWS greater than 3,300 to submit vulnerability assessment and emergency response plan certifications to U.S. EPA by December 31, 2004. This has been the primary priority with little resources to devote to the smaller communities. A request for proposals is being prepared to solicit bids for a contractor to conduct vulnerability assessments and emergency response plans at CWS between 1,000 and 3,499. While simple VA/s will be conducted, the major emphasis will be on all-hazards preparedness. This project is expected to be completed September 30, 2006.

Lead Office: OWQ

2.1.4.8.**Reduce the potential for bioterrorism**

Contact(s): Reggie Baker

Working with existing programs such as wastewater, hazardous waste, confined feeding and drinking water to develop strategies to protect existing facilities, reduce the potential for bioterrorism and ensure that there is an effective response should an incident occur.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

The Counter-Terrorism Coordinator has established working relationships with all state counter-terrorism programs. The coordinator is a member of the Counter-Terrorism & Security Council and the Agricultural Bioterrorism Task Force. In addition, the coordinator serves on the ASDWA Terrorism committee. The coordinator is working to develop a training session to be incorporated into OSHA HAZWOPER training required for most of the IDEM field staff.

2.1.4.9. Records Management

Lead Office: OLC

Contact(s): Reggie Baker

Ensure records currently considered public and to be disclosed upon request do not enhance opportunities for terrorist strikes.

Ongoing

Percent Complete

60% for Drinking Water which will be a model for other programs

Status:

House Enrolled Act 1935 was enacted by the legislature giving the ability to keep confidential, public records that contain information found in or relating to vulnerability assessments and other emergency response documents. Staff are working with Office of Legal Counsel, and the Counter-Terrorism & Security Council to develop guidance on justifiable waivers to confidentiality and how to reconcile possible conflicts with other laws and requirements such as Environmental Impact Statements required by NEPA and the Wellhead Protection Program. Draft guidelines have been developed and tested for full implementation. In addition to waivers of confidentiality, discussions have taken place with stakeholders regarding the development of an employee confidentiality statement/certification to insure all Indiana employees that may have access to confidential information do not improperly transmit such information. The system is currently being tested with a legal discovery request for information. Additional procedures are being developed to address such requests. Requests for Source Water Protection Area information are being screened and a new interactive web site has been developed to provide access to information to determine whether a particular site is located in a source water protection area without pinpointing actual well or intake locations.

IDEM will address the need to reduce other environmental risks through the following:

2.1.4.10. Risk Advisory Committee

Lead Office: OPA

Contact(s): Pat Daniel (OPA)

EPA Role: Provide data and information related to priority chemicals, contaminants, areas and categories.

The Risk Advisory Committee will continue its efforts, based on available resources and research compiled over the past two years, to explore chemicals and pollutants of concern and how best to achieve their reduction. The Risk Advisory Committee will also look at several different sectors and areas within Indiana that may have higher levels of key known threats to human health based on previous research.

Through: 6/30/05

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

Lead by IDEM's Office of Planning and Assessment, IDEM program offices (specifically, Office of Air Quality, Office of Land Quality, Office of Water Quality and the Office of Pollution Prevention and Technical Assistance, will work to:

Identify specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.

By: 6/30/05

Percent Complete

0%

Status:

See above.

Develop a process to make better risk-based decisions and allocation of resources.

By: 6/30/05

Percent Complete

0%

Status:

See above.

Assist other IDEM offices in addressing their priority contaminants.

By: 6/30/05

Percent Complete

0%

Status:

See above.

Participate in agency-wide meetings.

Through: 6/30/05

Percent Complete

0%

Status:

See above.

2.1.4.11. Risk Integrated System of Closure

Lead Office: OLQ

Continue to coordinate and implement recommendations from the Risk Advisory Committee on toxics reduction efforts across the agency.

Institutionalize the Risk Integrated System of Closure policy (i.e. Project Manager and Technical staff training, additional resources for Risk Integrated System of Closure reviewers).

By: 6/30/04 and 6/30/05

Percent Complete

50%

Status:

The bi-weekly RISC Availability Sessions for staff have completed the study of the entire Technical Guide. A special session was held for studying Plume Stability and Attenuation Monitoring. Staff interest and concerns will be monitored, and additional special availability sessions will be held on an "as needed" basis.

Evaluate reallocating more staff resources to completing Risk Integrated System of Closure reviews.

By: 6/30/04 and 6/30/05

Percent Complete

50%

Status:

Staff resources and tasking are discussed in bi-weekly RISC Advisory Board meetings. Bi-weekly meetings of the RISC Technical Specialists and support staff continue to coordinate resource allocation, prioritize tasks to support staff, etc.

Evaluate current Risk Integrated System of Closure Manuals for improved clarity and organization in an effort to provide complementary manuals that are user friendly.

By: 6/30/04 and 6/30/05

Percent Complete

50%

Status:

Portions of the User's Guide, Chapter 2 (RCRA) have been updated, and Chapter 3 (Leaking Underground Storage Tanks (LUST)) first draft was completed and had received limited internal review. Six (6) public outreach sessions were conducted throughout the State. The Technical Guide Appendix 1, Default Closure table, was updated and posted on the web by January 1, 2004. Eleven (11) new compounds were added. A poster session presentation on RISC was made at the American Chemical Society meeting. A guideline for providing an alternate water supply was drafted, and has been reviewed by the Drinking Water Branch of OWQ. A guideline for health-based vapor intrusion action levels was drafted.

Improve coordination with all sister agencies who have tasks related to Risk Integrated System of Closure in an effort to define roles and responsibilities for greater resource efficiency.

By: 6/30/04 and 6/30/05

Percent Complete

50%

Status:

Preliminary discussions held with staff at Indiana State Dept. of Health to improve coordination. Indiana Dept. of Transportation representatives attend the RISC Availability Sessions. Coordinated with Indiana Occupational Safety & Hazard Administration (IOSHA) on the vapor intrusion guidelines. Developing a public information piece about vapor intrusion with the Indiana State Department of Health (ISDH).

Develop and implement timeframe for finalizing the Total Petroleum Hydrocarbons and Vapor Intrusion policies.

By: 6/30/04 and 6/30/05

Percent Complete

80%

Status:

A second draft of the proposed policy has been developed for Total Petroleum Hydrocarbons, and comments from the Total Petroleum Hydrocarbons (TPH) Work Group have been incorporated. Concerns about analytical laboratory procedures are being investigated. Once they are resolved, a draft will be ready for distribution to staff of OLO. Vapor Intrusion is on hold pending contract issues. The Alternate Water Supply non-rule policy has reviewed and commented on by OWQ Drinking Water Branch staff. The final draft is waiting for examples of Short Term Action Levels to be developed for BTEX and some chlorinated solvents before starting down the Nonrule Policy Document (NPD) path.

2.1.4.12. Address Mercury Issues

Lead Office:
OPA/OAQ

Contact(s): Paula Smith (OPA), Cheri Storms (OPA), Kristin Brier (OPPTA),
Kathy Watson (OAQ), Phil Perry (OAQ)

As an agency, IDEM will focus on:

Implementing recommendations for next steps to reduce mercury emissions.

Through: 6/30/05

Percent Complete

100%

Status:

Workgroup members continue meetings to discuss next steps and recommendations. The group has been working to identify and quantify emission sources into an inventory. The United States Geological Survey (USGS) is using this preliminary information and relating it to its findings regarding atmospheric deposition of Mercury. In turn, OAQ is using this information as it works to address electric utilities in Indiana. Key workgroup members are also involved in meetings with USGS regarding continuation of the air deposition monitoring agreement.

Developing overall multi-media mercury reduction plan, identifying the various mercury "loads".

Through: 6/30/05

Percent Complete

90%

Status:

With the preliminary inventory emissions, we are in a position to identify the sources that are contributing the greatest "loads" and provide that information to the relevant program areas within IDEM. Each program area has individual plans, but an Agency-wide plan has not been developed.

Continuing implementation of the mercury deposition monitoring project and analysis of data in coordination with United States Geological Survey and issue final report.

Through: 6/30/05

Percent Complete

100%

Status:

Monitoring is ongoing for both wet and dry deposition of mercury and trace metals. Data analysis continues for mercury events that are considered large when compared to other sites and seasons in the database. We are in the process of discussing future activities related to ongoing monitoring with IDEM's Office of Air Quality.

2.1.4.12.1.**Mercury Inventory and Data Analysis**

Contact(s): David Parry (OPA)

Gather and analyze mercury data to provide key information to guide IDEM's mercury water quality planning efforts, a part of a regional and local strategy. Data would include the United States Geological Survey/IDEM mercury monitoring project, trace metals sampling in surface water, and fish tissue sampling data.

Chart USGS data and Cross reference USGS data with IDEM data.

By: 9/30/04

Percent Complete

100%

Status:

Tables with Mercury emissions (estimates/reported emissions) have been developed by OAQ for the years 1997, 1999, 2000, 2001, 2002. The data was developed using the Regional Air Pollutant Inventory Development System (RAPIDS). The data beginning with 1999, and afterward, is the most reliable. The 2002 data was sorted and ranked "by county" and "by source". Each 2002 source Hg emission number also was accompanied in adjacent columns by emission amounts and ranking from the previous years (2001, 1999, and 1997) so that the user could easily review the Hg emissions history of each source to determine if the 2002 emissions totals were higher or lower, than previous years emissions levels. This new table was then forwarded to USGS for possible correlation with their deposition data.

List Mercury (Mercury) reduction actions/projects IDEM has already taken.

By: 10/31/03

Percent Complete

100%

Status:

An earlier, 2000, document has been revised. It list all the various Mercury reduction related effort of IDEM through the end of 2004.

Get latest (2000) rapids (EPA) data and analyze it to compare with 1997 and 1999 rapids data (this data is released biennially).

By: 10/31/03

Percent Complete

100%

Status:

As stated above, in the first entry under Mercury Inventory and Data Analysis, not only is the work on the 2000 data is complete, but on the 2001 and 2002 data, too.

Assess impact of more stringent federal rules on medical waste incinerators.

By: 12/31/03

Percent Complete

100%

Status:

The more stringent federal rules on medical waste incinerators has lead to all but 7 such sources in Indiana shutting down. Mercury emissions from medical waste incinerators has been broken out separately from the statewide "rank ordered" listing of Hg emissions from 1997 through 2002, inclusively. This listing shows that many medical waste-related sources now have closed down. It also shows substantial reductions in sector-wide 2002 Hg emissions from the earlier years. Statewide, medical waste-related emissions fell from 2,682.3 lbs. in 1997 to 25.1 in 2002.

Gather available data on reported Mercury discharges from Indiana publicly owned treatment works (POTWs).

By: 6/30/05

Percent Complete

0%

Status:

Project not yet begun because of the lack of available and reliable discharge data from the POTWs.

In conjunction with the wastewater triennial review, determine, as fully as possible, the various sources of Mercury in the influent of POTWs.

By: 12/31/04

Percent Complete

45%

Status:

OPA is participating in OPPTA's workgroup on this topic. We continue to help identify the various sources.

2.1.4.12.2.

Mercury Exposure and Education

Contact(s): Paula Smith

Working with other states and EPA, identify strategies to address areas of mercury exposure and future education efforts.

Continue to limit direct exposure to mercury through education, compliance assistance activities and responding to emergencies. These include working with schools, hospitals, dental offices, heating, ventilation and air conditioning contractors/wholesalers, pharmacies and others.

Ongoing through 6/30/05

Percent Complete

100%

Status:

IDEM continues to participate on regional and national groups and the ECOS Quicksilver Caucus.

2.1.4.12.3.

Mercury Thermostat Reduction & Recycling Program

Contact(s): Cheri Storms

Continue to promote and manage the thermostat program and attend HVAC-R (heating, ventilation, air conditioning and refrigeration) association meetings.

Through: 6/30/05

Percent Complete

100%

Status:

OPPTA continues to promote and manage the thermostat program as well as attend the HVAC-R Association meetings.

IDEM, along with a number of other states, has been working with Product Stewardship Institute (PSI) for the past year to determine ways to increase recycling rate of mercury thermostats. Indiana and Oregon have been selected to participate in a on-year pilot program, where contractors received an incentive for each Hg thermostat recycled and replaced with an Energy-Star model. The incentive is in the form of a \$3 coupon toward purchase of an Energy-Star model. The goal of the program is to determine whether such a incentive will change behavior and result in a higher recycling rates and also to determine if such a result would have lasting effects (continued increase in recycled rates after the program has terminated.)

Conduct annual outreach to the thermostat program participants to ensure they are properly serviced by the Thermostat Recycling Corporation and that they have an adequate supply of IDEM promotional materials.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Letter has been sent. Web site has been updated. Brochures have been updated and distributed.

2.1.4.12.4.

Dental Mercury Program

Contact(s): Cheri Storms

Work with the Indiana Dental Association, the Indiana State Department of Health, and other interested parties to develop an environmental pledge program for Indiana dentists. In addition to mercury, the pledge will address lead and silver.

By: 6/30/04

Percent Complete

0%

Status:

The scope of this project has changed, as IDEM has decided to move forward with a proposed variance that would be available for the various POTWs to adopt, if interested. OPPTA received a grant, and is working on this effort.

Working with the Indiana Dental Association, and the Indiana State Department of Health, conduct outreach to Indiana Dentists to encourage them to participate in the pledge program.

By: 10/31/04

Percent Complete

0%

Status:

See above.

Upon request, assist Indiana dentists by providing information and assistance as they work to join the pledge program. This may include site visits, providing information, and/or developing guidance documents.

Through: 6/30/05

Percent Complete

0%

Status:

See above.

Work with the Indiana Solid Waste Management Districts (SWMDs) to coordinate the proper management of dental waste. Assist participating dentists with finding proper vendors for their waste.

Through: 6/30/05

Percent Complete

100%

Status:

Most Solid Waste Management Districts (SWMDs) will accept dental waste. Revised and expanded the list of dental recyclers, which has been submitted to MACS for posting to IDEM's website.

2.1.4.12.5.

Mercury Deposition Monitoring

Contact(s): Kathy Watson (OAQ), Paula Smith (OPA), Cheri Storms (OPA), Tom Horton (OAQ)

Continue and complete implementation of mercury deposition monitoring project; complete analysis of data in coordination with United States Geological Survey, issue final report.

Through: 6/30/05

Percent Complete

100%

Status:

All portions of this project scheduled to be completed prior to June 30, 2005 have been completed. Additional monies were added to the project and a final report will not be complete until after this EnPPA cycle is finalized.

2.1.4.12.6.

Mercury Switch Removal

Contact(s): Phil Perry (OAQ), Paula Smith (OPA)

Develop and implement a program to provide outreach to asbestos renovation/demolition contractors to remove mercury switches prior to renovation or demolition of buildings.

By: 6/30/04

Percent Complete

Development of informational materials 100% Complete; implementation is on-going.

Status:

OAQ continues to work with these contractors. Fact Sheet for asbestos renovation/demolition contractors developed and being posted on website. Fact Sheet and Mercury Awareness Program pamphlet identifying mercury containing items to be given out by field inspectors during on-site inspections. Will consider other outreach strategies such as holding a public meeting for asbestos renovation/demolition contractors to educate them on mercury switch removal. Indianapolis OES added a similar provision in their contract with IDEM to provide outreach to asbestos renovation/demolition contractors.

2.1.4.12.7.

Mercury & Schools

Contact(s): Education Coordinator (vacant) (OPA)

Lead the school mercury reduction and recycling pledge program. Conduct outreach campaign and offer assistance to schools, Solid Waste Management Districts, and the City of Indianapolis where needed.

Through: 6/30/05

Percent Complete

50%

Status:

405 Indiana schools now participate in the pledge program having inventoried their buildings for mercury and mercury-containing items, taken all items for proper recycling to their local solid waste management district, and signed the pledge to phase out the purchase of such items.

2.1.4.13.

Enviro-School Program

Lead Office: OPA

Contact(s): Paula Smith (OPA), Education Coordinator (vacant) (OPA), Marc Hancock (OPPTA)

EPA Role: Provide funding and guidance.

Partner with EPA, Indiana State Department of Health, Indiana Department of Education, State School Board Association, and Indiana-Purdue University to develop the Environmental

Management System (EMS) or the Enviro-School program that would ensure a healthy school environment for children.

Through: 6/30/05

Percent Complete

45%

Status:

The selected contractor, Environmental Management Institute (EMI) convened the workgroup to develop the main subject areas of the program and an assessment survey schools could use a starting point to access their buildings and classrooms. The workgroup then developed the areas of concern for each subject area and a list of resources. The web development team started designing the website using the information developed by the workgroup. The contract with EMI expired on 6/30/05 and the development of the website and guidance materials for the project will be finished internally.

Lead Office: OAQ

2.1.4.14.

Continue toxics assessment project at school 21 in Indianapolis by conducting monitoring activities, other grant activities and issuing final report.

Contact(s): Kathy Watson (OAQ), Dick Zeiler (OAQ)

EPA Role: Assist with oversight of federal grant, provide technical assistance on risk characterization activities and interpretation of monitoring data.

School 21 (Indianapolis) Toxics Assessment Project. Conduct monitoring activities, complete other grant activities and issue final report.

By: 8/30/04

Percent Complete

90%

Status:

The audit of Citizens Gas is complete. The risk characterization is also complete. Final report is 40% complete. Monitoring activities continue. Report will not be final until December 2005.

Lead Office: OPA

2.1.4.15.

Address Potential Environmental and Health Threats in Homes and Communities

Contact(s): Children's Health Coordinator (vacant), Education Coordinator (vacant) (OPA), Paula Smith (OPA)

Expand the Children's Health Program:

Partner with the Indiana State Department of Health and Indiana Family Social Services Administration to expand the Children's Health Program on areas such as asthma triggers, integrated pest management practices, lead prevention to include sensitive populations located in long-term care facilities, hospitals and rehabilitation centers.

By: 12/1/04

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

2.1.4.16.**Integrated Pest Management (IPM)**

Lead Office: OPA

Contact(s): Children's Health Coordinator (vacant)

Work with schools and child care facilities and the Indiana Family and Social Services Administration to implement the Integrated Pest Management (IPM) model that was developed from the pilot project.

Ongoing through 6/30/04

Percent Complete

100%

Status:

IDEM has partnered with Purdue University to implement the pilot project and pesticide policy developed for childcare facilities. The brochure has been completed and will be promoted with the Children's Environmental Health Program.

Integrated Pest Management curriculum

Publish Integrated Pest Management curriculum

By: 6/30/05

Percent Complete

50%

Status:

The curricula has been developed and reviewed. Will be giving it to MACS to make it available for the Web site.

Conduct outreach to childcare facilities and schools

By: 6/30/05

Percent Complete

0%

Status:

See above.

2.1.4.17.**Reduce Diesel Emissions**Lead Office:
OAQ/OPA*Contact(s): Paula Smith (OPA), Kathy Watson (OAQ)*

Enhance diesel emissions reduction efforts by working to develop and implement projects to reduce emissions from diesel sources, including school bus anti-idling pilots, school bus and/or municipal fleet retrofit projects, truck stop electrification project and development of web-based diesel emissions resource center.

- Work to create a statewide volunteer "No idle at schools" policy for school buses.

Contact(s): Shawn Seals (OAQ), Education Coordinator (vacant) (OPA)

By: 6/30/04

Percent Complete

100%

Status:

On April 23 STAI with IDEM support voted to approve an Idling resolution to limit idling in up to 95% of the school systems in Indiana. Staff continue to work to encourage entities to opt-in to the idling policy adopted by the STAI.

- Form a partnership to initiate this program in Northwest and Southwest Indiana schools, and, ultimately, statewide.

Contact(s): Shawn Seals (OAQ)

By: 6/30/04

Percent Complete

85%

Status:

IDEM received a grant under the Clean School Bus USA grant program on July 1, 2004, to \$250,000, which will enable 100% of the Evansville school fleet to be retrofitted. Staff continue to work in cooperation with the Northwest Diesel Workgroup.

- Develop and distribute marketing materials for this volunteer program.

Contact(s): Shawn Seals (OAQ), Education Coordinator (vacant) (OPA)

By: 6/30/05

Percent Complete

80%

Status:

Anti-Idling literature and a sticker or magnet for use in school buses is currently being developed. Anti-idling signs are being designed and the web-based diesel resource center is under construction.

- Investigate, and, as funding is available, implement school or municipal fleet retrofit projects.

Contact(s): Shawn Seals (OAQ)

By: 6/30/05

Percent Complete

70%

Status:

The State OPA is in place and we are ready to move forward on several projects. IDEM received a grant under the Clean School Bus USA grant program on July 1, 2004, for \$250,000 to be used on Evansville and Indianapolis school buses. A new grant was filed on July 2, 2004, for the voluntary retrofit program.

- Develop and market resource packet for schools and municipalities on options and grant opportunities for retrofits, cleaner or alternative fuels, and other measures to reduce diesel emissions.

Contact(s): Education Coordinator (vacant) (OPA)

By: 6/30/05

Percent Complete

70%

Status:

Dieselwise resource center will be launched in November 2005.

- Complete the Idleaire truckstop electrification project.

Contact(s): Shawn Seals (OAQ)

By: 6/30/04

Percent Complete

70%

Status:

All building permits have been secured. Contract has been signed by IdleAire and is back in-house to signature. Construction should begin in November 2005.

Lead Office: IGR

2.1.4.18. Environmental Justice

Contact(s): Barbara Goldblatt (OE), Matthew Deaner (OPA), Dana Reed Wise (OC)

Under IDEM's Environmental Justice Initiative, IDEM is committed to ensuring that no citizen or community within the State of Indiana, regardless of race, color, national origin, income, or geographic location, will bear a disproportionate share of the risks or consequences of environmental pollution or will be denied equal access to environmental benefits. IDEM has established the Indiana Environmental Justice Advisory Committee to assist IDEM in the implementation of its environmental justice strategic plan and environmental justice principles in all of our programs.

IDEM will continue to address environmental justice by:

2.1.4.18.1.

Obtaining and integrating demographic and environmental data currently available at IDEM, along with available relevant data from other agencies, and making it available and understandable for communities.

The EJ Team will update maps and provide information to the Indiana Environmental Justice Advisory Committee (IEJAC), and maintain current information on the web site.

Ongoing through 6/30/05

Percent Complete

50%

Status:

IEJAC meetings occur on a monthly basis. This group continues to look at ways to incorporate EJ activities into IDEM policies and procedures. In addition, we are seeking federal funding to further help address EJ issues in communities. Information regarding a variety of issues is continually added to the EJ web site. The development of maps will be a continual process and will be update as needed.

Staff positions that were previously devoted fully to Environmental Justice were not refilled due to budget constraints. The current Administration is addressing this issue and related Environmental Justice issues.

Working with programs across the agency, and with other state agencies, for opportunities to conduct workshops for communities and stakeholder groups to educate them about IDEM, environmental issues, permitting, and public participation opportunities.

Integrate Permit Guide and IDEM's Guide for Citizen Participation.

Contact(s): David Parry (OPA), Dana Reed Wise (OC)

By: 10/31/03

Percent Complete

80%

Status:

The guide has been integrated. We have not conducted specific workshops on the guide. Staff has gathered information from other states as to how they have incorporated environmental justice practices into their existing procedures and IDEM is reviewing how and if some of those practices would apply to this Agency.

Staff positions that were previously devoted fully to Environmental Justice were not refilled due to budget constraints. The current Administration is addressing this issue and related Environmental Justice issues.

Developing a customized training model for staff to increase their understanding and sensitivity to environmental justice issues.

Contact(s): Dana Reed Wise (OC)

The Environmental Justice Team will establish a second round of environmental justice training focusing on how the agency can incorporate environmental justice principles in their work. The training will also focus on current environmental justice activities.

By: 12/31/03

Percent Complete

0%

Status:

We have not determined a need for a second round of training yet. No new developments have occurred. However, we may want to incorporate principles from other states once we have finished compiling information.

Staff positions that were previously devoted fully to Environmental Justice were not refilled due to budget constraints. The current Administration is addressing this issue and related Environmental Justice issues.

The Environmental Justice Team will begin conducting the second round of environmental justice training.

By: 12/31/04

Percent Complete

0%

Status:

See previous response.

Researching successful mediation programs in other states with the goal of implementing a program for Indiana citizens to actively interact to resolve environmental disputes.

Contact(s): Dana Reed Wise (OC)

By: 12/31/03

Percent Complete

80%

Status:

Information has been gathered in regards to what other states are doing in terms of environmental justice. We are further investigation those states who seem to have developed a successful public participation element. There may also be a change in position descriptions for the Office of Community Relations to include an ombudsman-type role.

Staff positions that were previously devoted fully to Environmental Justice were not refilled due to budget constraints. The current Administration is addressing this issue and related Environmental Justice issues.

2.1.4.18.2.**Provide outreach for Environmental Justice Program**Lead Office:
IGR

Contact(s): Dana Reed Wise (OC)

EPA Role: Provide guidance

IDEM will build on its EJ program by convening regular meetings of the Indiana Environmental Justice Advisory Committee, which will include members from various state agencies to provide a comprehensive approach to environmental justice solutions.

By: 12/31/03

Percent Complete

100%

Status:

Numerous meetings have been held - our goal is once a month. There is a good variety of participants from different sectors (state government, private business, and academia) and from different parts of the state. Efforts to expand the group will continue to be made.

Staff positions that were previously devoted fully to Environmental Justice were not refilled due to budget constraints. The current Administration is addressing this issue and related Environmental Justice issues.

2.1.5. Building a Better IDEM

To continue the agency's focus on improving our work environment and assuring that our core work is completed efficiently and effectively. IDEM will focus on work place advancements, enhance the way we manage environmental information, and continue to improve our functional efficiencies.

IDEM will:

Sponsor

Susan Moster
Deputy Commissioner
Environmental Operations
(317) 233-0006
e-mail: smoster@dem.state.in.us

Leads:

Environmental Information:
Laurie Beamish

Workforce Development:
Brandye Hendrickson and Mark Amick

2.1.5.1. Enhance Efficiency by Leveraging PeopleSoft® Financial Management System

Lead Office: OMBA-FA

Contact(s): Controller - Vacant (OMBA)

Study all currently available modules and features of the PeopleSoft Financial Management System specifically including contracts, workflow, projects, and time and labor, to determine if additional capabilities can result in greater efficiencies for IDEM processes. Government Management Information System (GMIS).

Study Financial Management Information System

Study all currently available modules and features of the PeopleSoft Financial Management System to determine if additional features or modules can result in greater efficiencies for IDEM processes.

By: 4/1/04

Percent Complete
100%

Status:
All modules available for IDEM use have been implemented.

Report on the results of the study of all currently available PeopleSoft features and make recommendations to Senior Staff on any additional features that should be further pursued.

By: 6/1/04

Percent Complete
0%

Status:
Not Applicable. See first task.

Develop an implementation proposal for any features that were recommended for implementation. This proposal will include any changes to current business practices that will be needed to implement the additional features or modules of PeopleSoft.

By: 9/1/04

Percent Complete

0%

Status:

Not Applicable. See first task.

Present any implementation proposals to senior staff and begin the implementation process for any proposals that are approved.

By: 10/1/04

Percent Complete

0%

Status:

Not Applicable. See first task.

2.1.5.2. Centralized Web Development

Lead Office:
MACS / OMBA-
BSD

Contact(s): Mark Amick

Centralize Web site development/maintenance to integrate program area web pages. This will require the creation of a Web Technical Team. The team will work in concert with Office of Management and Budget Administration – Information Technology staff to ensure that pages are brought to USC § 508 compliance standards.

Create a centralized Web development and management team with defined standard operating procedures and expectations.

By: 6/1/04

Percent Complete

100%

Status:

Four positions have been established and filled. Standard operating procedures and agency standards have been established.

Realign agency Web site to re-evaluate and re-organize information by removing old information, updating Web pages and restructuring information to increase external customers' ease of use and navigability.

By: 6/1/05

Percent Complete

100%

Status:

The Agency web has been evaluated and updated. Maintenance is ongoing.

Create a location for internal customers and populate with information and guidance documents.

By: 12/31/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Establish Web site development tools and feedback mechanisms that allow customers to provide input to future site design.

By: 12/31/03

Percent Complete

100%

Status:

The feedback forms have been created and posted. The Web team is now gathering comments. Development tools have been ordered.

Create and migrate Web site to new common look with input from external customers and focus groups.

By: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Integrate agency site development with statewide Web initiatives.

Ongoing

Percent Complete

100%

Status:

Standards for site development including 508 accessibility have been put in place that match or exceed those set by state Webmasters and Access Indiana.

Create an on-line publication catalog/archive that will enable external and internal customers' access to all agency publications.

By: 6/30/05

Percent Complete

100%

Status:

The IDEM publications catalog and archive went live on 09/30/04. The site allows users to search for agency publications via a database interface.

2.1.5.3.

Improve management of environmental data, and build foundation for future data integration efforts:

Lead Office:

OPA/OMBA-BSD

Contact(s): Paula Smith (OPA), Laurie Beamish (OMBA-BSD/IT), Laurie Beamish (OMBA-BSD/IT), Charles Dunn (OWQ), Greg Overtom (OLQ), Jay Koch (OAQ), Matthew Deaner (OPA), Brian Stephens (OPPTA), Pat Robinson (OPA), Bernadine Cox (OMBA - BSD)

- Indiana Facility Registry System (I-FRS)
- Geography Network

- Document Management System (DMS)
- Other Office/Data Specific integration efforts

Agency Data Integration / Data Management Team

Continue efforts of the Data Management Team. The Team ensures that new and enhanced data integration projects are consistent with guiding data management policies. The team also develops and, throughout their office, proactively implements standards pertaining to data management.

Ongoing through 6/30/05

Percent Complete

100%

Status:

The DMT has been reconstructed and is now the Enterprise Data Initiative Team. The EDI has created guidelines for creating new systems or enhancing old systems. One of the requirements for new systems is to integrate with the I-FRS when facility data is involved.

Establish Indiana Facility Registry System (I-FRS)

Contact(s): Pat Robinson (OPA), Paula Smith (OPA), Matthew Deaner (OPA), Bernadine Cox (OMBA-IT)

Staff from the Office of Management and Budget Administration (OMBA) Information Technology section and the Office of Planning and Assessment (OPA) will oversee development of, and will implement the Indiana Facility Registry System (I-FRS) to facilitate the exchange of facility data between IDEM and EPA and promote quality environmental data.

Due Date / Through: 6/30/05

Percent Complete

100%

Status:

Completed for I-FRS Phase II. Conducted I-FRS Data Steward Training for 30 staff from OWQ and OLQ and other support offices are being scheduled.

Provided I-FRS business process management and project oversight to successfully implement the Indiana facility Registry System as the Agency's central facility system.

Prepared progress and funding activities on quarterly reports to EPA and IDEM accounting tasks, deliverables, timeframe, staff, contractors, and milestones.

Distributed facility data standards for naming conventions, and required data elements for I-FRS. Coordinated and trained staff to establish Agency-wide Data Stewardship Network.

Set up procedures to provide support for resolution of facility data standards, and track the progress. Facilitate the resolution of issues of concerns about facility identification and linkages that arise between and/or across programs.

Set up and maintain I-FRS registered users. Maintain user IDs and passwords and the access levels of all users to the Indiana Facility Registry System (I-FRS). Prepare status reports for QA/QC.

Geography Network

Contact(s): Laurie Beamish (OMBA-IT) / Irv Goldblat (OMBA-IT)

Each Office will inventory existing Geographic Information System (GIS) data.

By: 6/30/03

Percent Complete

100%

Status:

Inventory obtained through GIS Tech Workgroup Reps.

Agency Geographic Information System (GIS) Coordinators, with assistance and input from Agency GIS Tech Workgroup composed of Office Geographic Information System (GIS) data Contacts, will develop plan for creating metadata for program developed data.

By: 10/1/03

Percent Complete

100%

Status:

Policy reviewed and recommended by Geographic Information System (GIS) Tech Workgroup. The recommended policy was presented to the Data Management Team (DMT) and approved in the December meeting.

Information Technology Geographic Information System (GIS) staff will develop Geography Network service on IDEM Intranet ArcIMS Server

By: 12/31/03

Percent Complete

100%

Status:

Client updates and SDE updates completed. Geography Network development is ongoing. Currently working with 5 other state agencies on a state-wide GIS portal.

IDEM Geography Network made available to State Government Network

By: 3/31/04

Percent Complete

100%

Status:

As data is being added to the system it is being made available to internal and external users. URL=[http://demweb1/metadata explorer/explorer.jsp](http://demweb1/metadataexplorer/explorer.jsp)

Document Management System (DMS)

Contact(s): Laurie Beamish (OMBA-IT) /Gayla Mullin (OMBA-IT)

Deploy DMS in 25% of the Agency

By: 8/31/03

Percent Complete

100%

Status:

over 25% of the agency has been trained.

Deploy Document Management System in 50% of the Agency

By: 1/31/04

Percent Complete

58% of offices or sections have been trained on DMS.

Status:

Working with OLC to start adding libraries; lack of training room space has been largest obstacle; now that PeopleSoft training is complete we can progress quicker. Also we are demonstrated DMS capabilities to Enforcement staff on 2/5/04

Deploy Document Management System in 75% of the Agency

By: 8/31/04

Percent Complete

0%

Status:

OMBA/OE/OLC are up next.

Deploy Document Management System in 100% of the Agency

By: 12/31/04

Percent Complete

0%

Status:

Due to state edicts we will no longer use DMS via GroupWise. Current information will be converted to M SharePoint.

Focus on records management issues to include record retention schedules.

Contact(s): Laurie Beamish (OMBA-IT), Felicia Robinson (OE) / Stan Rorick (OLC)

Develop and implement a retention schedule and agency policy for the electronic filing of e-mails. This will assist with reducing the time and effort currently expended for Public Information requests as well as court requests for e-mail.

Develop record retention policy (including e-mails and electronic documents)

By: 12/31/03

Percent Complete

100%

Status:

Policy is now in place.

2.1.5.4.

Workforce Development

Contact(s): Brandye Hendrickson (OMBA-HR), Gail Richards (OMBA-HR), Mark Amick

Focus on Supporting Our Workforce

Priority Lead: Brandye Hendrickson (OMBA-HR)

Facilitate management panel discussions/focus groups to encourage management participation.

As new agency policies are developed, Human Resources will solicit input from managers.

By: 12/31/03

Percent Complete

100%

Status:

Complete.

Hold employee sounding sessions and manager open forums.*Priority Lead: Brandye Hendrickson (OMBA-HR)*

As new policies and procedures are distributed, Human Resources will hold sounding sessions and open forums where information can be exchanged and questions can be answered.

By: 12/31/03

Percent Complete

100%

Status:

Complete.

Research options for conducting "360-degree" evaluations.*Priority Lead: Gail Richards (OMBA-HR)*

Human Resources will research available software, other agencies' procedures and ways to give effective feedback to supervisors.

Due Date: 6/30/04

Percent Complete

100%

Status:

Plan to utilize Kouzes and Posner model for evaluation. Hope to advertise availability and discuss at upcoming Sr. Staff meeting and Agency Branch Chief meeting.

Succession Planning*Priority Lead: Gail Richards (OMBA-HR)***Develop internal leadership training.**

Human Resources will research and provide options to Senior Staff for leadership training.

Options researched by 12/31/03

First session held: by 12/31/04

Percent Complete

100%

Status:

Research has been completed. Training has been developed, scheduled and conducted. Soliciting participation for 2005 series. Ongoing.

Develop knowledge retention system to deal with employee turnover and retirement.*Priority Lead: Brandye Hendrickson (OMBA-HR)*

Human Resources will develop a tool for supervisors to help capture the patterns, processes and skills of high performing employees to prevent loss of valuable knowledge upon resignation or retirement.

Tool developed:

By 6/30/04

Percent Complete

100%

Status:

Will encourage Branch Chiefs and other supervisors to create job descriptions and/or standard operating procedures for all positions. Higher level management could incorporate this requirement into supervisor's position descriptions or include in other office priorities.

Communication Training

Priority Lead: Mark Amick

Establish a media plan for emergency management and crisis communications to enable the agency to efficiently and effectively respond to the news media in the event of an environmental crisis. Identify IDEM crisis communication message themes and strategies for quickly responding to reporters and assign appropriate senior staff and management crisis team personnel.

Assign appropriate senior staff and management crisis team personnel.

By: 9/1/03

Percent Complete

100%

Status:

MACS Media Handbook is complete with all related crisis communication themes. Media training began in January and was provided to all of Senior Staff, Branch Chiefs, and staff at all three regional offices. Periodic training sessions have been offered to all agency staff, and the presentation has been provided to all staff electronically. Training will continue to be offered throughout the year.

Complete and distribute crisis plan

By: 12/1/03

Percent Complete

100%

Status:

Information is complete, contained in the MACS Media Handbook, and Public Information Officers (PIOs) have been appropriately trained. Training and continued education through internal meetings is ongoing.

Review crisis team personnel list every six months and update as necessary.

Create scenario-driven media training plan to prepare IDEM officials for conducting interviews with members of the news media; train for appropriate agency staff.

Priority Lead: Mark Amick

Complete media training plan.

By: 9/1/03

Percent Complete

100%

Status:
Information is complete and contained in the MACS Media Handbook.

Train 100% of senior staff.

By: 1/1/04

Percent Complete
100%
Status:
Media training has been provided to all senior staff.

Train 75% of agency branch chiefs.

By: 4/1/04

Percent Complete
100%
Status:
Media training has been provided to all branch chiefs.

Work with IDEM Human Resources to make media training course available to all appropriate IDEM managers on the Quarterly Training Calendar. Provide public speaking training to appropriate agency staff. Train 50% of speaker's bureau personnel.

By: 4/1/04

Percent Complete
100%
Status:
Training has been developed and is available to appropriate IDEM staff.

Provide public speaking training to appropriate agency staff.

Train 50% of Speaker's Bureau personnel

By: 9/1/04

Percent Complete
100%
Status:
Training has been developed and is available to appropriate IDEM staff.

Implement any potential organizational changes to enhance efficiencies.

Priority Lead: Brandy Hendrickson (OMBA – HR)

Human Resources will work with program areas to review organizational structures and provide guidance on potential reorganization packages.

Guidance accessible

By: 12/31/03

Percent Complete
100%

Status:

As potential reorganization packages are created, Human Resources provides guidance on components and structures and serves as the liaison between State Personnel, State Budget Agency and IDEM.

2.1.5.5. Expand Health and Safety Training

Contact(s): Dave Appel (OE)

Explore possibility of expanding in-house 8-hour training.

Establish training curriculum relevant to Office of Water Quality, Office of Air Quality, Office of Pollution Prevention and Technical Assistance, and the Office of Legal Counsel for in-house training programs.

By: 9/1/03

Percent Complete

100%

Status:

New training curriculum developed for 2004 updates. Training developed to meet the needs of all program areas.

Implement in-house training of new curriculum.

By: 3/31/04

Percent Complete

100%

Status:

New curriculum presented for OLQ staff. Twelve 8-Hour Updates have been conducted for staff in 2004.

Develop "train-the-trainer" curriculum for in-house First Aid/CPR training.

- Train 25% of field staff in First Aid/CPR.

By: 6/1/04

Percent Complete

75%

Status:

150 staff have received training as of 6/30/05.

Offer training for non-field staff in First Aid/CPR.

By: 12/31/04

Percent Complete

10%

Status:

Classes are available to field and non-field staff. 10 courses have been held as of 6/30/05.

- Compile and disseminate security and personal safety information.

- Conduct informational sessions to discuss relevant building security and emergency preparedness in all IDEM locations.

By: 10/1/03

Percent Complete

100%

Status:

Emergency Action Plan completed, and informational sessions have been conducted. Ongoing process of information dissemination and training. Review of evacuation drills conducted and communicated to all staff through Agency update memos.

- Review and revise Emergency Action Plans for all locations to address concerns recognized from staff during informational sessions.

By: 12/31/03

Percent Complete

100%

Status:

Information from staff used to update and address concerns associated with emergency preparedness. Revised all floor plan maps to exhibit tornado safe areas.

- Disseminate updated Emergency Action Plans to all staff.

By: 2/28/04

Percent Complete

100%

Status:

Distributed Emergency Action Plan to staff. Trained Floor Wardens, conducted informational sessions and procured safety equipment to assist in an emergency.

- Continue involvement in Indiana Government Center Core Team for emergency preparedness to ensure that the Agency's plan is consistent with the campus plan.

By: 5/31/04

Percent Complete

100%

Status:

Continued involvement in campus initiative.

2.1.5.6.

Address Quality Issues (Quality Management Plan)

Lead
Office:
OPA

Contact(s): Rudy Osenbaugh(OPA), Paula Smith (OPA), Quality Assurance Team

EPA Role:

* EPA Region 5 will provide the IDEM Quality Assurance Manager with relevant information about quality related issues; act as coordinator and conduit for Region 5 State/Tribal Science Network research and educational activities; and provide guidance on implementing peer review policies and procedures.

* EPA Region 5 will provide guidance on the use of quality assurance tools and procedures required to evaluate the effectiveness of IDEM's quality system, as well as having a role in actually monitoring and assessing IDEM's quality system and Quality Management Plan.

Continue implementation of management and technical quality assurance and quality control policies and procedures throughout the agency as described by the agency Quality Management Plan (QMP).

Ongoing through 6/30/05

Percent Complete

100%

Status:

The IDEM QA Managers are working on a new QMP. The Agency is moving forward with SOP development. IDEM is using policies, training, and a support team educated in QA principles to document policies and procedures, and incorporate quality management into everyday work processes.

Quality Assurance (QA) assessment of IDEM's Quality System and Quality Management Plan to include expansion of IDEM QA Team and hold at least quarterly meetings; develop implementation and assessment phase policies and procedures for ensuring consistency of quality assurance practices throughout the agency; perform annual QMP and Quality System review and report to IDEM management and EPA Region 5; and develop a plan and timeline for performing other technical and management assessment processes throughout IDEM program offices.

Ongoing though 6/30/05

Percent Complete

75%

Status:

This task is on hold as IDEM develops a new, improved quality system.

Manage quality-related documents, to include the tracking of Quality Assurance Project Plans (QAPPs), in the agency QAPP tracking database; the listing of Standard or Current Operating Procedures (SOPs/COPs), as well as the listing of the myriad of other technical, guidance and non-rule policy documents used within the agency; and identify any 'new' quality-related documents, grants, contracts, and programs that must be referenced in the agency QMP.

By: 6/30/05

Percent Complete

75%

Status:

This task is on hold as IDEM develops a new, improved quality system.

Communicate quality-related information by participating in monthly or bimonthly meetings with Region 5 State/Tribal Science Network. Per our commitment in the QMP, participate in the IDEM 'peer review' panel that will be assembled to develop agency-wide policies and procedures to review and approve study plans and reports for major special studies and other technical documents for publication and distribution. An agency-wide peer review policy and implementation timeline will also be developed.

Ongoing though 6/30/05

Percent Complete

75%

Status:

This task is on hold as IDEM develops a new, improved quality system.

**2.1.5.7.
Develop IDEM Strategic Plan**Lead
Office:
OPA*Contact(s): Paula Smith (OPA)*

Develop/refine a new strategic plan for IDEM to guide future agency initiatives.

1) Internal document

6/30/04

Percent Complete

100%

Status:

Complete.

2) External draft

12/31/04

Percent Complete

100%

Status:

Complete.

3) Final Draft

6/30/05

Percent Complete

100%

Status:

The strategic plan was completed on 5/12/05.

2.2. IDEM Cross-Office Priorities

ARCHIVED June 29, 2005

2.2.1. OPPP / Commissioner's Office

2.2.1.1. Agency-wide permit team		EPA? (Y/N): Y
Contact(s): Tim Method (OER), Bruce Palin (OLQ), Janet McCabe (OAQ), Paula Smith (OPA), Jim Mahern (OPPTA), Felicia Robinson (OE)		Lead Office: OER (Office of Environmental Results) Also in Agency-Wide Priorities: Y (MEES)
Office	Role	
OAQ	Provide a representative to participate in the team.	
OLQ	Provide a representative to participate in the team.	
OWQ	Provide a representative to participate in the team.	
OPPTA	Provide a representative to participate in the team.	
OPA	Provide a representative to participate in the team.	
OE	Provide a representative to participate in the team.	
OI	Provide a representative to participate in the team.	

Enhance efforts to ensure timely and effective permit service utilizing a multi-media group. An agency-wide Permit Team, similar to the Compliance/Enforcement Team, made up of representatives from each office can focus on ways to improve our permit service. Examples include coordination of permit actions where appropriate, identifying ways to streamline or improve our current processes and procedures and using our collective existing resources as efficiently as possible.

Percent Complete

62.5%

Status:

Group has been assembled and monthly meetings are held. Work plan developed in the form of a continuously updated topical listing.

With the change in the Administration, this activity is currently on hold.

2.2.1.1.1. Environmental Justice		EPA? (Y/N): Y
Contact(s): Dana Reed Wise (OPPP) EPA Role: Oversight.		Lead Office: OCR Also in Agency-Wide Priorities: Y (RKET)
Office	Role	
OPPP	Integrate Permit Guide and IDEM's Guide for Citizen Participation into existing policies and procedures Assist with EJ maps and other web content as needed Participate in workshops and integrate EJ policies into practices	
OPA	* Integrate Permit Guide and IDEM's Guide for Citizen Participation. * Participation in workshops as needed. * Assist with EJ maps and other web content as needed.	
MACS	Assist with Web content as needed. Assist in outreach efforts as needed. Participate in workshops and integrate EJ policies into practices.	
OCR	Priority Lead. Provide direction and coordinate with offices to meet objectives. Actively participate in EJ Team and EJ training	

OAQ	Participate in workshops and integrate EJ policies into practices
OPPTA	Participate in workshops and integrate EJ policies into practices
OLQ	Participate in workshops and integrate EJ policies into practices
OPA	Participate in workshops and integrate EJ policies into practices
OWQ	Participate in workshops and integrate EJ policies into practices

IDEM has established the Indiana Environmental Justice Advisory Committee to assist IDEM in the implementation of its environmental justice strategic plan and environmental justice principles in all of our programs. In addition to this ongoing activity, IDEM will:

- (1) Obtain and integrate demographic and environmental data currently available at IDEM, along with available relevant data from other agencies, and ensure that it is available to and understandable for communities.

Percent Complete

50%

Status:

Information such as grant opportunities or other activities is continually added to the EJ website. The development of maps will be a continual process and will be update as needed. Regular meetings of the IEJAC Committee continue to occur.

Staff positions that were previously devoted fully to Environmental Justice were not refilled due to budget constraints. The current Administration is addressing this issue and related Environmental Justice issues.

Due Date / Through: Ongoing

- (2) Conduct environmental justice training for IDEM staff geared to incorporating EJ principles into agency activities and decision-making processes, and

Percent Complete

0%

Status:

We have not determined a need for a second round of training yet. No new developments have occurred. However, we may want to incorporate principles from other states once we have finished compiling information.

Staff positions that were previously devoted fully to Environmental Justice were not refilled due to budget constraints. The current Administration is addressing this issue and related Environmental Justice issues.

Due Date / Through: Ongoing

- (3) Provide outreach for IDEM's Environmental Justice Program.

Percent Complete

37.5%

Status:

Numerous meetings have been held - our goal is once a month. There is a good variety of participants from different sectors (state government, private business, and academia) and from different parts of the state. Efforts to expand the group will continue to be made.

Staff positions that were previously devoted fully to Environmental Justice were not refilled due to budget constraints. The current Administration is currently addressing this issue and related Environmental Justice issues.

Due Date / Through: Ongoing

ARCHIVED June 29, 2005

2.2.2. OAR

2.2.2.1.
Leading Role

2.2.2.1.1. Communicate Agricultural Issues		EPA? (Y/N): Y
Contact(s): Dave Russell		Lead Office: OAR
EPA Role: Participate in quarterly calls.		Also in Agency-Wide Priorities: N
Office	Role	
OAR	Priority lead. Coordinates calls.	
OLQ	Participate in calls as needed.	
OWQ	Participate in calls as needed.	
OPA	Participate in calls as needed.	
OAQ	Participate in calls as needed.	

OAR will coordinate quarterly calls with EPA to discuss agricultural issues affecting the identified Indiana Department of Environmental Management offices.

Quarterly

Percent Complete

0%

Status:

OAR has delegated the responsibility to different program areas when necessary to discuss with EPA specific issues affecting their respective medias concerning agricultural issues.

2.2.2.1.2. Expand Communication and Marketing Efforts to Agricultural Sector		EPA? (Y/N): Y
Contact(s): Dave Russell(OAR), Steve Roush (OWQ), Dennis Lasiter (OLQ), Mark Amick (MACS)		Lead Office: OAR
EPA Role: Completion of EPA guidance by Spring 2003		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
OLQ	<ul style="list-style-type: none"> * Assist with Nutrient Management Educational materials. * Create user-friendly & applicable NPDES-CAFO application * Issuance of construction guidance. * Reports of CFO state-wide IDEM inspections 	
OWQ	Coordination with EPA on specific NPDES requirements and educational input for NPDES specific requirements.	
MACS	<ol style="list-style-type: none"> 1) Develop news releases, letters to the editors, news columns and other publications regarding agricultural issues. 2) Create educational materials, fact sheets that can be used by office, as well as third party sources, to reinforce agency's message regarding proper agricultural operations and to explain complicated agency rules and regulations. 	
OAR	<ul style="list-style-type: none"> -- Coordinate workgroup effort to increase communication with agriculture and mainstream media regarding agricultural issues, as well as to build on direct communications with agricultural community and the Office of the Commissioner of Agriculture. -- Participate in development of education materials and fact sheets. -- Distribute publications to media and agricultural entities. 	

- * Will increase communication with agriculture and mainstream media regarding agricultural issues by developing proactive news releases, letters to the editors, news columns and other publications regarding agricultural issues.
- * Will build on direct communications efforts with agricultural community and Office of the Commissioner of Agriculture.
- * Will create and distribute educational materials, fact sheets that can be used by office, as well as third party sources, to reinforce agency's message regarding proper agricultural operations and to explain complicated agency rules and regulations.
- * Nutrient Management Education for livestock producers.

Percent Complete

100%

Status:

Have held one ag media roundtable on CAFO NPDES permit issues; will hold more on upcoming issues. Have established contact list and rapport with Indiana ag media and mainstream media with agricultural interests. Establishing forum for monthly news column in two agricultural publications.

In addition to developing a News Release promoting the CAFO/NPDES Video Conference, a notebook containing Power Point presentations, the new CAFO/NPDES rule and the copies of the necessary records was developed. Notebooks were given to livestock producers attending the CAFO/NPDES video conference.

An open phone web cast was conducted for the Pork producers and what to expect during an inspection. Also workshops through our extension educators and had meetings with each livestock sector.

2.2.2.2. Assistive Role

2.2.2.2.1. EnPPA

EPA? (Y/N): Y

Contact(s): Cheri Storms (OPA)

Lead Office: OPA

EPA Role: Assessment and oversight. Grant funding.

Also in Agency-Wide Priorities:
N

Office

Role

OAR

Meet with EPA quarterly.

All

* Actively participate and provide input in the development and assessment activities associated with the 2003-2005 EnPPA cycle.
* Meet with, or hold conference calls with EPA Region 5 per the schedule stated in the office portions of the EnPPA.

2.2.2.2.2. Environmental Education Coordination

EPA? (Y/N): Y

Contact(s): Education Coordinator (vacant) (OPA), Kristin Brier (OPPTA)

Lead Office:
OPA/OPPTA

EPA Role: Provide money, guidance, input and contacts.

Also in Agency-Wide Priorities:
Y (CB)

Office

Role

OAR

Staff will participate in education/outreach efforts in coordination with OPA education team.

2.2.2.2.3.

EPA? (Y/N): Y

Focus on Concentrated Animal Feeding Operations (CAFOs)

Contact(s): Dave Russell (OAR), Angie Lee (OLQ), Charles Grady (OLQ), Dennis Lasiter (OLQ), Steve Roush (OWQ)

Lead Office: OLQ

Also in Agency-Wide Priorities:
Y (CB)

Federal Guidance Standards, oversight and review.

Office	Role
OAR	Assist in permit development, implementation and compliance, provide outreach.

2.2.2.2.4.

EPA? (Y/N): Y

Implement Phase II Storm Water Rules

Contact(s): Lori Gates (OWQ), Bruce Palin (OLQ), Dave Russell (OAR), Marc Hancock (OPPTA), OCR Director - Vacant (OCR)

Lead Office: OWQ

Also in Agency-Wide Priorities:
Y (CB)

EPA Role: Oversight and review.

Office	Role
OAR	Assist OWQ by Working with OLQ, the Office of Indiana State Chemist and Office of Commissioner of Agriculture to develop and explain agricultural component of Storm Water rules.

2.2.2.2.5.

EPA? (Y/N): Y

Stormwater Run-off from Bulk Fertilizer Plants

Contact(s): Bruno Pigott (OWQ), Bruce Palin (OLQ), Dave Russell (OAR)

Lead Office: OLQ

Also in Agency-Wide Priorities:
N

EPA Role: Oversight.

Office	Role
OAR	Coordinate between OWQ, OLQ and stakeholders.

2.2.3. OAQ

2.2.3.1. Leading Role

2.2.3.1.1.

Mercury Inventory and Data Analysis

Contact(s): David Parry (OPA)

Gather and analyze mercury data to provide key information to guide IDEM's mercury water quality planning efforts, a part of a regional and local strategy. Data would include the USGS/IDEM mercury monitoring project, trace metals sampling in surface water, and fish tissue sampling data.

Chart USGS data and Cross reference USGS data with IDEM data.

By: 9/30/04

Percent Complete

100%

Status:

Tables with Mercury emissions (estimates/reported emissions) have been developed by OAQ for the years 1997, 1999, 2000, 2001 and 2002. The data was developed using the Regional Air Pollutant Inventory Development System (RAPIDS.) The data beginning with 1999, and afterward, is the most reliable. The 2002 data was sorted and ranked "by county" and "by source." Each 2002 source Hg emission number also was accompanied in adjacent columns by emission amounts and ranking from the previous years (2001, 2000, 1999, and 1997) so that the user could easily review the Hg emission history of each source to determine if the 2002 emissions total were higher, or lower, than previous years emissions levels. This new table was then forwarded to USGS for possible correlation with their deposition data.

List Mercury (Mercury) reduction actions/projects IDEM has already taken.

By: 10/31/03

Percent Complete

100%

Status:

An earlier, 2000, document has been revised. It lists all the various Mercury reduction related efforts of IDEM through the end of 2004.

Get latest (2000) rapids (EPA) data and analyze it to compare with 1997 and 1999 rapids data (this data is released biennially).

By: 10/31/03

Percent Complete

100%

Status:

As stated above, in the first entry under Mercury Inventory and Data Analysis, not only is the work on the 2000 data is complete, but on the 2001 and 2002 data, too.

Assess impact of more stringent federal rules on medical waste incinerators.

By: 12/31/03

Percent Complete

100%

Status:

The more stringent federal rules on medical waste incinerators has lead to all but 7 such sources in Indiana shutting down. Mercury emissions from medical waste incinerators has been broken out separately from the statewide "rank ordered" listing of Hg emissions from 1997 through 2002, inclusively. This listing shows that many medical waste-related sources now have closed down. It also shows substantial reductions in sector-wide 2002 Hg emissions from the earlier years. Statewide, medical waste-related emissions fell from 2,682.3 lbs. in 1997 to 25.1 in 2002.

Gather available data on reported Mercury discharges from Indiana publicly owned treatment works (POTWs).

By: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Also, this project not yet begun because of the lack of available and reliable discharge data from the POTWs.

In conjunction with the wastewater triennial review, determine, as fully as possible, the various sources of Mercury in the influent of POTWs.

By: 12/31/04

Percent Complete

45%

Status:

OPA is participating in OPPTA's workgroup on this topic. We continue to help identify the various sources.

Mercury Deposition Monitoring

Contact(s): Kathy Watson, Paula Smith, Cheri Storms, Tom Horton

Continue and complete implementation of mercury deposition monitoring project; complete analysis of data in coordination with United States Geological Survey, issue final report.

Through: 6/30/05

Percent Complete

85%

Status:

Monitoring is ongoing for both wet deposition of Mercury and trace metals. Dry deposition monitoring has been halted. Data analysis continues for Mercury events that are considered large when compared to other sites and seasons in the database. Draft report complete and to be published by end of 2005.

Mercury Switch Removal

Contact(s): Phil Perry, Paula Smith

Develop and implement a program to provide outreach to asbestos renovation/demolition contractors to remove mercury switches prior to renovation or demolition of buildings.

By: 6/30/04

Percent Complete

Development of informational materials 100% Complete; implementation is on-going.

Status:

OAQ continues to work with these contractors. Fact Sheet for asbestos renovation/demolition contractors developed and being posted on website. Fact Sheet and Mercury Awareness Program pamphlet identifying mercury containing items to be given out by field inspectors during on-site inspections. Will consider other outreach strategies such as holding a public meeting for asbestos renovation/demolition contractors to educate them on mercury switch removal. Indianapolis OES added a similar provision in their contract with IDEM to provide outreach to asbestos renovation/demolition contractors.

EPA? (Y/N): Y

2.2.3.1.2.

Coke oven compliance oversight

Contact(s): Bob Simmons (NWRO), Phil Perry (OAQ)

Lead Office:
OAQ/NWRO

EPA Role: Support state efforts to transfer oversight of coke oven compliance program to IDEM from coke plants.

Also in Agency-Wide Priorities:
N

Office	Role
OAQ	Develop and implement a compliance program that provides IDEM oversight of contracts for daily observations of coke ovens at Indiana facilities. This includes discussions with coke oven facilities, development of a contract for the program, selection of vendor(s), completion of the contract, establishment of a billing system and implementation and oversight of the contract activities.
OMBA-BSD	Participate in the oversight of the contract activities for the coke oven compliance program.
OMBA-FA	Participate in the oversight of the contract activities for the coke oven compliance program.
NWRO	Lead role. Develop and implement a compliance program that provides IDEM oversight of contracts for daily observations of coke ovens at Indiana facilities. This includes discussions with coke oven facilities, development of a contract for the program, selection of vendor(s), completion of the contract, establishment of a billing system and implementation and oversight of the contract activities.
OLC	Participate in the development and legal review of contracts for the coke oven compliance program.

Develop and implement a compliance program that provides IDEM oversight of contracts for daily observations of coke ovens at Indiana facilities.

This includes discussions with coke oven facilities, development of a contract for the program, selection of vendor(s), completion of the contract, establishment of a billing system and implementation and oversight of the contract activities.

Due Date / Through: 6/30/04

Percent Complete

100%

Status:

Ongoing. Have had initial discussions with the steel mills concerning IDEM's intent to request authority. The EPA supports IDEM's oversight of the coke oven monitoring program. The RFP (Request for Proposal) has now been completed and has been submitted to Indianapolis for final authorization. Bids were received, contractor was selected and contract has been signed by IDEM. Contract has been sent to DOA for final signatures.

2.2.3.1.3.**Compliance Program for Sources Subject to Leak Detection Requirements**

EPA? (Y/N): Y

Contact(s): *Ray Schick (OAQ), Charles Grady (OLQ)*

Lead Office: OAQ

EPA Role: Provide technical assistance and guidance.

Also in Agency-Wide Priorities:
N

Office	Role
OAQ	Will participate in Leak Detection and Repair (LDAR) training and accompany OLQ on at least one inspection per year.
OLQ	1) OLQ will provide OAQ with Leak Detection and Repair (LDAR) training on Method 21 testing equipment. 2) OLQ will accompany OAQ inspectors on at least one inspection each year.

Implement coordinated OAQ/OLQ compliance program for inspection of sources subject to leak detection requirements.

Due Date / Through: 6/30/05

Percent Complete

100%

Status:

OLQ has developed the Method 21 Training Module to OAQ inspectors. Joint inspections were conducted at Reclaimed Energy in FY 2004 and at Reilly Tar in FY 2005.

2.2.3.1.4.**Asbestos/Lead Special Projects**

EPA? (Y/N): Y

Contact(s): *Phil Perry (OAQ), David White (OAQ), Paula Smith (OPA), Tami Johnson (OPA)*

Lead Office: OAQ

EPA Role: Provide money, guidance and contacts. Work to enable states to provide lead education.

Also in Agency-Wide Priorities:
Y (RKET)

Office	Role
OAQ	* Assist in managing lead mini-grants * Provide lead education and outreach as needed.
OPA	* Office of Planning and Assessment will issue/administer lead mini-grants, when money is available, to Indiana Health Departments and CAP agencies. * Continue to educate the agency and external stakeholders about environmental education and children's health.
OMBA - BSD	Provide project management for the conversion of the existing Lead/Asbestos Licensing and Tracking databases from Paradox to Oracle.
NWRO	Provide lead education and outreach as needed.
SWRO	Provide lead education and outreach as needed.
NRO	Provide lead education and outreach as needed.

Develop and implement a program to provide outreach to asbestos renovation/demolition contractors to remove mercury switches prior to renovation or demolition of buildings.

By: 6/30/04

Percent Complete

Development of informational materials 100% Complete; implementation is on-going.

Status:

OAQ continues to work with these contractors. Fact Sheet for asbestos renovation/demolition contractors developed and being posted on website. Fact Sheet and Mercury Awareness Program pamphlet identifying mercury containing items to be given out by field inspectors during on-site inspections. Will consider other outreach strategies such as holding a public meeting for asbestos renovation/demolition contractors to educate them on mercury switch removal. Indianapolis OES added a similar provision in their contract with IDEM to provide outreach to asbestos renovation/demolition contractors.

Assist Office of Planning and Assessment in administering lead mini-grants, when money is available, to Indiana Health Departments and CAP agencies.

Ongoing

Percent Complete

100%

Status:

Project completed as of 9/30/03. Mini-grants were awarded as follows:

1. Marion County Health Department \$10,000 award, in April 2003.
2. Wayne County Health Department \$5,000 award, in April 2003.
3. City of Hammond \$5,000 award, in May 2003.
4. St. Joseph County Health Department \$5,000 award, in May 2003.
5. Allen County Health Department \$5,000 award, in May 2003.

All mini-grants were completed in by September 30, 2003. IDEM currently has a grant request pending at Region 5 headquarters for the FY04 grant period, which includes additional mini-grant funds.

Convert existing Licensing and Tracking databases from Paradox based system to Oracle.

By: 6/30/04

Percent Complete

95%

Status:

The asbestos/lead training course provider database has been converted from Paradox, as well as the lead licensing and third-party exam databases. We are currently in the process of finishing the asbestos licensing and notification databases. The new program has been developed and conversion from Paradox to the new system has been completed; however, minor problems arising during initial usage (which will occur over the next year) continue to be worked out on as needed basis.

2.2.3.2. Assistive Role

2.2.3.2.1.

Agency-wide permit team

Contact(s): Tim Method (OER), Bruce Palin (OLQ), Janet McCabe (OAQ), Paula Smith (OPA), Jim Mahern (OPPTA), Felicia Robinson (OE)

Role

EPA? (Y/N): Y

Lead Office: OER
(Office of
Environmental
Results)

Also in Agency-Wide Priorities:
Y (MEES)

OAQ	Provide a representative to participate in the team.
-----	--

2.2.3.2.2. Communicate Agricultural Issues		EPA? (Y/N): Y
Contact(s): Dave Russell (OAR)		Lead Office: OAR
EPA Role: Participate in quarterly calls.		Also in Agency-Wide Priorities: N
Office	Role	
OAQ	Participate in calls as needed.	

2.2.3.2.3. EnPPA		EPA? (Y/N): Y
Contact(s): Cheri Storms (OPA)		Lead Office: OPA
EPA Role: Assessment and oversight. Grant funding.		Also in Agency-Wide Priorities: N
Office	Role	
OAQ	<ul style="list-style-type: none"> - Meet with EPA Region 5 Program areas annually. - Participate in the priority planning and finalization process for the 2005-2007 EnPPA cycle. 	
All	<ul style="list-style-type: none"> * Actively participate and provide input in the development and assessment activities associated with the 2003-2005 EnPPA cycle. * Meet with, or hold conference calls with EPA Region 5 per the schedule stated in the office portions of the EnPPA. 	

2.2.3.2.4. Environmental Education Coordination		EPA? (Y/N): Y
Contact(s): Education Coordinator (vacant) (OPA), Kristin Brier (OPPTA)		Lead Office: OPA/OPPTA
EPA Role: Provide money, guidance, input and contacts.		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
OAQ	Staff will participate in education/outreach efforts in coordination with OPA education team.	

2.2.3.2.5. Environmental Justice		EPA? (Y/N): Y
Contact(s): Dana Reed Wise (OPPP), OCR Director - Vacant (OCR)		Lead Office: OPPP
EPA Role: Oversight.		Also in Agency-Wide Priorities: Y (RKET)
Office	Role	
OAQ	Participation in workshops as needed.	

2.2.3.2.6. Establish Indiana Facility Registry System (I-FRS)		EPA? (Y/N): Y
--	--	---------------

Contact(s): Pat Robinson (OPA), Paula Smith (OPA), Matthew Deaner (OPA), Bernadine Cox (OMBA - BSD), Laurie Beamish (OMBA - BSD)

Lead Office:
OPA/OMBA-BSD

EPA Role:

Also in Agency-Wide Priorities:
Y (BBI)

1) Continue to fund the National Environmental Information Exchange Network (NEIEN),

2) Continue to provide policies, standards, procedures, and guidance for data management practices.

Office

Role

OAQ

Assist with mapping CAATS (and possibly other databases) to I- FRS.

2.2.3.2.7.

IDEM Auto Salvage Facility Sector Project

EPA? (Y/N): Y

Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)

Lead Office: OPA

Also in Agency-Wide Priorities:
N

EPA Role: Major funding source. Funded under OECA grant.

Grant runs from Aug. 1, 2000 to Aug. 1, 2004.

Office

Role

OAQ

An OAQ staff person participates as a member of the project internal workgroup. In addition, one OAQ staff member will provide training in regards to sweat furnaces to the project inspection team.

2.2.3.2.8.

National Performance Track Program Implementation

EPA? (Y/N): Y

Contact(s): Jim Mahern (OPPTA), C/E Team Contacts, Gayla McCarty (OPPTA)

Lead Office: OPPTA

Also in Agency-Wide Priorities:
N

EPA Role: Provide monthly conference calls to states to discuss implementation of program. Set up site visits to existing members and nominees as needed. If feasible, provide resources to states for implementing regulatory incentives.

Office

Role

OAQ

Provide input as to the feasibility of EPA recommended incentives and implement ones determined by IDEM to have merit and reasonableness. Provide input regarding nominees compliance history to OPPTA.

2.2.3.2.9.

Permit Reporting to the Environmental Quality Service Council (EQSC)

EPA? (Y/N): Y

Contact(s): Matthew Deaner (OPA), David Parry (OPA)

Lead Office: OPA

Also in Agency-Wide Priorities:
Unknown

Office

Role

OAQ

Provide permitting information as requested.

2.2.3.2.10.

Quality Management Plan

EPA? (Y/N): Y

<p><i>Contact(s): Rudy Osenbaugh (OPA), QMP Team</i></p> <p>EPA Role: *EPA Region 5 will provide the IDEM QA Manager with relevant information about quality related issues; act as coordinator and conduit for Region 5 State/Tribal Science Network research and educational activities; and provide guidance on implementing peer review policies and procedures.</p> <p>*EPA Region 5 will provide guidance on the use of quality assurance tools and procedures required to evaluate the effectiveness of IDEM's Quality system, as well as having a role in actually monitoring and assessing IDEM's Quality System and Quality Management Plan.</p>		<p>Lead Office: OPA</p> <p>Also in Agency-Wide Priorities: Y (BBI)</p>
Office	Role	
All	<ul style="list-style-type: none"> * All agency offices are responsible for following the quality control policies and procedures contained within the QMP. * Actively participate, annually, in the IDEM assessment processes once they are completely developed and implemented. * Actively participate in ongoing QA/QC meetings called by the IDEM QA Manager. * Actively participate in the management (tracking, listing, reviewing, revising and storage) of quality-related documents throughout the agency, as well as informing the IDEM QA Manager about new quality-related documents and processes within the agency. 	
OAQ	<ul style="list-style-type: none"> * Actively participate in exploration of the utility and efficacy of establishing a Region 5 State/Tribal Science Network in coordination with USEPA and other Region 5 states. * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes. 	

<p>2.2.3.2.11. Reduce Risk</p> <p><i>Contact(s): Paula Smith (OPA)</i></p> <p>EPA Role: Provide data and information related to priority chemicals, contaminants, areas and categories.</p>		<p>EPA? (Y/N): Y</p> <p>Lead Office: OPA</p> <p>Also in Agency-Wide Priorities: Y (RKET)</p>
Office	Role	
OAQ	<p>Participate in agency-wide meetings of the Risk Advisory Panel.</p> <p>Assist in the identification of specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.</p> <p>Will assist in developing a process to make better risk based decisions and allocation of resources.</p>	

2.2.4. OI

2.2.4.1. Assistive Role

2.2.4.1.1. Agency-wide permit team <i>Contact(s): Tim Method (OER), Bruce Palin (OLQ), Janet McCabe (OAQ), Paula Smith (OPA), Jim Mahern (OPPTA), Felicia Robinson (OE)</i>		EPA? (Y/N): Y Lead Office: OER (Office of Environmental Results) Also in Agency-Wide Priorities: Y (MEES)
Role		
Office OI	Provide a representative to participate in the team.	

2.2.4.1.2. IDEM Auto Salvage Facility Sector Project <i>Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)</i> EPA Role: Major funding source. Funded under OECA grant. Grant runs from Aug. 1, 2000 to Aug. 1, 2004.		EPA? (Y/N): Y Lead Office: OPA Also in Agency-Wide Priorities: N
Office		
Role		
Office OI	Participate only if deemed necessary i.e. criminal activity occurs at an auto salvage facility	

2.2.5. OLQ

2.2.5.1. Leading Role

2.2.5.1.1. Focus on Concentrated Animal Feeding Operations (CAFOs)		EPA? (Y/N): Y
Contact(s): Dave Russell (OAR), Angie Lee (OLQ), Charles Grady (OLQ), Dennis Lasiter (OLQ), Steve Roush (OWQ) EPA Role: Federal Guidance Standards, oversight and review.		Lead Office: OLQ Also in Agency-Wide Priorities: Y (CB)
Office	Role	
OLQ	Implement the CAFO General NPDES Permit Rule and comply with Federal regulations. Conduct 800 inspections per fiscal year, and inspect all new construction of CFO facilities.	
OWQ	-- Will assist OAR and OLQ in implementing the CAFO NPDES General Permit Rule and compliance with federal regulations -- Assist in the development of NPDES / CAFO Individual Permits	
OAR	Assist in permit development, implementation and compliance, provide outreach.	
MACS	Production of materials.	

IDEM will implement the Confined Animal Feeding Operation (CAFO) General Permit Rule and comply with Federal regulations.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

The CAFO General Permit Rule was final adopted by the Water Pollution Control Board on January 14, 2004. It became effective on March 24, 2004, and the permit and compliance activities associated with the rule are fully implemented.

* Conduct 20% comprehensive inspections of concentrated feeding operations each fiscal year. Inspections will include operational requirements and nutrient management requirements for land application. In general inspections include EPA sites, state permitted sites, complaints, and any new construction.

Through 6/30/05

Percent Complete

70% on CAFO inspections. 100% on complaint and new construction site inspections.

Status:

Ongoing and on-schedule.

* Conduct construction inspections at each of Indiana's CAFO construction sites, based on their start of construction notification during each fiscal year.

Through 6/30/05

Percent Complete

100%

Status:

Staff have completed 112 construction inspections for CFO's.

* Coordinate with EPA for next steps and schedules for activities related to the NPDES program and federal CAFOs. .

1. Increased communication with agriculture and mainstream media through educational materials, fact sheets that will be used to reinforce agency's message regarding proper agricultural operations and to explain IDEM's rules and regulations.
2. Increased direct communication among agricultural community, IDEM, and Office of the Commissioner of Agriculture.
3. Providing environmentally friendly Nutrient Management Education materials to livestock producers.

Through 6/30/05

Percent Complete

100%

Status:

Have held one ag media roundtable on CAFO NPDES permit issues; will hold more on upcoming issues. Have established contact list and rapport with Indiana ag media and mainstream media with agricultural interests. Establishing forum for monthly news column in two agricultural publications.

In addition to developing a News Release promoting the CAFO/NPDES Video Conference, a notebook containing Power Point presentations, the new CAFO/NPDES rule and the copies of the necessary records was developed. Notebooks were given to livestock producers attending the CAFO/NPDES video conference.

An open phone web cast was conducted for the Pork producers and what to expect during an inspection. Also workshops through our extension educators and had meetings with each livestock sector.

2.2.5.1.2.

Improved Information Management (OLQ)

EPA? (Y/N): Y

Contact(s): Greg Overtom (OLQ)

Lead Office: OPA

EPA Role: Provide funding to support data integration efforts such as the NEIEN, and assist in promulgating data standards through ECOS.

Also in Agency-Wide Priorities:
N

Office
OLQ

Role

Priority lead.

- 1) Evaluate current data collection procedures (i.e. value/gaps), and implement standardized electronic data submittal processes; to further develop and support systems to meet program management and staff needs.
- 2) Maintain/update GIS coverages.
- 3) Replace existing Paradox data systems with Oracle or Access based systems.
- 4) Implement GroupWise Document Management System (DMS) throughout the office.
- 5) Modernize the OLQInfo (IRATS, SWIMS, Manifests, Annual Report/Biannual Report) data system interface.
- 6) Develop GIS datasets of regulated facility maps.
- 7) Develop field data collection tools for OLQ field staff.
- 8) Develop custom web-based GIS mapping applications for OLQ staff use.
- 9) Provide technical support to Indiana's Homeland Security efforts.

OMBA-
BSD

Develop an interface with new data bases converted from Paradox for staff use.

OLQ is continuously working to improve information management throughout the office and improve information sharing with other offices, agencies, and the public. The primary goals of this initiative are

Maintain/update Geographic Information System (GIS) coverages.

By: 6/30/04 and 6/30/05

Percent Complete:

75%

Status:

All GIS coverage's showing the locations of OLQ regulated facilities are updated quarterly. The most recent was completed June 30, 2004. OLQ staff continue to collect mapping-grade GPS locations for regulated facilities, and at this time we estimate that we have 75% collected.

Improve Resource Conservation and Recovery Act (RCRA) Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) site coordination by continuing to work toward Universal Site Database.

By: 6/30/04 and 6/30/05

Improve Resource Conservation and Recovery Act (RCRA) Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) site coordination by continuing to work toward Universal Site Database.

By: 6/30/04 and 6/30/05

Percent Complete

45%

Status:

OLQ is in the process of phasing out Paradox-based tracking systems. We are consolidating our regulatory and facility information into our two main data systems, OLQ Info. (RCRA, Solid Waste permitting, compliance, and Corrective Action) and ULCERS (remediation). Solid Waste permitting integration into OLQ Info is nearly complete.

Evaluate current data collection procedures (i.e. value/gaps), and implement standardized electronic data submittal processes; to further develop and support systems to meet program management and staff needs.

By: 6/30/04 and 6/30/05

Percent Complete

25%

Status:

Standardized formats have been developed for electronic submittal of sampling data and locational data. We are working on adding electronic data submittal as a standard condition of our laboratory contracts.

Develop an interface with new databases converted from Paradox for staff use.

By: 6/30/04 and 6/30/05

Percent Complete

95%

Status:

The office's larger Paradox systems (Permits Tracking, Composting, Guidance Documents, etc.) are currently being converted to Access or Oracle-based applications. The final system to be converted is in final testing.

2.2.5.1.3.**Stormwater Run-off from Bulk Fertilizer Plants**

EPA? (Y/N): Y

Contact(s): Bruno Pigott (OWQ), Bruce Palin (OLQ), Dave Russell (OAR)

Lead Office: OLQ

EPA Role: Oversight.

Also in Agency-Wide Priorities:
N

Office	Role
OLQ	OLQ will work with interested parties to develop BMPs relative to remediation of old contaminated areas on the Bulk Fertilizer Facility properties.
OWQ	Priority lead. Issues stormwater permits to noncompliant sites identified through inspections conducted by the Office of the Indiana State Chemist.
OAR	Coordinate between OWQ, OLQ and stakeholders.

* OWQ will coordinate with OISC relative to requiring stormwater permits at bulk fertilizer plants not complying with OISC regulations. The inspection portion is being done by the Office of the Indiana State Chemist, who will be referring sites to OWQ for issuance of a stormwater permit if the site is not in compliance.

* OLQ will be working with interested parties to develop BMPs relative to remediation of old contaminated areas on the Bulk Fertilizer Facility property.

* OWQ and OLQ efforts will be coordinated with the Office of Agricultural Relations.

A work plan called for under the new MOU between IDEM and the Office of the Indiana State Chemist to be completed by 7/31/03 - this is the deliverable date assigned to this priority. Implementation will be ongoing.

Due Date / Through: 7/31/03

Percent Complete
100% and ongoing

Status:

OWQ, OLQ and OISC have worked with industry to present a series of "town hall" meetings for the facilities. These meetings have disseminated the MOU information which includes stormwater permit "triggers". OLQ has begun contacting those interested in developing a remediation plan for the bulk fertilizer facilities. OLQ held a conference call with the Illinois Department of Agriculture in April 2004 to discuss their remediation programs. OLQ staff continue to work with OISC to carry out items agreed to under MOU.

2.2.5.2. Assistive Role**2.2.5.2.1.****Agency-wide permit team**

EPA? (Y/N): Y

Contact(s): Tim Method (OER), Bruce Palin (OLQ), Janet McCabe (OAQ), Paula Smith (OPA), Jim Mahern (OPPTA), Felicia Robinson (OE)

Lead Office: OER
(Office of
Environmental
Results)Also in Agency-Wide Priorities:
Y (MEES)

Office	Role
OLQ	Provide a representative to participate in the team.

2.2.5.2.2.**Communicate Agricultural Issues**

EPA? (Y/N): Y

Contact(s): Dave Russell (OAR)

Lead Office: OAR

EPA Role: Participate in quarterly calls.

Also in Agency-Wide Priorities:
N**Office Role**

OLQ Participate in calls as needed.

2.2.5.2.3.**Compliance Program for Sources Subject to Leak Detection Requirements**

EPA? (Y/N): Y

Contact(s): Ray Schick (OAQ). Charles Grady (OLQ)

Lead Office: OAQ

EPA Role: Provide technical assistance and guidance.

Also in Agency-Wide Priorities:
N**Office Role**

OLQ 1) OLQ will provide OAQ with Leak Detection and Repair (LDAR) training on Method 21 testing equipment.

2) OLQ will accompany OAQ inspectors on at least one inspection each year.

2.2.5.2.4.**EnPPA**

EPA? (Y/N): Y

Contact(s): Cheri Storms (OPA)

Lead Office: OPA

EPA Role: Assessment and oversight. Grant funding.

Also in Agency-Wide Priorities:
N**Office Role**

OLQ - Meet with EPA Region 5 Program areas annually.

- Participate in the priority planning and finalization process for the 2005-2007 EnPPA cycle.

All * Actively participate and provide input in the development and assessment activities associated with the 2003-2005 EnPPA cycle.

* Meet with, or hold conference calls with EPA Region 5 per the schedule stated in the office portions of the EnPPA.

2.2.5.2.5.**Environmental Education Coordination**

EPA? (Y/N): Y

Contact(s): Education Coordinator (vacant) (OPA), Kristin Brier (OPPTA)

Lead Office:
OPA/OPPTA

EPA Role: Provide money, guidance, input and contacts.

Also in Agency-Wide Priorities:
Y (CB)**Office Role**

OLQ Staff will participate in education/outreach efforts in coordination with OPA education team.

2.2.5.2.6.**Environmental Justice**

EPA? (Y/N): Y

Contact(s): Dana Reed Wise (OPPP), OCR Director - Vacant (OCR)

Lead Office: OPPP

EPA Role: Oversight.

Also in Agency-Wide Priorities:
Y (RKET)**Office Role**

OLQ	Participation in workshops as needed.
-----	---------------------------------------

2.2.5.2.7.**Establish Indiana Facility Registry System (I-FRS)**

Contact(s): Pat Robinson (OPA), Paula Smith (OPA), Matthew Deaner (OPA), Bernadine Cox (OMBA - BSD), Laurie Beamish (OMBA - BSD)

EPA Role:

- 1) Continue to fund the National Environmental Information Exchange Network (NEIEN),
- 2) Continue to provide policies, standards, procedures, and guidance for data management practices.

EPA? (Y/N): Y

Lead Office:
OPA/OMBA-BSD

Also in Agency-Wide Priorities:
Y (BBI)

Office	Role
--------	------

OLQ	Assist with mapping I-FRS to ULCERS, and possibly map RCRA Info (IRATS) to I-FRS.
-----	---

2.2.5.2.8.**Evaluation of National Recycling/Diversion Methodology**

Contact(s): Monica Hartke-tarr (OPPTA), Michelle Weddle (OLQ)

EPA Role: EPA will have role - but specifics are unknown at this time.

EPA? (Y/N): Y

Lead Office: OPPTA

Also in Agency-Wide Priorities:
N

Office	Role
--------	------

OLQ	Provide representative.
-----	-------------------------

2.2.5.2.9.**Expand Communication and Marketing Efforts to Agricultural Sector**

Contact(s): Dave Russell (OAR), Steve Roush (OWQ), Dennis Lasiter (OLQ), Mark Amick (MACS)

EPA Role: Completion of EPA guidance by Spring 2003

EPA? (Y/N): Y

Lead Office: OAR

Also in Agency-Wide Priorities:
Y (CB)

Office	Role
--------	------

OLQ	<ul style="list-style-type: none"> * Assist with Nutrient Management Educational materials. * Create user-friendly & applicable NPDES-CAFO application * Issuance of construction guidance. * Reports of CFO state-wide IDEM inspections
-----	--

2.2.5.2.10.**IDEM Auto Salvage Facility Sector Project**

Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)

EPA Role: Major funding source. Funded under OECA grant.

Grant runs from Aug. 1, 2000 to Aug. 1, 2004.

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
N

Office	Role
--------	------

OLQ	Staff from OLQ's Industrial Compliance, Technical Compliance and VRP sections are responsible for making presentations during all 10 compliance assistance workshops. In addition, staff from the industrial compliance and VRP programs will conduct at least 50 project inspections. These staff also participate as members of the project's internal workgroup.
-----	---

2.2.5.2.11.**Implement Phase II Storm Water Rules**

Contact(s): Lori Gates (OWQ), Bruce Palin (OLQ), Dave Russell (OAR), Marc Hancock (OPPTA), OCR Director - Vacant (OCR)

EPA Role: Oversight and review.

EPA? (Y/N): Y

Lead Office: OWQ

Also in Agency-Wide Priorities:
Y (CB)

Office**Role**

OLQ

Will participate in implementation of new Storm Water Rule 6 rules. Will work with OWQ, the Office of Indiana State Chemist (OISC) and Office of Commissioner of Agriculture to develop and explain agricultural component of storm water rules, including assisting with implementation of the Memorandum of Understanding between OISC and IDEM pertaining to these facilities.

2.2.5.2.12.**National Performance Track Program Implementation**

Contact(s): Jim Mahern (OPPTA), C/E Team Contacts, Gayla McCarty (OPPTA)

EPA Role: Provide monthly conference calls to states to discuss implementation of program. Set up site visits to existing members and nominees as needed. If feasible, provide resources to states for implementing regulatory incentives.

EPA? (Y/N): Y

Lead Office: OPPTA

Also in Agency-Wide Priorities:
N

Office**Role**

OLQ

Provide input as to the feasibility of EPA recommended incentives and implement ones determined by IDEM to have merit and reasonableness. Provide input regarding nominees compliance history to OPPTA.

2.2.5.2.13.**Permit Reporting to the Environmental Quality Service Council (EQSC)**

Contact(s): Matthew Deaner (OPA), David Parry (OPA)

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
Unknown

Office**Role**

OLQ

Provide permitting information as requested.

2.2.5.2.14.**Quality Management Plan**

Contact(s): Rudy Osenbaugh (OPA)

EPA Role: *EPA Region 5 will provide the IDEM QA Manager with relevant information about quality related issues; act as coordinator and conduit for Region 5 State/Tribal Science Network research and educational activities; and provide guidance on implementing peer review policies and procedures.

*EPA Region 5 will provide guidance on the use of quality assurance tools and procedures required to evaluate the effectiveness of IDEM's Quality system, as well as having a role in actually monitoring and assessing IDEM's Quality System and Quality Management Plan.

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
Y (BBI)

Office**Role**

All	<ul style="list-style-type: none"> * All agency offices are responsible for following the quality control policies and procedures contained within the QMP. * Actively participate, annually, in the IDEM assessment processes once they are completely developed and implemented. * Actively participate in ongoing QA/QC meetings called by the IDEM QA Manager. * Actively participate in the management (tracking, listing, reviewing, revising and storage) of quality-related documents throughout the agency, as well as informing the IDEM QA Manager about new quality-related documents and processes within the agency.
OLQ	<ul style="list-style-type: none"> * Actively participate in exploration of the utility and efficacy of establishing a Region 5 State/Tribal Science Network in coordination with USEPA and other Region 5 states. * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes.

2.2.5.2.15. Reduce Risk		EPA? (Y/N): Y
Contact(s): Paula Smith (OPA)		Lead Office: OPA
EPA Role: Provide data and information related to priority chemicals, contaminants, areas and categories.		Also in Agency-Wide Priorities: Y (RKET)
Office	Role	
OLQ	<p>Participate in agency-wide meetings of the Risk Advisory Panel.</p> <p>Assist in the identification of specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.</p> <p>Will assist in developing a process to make better risk based decisions and allocation of resources.</p>	

2.2.6. OLC

2.2.6.1. Assistive Role

2.2.6.1.1. Coke oven compliance oversight		EPA? (Y/N): Y
<i>Contact(s): Bob Simmons (NWRO), Phil Perry (OAQ)</i>		Lead Office: OAQ/NWRO
EPA Role: Support state efforts to transfer oversight of coke oven compliance program to IDEM from coke plants.		Also in Agency-Wide Priorities: N
Office	Role	
OLC	Participate in the development and legal review of contracts for the coke oven compliance program.	

2.2.6.1.2. IDEM Auto Salvage Facility Sector Project		EPA? (Y/N): Y
<i>Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)</i>		Lead Office: OPA
EPA Role: Major funding source. Funded under OECA grant.		Also in Agency-Wide Priorities: N
Grant runs from Aug. 1, 2000 to Aug. 1, 2004.		
Office	Role	
OLC	An OLC staff person participates as a member of the project internal workgroup. Participate regarding enforcement referrals	

2.2.6.1.3. Implement Phase II Storm Water Rules		EPA? (Y/N): Y
<i>Contact(s): Lori Gates (OWQ), Bruce Palin (OLQ), Dave Russell (OAR), Marc Hancock (OPPTA), OCR Director - Vacant (OCR)</i>		Lead Office: OWQ
EPA Role: Oversight and review.		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
OLC	Assist by providing program counsel on implementation of Phase II regulations.	

2.2.7. OMBA

2.2.7.1. OMBA – FA - Leading Role

2.2.7.2. 2.2.10.1. OMBA – FA - Assistive Role

2.2.7.2.1. Coke oven compliance oversight <i>Contact(s): Bob Simmons (NWRO), Phil Perry (OAQ)</i> EPA Role: Support state efforts to transfer oversight of coke oven compliance program to IDEM from coke plants.		EPA? (Y/N): Y Lead Office: OAQ/NWRO Also in Agency-Wide Priorities: N
Office	Role	
OMBA-FA	Participate in the oversight of the contract activities for the coke oven compliance program.	

2.2.7.2.2. Establish Indiana Facility Registry System (I-FRS) <i>Contact(s): Pat Robinson (OPA), Paula Smith (OPA), Matthew Deaner (OPA), Bernadine Cox (OMBA - BSD), Laurie Beamish (OMBA - BSD)</i> EPA Role: 1) Continue to fund the National Environmental Information Exchange Network (NEIEN), 2) Continue to provide policies, standards, procedures, and guidance for data management practices.		EPA? (Y/N): Y Lead Office: OPA/OMBA-BSD Also in Agency-Wide Priorities: Y (BBI)
Office	Role	
OMBA - FA	Support budgetary issues.	

2.2.7.2.3. IDEM Auto Salvage Facility Sector Project <i>Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)</i> EPA Role: Major funding source. Funded under OECA grant. Grant runs from Aug. 1, 2000 to Aug. 1, 2004.		EPA? (Y/N): Y Lead Office: OPA Also in Agency-Wide Priorities: N
Office	Role	
OMBA - FA	Grant management	

2.2.7.3. OMBA – BSD - Leading Role

2.2.7.3.1. Establish Indiana Facility Registry System (I-FRS)		EPA? (Y/N): Y
--	--	---------------

Contact(s): Pat Robinson (OPA), Paula Smith (OPA), Matthew Deaner (OPA), Bernadine Cox (OMBA - BSD), Laurie Beamish (OMBA - BSD)		Lead Office: OPA/OMBA-BSD
EPA Role:		Also in Agency-Wide Priorities: Y (BBI)
1) Continue to fund the National Environmental Information Exchange Network (NEIEN), 2) Continue to provide policies, standards, procedures, and guidance for data management practices.		
Office	Role	
OAQ	Assist with mapping CAATS (and possibly other databases) to I- FRS.	
OLQ	Assist with mapping I-FRS to ULCERS, and possibly map RCRA Info (IRATS) to I-FRS.	
OWQ	Possibly map drinking Water database to I-FRS.	
OPPTA	Possibly map the state TRI database to I-FRS.	
OPA	* Provide business process management and project oversight. * Develop SOPs and agency policy dictating Data Steward standards.	
	* Train all existing data steward staff in the use of the developed SOPs and agency policies associated with I FRS.	
	* Continue to apply for Readiness Grant Funding from the National Environmental Information Exchange Network (NEIEN).	
OMBA - BSD	Provide IT project management, support, and application development.	
OMBA - FA	Support budgetary issues.	

The Office of Planning and Assessment (OPA) Data Management Section and the Office of Management and Budget Administration's (OMBA) Information Technology section will work with IDEM's various program offices to develop and implement the Indiana Facility Registry System (I-FRS) to facilitate the exchange of facility data between IDEM and EPA and promote quality environmental data.

Due Date / Through: 6/30/05

Percent Complete

100%

Status:

Conducted I-FRS Data Steward Training for 30 staff from OWQ and OLQ. OAQ and other support offices are being scheduled

Provided I-FRS business process management and project oversight to successfully implement the Indiana facility Registry System as the Agency's central facility system.

Prepared progress and funding activities on quarterly reports to EPA and IDEM accounting tasks, deliverables, timeframe, staff, contractors, and milestones.

Distributed facility data standards for naming conventions, and required data elements for I-FRS. Coordinated and trained staff to establish Agency-wide Data Stewardship Network.

Set up procedures to provide support for resolution of facility data standards, and track the progress. Facilitate the resolution of issues of concerns about facility identification and linkages that arise between and/or across programs.

Set-up and maintain I-FRS registered users. Maintain user IDs and passwords, and change the access levels of other users to the Indiana Facility Registry System (I-FRS). Prepare status reports on users for QA/QC.

2.2.7.4. OMBA – FA – Assistive Role

2.2.7.4.1. Coke oven compliance oversight		EPA? (Y/N): Y
<i>Contact(s): Bob Simmons (NWRO), Phil Perry (OAQ)</i>		Lead Office: OAQ/NWRO
EPA Role: Support state efforts to transfer oversight of coke oven compliance program to IDEM from coke plants.		Also in Agency-Wide Priorities: N
Office	Role	
OMBA-BSD	Participate in the oversight of the contract activities for the coke oven compliance program.	

2.2.7.4.2. IDEM Auto Salvage Facility Sector Project		EPA? (Y/N): Y
<i>Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)</i>		Lead Office: OPA
EPA Role: Major funding source. Funded under OECA grant.		Also in Agency-Wide Priorities: N
Grant runs from Aug. 1, 2000 to Aug. 1, 2004.		
Office	Role	
OMBA - BSD	An IT staff person participates as a member of the project internal workgroup, and IT provides continuing support for the Auto Salvage database.	

2.2.7.4.3. Improved Information Management (OLQ)		EPA? (Y/N): Y
<i>Contact(s): Greg Overtom (OLQ)</i>		Lead Office: OPA
EPA Role: Provide funding to support data integration efforts such as the NEIEN, and assist in promulgating data standards through ECOS.		Also in Agency-Wide Priorities: N
Office	Role	
OMBA-BSD	Develop an interface with new data bases converted from Paradox for staff use.	

2.2.7.4.4. Lead Programs		EPA? (Y/N): Y
<i>Contact(s): Phil Perry (OAQ), David White (OAQ), Paula Smith (OPA), Tami Johnson (OPA)</i>		Lead Office: OAQ
EPA Role: Provide money, guidance and contacts. Work to enable states to provide lead education.		Also in Agency-Wide Priorities: Y (RKET)
Office	Role	
OMBA - BSD	Provide project management for the conversion of the existing Lead/Asbestos Licensing and Tracking databases from Paradox to Oracle.	

2.2.7.4.5. Quality Management Plan		EPA? (Y/N): Y
---	--	---------------

Contact(s): Rudy Osenbaugh (OPA), QMP Team

Lead Office: OPA

EPA Role:

Also in Agency-Wide Priorities:
Y (BBI)

*EPA Region 5 will provide the IDEM QA Manager with relevant information about quality related issues; act as coordinator and conduit for Region 5 State/Tribal Science Network research and educational activities; and provide guidance on implementing peer review policies and procedures.

*EPA Region 5 will provide guidance on the use of quality assurance tools and procedures required to evaluate the effectiveness of IDEM's Quality system, as well as having a role in actually monitoring and assessing IDEM's Quality System and Quality Management Plan.

Office	Role
OMBA- BSD	<ul style="list-style-type: none"> * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes when there are pertinent data management issues.
All	<ul style="list-style-type: none"> * All agency offices are responsible for following the quality control policies and procedures contained within the QMP. * Actively participate, annually, in the IDEM assessment processes once they are completely developed and implemented. * Actively participate in ongoing QA/QC meetings called by the IDEM QA Manager. * Actively participate in the management (tracking, listing, reviewing, revising and storage) of quality-related documents throughout the agency, as well as informing the IDEM QA Manager about new quality-related documents and processes within the agency.

2.2.8. MAC

2.2.8.1. Assistive Role

2.2.8.1.1. Environmental Education Coordination		EPA? (Y/N): Y
<i>Contact(s): Education Coordinator (vacant) (OPA), Kristin Brier (OPPTA)</i>		Lead Office: OPA/OPPTA
EPA Role: Provide money, guidance, input and contacts.		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
MACS	Produce outreach materials and do press releases.	

2.2.8.1.2. Environmental Justice		EPA? (Y/N): Y
<i>Contact(s): Dana Reed Wise (OPPP), OCR Director - Vacant (OCR)</i>		Lead Office: OPPP
EPA Role: Oversight.		Also in Agency-Wide Priorities: Y (RKET)
Office	Role	
MACS	<ul style="list-style-type: none"> * Assist with Web content as needed. * Participation in workshops as needed. 	

2.2.8.1.3. Expand Communication and Marketing Efforts to Agricultural Sector		EPA? (Y/N): Y
<i>Contact(s): Dave Russell (OAR), Steve Roush (OWQ), Dennis Lasiter (OLQ), Mark Amick (MACS)</i>		Lead Office: OAR
EPA Role: Completion of EPA guidance by Spring 2003		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
MACS	<ul style="list-style-type: none"> 1) Develop news releases, letters to the editors, news columns and other publications regarding agricultural issues. 2) Create educational materials, fact sheets that can be used by office, as well as third party sources, to reinforce agency's message regarding proper agricultural operations and to explain complicated agency rules and regulations. 	

2.2.8.1.4. Focus on Concentrated Animal Feeding Operations (CAFOs)		EPA? (Y/N): Y
<i>Contact(s): Dave Russell (OAR), Angie Lee (OLQ), Charles Grady (OLQ), Dennis Lasiter (OLQ), Steve Roush (OWQ)</i>		Lead Office: OLQ
Federal Guidance Standards, oversight and review.		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
MACS	Production of materials.	

2.2.8.1.5. IDEM Auto Salvage Facility Sector Project		EPA? (Y/N): Y
---	--	---------------

Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)

Lead Office: OPA

Also in Agency-Wide Priorities:
N

EPA Role: Major funding source. Funded under OECA grant.

Grant runs from Aug. 1, 2000 to Aug. 1, 2004.

Office	Role
MACS	Design, layout of manual and brochure

2.2.8.1.6.

Implement Phase II Storm Water Rules

EPA? (Y/N): Y

Contact(s): Lori Gates (OWQ), Bruce Palin (OLQ), Dave Russell (OAR), Marc Hancock (OPPTA), OCR Director - Vacant (OCR)

Lead Office: OWQ

Also in Agency-Wide Priorities:
Y (CB)

EPA Role: Oversight and review.

Office	Role
MACS	Assist outreach efforts by providing appropriate materials and media notifications.

2.2.9. NRO

2.2.9.1. Assistive Role

2.2.9.1.1. Environmental Education Coordination		EPA? (Y/N): Y
<i>Contact(s): Education Coordinator (vacant) (OPA), Kristin Brier (OPPTA)</i>		Lead Office: OPA/OPPTA
EPA Role: Provide money, guidance, input and contacts.		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
Regional Offices	Staff will participate in education/outreach efforts in coordination with OPA education team.	

2.2.9.1.2. IDEM Auto Salvage Facility Sector Project		EPA? (Y/N): Y
<i>Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)</i>		Lead Office: OPA
EPA Role: Major funding source. Funded under OECA grant.		Also in Agency-Wide Priorities: N
Grant runs from Aug. 1, 2000 to Aug. 1, 2004.		
Office	Role	
NRO	Compliance assistance workshops will be held at office. Office has staff that participates in the workgroup.	

2.2.9.1.3. Lead Programs		EPA? (Y/N): Y
<i>Contact(s): Phil Perry (OAQ), David White (OAQ), Paula Smith (OPA), Tami Johnson (OPA)</i>		Lead Office: OAQ
EPA Role: Provide money, guidance and contacts. Work to enable states to provide lead education.		Also in Agency-Wide Priorities: Y (RKET)
Office	Role	
NRO	Provide lead education and outreach as needed.	

2.2.10. NWRO

2.2.10.1. Leading Role

2.2.10.1.1. Coke oven compliance oversight		EPA? (Y/N): Y
Contact(s): Bob Simmons (NWRO), Phil Perry (OAQ)		Lead Office: OAQ/NWRO
EPA Role: Support state efforts to transfer oversight of coke oven compliance program to IDEM from coke plants.		Also in Agency-Wide Priorities: N
Office	Role	
OAQ	Develop and implement a compliance program that provides IDEM oversight of contracts for daily observations of coke ovens at Indiana facilities. This includes discussions with coke oven facilities, development of a contract for the program, selection of vendor(s), completion of the contract, establishment of a billing system and implementation and oversight of the contract activities.	
OMBA-BSD	Participate in the oversight of the contract activities for the coke oven compliance program.	
OMBA-FA	Participate in the oversight of the contract activities for the coke oven compliance program.	
NWRO	Lead role. Develop and implement a compliance program that provides IDEM oversight of contracts for daily observations of coke ovens at Indiana facilities. This includes discussions with coke oven facilities, development of a contract for the program, selection of vendor(s), completion of the contract, establishment of a billing system and implementation and oversight of the contract activities.	
OLC	Participate in the development and legal review of contracts for the coke oven compliance program.	

Develop and implement a compliance program that provides IDEM oversight of contracts for daily observations of coke ovens at Indiana facilities.

This includes discussions with coke oven facilities, development of a contract for the program, selection of vendor(s), completion of the contract, establishment of a billing system and implementation and oversight of the contract activities.

Due Date / Through: 6/30/04

Percent Complete:

100%

Status:

Ongoing. Have had initial discussions with the steel mills concerning IDEM's intent to request authority. The EPA supports IDEM's oversight of the coke oven monitoring program. The RFP (Request for Proposal) has now been completed and has been submitted to Indianapolis for final authorization. Bids were received, contractor was selected and contract has been signed by IDEM. Contract has been sent to DOA for final signatures.

2.2.10.2. Assistive Role

2.2.10.2.1. Environmental Education Coordination		EPA? (Y/N): Y
Contact(s): Education Coordinator (vacant) (OPA), Kristin Brier (OPPTA)		Lead Office: OPA/OPPTA
EPA Role: Provide money, guidance, input and contacts.		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
Regional Offices	Staff will participate in education/outreach efforts in coordination with OPA education team.	

2.2.10.2.2.**IDEM Auto Salvage Facility Sector Project**

Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)

EPA Role: Major funding source. Funded under OECA grant.

Grant runs from Aug. 1, 2000 to Aug. 1, 2004.

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
N

Office	Role
NWRO	Compliance assistance workshops will be held at office. Office has staff that participates in the workgroup.

2.2.10.2.3.**Lead Programs**

Contact(s): Phil Perry (OAQ), David White (OAQ), Paula Smith (OPA), Tami Johnson (OPA)

EPA Role: Provide money, guidance and contacts. Work to enable states to provide lead education.

EPA? (Y/N): Y

Lead Office: OAQ

Also in Agency-Wide Priorities:
Y (RKET)

Office	Role
NWRO	Provide lead education and outreach as needed.

2.2.11. OPA

2.2.11.1. Leading Role

2.2.11.1.1. Address Mercury Issues

See OPA cross-office priorities

2.2.11.1.2. Agency Data Integration / Data Management Team

See OMBA-BSD priorities

2.2.11.1.3. Develop IDEM Strategic Plan

Contact(s): Paula Smith (OPA)

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
Y (BBI)

Office	Role
OPA	Work to develop/refine a new strategic plan for IDEM.
All	Participate, in coordination with OPA, in the development/refinement of a new strategic plan for IDEM.

1) Internal document

6/30/04

Percent Complete
100%
Status:
Complete.

2) External draft

12/31/04

Percent Complete
100%
Status:
Completed.

3) Final Draft

6/30/05

Percent Complete
100%

Status:

The strategic plan was completed on 5/12/05.

**2.2.11.1.4.
EnPPA**

EPA? (Y/N): Y

Contact(s): Cheri Storms (OPA), Matthew Deaner (OPA)

Lead Office: OPA

EPA Role: Assessment and oversight. Grant funding.

Also in Agency-Wide Priorities:
N

Office	Role
OAQ	- Meet with EPA Region 5 Program areas annually. - Participate in the priority planning and finalization process for the 2005-2007 EnPPA cycle.
OLQ	- Meet with EPA Region 5 Program areas annually. - Participate in the priority planning and finalization process for the 2005-2007 EnPPA cycle.
OWQ	- Meet with EPA Region 5 Program areas annually. - Participate in the priority planning and finalization process for the 2005-2007 EnPPA cycle.
OPA	Project coordination.
OAR	Meet with EPA quarterly.
All	* Actively participate and provide input in the development and assessment activities associated with the 2003-2005 EnPPA cycle. * Meet with, or hold conference calls with EPA Region 5 per the schedule stated in the office portions of the EnPPA.

* Finalize 2003-2005 EnPPA with USEPA

* Coordinate and provide EPA with IDEM self-assessment.

* Update 2003-2005 EnPPA and priorities.

* Begin priority-planning process for 2005-2007 EnPPA.

Due date / Through: 6/30/05

Percent Complete

100%

Status:

The 2003-2005 EnPPA was finalized in July 2003 and signed November, 2003.

**2.2.11.1.5.
Enviro-School Program**

EPA? (Y/N): Y

Contact(s): Paula Smith (OPA), Education Coordinator (vacant) (OPA),
Marc Hancock (OPPTA)

Lead Office: OPA

EPA Role: Provide funding and guidance.

Also in Agency-Wide Priorities:
Y (RKET)

Office	Role
OPPTA	Assist OPA in creating program.
OPA	Priority lead. Will lead in creating and implementing the program.

Partner with EPA, Indiana State Department of Health, Indiana Department of Education, State School Board Association, Indiana-Purdue University to develop the Environmental Management System (EMS) or the Enviro-School program that would ensure a healthy school environment for children.

Due Date / Through: 6/30/05

Percent Complete

45%

Status:

The selected contractor, Environmental Management Institute (EMI), convened the workgroup to develop the main subject areas of the program and an assessment survey schools could use as a starting point to access their buildings and classrooms. The workgroup then developed the areas of concern for each subject area and a list of resources. The web development team started designing the website using the information developed by the workgroup. The contract with EMI expired on 6/30/05 and the development of the website and guidance materials for the project will be finished internally.

EPA? (Y/N): Y

2.2.11.1.6.**Environmental Education Coordination**

Contact(s): Education Coordinator (vacant) (OPA), Kristin Brier (OPPTA)

Lead Office:
OPA/OPPTA

EPA Role: Provide money, guidance, input and contacts.

Also in Agency-Wide Priorities:
Y (CB)

Office	Role
OAQ	Staff will participate in education/outreach efforts in coordination with OPA education team.
OLQ	Staff will participate in education/outreach efforts in coordination with OPA education team.
OWQ	Staff will participate in education/outreach efforts in coordination with OPA education team.
OPPTA	Staff will participate in education/outreach efforts in coordination with OPA education team. In addition, OPPTA assists with the America Recycles Day campaign and other outreach events, awards grants, and provides technical assistance to citizens who have questions about recycling.
OPA	Coordinate all environmental education efforts as well as IDEM school presentation resources and materials, including Earth Week presentation kits and IDEM exploration books.
Regional Offices	Staff will participate in education/outreach efforts in coordination with OPA education team.
MACS	Produce outreach materials and do press releases.
OAR	Staff will participate in education/outreach efforts in coordination with OPA education team.
OCR	Staff will participate in education/outreach efforts in coordination with OPA education team.

A. Expanding IDEM's education and outreach efforts by encouraging environmental experts, including staff chemists, geologists, and other scientists to make school presentations as partners with OPA's Education Team.

By: 6/30/05

Percent Complete

100%

Status:

Ongoing - IDEM staff were consulted for expertise in various areas and utilized where applicable to make presentations.

B. Coordinating IDEM school presentation resources and materials, including Earth Week presentation kits and IDEM exploration books.

By: 6/30/05

Percent Complete

75%

Status:

Ongoing Decision was made to revise several educational materials, preventing the 100% completion of this initiative. Once completed, these revised materials will provide an improved, more comprehensive approach to environmental education. New resources were added to the environmental education web site. New materials were gathered for use in various presentations.

C. Assisting in outreach events, such as, Earth Day Indiana, the Hoosier Association of Science Teachers (HASTI) convention, the Indiana Youth environmental Summit (IYES), the Indiana State Fair, and Indiana Recycling Coalition (IRC) education sessions.

Ongoing

Percent Complete

100%

Status:

Events completed include in the last quarter: Southeastway Environmental Education Days, Science Central Educators Conference, Science Sensation, Indiana State Fair, Holiday Park Environmental Education Summer Camp, numerous school visits and several back to school festivals.

D. Developing and distributing information regarding mercury, asthma, and child care facility programs to children, parents, and educators.

Ongoing

Percent Complete

100%

Status:

Ongoing - These materials continue to be distributed at the respective events mentioned above.

E. Distributing home self-assessment booklet and IDEM supplement for potentially harmful items found in the home to citizens and schools.

By: 6/30/05

Percent Complete

100%

Status:

Ongoing—These materials continue to be distributed at the respective events mentioned above.

F. Continue educating students, teachers, consumers, public officials and businesses about the benefits of recycling and related source reduction activities through presentations, publications, guidance documents and technical assistance programs.

Lead Office: OPPTA

By: 6/30/03

Percent Complete

100%

Status:

Ongoing. Participating in conferences, public meeting, summer camps, Solid Waste Management Districts activities, board meetings and general grant activities sharing information on the benefits of recycling and source reduction activities.

G. Conducting an illegal burning workshop for public officials in partnership with groups like Southern Indiana Recycling Initiative (SIRI), Northern Indiana Recycling Initiatives (NIRI), Association of Indiana's Solid Waste Management Districts (AISWMD), Indiana Association of Cities and Towns (IACT), to

Lead Office: OPPTA

By: 6/30/05

Percent Complete

100%

Status:

Don't Burn—Recycle! Regional grant participants kicked off the public outreach campaign in mid-May with newspaper, TV and radio advertising, as well as billboards. Participants continue to work with their local elected officials, law enforcement, and fire departments to help them understand that backyard trash burning is illegal and dangerous. Twelve public forums were held; Southern Indiana Recycling Initiative, Household Hazardous Waste Task Force, City of Rockport, City of Bicknell, Crawford County Commissioners, Spencer County Commissioners, Freelandville Volunteer Fire Department, City of Princeton, Indiana Association of Cities and Towns (IACT), Environmental Health Association, City of Petersburg, and Southwest Indiana Particulate Matter (PM) 2.5 workgroup (representing 6 counties.) The regional grant requirements were met and the grant is now closed.

2.2.11.1.7.

EPA? (Y/N): Y

Establish Indiana Facility Registry System (I-FRS)

Contact(s): Pat Robinson (OPA), Paula Smith (OPA), Matthew Deaner (OPA), Bernadine Cox (OMBA - BSD), Laurie Beamish (OMBA - BSD)

Lead Office:
OPA/OMBA-BSD

EPA Role:

Also in Agency-Wide Priorities:
Y (BBI)

1) Continue to fund the National Environmental Information Exchange Network (NEIEN),

2) Continue to provide policies, standards, procedures, and guidance for data management practices.

Office	Role
OAQ	Assist with mapping CAATS (and possibly other databases) to I-FRS.
OLQ	Assist with mapping I-FRS to ULCERS, and possibly map RCRA Info (IRATS) to I-FRS.
OWQ	Possibly map drinking Water database to I-FRS.
OPPTA	Possibly map the state TRI database to I-FRS.
OPA	* Provide business process management and project oversight.
	* Develop SOPs and agency policy dictating Data Steward standards.
	* Train all existing data steward staff in the use of the developed SOPs and agency policies associated with I FRS.
OMBA-HR	* Continue to apply for Readiness Grant Funding from the National Environmental Information Exchange Network (NEIEN).
	Coordinate training of new incoming data entry staff with OMBA-BSD and OPA staff.
	Provide IT project management, support, and application development.
OMBA - BSD	
OMBA - FA	Support budgetary issues.

The Office of Planning and Assessment (OPA) Data Management Section and the Office of Management and Budget Administration's (OMBA) Information Technology section will work with IDEM's various program offices to develop and implement the Indiana Facility Registry System (I-FRS) to facilitate the exchange of facility data between IDEM and EPA and promote quality environmental data.

Due Date / Through: 6/30/05

Percent Complete

100%

Status:

Completed for I-FRS Phase II. Conducted I-FRS Data Steward Training for 30 staff from OWQ and OLQ and other support offices are being scheduled.

Provided I-FRS business process management and project oversight to successfully implement the Indiana facility Registry System as the Agency's central facility system.

Prepared progress and funding activities on quarterly reports to EPA and IDEM accounting tasks, deliverables, timeframe, staff, contractors, and milestones.

Distributed facility data standards for naming conventions, and required data elements for I-FRS. Coordinated and trained staff to establish Agency-wide Data Stewardship Network.

Set up procedures to provide support for resolution of facility data standards, and track the progress. Facilitate the resolution of issues of concerns about facility identification and linkages that arise between and/or across programs.

Set up and maintain I-FRS registered users. Maintain user IDs and passwords and the access levels of all users to the Indiana Facility Registry System (I-FRS). Prepare status reports for QA/QC.

2.2.11.1.8.

IDEM Auto Salvage Facility Sector Project

Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)

EPA Role: Major funding source. Funded under OECA grant.

Grant runs from Aug. 1, 2000 to Aug. 1, 2004.

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
N

Office	Role
OAQ	An OAQ staff person participates as a member of the project internal workgroup. In addition, one OAQ staff member will provide training in regards to sweat furnaces to the project inspection team.
OLQ	Staff from OLQ's Industrial Compliance, Technical Compliance and VRP sections are responsible for making presentations during all 10 compliance assistance workshops. In addition, staff from the industrial compliance and VRP programs will conduct at least 50 project inspections. These staff also participate as members of the project's internal workgroup.
OWQ	A staff member from OWQ's Rule 6 Stormwater section will be a presenter during all project workshops, and participate in targeted inspections where appropriate. This staff person is also a member of the project internal workgroup.
OPPTA	Several OPPTA staff are members of the project internal workgroup. In addition, one to two staff from OPPTA's CTAP program will conduct on site audits of auto salvage facilities as requested.
OPA:	OPA staff are the primary project coordinators for this project. Staff is responsible for: general grant management, management of internal project workgroup, development of project manual, oversight of database development, planning & facilitation of project workshops, targeting & oversight of project inspections, oversight of enforcement referrals and production of final project report to EPA.
OMBA - BSD	An IT staff person participates as a member of the project internal workgroup, and IT provides continuing support for the Auto Salvage database.
OMBA - FA	Grant management

NWRO	Compliance assistance workshops will be held at office. Office has staff that participates in the workgroup.
SWRO	Compliance assistance workshops will be held at office. Office has staff that participates in the workgroup.
NRO	Compliance assistance workshops will be held at office. Office has staff that participates in the workgroup.
MACS	Design, layout of manual and brochure
OE	Participate regarding enforcement referrals. Office has staff that participates in the workgroup.
OLC	An OLC staff person participates as a member of the project internal workgroup. Participate regarding enforcement referrals
OI	Participate only if deemed necessary i.e. criminal activity occurs at an auto salvage facility

IDEM's Auto Salvage Facility Sector Project is funded in large part by a grant from EPA. This project involves compliance assistance (development & distribution of a manual and 10 workshops statewide), inspections and enforcement. This project involves staff from OMBA, IT, OAR, OPA, OLQ, OWQ, OPPTA, OE, OLC, NRO, NWRO, SWRO, MACS and potentially OI.

Due Date / Through: 8/1/04

Percent Complete

100%

Status:

Complete. The final report is on hold due to the request of OECA that IDEM wait to draft the final report until enforcement cases are resolved.

2.2.11.1.9.

Indoor Radon Grant

EPA? (Y/N): Y

Contact(s): Paula Smith (OPA), Matthew Deaner (OPA), David Parry (OPA), Pat Daniel (OPA)

Lead Office: OPA

Also in Agency-Wide Priorities:
N

EPA Role: Grant funding and oversight.

Office	Role
OPA	Priority lead. Assist ISDH with administering ISDH Radon Helpline. Incorporate radon information in the Children's Health Initiative, Healthy Homes, Tools for Schools and the Five Star Day Care Initiative. Work with the office of Media and Communications to include radon information in IDEM publications. Work with other state programs and initiatives (Children's Health Initiative, Healthy Homes, Tools for Schools and the Five Star Day Care Initiative.) toward including radon information in program materials. Attend outreach events to provide radon awareness opportunities to the citizens of Indiana. Establish workgroup to evaluate radon materials and to help target outreach efforts.
OWQ	Workgroup participation.
OAQ	Workgroup participation.
OPPTA	Workgroup participation. Incorporate radon information into 5-star program.
MACS	Work with the office of Planning and Assessment to include radon information in IDEM publications.

IDEM's State Indoor Radon Grant is a joint project between IDEM and ISDH (Indiana Department of Health) that is funded under the State Indoor Radon Grant (SIRG) Program. The program supports the radon related activities within the State and endeavors to enhance Indiana's efforts involving radon awareness, control, and abatement.

1. Obtain or develop a library of radon materials for distribution. Assemble a radon information package.

By: 3/1/04

Percent Complete

75%

Status:

A temporary employee contracted by IDEM with grant funds began work entering 2-plus years of radon data into the existing Indiana Department of Health database.

2. Establish radon database.

By: 6/1/04

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

3. Work with contractor to populate database with historic radon data.

By: 8/1/04

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

4. Publish and disseminate maps displaying average radon levels by county.

By: 9/1/04

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

5. Enhance radon website by posting additional radon data.

By: 4/1/04

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

6. Post maps displaying average radon levels by county on the radon website.

By: 10/1/04

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

7. Use stakeholder input to determine effectiveness of outreach efforts:

a. Obtain stakeholder input from contractor.

By: 1/1/05

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

b. Compile stakeholder input gathered internally.

By: 1/1/05

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

c. Analyze stakeholder input and draft plan for future targeted outreach efforts.

By: 3/1/05

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

2.2.11.1.10.**Permit Reporting to the Environmental Quality Service Council (EQSC)**

EPA? (Y/N): Y

Contact(s): Matthew Deaner (OPA), David Parry (OPA)

Lead Office: OPA

Also in Agency-Wide Priorities:
Unknown

Office	Role
OAQ	Provide permitting information as requested.
OLQ	Provide permitting information as requested.
OWQ	Provide permitting information as requested.
OPPTA	Develop outreach reports for reporting to the EQSC and send to the Office of Business and Legislative Relations
OPA	Priority lead.

IDEM Monthly Status Report on Environmental Permits data covering permit fees collected and permits issued.

Percent Complete

100%

Status:

This is an ongoing activity - but, for 2004 there have been some important changes.

* The fees page was revised to emphasize storm water and confined feeding.

* Rule 5 figures were added to the fees page.

* The footnote of the airmajortv page was changed to acknowledge
that the page on remaining TVs also was changed.

* The TV "backlog" page is new.

* There has been no IDEM Monthly Status Report on Environmental Permits in 2005. IDEM leadership have suspended use of the previous format for reporting to the EQCS (Environmental Quality Service Council), and plan to meet with legislative members of EQCS to determine if they still are interested in monthly reports on permit issuances, and if so, in what type of format they would like the data presented.

2.2.11.1.11.

Quality Management Plan

EPA? (Y/N): Y

Contact(s): Rudy Osenbaugh (OPA), QMP Team

Lead Office: OPA

EPA Role: *EPA Region 5 will provide the IDEM QA Manager with relevant information about quality related issues; act as coordinator and conduit for Region 5 State/Tribal Science Network research and educational activities; and provide guidance on implementing peer review policies and procedures.

Also in Agency-Wide Priorities:
Y (BBI)

*EPA Region 5 will provide guidance on the use of quality assurance tools and procedures required to evaluate the effectiveness of IDEM's Quality system, as well as having a role in actually monitoring and assessing IDEM's Quality System and Quality Management Plan.

Office	Role
All	<ul style="list-style-type: none"> * All agency offices are responsible for following the quality control policies and procedures contained within the QMP. * Actively participate, annually, in the IDEM assessment processes once they are completely developed and implemented. * Actively participate in ongoing QA/QC meetings called by the IDEM QA Manager. * Actively participate in the management (tracking, listing, reviewing, revising and storage) of quality-related documents throughout the agency, as well as informing the IDEM QA Manager about new quality-related documents and processes within the agency.
OLQ	<ul style="list-style-type: none"> * Actively participate in exploration of the utility and efficacy of establishing a Region 5 State/Tribal Science Network in coordination with USEPA and other Region 5 states. * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes.
OAQ	<ul style="list-style-type: none"> * Actively participate in exploration of the utility and efficacy of establishing a Region 5 State/Tribal Science Network in coordination with USEPA and other Region 5 states. * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes.
OWQ	<ul style="list-style-type: none"> * Actively participate in exploration of the utility and efficacy of establishing a Region 5 State/Tribal Science Network in coordination with USEPA and other Region 5 states. * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes.
OPPTA	<ul style="list-style-type: none"> * Actively participate in exploration of the utility and efficacy of establishing a Region 5 State/Tribal Science Network in coordination with USEPA and other Region 5 states. * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes.
OPA	<ul style="list-style-type: none"> * Lead Office (see description). * Actively participate in exploration of the utility and efficacy of establishing a Region 5 State/Tribal Science Network in coordination with USEPA and other Region 5 states. * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes.
OMBA-BSD	<ul style="list-style-type: none"> * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes when there are pertinent data management issues.

*Continued implementation of management and technical quality assurance and quality control policies and procedures throughout the agency as described by the agency Quality Management Plan (QMP).

Percent Complete

100%

Status:

The IDEM QA Managers are working on a new Agency QMP. The Agency is moving forward with SOP development. IDEM is using policies, training, and a support team educated in QA principles to document policies and procedures, and incorporate quality management into everyday work processes.

*Quality Assurance (QA) assessment of IDEM's Quality System and Quality Management Plan to include expansion of IDEM QA Team and hold at least quarterly meetings; develop implementation and assessment phase policies and procedures for ensuring consistency of quality assurance practices throughout the agency; perform annual QMP and Quality System review and report to IDEM management and EPA Region 5; and develop a plan and timeline for performing other technical and management assessment processes throughout IDEM program offices.

Percent Complete

50%

Status:

IDEM is working with Kevin Bolger to thoroughly revise the Agency QMP. Assessments are on hold while the Agency builds this new, more expansive Quality System.

*Management of quality-related documents to include the tracking of Quality Assurance Project Plans (QAPPs) in the agency QAPP tracking database; the listing of Standard of Current Operating Procedures (SOPs/COPs), as well as the listing of the myriad of other technical, guidance and non-rule policy documents used within the agency; and identify any 'new' quality-related documents, grants, contracts, and programs that must be referenced in the agency QMP.

Percent Complete

50%

Status:

IDEM collected listings of quality related documents in a quality system survey. However, QAPP tracking and the incorporation of SOP lists in the Agency QMP is on hold until after SOP development is well underway.

*Communicate quality-related information by participating in monthly or bimonthly meetings with Region 5 State/Tribal Science Network. Per our commitment in the QMP, participate in the IDEM 'peer review' panel that will be assembled to develop agency-wide policies and procedures to review and approve study plans and reports for major special studies and other technical documents for publication and distribution. An agency-wide peer review policy and implementation timeline will also be developed.

Due Date / Through: 6/30/05

Percent Complete

50%

Status:

The IDEM QA Team is no longer participating in the State/Tribal Science Network (STSN).

2.2.11.1.12. Reduce Risk

EPA? (Y/N): Y

Contact(s): Paula Smith (OPA)

Lead Office: OPA

EPA Role: Provide data and information related to priority chemicals, contaminants, areas and categories.

Also in Agency-Wide Priorities:
Y (RKET)

Office

Role

OAQ

Participate in agency-wide meetings of the Risk Advisory Panel. Assist in the identification of specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list. Will assist in developing a process to make better risk based decisions and allocation of resources.

OLQ	<p>Participate in agency-wide meetings of the Risk Advisory Panel.</p> <p>Assist in the identification of specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.</p> <p>Will assist in developing a process to make better risk based decisions and allocation of resources.</p>
OWQ	<p>Participate in agency-wide meetings of the Risk Advisory Panel.</p> <p>Assist in the identification of specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.</p> <p>Will assist in developing a process to make better risk based decisions and allocation of resources.</p>
OPPTA	<p>Participate in agency-wide meetings of the Risk Advisory Panel.</p> <p>Assist in the identification of specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.</p> <p>Will assist in developing a process to make better risk based decisions and allocation of resources.</p>
OPA	<p>Priority Lead.</p> <p>Participate in agency-wide meetings of the Risk Advisory Panel.</p> <p>Assist in the identification of specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.</p> <p>Will assist in developing a process to make better risk based decisions and allocation of resources.</p> <p>Will help other IDEM offices in addressing their priority contaminants.</p>

1) Identify specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.

By: 12/30/03

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2) Develop a process to make better risk based decisions and allocation of resources.

By: 6/30/04

Percent Complete

0%

Status:

See above.

3) Assist other IDEM offices in addressing their priority contaminants.

By: 6/30/05

Percent Complete

0%

Status:

See above.

4) Participate in agency-wide meetings of the Risk Advisory Panel.

Through: 6/30/05

Percent Complete

0%

Status:

See above.

2.2.11.1.13.

EPA? (Y/N): Y

Reducing Environmental Asthma Triggers

Contact(s): Paula Smith (OPA), Tami Johnson (OPA), Janet McCabe (OPA), Sarah Raymond (OPA)

Lead Office: OPA

Also in Agency-Wide Priorities:
Y (CB)

Office	Role
OAQ	Committee participation.
MACS	Promotional material production
OPA	Priority lead. Project coordination and committee participation

A. Work with the Data Collection & Surveillance committee research asthma data findings to prepare an initial asthma surveillance report and develop recommendations for asthma surveillance reporting systems.

Lead: Research -- Sarah Raymond (OAQ)

By: 10/31/03

Percent Complete

100%

Status:

Initial surveillance report was made to InJAC on March 11, 2004. TRI and air data were included.

Lead: Development -- Paula Smith, Cheri Storms (OPA)

By: 2/29/04

Percent Complete

85%

Status:

OPA staff continue to work with Indiana State Department of Health (ISDH) staff on leading the Indiana Joint Asthma Commission (InJAC) as well as two subcommittees - Environment and Children and Youth. The overall InJAC plan will be developed on time, with the help of ISDH and several contractors. The Environmental and Children and Youth Group have both finalized their respective goals and objectives and strategies, definitions and rationale background information. The contractor will edit the state plan, which is due September 2004.

B. Work with the Environmental Quality committee to access information and evaluate the environment in Indiana, using available information, to develop recommendations to identify known and potential indoor/outdoor environmental triggers for asthma, and to identify strategies and develop tools for organizations to reduce exposures to asthma triggers

Lead: Paula Smith, Cheri Storms (OPA)

By: 6/30/05

Percent Complete

65%

Status:

The Environmental Quality committee has drafted a number of issue briefs, which will support their recommendations. The Environmental Quality Committee developed a triggers table, which will reference triggers listed in the Committee's final recommendations, and will also support the web-based tool. The table needs to go out for comment one more time. IDEM staff drafted a web-based tool, and received approval from both the Environmental Quality and Children and Youth committees to move forward. IDEM has a contractor (through the Indiana Environmental Health Association) that is assisting in the development of its web-based tool and related triggers. The IDEM design team is in the process of designing the Asthmaville and graphics that will be included in the tool. The content of information included in the tool includes, information for the school, childcare, parents, housing (homeowners, rental and tenants), medical providers and outdoor settings. After the design team has developed a full set, it will go out for comment to Environmental Quality group and other members of InJAC.

The Environmental Quality Committee has met with the four sub-committees to discuss how to work together, avoid duplication of efforts, etc.

- C. Establish a comprehensive plan to reduce the burden of asthma in four sets of age groups of children: reduce encumbrance of asthma for children; and develop a comprehensive asthma surveillance system for each of the four age groups.

Lead: Tami Johnson (OPA)

By: 6/30/05

Percent Complete

85%

Status:

The Children and Youth InJAC Workgroup meet monthly. The group has developed its Goals, Objectives and Strategies for the State Asthma Plan. The Children and Youth Group has finalized goals and objectives and strategies, definitions and rationale for the GOS (Goals, Objectives, and Strategies). The group has also prioritized the objectives and strategies. The contractors will be editing for the September 2004 deadline. Then, the plan will go to commissioners of IDEM/ISDH for their comments.

- D. Develop educational material regarding environmental triggers of asthma and distribute to childcare facilities and other interested parties.

Lead: Paula Smith (OPA)

By: 6/30/05

Percent Complete

50%

Status:

IDEM has received EPA funding and hired a contractor from the Environmental Health Association. IDEM staff and contractor have been working on the content of the tool by setting up focus groups. To date, the school, childcare, medical, housing and parent focus groups have met. The outdoor environment focus group still needs to meet. The content of information is completed in draft form. But, will need to go out for comment to the Environmental Quality and other members of Indiana Joint Asthma Coalition (InJAC). The design team is working on the house and school part of the town.

2.2.11.2. Assistive Role

2.2.11.2.1. Agency-wide permit team		EPA? (Y/N): Y
Contact(s): Tim Method (OER), Bruce Palin (OLQ), Janet McCabe (OAQ), Paula Smith (OPA), Jim Mahern (OPPTA), Felicia Robinson (OE)		Lead Office: OER (Office of Environmental Results)
		Also in Agency-Wide Priorities: Y (MEES)
Office	Role	
OPA	Provide a representative to participate in the team.	

2.2.11.2.2. Communicate Agricultural Issues		EPA? (Y/N): Y
Contact(s): Dave Russell (OAR)		Lead Office: OAR
EPA Role: Participate in quarterly calls.		Also in Agency-Wide Priorities: N
Office	Role	
OPA	Participate in calls as needed.	

2.2.11.2.3. Environmental Justice		EPA? (Y/N): Y
Contact(s): Dana Reed Wise (OPPP), OCR Director - Vacant (OCR)		Lead Office: OPPP
EPA Role: Oversight.		Also in Agency-Wide Priorities: Y (RKET)
Office	Role	
OPA	<ul style="list-style-type: none"> * Integrate Permit Guide and IDEM's Guide for Citizen Participation. * Participation in workshops as needed. * Assist with EJ maps and other web content as needed. 	

2.2.11.2.4. Implement Phase II Storm Water Rules		EPA? (Y/N): Y
Contact(s): Lori Gates (OWQ), Bruce Palin (OLQ), Dave Russell (OAR), Marc Hancock (OPPTA), OCR Director - Vacant (OCR)		Lead Office: OWQ
EPA Role: Oversight and review.		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
OPA	Through the Auto Salvage initiative, provide education and outreach to the auto salvage facility sector on new Rule 6 Phase II requirements to promote compliance.	

2.2.11.2.5. Lead Programs		EPA? (Y/N): Y
Contact(s): Phil Perry (OAQ), David White (OAQ), Paula Smith (OPA), Tami Johnson (OPA)		Lead Office: OAQ
EPA Role: Provide money, guidance and contacts. Work to enable states to provide lead education.		Also in Agency-Wide Priorities: Y (RKET)
Office	Role	

OPA

- * Office of Planning and Assessment will issue/administer lead mini-grants, when money is available, to Indiana Health Departments and CAP agencies.
- * Continue to educate the agency and external stakeholders about environmental education and children's health.

ARCHIVED June 29, 2005

2.2.12. OPPTA

2.2.12.1. Leading Role

2.2.12.1.1.		EPA? (Y/N): Y
Evaluation of National Recycling/Diversion Methodology		
<i>Contact(s): Monica Hartke-tarr (OPPTA), Michelle Weddle (OLQ)</i>		
EPA Role: EPA will have role - but specifics are unknown at this time.		
		Lead Office: OPPTA
		Also in Agency-Wide Priorities: N
Office	Role	
OLQ	Provide representative.	
OPPTA	Lead office. Identify hurdles to implementing the national / recycling diversion calculations and implement program.	

Identify Indiana hurdles to implementing the national recycling/diversion calculations.

(a) Produce a document outlining the comparisons.

By: 6/30/04

Percent Complete

100%

Status:

Complete.

(b) Implement the national recycling/diversion calculations, if data is available and senior staff determines it to be a priority.

Due Date / Through: 6/30/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.2.12.1.2.		EPA? (Y/N): Y
National Performance Track Program Implementation		
<i>Contact(s): Jim Mahern (OPPTA), C/E Team Contacts, Gayla McCarty (OPPTA)</i>		
EPA Role: Provide monthly conference calls to states to discuss implementation of program. Set up site visits to existing members and nominees as needed. If feasible, provide resources to states for implementing regulatory incentives.		
		Lead Office: OPPTA
		Also in Agency-Wide Priorities: N
Office	Role	
OAQ	Provide input as to the feasibility of EPA recommended incentives and implement ones determined by IDEM to have merit and reasonableness. Provide input regarding nominees compliance history to OPPTA.	
OLQ	Provide input as to the feasibility of EPA recommended incentives and implement ones determined by IDEM to have merit and reasonableness. Provide input regarding nominees compliance history to OPPTA.	
OWQ	Provide input as to the feasibility of EPA recommended incentives and implement ones determined by IDEM to have merit and reasonableness. Provide input regarding nominees compliance history to OPPTA.	

OPPTA	Provide information concerning Performance Track program and work with program areas on implementing feasible incentives. Perform METs check for nominees and gather comments from other program areas.
-------	---

- (1) Continue working with the Compliance Enforcement Team in reviewing compliance performance by Indiana applicants to the program.
- (2) Submit recommendations as to whether each applicant merits entrance into the program based on compliance history.

By: 12/31/03; 6/30/04; 12/31/04 and 6/30/05

Percent Complete
100% and ongoing

Status:
No applications from Indiana facilities were submitted for latest round.

- (3) Coordinate with the Environmental Protection Agency (EPA) on performing site visits relating to the facilities Environmental Management System.

Ongoing

Percent Complete
100%

Status:
No site visits requested from EPA this quarter.

- (4) Working with Senior Staff and the Compliance Enforcement Team, consider the regulatory flexibility and the "no routine" compliance inspections ideas from EPA and implement if feasible and desirable.

Ongoing

Percent Complete
100%

Status:
EPA finalized the first round of regulatory flexibility for the National Performance Track members. The project manager contacted Indiana facilities that could be eligible for the incentives. At this time, none of the facilities were planning on taking advantage of the incentives. IDEM is developing a new Performance Track program for Indiana to include additional incentives.

2.2.12.2. Assistive Role

2.2.12.2.1.

Agency-wide permit team

Contact(s): Tim Method (OER), Bruce Palin (OLQ), Janet McCabe (OAQ), Paula Smith (OPA), Jim Mahern (OPPTA), Felicia Robinson (OE)

EPA? (Y/N): Y

Lead Office: OER
(Office of
Environmental
Results)

Also in Agency-Wide Priorities:
Y (MEES)

Role

OPPTA	Provide a representative to participate in the team.
-------	--

2.2.12.2.2.**Enviro-School Program**

Contact(s): Paula Smith (OPA), Education Coordinator (vacant) (OPA), Marc Hancock (OPPTA)

EPA Role: Provide funding and guidance.

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
Y (RKET)

Office	Role
--------	------

OPPTA	Assist OPA in creating program.
-------	---------------------------------

2.2.12.2.3.**Environmental Education Coordination**

Contact(s): Education Coordinator (vacant) (OPA), Kristin Brier (OPPTA)

EPA Role: Provide money, guidance, input and contacts.

EPA? (Y/N): Y

Lead Office:
OPA/OPPTA

Also in Agency-Wide Priorities:
Y (CB)

Office	Role
--------	------

OPPTA	Staff will participate in education/outreach efforts in coordination with OPA education team. In addition, OPPTA assists with the America Recycles Day campaign and other outreach events, awards grants, and provides technical assistance to citizens who have questions about recycling.
-------	---

2.2.12.2.4.**Environmental Justice**

Contact(s): Dana Reed Wise (OPPP), OCR Director - Vacant (OCR)

EPA Role: Oversight.

EPA? (Y/N): Y

Lead Office: OPPP

Also in Agency-Wide Priorities:
Y (RKET)

Office	Role
--------	------

OPPTA	Participation in workshops as needed.
-------	---------------------------------------

2.2.12.2.5.**Establish Indiana Facility Registry System (I-FRS)**

Contact(s): Pat Robinson (OPA), Paula Smith (OPA), Matthew Deaner (OPA), Bernadine Cox (OMBA - BSD), Laurie Beamish (OMBA - BSD)

EPA Role:

1) Continue to fund the National Environmental Information Exchange Network (NEIEN),

2) Continue to provide policies, standards, procedures, and guidance for data management practices.

EPA? (Y/N): Y

Lead Office:
OPA/OMBA-BSD

Also in Agency-Wide Priorities:
Y (BBI)

Office	Role
--------	------

OPPTA	Possibly map the state TRI database to I-FRS.
-------	---

2.2.12.2.6.**IDEM Auto Salvage Facility Sector Project**

Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)

EPA Role: Major funding source. Funded under OECA grant.

Grant runs from Aug. 1, 2000 to Aug. 1, 2004.

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
N

Office	Role
--------	------

OPPTA	Several OPPTA staff are members of the project internal workgroup. In addition, one to two staff from OPPTA's CTAP program will conduct on site audits of auto salvage facilities as requested.
-------	---

2.2.12.2.7.**Implement Phase II Storm Water Rules**

Contact(s): Lori Gates (OWQ), Bruce Palin (OLQ), Dave Russell (OAR), Marc Hancock (OPPTA), OCR Director - Vacant (OCR)

EPA Role: Oversight and review.

EPA? (Y/N): Y

Lead Office: OWQ

Also in Agency-Wide Priorities:
Y (CB)

Office	Role
OPPTA	Assist OWQ with outreach/assistance regarding Phase II Storm Water regulations.

2.2.12.2.8.**Permit Reporting to the Environmental Quality Service Council (EQSC)**

Contact(s): Matthew Deaner (OPA), David Parry (OPA)

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
Unknown

Office	Role
OPPTA	Develop outreach reports for reporting to the EQSC and send to the Office of Business and Legislative Relations

2.2.12.2.9.**Quality Management Plan**

Contact(s): Rudy Osenbaugh (OPA)

EPA Role: *EPA Region 5 will provide the IDEM QA Manager with relevant information about quality related issues; act as coordinator and conduit for Region 5 State/Tribal Science Network research and educational activities; and provide guidance on implementing peer review policies and procedures.

*EPA Region 5 will provide guidance on the use of quality assurance tools and procedures required to evaluate the effectiveness of IDEM's Quality system, as well as having a role in actually monitoring and assessing IDEM's Quality System and Quality Management Plan.

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
Y (BBI)

Office	Role
All	<ul style="list-style-type: none"> * All agency offices are responsible for following the quality control policies and procedures contained within the QMP. * Actively participate, annually, in the IDEM assessment processes once they are completely developed and implemented. * Actively participate in ongoing QA/QC meetings called by the IDEM QA Manager. * Actively participate in the management (tracking, listing, reviewing, revising and storage) of quality-related documents throughout the agency, as well as informing the IDEM QA Manager about new quality-related documents and processes within the agency.
OPPTA	<ul style="list-style-type: none"> * Actively participate in exploration of the utility and efficacy of establishing a Region 5 State/Tribal Science Network in coordination with USEPA and other Region 5 states. * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes.

2.2.12.2.10.**Reduce Risk**

Contact(s): Paula Smith (OPA)

EPA Role: Provide data and information related to priority chemicals, contaminants, areas and categories.

EPA? (Y/N): Y

Lead Office: OPA

Also in Agency-Wide Priorities:
Y (RKET)

Office	Role
OPPTA	<p>Participate in agency-wide meetings of the Risk Advisory Panel.</p> <p>Assist in the identification of specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.</p> <p>Will assist in developing a process to make better risk based decisions and allocation of resources.</p>

2.2.12.3. SWRO - Assistive Role

2.2.12.3.1. Environmental Education Coordination		EPA? (Y/N): Y
<i>Contact(s): Education Coordinator (vacant) (OPA), Kristin Brier (OPPTA)</i>		Lead Office: OPA/OPPTA
EPA Role: Provide money, guidance, input and contacts.		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
Regional Offices	Staff will participate in education/outreach efforts in coordination with OPA education team.	

2.2.12.3.2. IDEM Auto Salvage Facility Sector Project		EPA? (Y/N): Y
<i>Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)</i>		Lead Office: OPA
EPA Role: Major funding source. Funded under OECA grant.		Also in Agency-Wide Priorities: N
Grant runs from Aug. 1, 2000 to Aug. 1, 2004.		
Office	Role	
SWRO	Compliance assistance workshops will be held at office. Office has staff that participates in the workgroup.	

2.2.12.3.3. Lead Programs		EPA? (Y/N): Y
<i>Contact(s): Phil Perry (OAQ), David White (OAQ), Paula Smith (OPA), Tami Johnson (OPA)</i>		Lead Office: OAQ
EPA Role: Provide money, guidance and contacts. Work to enable states to provide lead education.		Also in Agency-Wide Priorities: Y (RKET)
Office	Role	
SWRO	Provide lead education and outreach as needed.	

2.2.13. OWQ**2.2.13.1.
Leading Role**

2.2.13.1.1. Implement Phase II Storm Water Rules		EPA? (Y/N): Y
<i>Contact(s): Mark Balazs (OWQ), Bruce Palin (OLQ), Dave Russell (OAR), Marc Hancock (OPPTA), OCR Director - Vacant (OCR)</i>		Lead Office: OWQ
EPA Role: Oversight and review.		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
OLQ	Will participate in implementation of new Storm Water Rule 6 rules. Will work with OWQ, the Office of Indiana State Chemist (OISC) and Office of Commissioner of Agriculture to develop and explain agricultural component of storm water rules, including assisting with implementation of the Memorandum of Understanding between OISC and IDEM pertaining to these facilities.	
OWQ	Priority lead. See description (below).	
OPPTA	Assist OWQ with outreach/assistance regarding Phase II Storm Water regulations.	
OPA	Through the Auto Salvage initiative, provide education and outreach to the auto salvage facility sector on new Rule 6 Phase II requirements to promote compliance.	
MACS	Assist outreach efforts by providing appropriate materials and media notifications.	
OE	Assist by taking appropriate enforcement actions pertaining to regulated entities.	
OLC	Assist by providing program counsel on implementation of Phase II regulations.	
OAR	Assist OWQ by Working with OLQ, the Office of Indiana State Chemist and Office of Commissioner of Agriculture to develop and explain agricultural component of Storm Water rules.	
OCR	Assist in developing and implementing outreach materials to municipal entities.	

Implement Phase II rules in Rule 5, Rule 6 program. Initiate Rule 13 program for Phase II municipal entities.

* Seek and receive EPA approval of Indiana's Phase II Storm Water rules

By: 7/31/03

* Implement NPDES Phase II Storm Water Permit Program by issuing permits, reviewing required receivables, evaluating permit compliance, and making appropriate enforcement referrals. Obtain contractor(s) to assist IDEM with review of Rule 13 receivables, and input of data into the Rules 5 and 6 databases and GroupWise Document Management System (DMS).

Contact(s): Mark Balazs (OWQ)

Permit Applications received by October 2003, activities: Ongoing

* Produce and Implement outreach and technical assistance plan under 104(b)3 grant for Phase II municipal entities (Rule 13), construction (Rule 5), and industry (Rule 6).

Contact Mark Balazs (OWQ)

By: 9/30/04

* Develop and implement an interoffice "stakeholder outreach program" and interoffice program to assist Storm Water Staff with implementing Phase II Storm Water Regulations

Contact(s): Mark Balazs (OWQ), Mark Stoddard (OPPTA), Sandra McCain (OPPTA)

By: 3/1/04

Percent Complete

50% - ongoing

Status:

See "Target Runoff and Sewer Overflows Through Wet Weather Programs" in OWQ office priorities.

2.2.13.1.2. Assistive Role

2.2.13.1.3. Agency-wide permit team		EPA? (Y/N): Y
Contact(s): Tim Method (OER), Bruce Palin (OLQ), Janet McCabe (OAQ), Paula Smith (OPA), Jim Mahern (OPPTA), Felicia Robinson (OE)		Lead Office: OER (Office of Environmental Results)
		Also in Agency-Wide Priorities: Y (MEES)
Office	Role	
OWQ	Provide a representative to participate in the team.	

2.2.13.1.4. Communicate Agricultural Issues		EPA? (Y/N): Y
Contact(s): Dave Russell (OAR)		Lead Office: OAR
EPA Role: Participate in quarterly calls.		Also in Agency-Wide Priorities: N
Office	Role	
OLQ	Participate in calls as needed.	

2.2.13.1.5. EnPPA		EPA? (Y/N): Y
Contact(s): Cheri Storms (OPA)		Lead Office: OPA
EPA Role: Assessment and oversight. Grant funding.		Also in Agency-Wide Priorities: N
Office	Role	
OWQ	<ul style="list-style-type: none"> - Meet with EPA Region 5 Program areas annually. - Participate in the priority planning and finalization process for the 2005-2007 EnPPA cycle. 	
All	<ul style="list-style-type: none"> * Actively participate and provide input in the development and assessment activities associated with the 2003-2005 EnPPA cycle. * Meet with, or hold conference calls with EPA Region 5 per the schedule stated in the office portions of the EnPPA. 	

2.2.13.1.6. Environmental Education Coordination		EPA? (Y/N): Y
Contact(s): Education Coordinator (vacant) (OPA), Kristin Brier (OPPTA)		Lead Office: OPA/OPPTA
EPA Role: Provide money, guidance, input and contacts.		Also in Agency-Wide Priorities: Y (CB)
Office	Role	
OWQ	Staff will participate in education/outreach efforts in coordination with OPA education team.	

2.2.13.1.7.**Environmental Justice**

EPA? (Y/N): Y

Contact(s): Dana Reed Wise (OPPP), OCR Director - Vacant (OCR)

Lead Office: OPPP

EPA Role: Oversight.

Also in Agency-Wide Priorities:
Y (RKET)**Office Role**

OWQ Participation in workshops as needed.

2.2.13.1.8.**Establish Indiana Facility Registry System (I-FRS)**

EPA? (Y/N): Y

*Contact(s): Pat Robinson (OPA), Paula Smith (OPA), Matthew Deaner (OPA), Bernadine Cox (OMBA - BSD), Laurie Beamish (OMBA - BSD)*Lead Office:
OPA/OMBA-BSD

EPA Role:

Also in Agency-Wide Priorities:
Y (BBI)

1) Continue to fund the National Environmental Information Exchange Network (NEIEN),

2) Continue to provide policies, standards, procedures, and guidance for data management practices.

Office Role

OWQ Possibly map drinking Water database to I-FRS.

2.2.13.1.9.**Expand Communication and Marketing Efforts to Agricultural Sector**

EPA? (Y/N): Y

Contact(s): Dave Russell (OAR), Steve Roush (OWQ), Dennis Lasiter (OLQ), Mark Amick (MACS)

Lead Office: OAR

EPA Role: Completion of EPA guidance by Spring 2003

Also in Agency-Wide Priorities:
Y (CB)**Office Role**

OWQ Coordination with EPA on specific NPDES requirements and educational input for NPDES specific requirements

2.2.13.1.10.**Focus on Concentrated Animal Feeding Operations (CAFOs)**

EPA? (Y/N): Y

Contact(s): Dave Russell (OAR), Angie Lee (OLQ), Charles Grady (OLQ), Dennis Lasiter (OLQ), Steve Roush (OWQ)

Lead Office: OLQ

Federal Guidance Standards, oversight and review.

Also in Agency-Wide Priorities:
Y (CB)**Office Role**OWQ -- Will assist OAR and OLQ in implementing the CAFO NPDES General Permit Rule and compliance with federal regulations
-- Assist in the development of NPDES / CAFO Individual Permits**2.2.13.1.11.****IDEM Auto Salvage Facility Sector Project**

EPA? (Y/N): Y

Contact(s): Matthew Deaner (OPA), Drew Price (OPPTA), Sandra McCain (OPPTA), Gayla McCarty (OPPTA)

Lead Office: OPA

EPA Role: Major funding source. Funded under OECA grant.

Also in Agency-Wide Priorities:
N

Grant runs from Aug. 1, 2000 to Aug. 1, 2004.

Office Role

OWQ	A staff member from OWQ's Rule 6 Storm Water Group will be a presenter during all project workshops, and participate in targeted inspections where appropriate. This staff person is also a member of the project internal workgroup.
-----	---

2.2.13.1.12. National Performance Track Program Implementation		EPA? (Y/N): Y
<i>Contact(s): Jim Mahern (OPPTA), C/E Team Contacts, Gayla McCarty (OPPTA)</i>		Lead Office: OPPTA
EPA Role: Provide monthly conference calls to states to discuss implementation of program. Set up site visits to existing members and nominees as needed. If feasible, provide resources to states for implementing regulatory incentives.		Also in Agency-Wide Priorities: N
Office	Role	
OWQ	Provide input as to the feasibility of EPA recommended incentives and implement ones determined by IDEM to have merit and reasonableness. Provide input regarding nominees compliance history to OPPTA.	

2.2.13.1.13. Permit Reporting to the Environmental Quality Service Council (EQSC)		EPA? (Y/N): Y
<i>Contact(s): Matthew Deaner (OPA), David Parry (OPA)</i>		Lead Office: OPA
		Also in Agency-Wide Priorities: Unknown
Office	Role	
OWQ	Provide permitting information as requested.	

2.2.13.1.14. Quality Management Plan		EPA? (Y/N): Y
<i>Contact(s): Rudy Osenbaugh (OPA)</i>		Lead Office: OPA
EPA Role: *EPA Region 5 will provide the IDEM QA Manager with relevant information about quality related issues; act as coordinator and conduit for Region 5 State/Tribal Science Network research and educational activities; and provide guidance on implementing peer review policies and procedures.		Also in Agency-Wide Priorities: Y (BBI)
*EPA Region 5 will provide guidance on the use of quality assurance tools and procedures required to evaluate the effectiveness of IDEM's Quality system, as well as having a role in actually monitoring and assessing IDEM's Quality System and Quality Management Plan.		
Office	Role	
OWQ	<ul style="list-style-type: none"> * Actively participate in exploration of the utility and efficacy of establishing a Region 5 State/Tribal Science Network in coordination with USEPA and other Region 5 states. * Per our commitment in the QMP, actively participate in the IDEM 'peer review' panel development and implementation processes. 	
All	<ul style="list-style-type: none"> * All agency offices are responsible for following the quality control policies and procedures contained within the QMP. * Actively participate, annually, in the IDEM assessment processes once they are completely developed and implemented. * Actively participate in ongoing QA/QC meetings called by the IDEM QA Manager. * Actively participate in the management (tracking, listing, reviewing, revising and storage) of quality-related documents throughout the agency, as well as informing the IDEM QA Manager about new quality-related documents and processes within the agency. 	

2.2.13.1.15.
Reduce Risk

EPA? (Y/N): Y

Contact(s): Paula Smith (OPA)

Lead Office: OPA

EPA Role: Provide data and information related to priority chemicals, contaminants, areas and categories.

Also in Agency-Wide Priorities:
Y (RKET)**Office****Role**

OWQ

Participate in agency-wide meetings of the Risk Advisory Panel.

Assist in the identification of specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.

Will assist in developing a process to make better risk based decisions and allocation of resources.

2.2.13.1.16.
Stormwater Run-off from Bulk Fertilizer Plants

EPA? (Y/N): Y

Contact(s): Bruno Pigott (OWQ), Bruce Palin (OLQ), Dave Russell (OAR)

Lead Office: OLQ

EPA Role: Oversight.

Also in Agency-Wide Priorities:
N**Office****Role**

OWQ

Priority lead. Issues storm water permits to noncompliant sites identified through inspections conducted by the Office of the Indiana State Chemist.

2.3. IDEM Office Priorities

2.2.1. OFFICE OF AGRICULTURAL RELATIONS.....	<u>131</u>
2.2.1.1. OFFICE PRIORITIES	<u>131</u>
2.2.2. OFFICE OF AIR QUALITY.....	<u>133</u>
2.2.2.2. OFFICE PRIORITIES	<u>133</u>
2.2.6. OFFICE OF ENFORCEMENT	<u>172</u>
2.2.6.1. AGENCY PRIORITIES	<u>172</u>
2.2.6.1. OFFICE PRIORITIES	<u>178</u>
2.2.7. OFFICE OF LAND QUALITY.....	<u>182</u>
2.2.7.1. AGENCY PRIORITIES	<u>182</u>
2.2.7.2. OFFICE PRIORITIES	<u>183</u>
2.2.8. OFFICE OF LEGAL COUNSEL	<u>206</u>
2.2.8.1. AGENCY PRIORITIES.....	<u>206</u>
2.2.9. OFFICE OF MANAGEMENT, BUDGET, AND ADMINISTRATION	<u>207</u>
2.2.9.1. OFFICE OF FISCAL POLICY AND ACCOUNTING	<u>207</u>
2.2.9.2. HUMAN RESOURCES MANAGEMENT OFFICE.....	<u>210</u>
2.2.9. OFFICE OF BUSINESS SERVICES.....	<u>218</u>
2.2.10. OFFICE OF MEDIA AND COMMUNICATIONS SERVICES.....	<u>219</u>
2.2.10.1. AGENCY PRIORITIES	<u>219</u>
2.2.11. NORTHERN REGIONAL OFFICE.....	<u>223</u>
2.2.11.1. OFFICE PRIORITIES	<u>223</u>
2.2.12. NORTHWEST REGIONAL OFFICE	<u>225</u>
2.2.12.1. OFFICE PRIORITIES.....	<u>225</u>
2.2.13. OFFICE OF PLANNING AND ASSESSMENT.....	<u>229</u>
2.2.13.1. AGENCY PRIORITIES	<u>229</u>
2.2.13.2. OFFICE PRIORITIES	<u>247</u>
2.2.14. OFFICE OF POLLUTION PREVENTION AND TECHNICAL ASSISTANCE.....	<u>269</u>
2.2.14.1. AGENCY PRIORITIES	<u>269</u>
2.2.14.2. OFFICE PRIORITIES	<u>277</u>
2.2.14.3. OPPTA – BRANCH SPECIFIC PRIORITIES	<u>288</u>
2.2.15. SOUTHWEST REGIONAL OFFICE	<u>288</u>
2.2.15.2. OFFICE PRIORITIES	<u>288</u>
2.2.16. OFFICE OF WATER QUALITY	<u>295</u>
2.2.16.1. AGENCY PRIORITIES	<u>295</u>
2.2.16.2. OFFICE PRIORITIES	<u>302</u>

2.3.1. Office of Agricultural Relations

The Office of Agricultural Relations serves as a liaison between the agricultural community and IDEM. Working closely with agricultural community leaders as well as individual farmers, the office provides educational information and assistance regarding environmental regulations and policy to members of the agricultural community. The office contributes to the development of policy and rules affecting the agricultural community and assists the community with compliance matters.

Dave Russell
Director
Office of Agricultural Relations
phone: 317-232-8587
e-mail: drussell@idem.in.gov

The office has focused on ongoing federal and state issues concerning livestock production operations for the past several years as the agency developed Confined Feeding Regulations, which became effective in March 2002 after lengthy discussion and debate. Follow-up education and continued discussion will be necessary.

As part of its compliance responsibility, the office makes frequent farm visits and conducts educational outreach to help farmers comply with environmental rules and regulations to preclude the need for agency enforcement.

2.3.1.1. Agency Priorities

Nutrient Management Education for livestock producers

Contact(s): OWQ – OLQ, Dave Russell

EPA Role: review

EPA? (Y/N): Y
PPG (Y/N): N
Cross-Office?
(Y/N): Y

Will create and distribute user-friendly educational materials, fact sheets that can be used by office, as well as third party sources, to reinforce agency's message regarding proper agricultural operations and to explain complicated rules and regulations.

By: 8/1/03

Percent Complete:
100% and ongoing

Status:

A notebook detailing Nutrient Management Planning for the new Concentrated Animal Feeding Operation (CAFO)/National Pollutant Discharge Elimination System (NPDES) rule was provided to livestock producers that attended two CAFO/NPDES Video Conferences. Also a Ag List serv was created and started in 2005.

2.3.1.2. Office Priorities

Expand Communication and Marketing Efforts

Contact(s): Dave Russell

EPA Role: completion of EPA guidance by Spring 2003

EPA? (Y/N): Y
PPG (Y/N): N
Cross-Office?
(Y/N): N

Will increase communication with agriculture and mainstream media regarding agricultural issues by developing proactive news releases, letters to the editors, news columns and other publications regarding agricultural issues.

Will build on direct communications efforts with agricultural community and Office of the Commissioner of Agriculture.

Will create and distribute educational materials, fact sheets that can be used by office, as well as third party sources, to reinforce agency's message regarding proper agricultural operations and to explain complicated agency rules and regulations.

Ongoing

Percent Complete

100%

Status:

Have held one ag media roundtable on CAFO NPDES permit issues; will hold more on upcoming issues. Have established contact list and rapport with Indiana ag media and mainstream media with agricultural interests. Establishing forum for monthly news column in two agricultural publications.

In addition to developing a News Release promoting the CAFO/NPDES Video Conference, a notebook containing Power Point presentations, the new CAFO/NPDES rule and the copies of the necessary records was developed. Notebooks were given to livestock producers attending the CAFO/NPDES video conference.

An open phone web cast was conducted for the Pork producers and what to expect during an inspection. Also workshops through our extension educators and had meetings with each livestock sector.

Storm water Rules

Contact(s): Dave Russell

EPA Role: review

EPA? (Y/N): Y
PPG (Y/N): N
Cross-Office? (Y/N): N

Will continue to work with the Office of Indiana State Chemist and Department of Agriculture to develop and explain agricultural component of storm water rules.

Ongoing

Percent Complete

100%

Status:

Actively engaged in meeting with stakeholders. Developing outreach strategy.

Helped the Office of the Indiana State Chemist and the Office of Land Quality in promoting the series of meetings held around the state explaining Rule 6.

Communicate Agricultural Issues

Contact(s): Dave Russell

EPA Role: Participate in quarterly calls.

EPA? (Y/N): Y
PPG (Y/N): N
Cross-Office? (Y/N): Y

OAR will coordinate quarterly calls with EPA to discuss agricultural issues affecting the identified Indiana Department of Environmental Management offices.

By: Quarterly

Percent Complete

0%

Status:

OAR has delegated the responsibility to different program areas when necessary to discuss with EPA specific issues affecting their respective medias concerning agricultural issues.

2.3.2. Office of Air Quality

The Office of Air Quality (OAQ) works to safeguard the quality of Indiana's air through implementing the requirements of the Clean Air Act, developing and enforcing state rules governing air quality standards, evaluating and issuing permits for construction and operation, conducting compliance activities and monitoring Indiana's air quality.

Office Contact

Paul Dubenetzky
Assistant Commissioner
Office of Air Quality
(317) 232-5586
e-mail: pdubenet@idem.in.gov

Our vision is of clean and breathable air throughout our state, which meets all health-based standards. OAQ strives to achieve our vision to continuously reduce toxic releases, maintain air quality improvements and achieve all health based or air quality standards in our state.

We will continue to pursue our vision by effectively using all resources, including coordinating those within OAQ and other offices in a manner that is both innovative and directly reflective of the agency's environmental priorities and by regularly forming working partnerships with EPA, the regulated community and the general public to achieve environmental results.

2.3.2.1. Office Priorities

2.3.2.1.1.

Complete rulemakings to implement federal new source review reform and maintain federal approval of major source permitting program

Contact(s): Janet McCabe, Paul Dubenetzky, Kathy Watson

EPA Role: Provide assistance on federal new source rules; review draft state rule language in accordance with state rulemaking timeframes.

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Complete rulemakings to implement provisions of federal new source review rules and to address deficiencies noted in EPA's conditional approval of Indiana's Prevention of Significant Deterioration program.

Final adoption of new source review reform rules.

By: 8/31/04

Percent Complete

100%

Status:

Rulemaking is complete. We are awaiting EPA approval.

Prevention of Significant Deterioration corrections.

By: 3/4/04

Percent Complete

100%

Status:

Rulemaking is complete.

2.3.2.1.2.

Designation of Nonattainment areas under 8-hour ozone and fine particle standards

EPA? (Y/N): Y
PPG (Y/N): Y

Contact(s): Kathy Watson, Ken Ritter, Scott Deloney

Cross-Office?
(Y/N): N

EPA Role: Provide technical and legal assistance to IDEM as requested.

Conduct open process to inform and seek input from affected communities; submit recommendations for attainment/nonattainment designations under 8-hour ozone and fine particle standards to USEPA. Focus will be on Central Indiana.

By: 7/15/03 for ozone; 2/15/04 for PM2.5 or other date established by USEPA.

Percent Complete

75%

Status:

Outreach on 8-hour ozone is near completion, and will be reinitiated upon federal action. The first phase of PM 2.5 outreach is completed. Staff continue to provide presentations and materials to interested groups state-wide as requested.

2.3.2.1.3.

Mid-Course Review of the One-Hour Ozone Attainment Demonstration for Lake and Porter Counties, Indiana

Contact(s): Kathy Watson, Scott Deloney

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

EPA Role: Review and approve the submittal.

IDEM will reassess the modeling analyses and more recent monitoring and emissions data to determine whether the control strategy included in the Attainment Demonstration result in the level of emission reductions and air quality improvements needed to attain the ambient air quality standard for ozone.

Mid-course review:

By: 12/1/04

Percent Complete

70%

Status:

Technical support document complete. SIP development underway. Will go out to public notice in mid-December, with a parallel processing request to EPA, and submit final SIP in mid-January. EPA has informed us this schedule will satisfy our commitment.

2.3.2.1.4.

Participate in national discussions on multi-pollutant legislation

Contact(s): Janet McCabe

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Participate in discussions on national multi-pollutant legislation; evaluate impacts (environmental and economic) of different strategies on Indiana; maintain dialogue with stakeholders within the state.

Ongoing

Percent Complete

62.5%

Status:

OAQ is evaluating the impact of the various multipollutant proposals on Indiana air quality and sources. We provide input as requested and have strongly advocated passage of a multipollutant bill. The Clear Skies legislation may or may not move forward. In December, US EPA issued draft rules that would address reductions of mercury, NOx and SO2 from power plants. We submitted comments on March 30 on the Interstate Air Quality Rule and on June 29 on the proposed mercury rule.

2.3.2.1.5.**Planning Activities for 8-hour and fine particle ozone standard**

Contact(s): Kathy Watson, Ken Ritter, Scott Deloney

EPA Role: Provide technical assistance and written guidance on inventory, modeling, requirements for State Implementation Plans, and other issues

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Conduct inventory, modeling, and early planning activities for development of State Implementation Plans for Indiana's 8-hour ozone and PM2.5 nonattainment areas. Work closely with Lake Michigan Air Directors Consortium and other Region 5 states.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

2002 baseline inventory has been developed; baseline modeling complete, strategy runs to begin soon; meetings on-going with Central IN and NWIN stakeholder groups.

2.3.2.1.6.**Redesignation Petitions for Eight Hour Ozone Nonattainment Areas**

Contact(s): Kathy Watson, Ken Ritter, Scott Deloney

EPA Role: Provide guidance and review/approve petitions promptly.

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Prepare and submit redesignation petitions for nonattainment areas that meet the ozone standard. Prepare inventories and maintenance plans as appropriate.

By: Ongoing through 6/30/05

Percent Complete

30%

Status:

Draft template complete. Template for graphs and charts complete. Mobile data collection underway.

2.3.2.1.7. New Source Review in New Nonattainment Areas

Contact(s): Paul Dubenetzky and Kathy Watson

EPA? (Y/N): Y
PPG (Y/N): Y
Cross-Office?
(Y/N): N

Make necessary rulemaking and other program changes to obtain authority to implement federal new source review program in new nonattainment counties.

a) Adopt designation of new counties into state rules and make the existing nonattainment SIP applicable to NOx and VOC.

By: 12/31/04

Percent Complete

100% Complete.

Status:

Rule final adopted in October.

b) Amend new source review rules in accordance with USEPA eight-hour guidance, due to be published August 2004.

IDEM schedule dependant on USEPA guidance.

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

2.3.2.1.8. Lake County SO₂ Redesignation Petition

Contact(s): Kathy Watson, Ken Ritter

EPA Role: Provide technical and legal assistance; review rule language in accordance with Indiana rulemaking schedule and provide input on draft redesignation petition.

EPA? (Y/N): Y

PPG (Y/N): Y

Cross-Office?
(Y/N): N

Complete necessary rulemaking; prepare and submit to USEPA redesignation petition for Lake County SO₂.

By: Complete rulemaking by June 2004;
submit redesignation petition by 12/31/04

Percent Complete

75%

Status:

Preliminary adopted on October 6, 2004. Third comment period started November 1, 2004. Additional changes being made. Final adoption scheduled for February 2, 2005. U.S. EPA has draft rule and modeling to begin review process and identify issues prior to final adoption.

2.3.2.1.9. Implement Pollution Prevention Efforts

Contact(s): Phil Perry, Roger Letterman

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

Implement the Energy Efficiency/Renewable Energy program under the Indiana Nitrogen Oxides rule in cooperation with the Department of Commerce, Energy Policy Division, consistent with the Memorandum of Understanding.

By: Award allowances under Energy
Efficiency/Renewable Energy program by
12/31/03 and 12/31/04

Percent Complete

62.5%

Status:

No applications received in 2003 or 2004. We have worked with Commerce to develop additional marketing materials to encourage applicants in 2004. A marketing plan for the Indiana Clean Energy Program/NOx Clean Energy Credit Program has been developed. A fact sheet and brochure have been created and finalized. Six thousand brochures have been printed and will be mailed to a variety of companies. A Clean Energy Credit Program web page has been created for access to guidance, applications and additional information.

Oversee completion of Clean Materials Technology Institute contract to provide compliance assistance to small businesses and selected industry sectors. Complete a written assessment of the contract and make recommendations for future Technical Assistance Programs.

Ongoing oversight; written assessment of CMTI contract and recommendations completed by 12/31/03

Percent Complete

100%

Status:

OAQ has reviewed and accepted the 8th quarter report covering July, August, and September 2003. The report was presented to the Clean Manufacturing Technology (CMTI) Board on December 4, 2003, and completes CMTI's work under the contract. The written assessment and recommendations of the Memorandum of Agreement (MOA) were completed on December 24, 2003. IDEM signed a new MOA on December 15, 2003, to provide pollution prevention and technical assistance of small businesses.

Integrate Pollution Prevention into compliance activities.

Ongoing through 6/30/05

Percent Complete

63.5%

Status:

Staff continue to discuss P2 with companies during their inspections. P2 is discussed at inspector staff meetings. Rick Reynolds presented information on a P2 success story to inspectors at the September 30, 2004, staff meeting.

2.3.2.1.10.

Coke Oven Compliance Oversight

Contact(s): Phil Perry, Bob Simmons

EPA Role: Support state efforts to transfer oversight of coke oven compliance program to IDEM from steel mills

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office? (Y/N): Y

Develop and implement a compliance program that provides IDEM oversight of contract for daily observations of coke ovens and Indiana facilities. This includes discussions with coke oven facilities, development of a contract for the program, selection of vendor(s), completion of the contract, establishment of a billing system and implementation and oversight of the contract activities.

By: 6/30/04

Percent Complete

62.5%

Status:

OAQ and the NWRO have discussed the oversight with each of the affected coke plants and U.S. EPA. OAQ, OMBA and DOA held an informational meeting on the Request for Proposal for interested parties on September 8, 2004. NWRO is currently revising the RFP (Request for Proposal) based on some of the inquiries and issues brought up at the information meeting.

2.3.2.1.11.**Implement Nitrogen Oxides Reduction Rule**

Contact(s): Roger Letterman

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

EPA Role: Administer regional trading program, provide guidance as needed.

Implement the provisions of the Indiana Nitrogen Oxides control rule, including management of allowances, compliance certification activities, distribution of new source and early reduction credits.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

Initial NOx allowance allocations have been completed and 2007-2009 EGU allocations have been sent to US EPA. NOx budget permit applications for new and existing sources have been received and permit language developed. Permit language is being included in pending permits and will be inserted in existing permits as significant source modifications. New source applications for 2004 have been reviewed and allowances calculated. Allowances for new units and the redistribution of unlocated allowances have been sent to US EPA. Early reduction credit applications have been reviewed and were sent to US EPA. New unit allowance applications for 2005 are beginning to be submitted and are under review.

2.3.2.1.12.**Undertake Projects to Assess and Reduce Risks Identified in IDEM's SEA 259 report**

Contact(s): Kathy Watson, Dick Zeiler, Scott Deloney and Shawn Seals

EPA? (Y/N): Y

Cross-Office?
(Y/N): Y

Diesel Emissions

- Investigate, and, as funding is available, implement school or municipal fleet retrofit projects.

By: 6/30/05

Percent Complete

80%

Status:

The State QPA is in place, we are moving forward on several projects. IDEM received a grant under the Clean School Bus USA grant program on July 1, 2004, for \$250,000 to be used on Evansville and Indianapolis school buses. A new grant was filed on July 2, 2004, for the voluntary retrofit program.

- In partnership with OPA, work to create a statewide volunteer "No idle at schools" policy for school buses.

By: 6/30/04

Percent Complete

100%

Status:

On April 23 STAI with IDEM support voted to approve an Idling resolution to limit idling in up to 95% of the school systems in Indiana. Staff continue to work to encourage entities to opt-in to the idling policy adopted by the STAI.

- Working with the Office of Planning and Assessment, form a partnership to initiate this program in Northwest and Southwest Indiana schools, and, ultimately, statewide.

By: 6/30/04

Percent Complete

85%

Status:

IDEM received a grant under the Clean School Bus USA grant program on July 1, 2004, for \$250,000, which will enable 100% of the Evansville school fleet to be retrofitted. Staff continue to work in cooperation with the Northwest Diesel Workgroup. QPA is in place and retrofit projects will begin in November.

- Complete the Idleaire truckstop electrification project.

By: 6/30/04

Percent Complete

70%

Status:

Building permits secured, contract signed by Idleaire and in-house for state signatures. Construction should begin in November.

Toxics Monitoring

- (a) Locate a Toxwatch monitor in Allen County

By: 9/1/03

Percent Complete

100%

Status:

A ToxWatch monitor was installed in Allen County on 7/01/03. Data for this site are available on the ToxWatch web site.

- (b) Perform air toxics monitoring, via grab samples or with a permanent monitoring site, depending on available funding, in Southwest Indianapolis as indicated by the SEA 259 report; perform a data analysis and draft report with recommendations for next steps.

By: 12/1/03

Percent Complete

33%

Status:

Two of the six grab samples have been collected and the analysis has been performed on these samples.

- (c) Perform metals analysis on PM10 filters and draft report with recommendations for next steps.

By: 2/1/04

Percent Complete

100%

Status:

Analysis has been performed on archived filters and a report has been produced by the Air Toxic Section.

- (d) Southwest Indianapolis Air Toxics Monitoring and Risk Analysis Project
Perform monitoring and risk analysis and a "monitor to model" comparison in Southwest Indianapolis. Issue report and communicate results to the public.

By: Project dependent on receiving USEPA funding

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.2.1.13.**Compliance Monitoring Rulemaking**EPA? (Y/N): Y
PPG (Y/N): Y

Complete three rulemakings to add federal compliance monitoring and credible evidence requirements to state rules and to update and clarify state compliance monitoring rules.

1) CAM

By: First notice by July 2004, second notice by November, 2004

Percent Complete

20%

Status:

First notice published on July 1, 2004. Currently reviewing comments and determining whether to only incorporate federal requirements or to add certain state requirements.

2) Credible Evidence

By: Section 8 Notice by July, 2004;
Preliminary adoption by September, 2004;
Final adopting by November 2004

Percent Complete

90%

Status:

Rule final adopted November 3, 2004.

3) Compliance Monitoring

Percent Complete

15%

Status:

The first notice published on December 1, 2001. This rule originally included the CAM and Credible Evidence requirements. It was placed on hold and later split into three separate rulemakings. The subject of this rule, the Monitoring Requirements rule, is clarification and correction to the compliance rules. It has been delayed while the CAM and Credible Evidence rules have been pursued. Draft language for this rule is now being developed. The Second Notice of Comment Period should be published early in 2005.

2.3.2.2. Compliance Branch**2.3.2.2.1.****Inspect Air Sources for Compliance**

Contact(s): Phil Perry

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Implement a strategic inspection plan that will include inspecting all sources responsible for 95% of the emissions statewide (excluding gas compressor stations).

Annually by June 30 each year

Percent Complete

100%

Status:

The Compliance Branch and regional Office inspectors completed 74 or 100% of the inspections in FY2005 of sources that account for 95% of the emissions statewide. The Compliance Branch and regional Office inspectors completed 70 inspections or 100% of the inspections in FY2004 of sources that account for 95% of the emissions statewide.

Develop and implement the annual Compliance Monitoring Strategy for inspections and compliance evaluations, including the review of Part 70 Annual Compliance Certifications.

By: Develop the Compliance Monitoring Strategy annually by 9/30 each year and implement annually by June 30 each year

Percent Complete

99%

Status:

The Compliance Monitoring Strategy for FY05 has been completed and submitted to U.S. EPA on September 28, 2004. The Compliance Branch and Regional Office inspectors have completed 154 or 99% of the Part 70 CMS source inspections for FY05, and 27 or 100% FESOP CMS source inspections for FY05 have been completed. The Compliance Branch and Regional Office inspectors completed 160 or 100% of the Part 70 CMS source inspections and 49 or 100% FESOP CMS source inspections for FY04.

2.3.2.2.2.**Compliance Program for Sources Subject to Leak Detection Requirements**

Contact(s): Ray Schick. Charles Grady

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): Y

Implement coordinated Office of Air Quality/Office of Land Quality compliance program for inspection of sources subject to leak detection requirements. The compliance program will

include (1) Office of Land Quality will provide Office of Air Quality with Leak Detection and Repair (LDAR) training on Method 21 testing equipment; (2) Office of Land Quality will accompany Office of Air Quality inspectors on at least one inspection each year and provide technical support on other inspections as requested.

By: (1) Provide training by 12/31/03; (2)
Conduct at least one co-inspection by June
30 of each year

Percent Complete
100%

Status:

OLQ has developed the Method 21 Training Module to OAQ inspectors. Joint inspections were conducted at Reclaimed Energy in FY2004 and at Reilly Tar and Chemical in FY2005.

2.3.2.2.3.

Use Existing Databases to Prioritize Sources for Compliance Activities

Contact(s): Phil Perry

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Identify and conduct compliance evaluations on sources where Toxic Release Inventory reports emissions above permitted limits.

By: Review TRI by December 31 of each
year and inspect by June 30 of each year

Percent Complete
100%

Status:

The TRI database information was reviewed for FY2004 and FY 2005. Twenty-one sources were identified for investigation. Nineteen investigations were completed with 1 violation discovered at Seymour Manufacturing. The violation was referred to the Office of Compliance and Enforcement. Two other investigations are still pending with the regional offices.

Review current Toxic Release Inventory to identify sources that emit one or more of the five highest reported chemicals and assure appropriate compliance attention.

By: Review Toxic Release Inventory by
December 31 of each year and inspect by
June 30 of each year

Percent Complete
100%

Status:

The TRI database information was reviewed for FY2004 and FY 2005. Twenty-one sources were identified for investigation. Nineteen investigations were completed with 1 violation discovered at Seymour Manufacturing. The violation was referred to the Office of Compliance and Enforcement. Two other investigations are still pending with the regional offices.

Review emission statements prior to conducting Compliance Monitoring Strategy inspections to identify significant increases in reported emissions.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Staff reviewed emission statements prior to conducting Compliance Monitoring Strategy inspections. Discrepancies with the emission statements were addressed with the Programs Branch.

2.3.2.2.4. Respond to Complaints

Contact(s): Phil Perry

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

Respond in timely fashion (no later than 30 days from receipt) to 100% of complaints.

Ongoing through 6/30/05

Percent Complete

100%

Status:

OAQ and Regional Office inspectors have received and responded to 499 complaints in FY05. and 299 complaints in FY04.

2.3.2.2.5. Coke Oven Compliance Oversight

Contact(s): Phil Perry, Bob Simmons

EPA Role: Support state efforts to transfer oversight of coke oven compliance program to IDEM from coke plants.

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): Y

Develop and implement a compliance program that provides IDEM oversight of contract for daily observations of coke ovens at Indiana facilities. This includes discussions with coke oven facilities, development of a contract for the program, selection of vendor(s), completion of the contract, establishment of a billing system and implementation and oversight of the contract activities.

By: 6/30/04

Percent Complete

95%

Status:

OAQ and the NWRO developed a Request for Proposal (RFP) and a vendor was selected. The contract has been signed by the contractor and IDEM and is pending final signature by DOA.

2.3.2.2.6. Compliance Database

Contact(s): Judy Lombardo

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

As available resources allow, develop and begin implementation of a compliance database system that links many of the current Compliance Branch databases as well as other Office of Air Quality and agency databases, following all agency database criteria and assuring compatibility with USEPA compliance data reporting requirements.

By: 6/30/05

Percent Complete

75%

Status:

The contract was executed on June 24, 2004 by Haverstick Consulting. Work began on July 2, 2004. Haverstick has completed the detailed level analysis and is currently building the system. The system testing for Stage 1 Vapor Recovery has been completed and the contractor is working on Targeting and Stack Test portions of the database. The anticipated completion of the project is by the end of 2005.

2.3.2.2.7.**Asbestos/Lead Compliance Activities**

Contact(s): Janusz Johnson

EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

- (1) Inspect 95% of the licensed asbestos/lead contractors that submit notifications annually.
- (2) Review building records from 10 cities or towns to identify demolitions/renovation projects that did not provide asbestos notifications and take appropriate action.
- (3) Inspect 20% of all asbestos notifications received and 90% of all lead-based paint notifications received.
- (4) Audit the inspections and the risk assessments of at least 15% of those licensed as lead-based paint Inspectors and Risk Assessors.
- (5) Respond to asbestos and lead-based paint abatement complaints no later than the next working day; respond to other complaints within 14 days.

Ongoing through 6/30/05

- (6) Establish protocols for the review of lead-based paint inspection reports and risk assessments, require the submittal of 200 inspection reports and 200 risk assessments and full review of at least fifteen percent (15%) of the inspection reports and risk assessments submitted.

By: 9/30/04

Percent Complete

100%

Status:

1) 100% complete. All licensed asbestos/lead contractors that submit notifications have been inspected.

2) 100% Complete. Building records for FY 2005 were reviewed for 8 cities/towns that issue building/demolition permits. Additional cities/towns were visited, which either did not issue permits or could not provide a list of demolition permits. Information on asbestos demolition notification requirements was provided to all Building Commissioners visited. Of the records reviewed, one incident of failure to notify was identified that occurred in 2002.

3) 100% complete. Twenty-two percent (22% of asbestos notifications received from July 1, 2004--June 30, 2005 were inspected (2822 original asbestos notifications received, 622 inspections of these notifications were conducted.) All of the lead abatement notifications received from July 1, 2004--June 30, 2005 were inspected (3 inspections conducted on 2 notifications received.)

4) 100% complete. Of the 185 requests IDEM sent out for FY 2005, 71.9% responded with 41% submitting assessments for review. At total of 50 risk assessments reports were reviewed for FY2005 and 18% of those reviewed were found to have deficiencies. Letters detailing deficiencies found were sent to all risk assessors who responded to the call in.

5) 100% complete. All complaints were responded to within an average of 1 day. Forty-one (41) asbestos complaints and 1 lead-based paint complaint were received and responded to from July 1, 2004—June 30, 2005.

2.3.2.2.8.

Pre-demolition Mercury-Containing Device Removal

Contact(s): Phil Perry, Paula Smith

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): Y

Develop and implement a program to provide outreach to asbestos renovation/demolition contractors to remove mercury containing devices prior to renovation or demolition of buildings.

By: 6/30/04

Percent Complete

100%

Status:

A fact sheet challenging demo contractors to identify, remove, and dispose of mercury containing items prior to demolition has been finalized. The fact sheet and the existing M.A.P. brochure (Bilingual, includes hazards of and how to identify likely mercury containing items) will be provided to demo contractors by asbestos inspectors when they have contact with them onsite or through correspondence.

2.3.2.2.9.

Compliance Test Review Activities

Contact(s): Dave Cline

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Approve protocols within 10-15 days prior to tests, quality assure and validate compliance tests focusing on Title V and Federally Enforceable State Operating Permit sources, sources in nonattainment areas, sources subject to state and federal air toxics rules, sources subject to enforcement orders, and sources seeking to establish alternate emission factors. Observe 75% of tests and review 100% of test reports.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Staff are focusing on priorities, as stated above, and are approving protocols in a timely manner. 84% (579 of 689) of the protocols have been reviewed and 52% (362 of the 689) of the tests have been observed. 52% (388 of 907) of the pollutants were reviewed. There is currently a backlog of test reports to be reviewed and a strategy is being implemented to address the backlog. The priority is to inspect those sources that are in enforcement and then address the backlog problem. The process is still ongoing.

2.3.2.2.10.

Continuous Emissions Monitor Activities

EPA? (Y/N): Y
PPG (Y/N): N

Contact(s): Dave Cline

Cross-Office?
(Y/N): N

Certify continuous emissions monitoring systems and quality assure 50% of tests (observe 10% of field tests). Review 100% of the Relative Accuracy and Test Audits (RATA).

Ongoing through 6/30/05

Percent Complete

100%

Status:

28% (220 of 775) of field tests were observed. 47% (324 of 696) RATA test reports have been reviewed. There is currently a backlog of reports to be reviewed and a strategy is being implemented to deal with this backlog.

2.3.2.3. Permits Branch

2.3.2.3.1. Issue Title V permits

EPA? (Y/N): Y
PPG (Y/N): N

Contact(s): Barry Titus

Cross-Office?
(Y/N): N

EPA Role: Help address permits where federal enforcement actions are pending; provide guidance on compliance monitoring and other permit content issues.

Issue all Title V permits to sources whose applications were submitted prior to June 30, 2001.

By: 80% issued by 6/30/03; 85% issued by 8/31/03; 90% issued by 10/31/03; 100% issued by 12/31/03

Percent Complete

95%

Status:

Issued: 733 Pending: 59, of which 40 have been to Public Notice.

In January 2005, IDEM suspended issuance of initial TVOPs and renewals of TVOPs and FESOPs while developing new positions on more than a dozen commonly appealed conditions. The new positions will be finalized in the 3rd quarter of 2005 and new schedules will be developed as indicated in the 2005/2007 EnPPA.

2.3.2.3.2. Issue timely permit decisions

EPA? (Y/N): Y
PPG (Y/N): N

Contact(s): Barry Titus

Cross-Office?
(Y/N): N

Meet all mandated permit deadlines 100% of the time, without sacrificing permit quality or opportunities for public input.

By: 6/30/05

Percent Complete

100%

Status:

No late permits this quarter.

2.3.2.3.3.**Issue all Title V and Federally Enforceable State Operating Permit Renewals**

Contact(s): Barry Titus

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

Issue renewals of all Title V and Federally Enforceable State Operating (FESOP) permits according to regulatory timeframes.

By: 6/30/05

Percent Complete

81.7% FESOP renewals as of June 30, 2005.

27.0% TVOP renewals as of June 30, 2005

Status:

See above percentages.

2.3.2.3.4.**Implement Section 112(j) Maximum Achievable Control Technology Hammer Provisions**

Contact(s): Rebecca Mason

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

EPA Role: Act as a clearinghouse for information collected and analyzed by EPA for Section 112(d) NESHAP development to assist IDEM's determination of Section 112(j) MACT.

- (1) Continue outreach efforts by maintaining up-to-date information on EPA's promulgation of Section 112(d) National Emission Standards for Hazardous Air Pollutants (NESHAPs).
- (2) Implement Section 112(j) by making applicability determinations of requests already received, notifying Part I applicants of their status within 10 days of the applicable Part 2 application deadlines, acting on new or resubmitted requests for applicability determinations within 120 days of the effective date of the new Section 112(j) rule, and acting on Part 2 applications by issuing a permit modification approval containing Maximum Achievable Control Technology (MACT) requirements within 18 months of receipt of a complete application, unless EPA has promulgated an effective Section 112(d) National Emission Standards for Hazardous Air Pollutants (NESHAPs) by then.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

We have completed and issued all but one applicability determination and maintain the website with updated information on EPA's promulgation of Section 112(d) NESHAPs. One determination was held back pending an official publication date for the remaining Section 112(d) NESHAPs. No Part 2 applications are due at this time, and we plan to issue general letters to those that submitted applications that were not necessary.

2.3.2.3.5.**Enhance Public Participation in Permit Process**

Contact(s): Joanne Smiddie Brush

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

EPA Role: Participate in public education sessions, based on interest and available resources.

Conduct outreach and training sessions in four or more Indiana regions on general air issues and on the permitting process.

By: Outreach sessions completed by 7/31/03

Percent Complete

50%

Status:

Sessions were conducted in Lafayette and Northwest Indiana. Sessions were not conducted in Evansville or Ft. Wayne. There are some citizen interest in Evansville, however, it was unclear if citizens wanted training on Title V, NSR or both. Little if any interest was expressed by citizens in the Ft. Wayne area.

Conduct public meetings (prior to formal public hearing) on draft Title V permits of particular public interest.

By: public meetings scheduled based on interest, but to be completed in the 8-9/30/03 timeframe

Percent Complete

62.5%

Status:

Hearing/Meetings conducted:

Amrox in Porter County - February 24, 2004; A.E. Staley/Lafayette AQ issues - March 8, 2004; GPC, Washington, March 23, 2004; AK Steel Rockport, March 30, 2004. Meetings/hearings were held for Bucko in Gary during April and Citizens Gas in Indianapolis the week of May 3. Other potential hearings/meetings Clifty Creek in Madison.

No additional high interest Title V permits were issued during the last quarter. However, IDEM conducted outreach on several other permits:

--Tate & Lyle expansion project, Lafayette informal meeting on 8/24/04 to discuss project

--ANR Pipeline, St. John. Staff attended meeting to discuss a proposed change at ANR Pipeline Compressor station on April 21, 2005.

--Hearings: Bucko Construction public hearing 7/1/04, Reith Riley Asphalt plant, Danville hearing 4/19/05, and Steel Dynamics International hearing on 5/10/05

Provide additional assistance on particularly lengthy or complex permits, or permits of particular public interest (e.g. steel mills, chemical plants).

By: Public hearings held in September-October 2003 timeframe

Percent Complete

50%.

Status:

Providing 60-day notice and giving a personal "heads up" note, with a full copy of the draft permit, to those who have expressed interest. Draft copies of steel mill and other high interest permits are available at multiple locations in Northwest Indiana. Providing "date certain" for end date of comment period in public notice.

2.3.2.3.6.**Complete rulemakings to implement federal new source review reform and maintain federal approval of major source permitting program***Contact(s): Stacey Pfeffer, Chris Pedersen*EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

Complete rulemaking to implement provisions of federal new source review rules.

By: First Notice published by 4/1/03; Second Notice published by 9/1/03; Preliminary adoption in February 2004; Final adoption in 8/31/04;

Percent Complete

100%

Status:

Rule filed by the Secretary of State on August 10, 2004, and effective on September 9, 2004. Parallel processing request submitted to U.S. EPA, Region 5 on March 22, 2004; a final supplement to the parallel processing request was submitted to U.S. EPA on September 2, 2004..

Complete rulemaking to address deficiencies noted in EPA's conditional approval of Indiana's Prevention of Significant Deterioration program.

By: 3/3/04, including preliminary adoption by 9/30/03 and final adoption by 12/31/03

Percent Complete

100%

Status:

Approval of final rule as a SIP revision. Effective July 19, 2004. 69 FR 29071 (May 20, 2004).

2.3.2.3.7. Emissions Credit Registry*Contact(s): Doug Wagner, Kim Cottrell*EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

Develop and implement Emissions Credit Registry to assist new and expanding businesses in nonattainment counties to locate and use offsets.

By: Establish registry by 6/15/04
Implement registry ongoing through 6/30/05

Percent Complete

100%

Status:

The Air Emission Credit Registry was completed and posted to the website on June 15, 2004. Since then, the website and guidance documents have been updated as needed based on stakeholder feedback. Presentations were conducted for internal staff and stakeholders to learn more about the registry.

2.3.2.4. Programs Branch

2.3.2.4.1. Designation of Nonattainment areas under 8-hour ozone and fine particle standards

EPA? (Y/N): Y
PPG (Y/N): Y

Contact(s): Kathy Watson, Scott Deloney, Pat Daniel

Cross-Office?
(Y/N): N

Conduct open process to inform and seek input from affected communities; submit recommendations for attainment/nonattainment designations under 8-hour ozone and fine particle standards to USEPA.

Ozone

By: 7/15/03

Percent Complete

100%

Status:

U.S. EPA published final designations April 15, 2004.

PM2.5

By: 2/15/04 (or other date established by USEPA)

Percent Complete

100%

Status:

We submitted recommendations to US EPA on February 15, 2004.

Develop and implement education and outreach programs on ozone in new nonattainment areas.

By: Ongoing through 6/30/05

2.3.2.4.2. Bump down petition for LaPorte county

Contact(s): Scott Deloney, Ken Ritter

EPA? (Y/N): Y
PPG (Y/N): Y
Cross-Office?
(Y/N): N

If conditions are met, prepare and submit petition to reclassify LaPorte County from moderate to marginal. Work with USEPA to obtain approval.

By: July 15, 2004 for submittal

Percent Complete

100%

Status:

Petition submitted to EPA in July and approved in September. Effective date is November 22, 2004.

2.3.2.4.3. Planning Activities for 8-hour ozone standard

Contact(s): Kathy Watson, Ken Ritter, Scott Deloney, Pat Daniel, Mark Derf, Jay Koch

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Conduct inventory, modeling and early planning activities for development of State Implementation Plans for Indiana's 8-hour ozone nonattainment areas. Review and comment on

USEPA draft implementation guidance. Work closely with Lake Michigan Air Directors Consortium and other Region 5 states.

Preliminary baseline sensitivity modeling.

By: 10/31/03

Percent Complete

100%

Status:

Sensitivity Modeling complete.

Final 2002 baseline inventory.

By: 10/31/04

Percent Complete

100%

Status:

Inventory complete, submitted to EPA by due date.

Regulatory case strategy modeling.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Strategy modeling will continue through 2005, but modeling on schedule as of 6/30/05.

2.3.2.4.4.

Planning Activities for Fine Particle Standard

Contact(s): Kathy Watson, Ken Ritter, Scott Deloney, Pat Daniel, Mark Derf, Jay Koch

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Conduct inventory, modeling and early planning activities for development of State Implementation Plans for Indiana's fine particle nonattainment areas. Conduct analysis of first three full years of PM_{2.5} monitoring data. Review and comment on USEPA draft implementation guidance. Work closely with Midwest Regional Planning Organization and other Region 5 states. Assess current status of controls on utility units and the impacts of those uncontrolled by scrubbers and NO_x controls; issue report.

Complete analysis of first three years of monitoring data.

By: 6/30/03

Percent Complete

100%

Status:

Analysis complete from 2000 through second quarter of 2003.

Develop utility control report.

By: 12/31/04

Percent Complete

100%

Status:

Database of all controls constructed.

Develop PM2.5 inventory for 2002.

By: 6/30/05

Percent Complete

100%

Status:

PM2.5 data with generalized emission factors has been loaded into STEPS database.

Modeling and data analysis.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Modeling and data analysis on schedule through 6/30/05.

Work with stakeholders in nonattainment counties to develop a control strategy for the attainment demonstration.

By: Ongoing through June 30, 2005

Percent Complete

100%

Status:

Control strategy development will continue through 2005, but on schedule as of 6/30/05.

2.3.2.4.5.**Lake County SO2 Redesignation Petition**

Contact(s): Kathy Watson, Ken Ritter, Mark Neyman, Pat Daniel, Chris Pedersen

EPA? (Y/N): Y

PPG (Y/N): Y

Cross-Office?
(Y/N): N

Complete necessary rulemaking; prepare and submit to USEPA redesignation petition for Lake County SO2.

Complete rulemaking.

By: 6/30/04

Percent Complete

100%

Status:

Rule was final effective as of 6/24/05.

Submit redesignation petition.

By: 12/31/04

Percent Complete

100%

Status:

Redesignation petitions forwarded to US EPA for processing.

2.3.2.4.6.**Participate in national discussions on multipollutant legislation**

Contact(s): Janet McCabe, Kathy Watson, Pat Daniel, Shri Harsha

EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

Participate in discussions on multipollutant legislation; evaluate impacts (environmental and economic) of different strategies on Indiana; maintain dialogue with stakeholders within the state.

By: 6/30/05

Percent Complete

100%

Status:

Multipollutant legislation dead as of 6/30/05.

2.3.2.4.7.**Nitrogen Oxides Rulemaking, Phase II**

Contact(s): Kathy Watson, Ken Ritter, Shri Harsha, Pat Troth

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

EPA Role: Issue Phase II NOx rule, provide guidance to states for implementation into state plans

Undertake rulemaking to implement US EPA's Phase II NOx control rule.

By: Submit Phase II SIP by April 1, 2005

Percent Complete

90%

Status:

Rule published as a proposed rule on 6/1/05. Scheduled for final adoption on 10/5/05.

2.3.2.4.8.**Regional Haze**

Contact(s): Kathy Watson, Ken Ritter, Shri Harsha, Pat Daniel

EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

EPA Role: Provide implementation guidance for Best Available Retrofit Technology and Regional Haze Implementation Plan development

Prepare inventory of Indiana sources subject to Best Available Retrofit Technology requirement under Regional Haze program.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Inventory and sent to LADCO. Comments on BART rule sent to EPA July 15, 2004 completed. No further action can be taken until EPA releases final rule.

2.3.2.4.9.**School 21 Air Toxics Assessment Project**

Contact(s): Kathy Watson, Dick Zeiler, John Welch

EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

EPA Role: Assist with oversight of federal grant, provide technical assistance on risk characterization activities and interpretation of monitoring data.

Perform air risk characterization, additional monitoring, and support other grant activities. Issue final report.

By: 8/30/04

Percent Complete

90%

Status:

The audit of Citizens Gas is complete. The risk characterization is also complete. Final report is 40% complete. Monitoring activities continue. Report will not be final until December 2005.

2.3.2.4.10. Southwest Indianapolis Air Toxics Monitoring and Analysis

Contact(s): Kathy Watson, Dick Zeiler

EPA? (Y/N): Y

PPG (Y/N): Y

Cross-Office? (Y/N): N

Perform monitoring and risk analysis and a "monitor to model" comparison in Southwest Indianapolis. Issue report and communicate results to the public.

Project and timing dependent on receiving EPA funding.

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.2.4.11. Mercury Deposition Monitoring Project

Contact(s): Kathy Watson, Paula Smith, Cheri Storms, Tom Horton

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office? (Y/N): N

Continue implementation of mercury deposition monitoring project and complete data analysis in cooperation with the United States Geological Survey. Issue final report.

By: 6/30/05

Percent Complete

85%

Status:

Monitoring is ongoing for both wet deposition of mercury and trace metals. Dry deposition monitoring has been halted. Data analysis continues for mercury events that are considered large when compared to other sites and seasons in the database. Draft report complete and to be published by end of 2005.

State Mercury Rule Petition

Contact(s): Kathy Watson

EPA? (Y/N): Y

PPG (Y/N): Y

Cross-Office? (Y/N): N

Depending on outcome of citizens' petition regarding a state mercury rule, proceed with development of information needed for possible state mercury rule.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Mercury workgroup process completed and report issued to air board in Juen 2005. Workgroup merged with Clean Air Interstate Rule and Clean Air Mercury Rule process.

Clean Air Interstate Rule

Contact(s): Kathy Watson

EPA? (Y/N): Y
PPG (Y/N): Y
Cross-Office? (Y/N): N

Upon USEPA's promulgation of Clean Air Interstate rule, undertake state rulemaking to achieve required reductions from Indiana sources.

By: Schedule dependent on final promulgation of USEPA rule.

Percent Complete

10%

Status:

First Notice published on 6/1/05.

2.3.2.4.12.**Electric Arc Furnace Assessment, Phase II**

Contact(s): Kathy Watson, Scott Deloney

EPA Role: Provide technical assistance

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office? (Y/N): N

Develop scope of study to create an emissions profile and perform air risk characterization for an Indiana electric arc furnace.

By: 9/30/03

Percent Complete

75%

Status:

Initial report completed in May 2004, and was used to develop the scope for Phase II. Phase II was initiated but put on hold pending further direction from agency management.

Issue final report.

By: 6/30/04

Percent Complete

0%

Status:

Pending further direction regarding Phase II.

2.3.2.4.13.**Air Toxics Inventory**

Contact(s): Kathy Watson, Scott Deloney, Jon Bates

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office? (Y/N): N

Complete 2001 Great Lakes Air Toxics Inventory (Regional Air Pollutant Inventory Development System (RAPIDS))

By: 9/30/03

Percent Complete

100%

Status:

2001 source category updates submitted for regional QA.

2.3.2.4.14.**Emissions Reporting Rule**

EPA? (Y/N): Y

PPG (Y/N): N

Contact(s): Kathy Watson, Ken Ritter, Pat Troth, Jon Bates, Susan Bern, Jay Koch

Cross-Office?

(Y/N): N

EPA Role: Provide input on draft rule language as requested and guidance on emissions reporting for PM2.5

Complete current rulemaking.

By: 12/31/03

Percent Complete

100%

Status:

Final rule effective March 27, 2004.

Initiate and complete rulemaking to add reporting of ammonia and PM2.5, and other updates, per US EPA's Combined Emissions Reporting Rule.

By: Publish First Notice of Rulemaking by 3/1/04; preliminary adoption by 9/30/04; final adoption by February 2005

Percent Complete

40%

Status:

Rule put on hold; second notice published, preliminary adoption now scheduled for December 2005.

2.3.2.4.15.**Obtain EPA Approval of Outstanding Rule and Plan Submittals**

EPA? (Y/N): Y

PPG (Y/N): Y

Contact(s): Kathy Watson, Pat Troth

Cross-Office?

(Y/N): N

EPA Role: provide timely comment and identify approvability issues at an early stage in the process; review and act on submittals.

Work with USEPA to gain approval of the following pending rule or plan submittals: Process weight rate; changes to 326 IAC 4-2 and 9-1; Secondary lead smelters; Commercial and industrial waste incinerators plan submittal; changes to 326 IAC 8-2-9 and 13-3-1 (Clark and Floyd redesignation); Lilly Reasonably Available Control Technology (RACT) plan; Canam Steel RACT plan; Transwheel RACT plan; Crane #2; Prevention of Significant Deterioration (PSD) Corrections; NOx Corrections; New Source Review (NSR) Reform Plan submittal; Lake County SO2 rule; US Steel PM10 revisions.

By: 6/30/05

Percent Complete

73%

Status:

Process weight rate 7/25/05 (70 FR 24295);

Changes to 326 IAC 4-2 and 9-1 11/30/04 (69 FR 69531);

Secondary lead smelters (under EPA review);

Commercial and industrial waste incinerators plan submittal: 6/16/03 (68 FR 35181);
changes to 326 IAC 8-2-9 and 13-3-1 (Clark and Floyd Counties redesignation)
9/19/03) (68 FR 42978);

Lilly RACT plan 11/8/04 (69 FR 64661);

Canam Steel RACT plan - withdrawal of request. Plant closed and vacated.
Transwheel RACT plan 4/12/05 (70 FR 19000);

Crane #2 (under EPA review); PSD corrections 05/20/04 (69 FR 29071)

NOx corrections 12/11/03 (68 FR 69025); NSR Reform Plan submittal;

Lake County SO2 7/29/05 (70 FR 43820); US Steel PM10 revisions 3/22/04. (69 FR 13221).

2.3.2.4.16. Emissions Statements/2002 Baseline Inventory

Contact(s): Kathy Watson, Ken Ritter, Jay Koch

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Enter data into the Satellite i-STEPS software program and send Quality Assurance reports to companies.

By: 9/30/03

Percent Complete

100%

Status:

Task completed.

Finish compilation of data into the Satellite i-STEPS software program and prepare billing file.

By: 12/31/03

Percent Complete

100%

Status:

Task completed.

Add area source data and submit 2002 data to EPA National Emissions Inventory version 1.

By: 6/30/04

Percent Complete

100%

Status:

Task completed.

2.3.2.4.17. Toxwatch Analysis

Contact(s): Kathy Watson, Scott Deloney, John Welch

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Develop screening mechanism for regular review and flagging of HAP air quality data of concern and protocol for addressing it.

By: 12/31/03

Percent Complete

100%

Status:

Screening values and query program developed. Screening begun in spring 2004.

Analyze Toxwatch data from 1999 through 2004 and issue report.

By: 6/30/05

Percent Complete

10%

Status:

Data analysis has begun. Report to be issued by end of 2005.

2.3.2.5.**Air Monitoring Branch****2.3.2.5.1.****Ambient Air Quality Monitoring**

Contact(s): Dick Zeiler, Steve Lengerich

EPA Role: Monitoring guidance, funding oversight

EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

Maintain Indiana's ambient air monitoring network for criteria pollutants, meeting data completeness goal of 90%.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Valid data returns from the individual parameters for July 2003 - June 2005 are: SO₂ - 95%, CO - 95%, O₃ - 97%, NO_X - 91%, PM₁₀ (cont) - 95%, PM_{2.5} (cont) - 95%, PM₁₀ (int) - 80%, Lead - 92%, PM_{2.5} (int) - 94%.

2.3.2.5.2. Establish LEADS (system for remote calibrations and audits with real-time data transfer) system at Gary and South Bend sites

Contact(s): Dick Zeiler

EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

By: June 30, 2005

Percent Complete

10%

Status:

Weekly meetings are being conducted between AMS staff and IT. Approvals for the vendor was obtained from all departments. Communications have been ongoing with the vendor to finalize the language and the deliverables for the project.

2.3.2.5.3.**Fine Particle Monitoring**

Contact(s): Dick Zeiler, Steve Lengerich

EPA Role: Monitoring and Network Guidance, Grant oversight

EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

Establish continuous fine particle monitors at 8 additional sites.

Deploy 5 sites by 12/31/03; deploy 3 sites by 12/31/04

Percent Complete

62.5%

Status:

Terre Haute began operation in August 2003. New Albany, Ogden Dunes, and Hammond Purdue began operation in November 2003. The Lafayette site was installed in March 2005. Survey work has been conducted in Bloomington and Anderson. Finding an appropriate site and getting approval from the land owners' has been unsuccessful so far. Survey work continues. One or two possible sites in Anderson were identified. Approval from the owners' is still pending. Installation of the Indianapolis site was pulled back due the problems with the monitors.

2.3.2.5.4. Monitor for Air Toxics

Contact(s): Dick Zeiler, Steve Lengerich

EPA Role: Provide funding and risk assessment guidance

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Operate basic canister-based air toxics monitoring program at eight sites in Indiana.

By: Ongoing through 6/30/05

Percent Complete

100%

Status:

Monitoring is conducted at Evansville, Elkhart, Fort Wayne, Indianapolis, Ogden Dunes, Gary IITRI, EC Water, and Hammond CAAP.

Publish toxics monitoring data on IDEM webpage quarterly.

Quarterly, through 6/30/05

Percent Complete

100%

Status:

The most current toxics data posted on the TOXWATCH website are 1st quarter 2005.

2.3.2.5.5. Monitor for Air Toxics at School 21 in Indianapolis

Contact(s): Dick Zeiler, Balvant Patel

EPA Role: Provide funding through Air Toxics grant and risk assessment guidance.

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Operate toxics canister sampler.

By: Ongoing through 5/15/04

Percent Complete

100%

Status:

The monitoring at School -21 will continue through the end of this calendar year. The original proposed was to monitor till May 2004. Canister sampler is collecting samples every 6th day and on PAH sample days.

Conduct auto gas chromatography monitoring for 56 compounds.

By: Ongoing through 5/15/04

Percent Complete

100%

Status:

Continuous monitoring for nine HAPs will continue for the remainder of this year using Perkin Elmer AutoGC system. All continuous data are uploaded on to the agency's Toxwatch webpage in a timely manner.

Conduct monitoring for polycyclic aromatic hydrocarbons for 10 episodic samples.

By: Ongoing through 5/15/04

Percent Complete

70%

Status:

Ongoing.

Conduct meteorological monitoring.

By: Ongoing through 5/15/04

Percent Complete

100%

Status:

Ongoing.

Prepare final report on monitoring program.

By: 8/31/04

Percent Complete

10%

Status:

Data are analyzed as they are collected. Report will be prepared once monitoring is complete.

2.3.2.5.6. Monitor for Air Toxics in Southwest Indianapolis

Contact(s): Dick Zeiler

EPA? (Y/N): Y

PPG (Y/N): Y

Cross-Office?
(Y/N): N

Establish sites, operate and maintain sites, coordinate lab analysis, and prepare final report

By: project and timeframe dependent on receipt of USEPA grant.

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.2.5.7. Conduct Fine Particle Speciation Monitoring

Contact(s): Dick Zeiler, Steve Lengerich

EPA Role: Monitoring guidance, coordination of final report on beta testing

EPA? (Y/N): Y

PPG (Y/N): Y

Cross-Office?
(Y/N): N

Complete beta testing of speciation equipment and submit final report.

By: 12/31/03

Percent Complete

100%

Status:

Testing of all three monitors was conducted and data submitted for the study. The carbon and sulfate monitors proved to be not ready for ongoing field operations. The nitrate monitor was upgraded during the testing phase and continues to run and collect data. More comparison data are needed to determine if this unit will eventually be acceptable.

Establish one additional continuous speciation site if the testing is successful.

By: 12/31/04

Percent Complete

0%

Status:

Another site was never established because the test monitor did not successfully pass field testing.

Conduct filter-based speciated monitoring at seven (7) sites.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Speciated monitoring is conducted at Washington Park in Indianapolis, Elkhart, Gary, Hammond, Evansville, Mechanicsburg, and Jasper.

2.3.2.5.8.

Establish Aethalometer Monitor for elemental and organic carbon monitoring

Contact(s): Dick Zeiler, Steve Lengerich

EPA Role: Monitoring and data analysis guidance

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Establish and operate Aethalometer monitor at Washington Park monitoring site. Evaluate as alternative method for continuous carbon monitoring.

Establish by 10/1/03, operate through 6/30/05

Percent Complete

100%

Status:

The aethalometer was deployed at Washington Park in September 2003. The data are being compared to the filter based on carbon values.

2.3.2.5.9.

Operate Visibility Monitor

Contact(s): Dick Zeiler, Steve Lengerich

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

EPA Role: Provide guidance to maintain consistency with other National Hazecam network monitors.

Operate visibility monitor and provide data to regional Hazecam network. Provide ozone and PM2.5 data to the Hazecam site to provide correlation with impaired visibility.

By: Ongoing through June 30, 2005

Percent Complete

100%

Status:

Site is operational and pictures and data are posted to the Midwest Hazecam website.

2.3.2.5.10.

Operate PAMS monitoring site and analyze data

Contact(s): Dick Zeiler, Balvant Patel

EPA Role: Monitoring guidance

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Operate the PAMS site in Northwest Indiana for hourly ozone, carbonyl, NO_x, NO_y, and meteorological information. Coordinate with USEPA and other Region 5 states on operation and quality assurance.

Ongoing through 6/30/05

Percent Complete

100%

Status:

PAMS monitoring for the 2003, 2004, and first part of the 2005 season is completed. Data for 2003 and 2004 have been entered into AQS. Data for 2005 are going through the final QA checks.

2.3.2.5.11.

Conduct Special Purpose Monitoring

Contact(s): Dick Zeiler, Steve Lengerich

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Establish and operate PM-10 site at industrial-oriented site. Submit report on monitoring project.

Establish by 10/1/03; operate through 9/30/04; submit report by 12/31/04

Percent Complete

100%

Status:

Monitoring site at Jeff Boat was discontinued on July 13, 2004. No standards violations were recorded during its operational period. The highest 24 hour value reported has been 81 ug/m³. Staff are working with Compliance to produce the final report.

Identify location for special purpose monitoring in FY05.

By: 6/30/04

Percent Complete

100%

Status:

A monitoring site near ESSROC in Speed is planned to begin operation January 1, 2005. Staff are working with Compliance to establish the site.

Operate particulate monitor at ESSROC Speed

By: Ongoing through 6/30/05

Percent Complete

100%

Status:

Site was established in December 2004. Monitoring has been ongoing from that time.

Conduct special purpose monitoring of open burning activities at Indiana Army Ammunition plant in Charlestown.

By: As needed, if further burning is conducted.

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.2.5.12.**Confined Animal Feeding Monitoring Project**

Contact(s): Dick Zeiler, Steve Lengerich

EPA Role: Assist with identification of available funding

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): Y

Work with Purdue and volunteer Confined Animal Feeding Operation (CAFO) (Rose Acres) on monitoring study to measure levels of ammonia, hydrogen sulfide, and fine particulate. Project dependent on obtaining funding.

By: Completion date dependent on timing and availability of funds.

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.2.5.13.**Regional Monitoring Strategy**

Contact(s): Dick Zeiler, Steve Lengerich

EPA Role: Approval of strategy, revision of federal monitoring requirements as necessary, approval of strategy and proposed networks.

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Propose and implement revised monitoring networks in accordance with the Regional and National Monitoring Strategies (when finalized), and the needs of Indiana's ambient monitoring program for criteria pollutants and implement revisions upon approval by USEPA.

Submit recommended network

By: 9/30/03

Percent Complete

100%

Status:

The Regional Monitoring Strategy was submitted by the LADCO states to Region 5 in April 2004.

Implement revisions

By: 6/30/04 (date contingent upon USEPA approval)

Percent Complete

50%

Status:

The Network Revision is being updated with the most current data and will be modified as necessary. The proposed changes will be implemented or modified as more input is gathered from other agencies and the public.

2.3.2.5.14.**Provide Monitoring Data as needed for Attainment/Nonattainment Classifications**

Contact(s): Dick Zeiler, Steve Lengerich

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Provide final, quality assured data for the 2003 and 2004 ozone seasons.

By: As early as possible but no later than November 15 for 2003 and by November 15 for 2004 for ozone season data

Percent Complete

100%

Status:

All ozone data for 2003 and 2004 have been quality assured and entered into AQS.

Provide final, quality assured data for PM2.5.

By: March 31 of the following year.

Percent Complete

100%

Status:

All PM2.5 data from 2003 were validated by February 2, 2004. Data from 2004 were validated by February 9, 2005.

2.3.2.5.15.**Provide Timely and High Quality Information on Air Quality to the Public**

Contact(s): Dick Zeiler, Steve Lengerich

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Improve data quality handling operations to provide more complete and accurate ambient air quality data by implementing the Leading Environmental Analysis and Display System (LEADS®) system.

Complete deployment in two regional areas (Fort Wayne and Northwest Indiana) and new data website online.

By: 6/30/04

Percent Complete

15%

Status:

Weekly meetings are being conducted between AMS staff and IT. Approval for the vendor was obtained from all departments. Communications have been ongoing with the vendor to finalize the language and the deliverables for the project.

All additional continuous monitoring sites.

By: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Produce daily and hourly ozone and PM2.5 data and maps to be posted on the internet through the regional mapping project, AIRNow.

Hourly through 6/30/05

Percent Complete

100%

Status:

Ozone maps were posted for July - September 2003, April-September 2004, and April -- June 2005. Beginning in October 2003, PM2.5 data have been uploaded hourly to AIRNow for input into the PM2.5 maps.

Update Toxwatch page.

Monthly through 6/30/05

Percent Complete

100%

Status:

Most current data on the Toxwatch page are second quarter 2005.

Provide data from all continuously monitored parameters in a timely and accurate manner via the Office of Air Quality Ambient Air Quality website.

Hourly through 6/30/05

Percent Complete

100%

Status:

All continuous data being produced are posted to the web within an hour after being collected in the field.

2.3.2.5.16. Indiana Monitoring Sites

Contact(s): Dick Zeiler

EPA? (Y/N): Y
PPG (Y/N): Y
Cross-Office?
(Y/N): N

Designate Indiana's monitoring sites as N-CORE level 1,2, or 3 in accordance with new USEPA system.

By: 6/30/05

Percent Complete

100%

Status:

Indianapolis Washington Park has been designated as a level 2 N-CORE site.

2.3.2.6. Licensing & Office Support

2.3.2.6.1. Asbestos/Lead licensing and training provider program

Contact(s): Larry Fedor

EPA? (Y/N): Y
PPG (Y/N): Y
Cross-Office?
(Y/N): N

Issue 75% of asbestos/lead licenses within 14 days of receipt and 100% within 21 days of receipt.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

During the time period from July 1, 2003, through Sept. 30, 2004, 3384 asbestos licenses were issued, of which 80% issued an approval/denial within 14 days, and 100% were issued an approval/denial within 21 days. 298 lead licenses were issued, during the time period from July 1, 2003, through Sept. 30, 2004, of which 85% were issued an approval/denial within 14 days, and 100% were issued an approval/denial within 21 days.

Implement bilingual program, including approval and audit of Spanish language training courses, translation of materials, and customer assistance.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

Initial contract for Spanish training course provider audits was approved in November 2002 and has been renewed and active until June 9, 2006. During the time period of July 1, 2003, through Sept. 30, 2004, 2 on-site audits were conducted. During this time period the Language Training Center, IDEM's foreign language contractor, provided a complete desk audit of one training course provider whom has applied for approval of their Spanish worker initial and refresher course. These courses were found to be incomplete thus denied. Barbara Gordon serves as interpreter for the Asbestos/Lead Section and translates forms on daily basis as needed. We have changed the front desk duties to allow Barbara to serve as interpreter for entire office.

Issue approval/disapproval of 95% of training course provider applications within 30 days and 100% within 90 days.

Annually June 30 of each year

Percent Complete

62.5%

Status:

During the time period of July 1 through Sept. 30, 2004, 106 (95%) asbestos training course applications were received and issued within the 30 day time frame, with 106 courses (100%) being issued within the 90 day time frame. During this same time period, 40 (65%) lead training course applications received were issued within the 30 day time period and 61 (100%) issued within the 90 day time frame.

Audit 10% of asbestos and lead training courses.

Annually June 30 of each year

Percent Complete

62.5%

Status:

13 asbestos (10%) and 3 lead audits (6%) were conducted during the time period of July 1, 2003, through Sept. 30, 2004. Due to changes within the Branch and the Asbestos/Lead Section, Staff time was required to be reallocated during this time period.

Monthly post a list of current asbestos and lead-based paint licensees on the IDEM website.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

This process has slowed down during the time period of July, 2003, through Sept. 30, 2004, due to the current upgrades of the asbestos/lead computer software. Currently program software is not compatible with pdf formatting software and all data must be converted into appropriate formatting by IT personnel prior to being placed on the website. It is anticipated that the program will be up and functional by December 31, 2004.

Lead program

Contact(s): Dave White

EPA? (Y/N): Y

PPG (Y/N): Y

Cross-Office?
(Y/N): N

Develop and hold two compliance assistance workshops (one for Indiana lead-based paint contractors and one for Indiana lead-based paint training course providers). IDEM will conduct evaluations of each workshop held, including requests for participant feedback.

By: 9/30/04

Percent Complete

100%

Status:

On May 27, 2004, IDEM conducted a lead compliance assist-workshop for lead training course providers. 11 attendees were present. On May 26, 2004, IDEM conducted a compliance workshop for lead contractors, a total of 7 contractors were in attendance.

Develop and hold a compliance/enforcement workshop for Indiana local health departments and other governmental agencies that enforce lead-based paint activities. IDEM will conduct evaluation of the workshop held, including requests for participant feedback.

By: 9/30/04

Percent Complete

100%

Status:

Two compliance/enforcement workshops were held on August 25, 2004, and September 9, 2004. IDEM, along with representatives of ISDH and HUD provided assistance and updates on the Indiana lead program to 80 local health departments and local government agency representatives.

Provide in the end-of-year report an analysis of the mini-grant program, including a listing of all potential abatement projects referred to IDEM, as well as IDEM's disposition of each referral.

By: 9/30/04

Percent Complete

100%

Status:

The FY04 year end report was submitted to the U.S. EPA with attachments including analysis of IDEM's lead mini grant program. The Marion County Health Department was the mini grant recipient, with an award awarded in the amount of \$10,000. No abatement projects occurred or were referred to IDEM for further enforcement action.

Implement a program to identify abatement projects through HUD, Health Departments and other organizations that may provide funding for abatement and non-abatement projects.

By: 9/30/04

Percent Complete

0%

Status:

This program did not get implemented during this EnPPA cycle.

Provide full audits of two lead-based paint training courses, as well as continue to provide partial audits of other lead-based paint training courses.

By: 9/30/04

Percent Complete

100%

Status:

Two training course audits were completed for a lead clearance examiner course and a lead inspector refresher course. Both courses were granted full approval.

Develop and implement a program to provide outreach to asbestos renovation/demolition contractors to remove mercury switches prior to renovation or demolition of buildings.

By: 6/30/04

Percent Complete

Development of informational materials 100% Complete; implementation is on-going.

Status:

OAQ continues to work with these contractors. Fact Sheet for asbestos renovation/demolition contractors developed and being posted on website. Fact Sheet and Mercury Awareness Program pamphlet identifying mercury containing items to be given out by field inspectors during on-site inspections. Will consider other outreach strategies such as holding a public meeting for asbestos renovation/demolition contractors to educate them on mercury switch removal. Indianapolis OES added a similar provision in their contract with IDEM to provide outreach to asbestos renovation/demolition contractors.

Assist Office of Planning and Assessment in administering lead mini-grants, when money is available, to Indiana Health Departments and other agencies as approved by USEPA.

Ongoing

Percent Complete

100%

Status:

Project completed as of 9/30/03. Mini-grants were awarded as follows:

1. Marion County Health Department \$10,000 award, in April 2003.
2. Wayne County Health Department \$5,000 award, in April 2003.
3. City of Hammond \$5,000 award, in May 2003.
4. St. Joseph County Health Department \$5,000 award, in May 2003.
5. Allen County Health Department \$5,000 award, in May 2003.

All mini-grants were completed in by September 30, 2003. IDEM awarded \$10,000 to the Marion County Health Department for a mini grant which was completed on September 30, 2004.

Convert existing Licensing and Tracking databases from Paradox based system to Oracle.

By: 9/30/04

Percent Complete

95%

Status:

The asbestos/lead training course provider database has been converted from Paradox, as well as the lead licensing and third-party exam databases. We are currently in the process of finishing the asbestos licensing and notification databases. The new program has been developed and conversion from Paradox to the new system has been completed; however, minor problems arising during initial usage (which will occur over the next year) continue to be worked out on as needed basis.

406(b) compliance assistance program

Develop and establish pilot 406(b) compliance assistance program as outlined in 326IAC23-5-2(b) for lead renovators in specific counties as approved by the USEPA.

By: 5/15/05

Percent Complete

25%

Status:

Phase one of this project has been completed. Phase one incorporated all of Marion County. Phase 2 review of phase one activities and response has begun.

2.3.2.6.2. Manage Air Grants

Contact(s): Larry Fedor

EPA Role: Coordinate with IDEM staff on grant applications and submittals

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Work with program staff, Office of Management and Budget Administration and EPA grant coordinators to ensure timely and accurate submittal of federal grants, grant extensions, amendments and revisions.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

All grant activities to date have been completed in a timely manner.

2.3.2.6.3. Administer BP Amoco Fine Money Projects

Contact(s): Scott Deloney

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Develop and oversee contracts or other mechanisms for project proponents to implement projects funded by BP Amoco fine money.

Ongoing through term of individual grant.

Percent Complete

70%

Status:

Phase I projects nearly complete. Phase II solicitation complete. Phase II projects to be selected in November.

Develop grant process and conduct second round of project solicitation and awards.

By: 6/30/05

Percent Complete

80%

Status:

Phase II solicitation complete. Phase II projects to be selected in November.

2.3.2.6.4. Quality Management Plan

Contact(s): Janet McCabe, Steve Blaser

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): Y

Identify all current operating procedures and quality assurance documents to IDEM QA manager.

By: 12/31/03

Percent Complete

75%

Status:

Identification and organization of the documents has been done in some areas, but the list is not incorporated into the IDEM QMP database. A schedule for incorporation of the information into the database has not yet been set by QMP workgroup.

Review Office of Air Quality portions of the Quality Management Plan and identify any outstanding procedures or documentation. Consider needs for additions to Quality Management Plan. Prioritize outstanding commitments and/or additional needs and establish schedule for completion. Implement schedule.

Review and establishment of prioritized schedule.

By: 12/31/03

Percent Complete

75%

Status:

The QMP has been reviewed for identification of key OAQ components, and updates have been submitted to the QMP manager for incorporation into the revised QMP. QMP revision is pending and projected completion date has been moved from April 30, 2004, to December 2004.

2.3.3. Office of Enforcement

An important step toward making Indiana a cleaner, healthier state is to insure businesses, individuals, and government entities are complying with environmental laws. The Indiana Department of Environmental Management's (IDEM) Office of Enforcement (OE) mission is to respond to violations with timely, quality enforcement actions which accomplish three (3) major goals:

- (1) achieve compliance,
- (2) deter future violations, and
- (3) result in an improved environment.

IDEM uses the toll of enforcement through a series of legal actions to bring facilities into compliance with the law (Statute Authority IC 13-13-3-3).

Office Contacts

Matthew Klein
Assistant Commissioner
Office of Compliance and Enforcement
317-233-3978
e-mail: mklein@idem.in.gov

Mary Ann Habeeb
Director
Criminal Investigations
317-232-7696
e-mail: mhabeeb@idem.in.gov

2.3.3.1. Agency Priorities

Enhance IDEM's Compliance/Enforcement Team

The Compliance/Enforcement Team provides the base for true multi-media initiatives. These initiatives will include periodic cross media educational opportunities and open forums designed to enable staff to identify cross media concerns and provide coordinated approaches to regulated community compliance assistance and enforcement actions. The Compliance/Enforcement Team will enhance IDEM staff's ability to identify and pursue appropriate compliance and enforcement actions through the establishment of model referrals, better coordination with IDEM's regional offices, compliance documentation and enforcement case management training, as well as information and evidence collection training.

Continue work of agency-wide Compliance Enforcement Team to meet/communicate regularly to evaluate information and formulate agency-wide compliance and enforcement strategies and resource allocation.

By: 6/30/05

Percent Complete

100%

Status:

Ongoing. The C/E team continues to meet at least 1-2 times per month. Requests for future topics were discussed and will be added to agendas. The Team continues to develop a list of closing facilities which is updated, distributed, and discussed at the 1st meeting of each month. The team recently worked on coordinating a list of facilities to send letters to encouraging self disclosures and audits.

A. Continue Compliance/Enforcement Planning

Lead Office:
OE

Contact(s): Paula Smith (OPA), Felicia Robinson (OE), Nancy Johnston (OE)

- a) Continue multi-media compliance and enforcement planning and coordination in accordance with current operating procedures (COP) developed by the Compliance Enforcement Team during 2000-2001. Utilize Compliance/Enforcement Planning COP and periodically revise (as needed).

Ongoing

Percent Complete

100%

Status:

Ongoing. Multi-media compliance and enforcement planning continues and we revisit the issues every few months. Concerns regarding EPA - lead multi-media inspections was discussed. Quarterly update of the Facilities of Concern list was completed. Communication on closing facilities was discussed and a workgroup was formed. Pollution Complaint Clearinghouse tracking is being revisited. Briefing done on auto salvage initiative. Planning COP has been reviewed and revised. MM Screening Checklist COP revised and MM Screening Checklist being reviewed. MM Screening Refresher Training conducted. Revisions made to Photo Documentation Policy.

- b) Each compliance branch will work with the NWRO to come up with focused inspection and compliance goals for each of the steel mills.

Ongoing

Percent Complete

25%

Status:

The NWRO is leading this project. They met with the steel mills and will be setting up meetings with each compliance branch.

- c) Determine if and how multi-media steel mill meetings will occur. If it is decided that the meetings will be held, program offices will meet to discuss a format and content for the meetings with the steel mills.

By: 6/30/04

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

- d) Continue development and implementation of steel mill Compliance Action Plan.

By: 6/30/04

Percent Complete

0%

Status:

With the change in administration, this activity is currently on hold.

- e) Continue development and implementation of foundry sector Compliance Action Plan.

Ongoing

Percent Complete

90%

Status:

Group working on this met once and will continue to meet each quarter. Second meeting held 1-12-04. Industrial waste conducted workshops and training. Industrial waste inspections have begun. OAQ completed 53% of inspections at major foundries. OPPTA and OLQ working with INCMA to promote foundry sand reuse. Next meeting 4/7/04. Meeting 7/14/04 to discuss progress made during last quarter of fiscal year. Meeting 10/13/04. Adjustment to Foundry CAP made for the remaining 3 Quarters. OAQ completed 37 inspections at major foundries as part of strategic air inspection plan. OAQ completed review of all Title V and FESOP annual compliance certifications. OAQ identified unpermitted or modified facilities through inspection and review of permit applications. OAQ and OLQ completed 2 Category C MM inspections. OLQ did not completely identifying and inspecting all foundries with restricted waste sites that have not been inspected since 2001.

f) Each office will work with the NWRO to come up with goals and objectives for each of the Indiana steel mills.

By: 6/30/04 and 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

B. Improve Inspection and Enforcement Procedures

Lead Office:
OE

Contact(s): Paula Smith (OPA), Felicia Robinson (OE), Nancy Johnston (OE)

Develop a model referral and referral checklist to help generate a complete and high quality referral.

By: 6/30/04

Percent Complete

100%

Status:

The referral forms are on the shared drive for common access, and the document including the checklist is in final draft for approval.

Review and evaluate the inspection process after implementing the February 4/03 COP for Conducting Single-Media Inspections.

By: 6/30/04

Percent Complete

100%

Status:

Reviewed and revised multi-media checklist and verification of inspection form. Discussed additions to the MM Screening Exceptions list and re-sent list for review. Currently reviewing Violation Letter/Summary process. SOP for digital photos is finalized and ready for implementation. MM Screening COP reviewed and revised. Planning for MM Training which will take place in November and December. VL/Summary Letter revised, Referral to Enforcement letter developed.

C. Compliance and Enforcement Sampling Operations Plan

Lead Office:
OI

Contact(s): Sandra Jensen

"Compliance and Enforcement Sampling Operations Plan" to enhance compliance sampling and monitoring as well as establish an on-call sampling operations team to respond to environmental emergencies.

By: 10/1/03 - final draft plan

3/31/04 - Agency-Wide Distribution and Implementation Training Complete

12/1/03 - First Trial Run Complete

Percent Complete

80%

Status:

CE Team COP providing guidance on the development of section specific COP is complete. Section specific COPs are also complete and final except the water section is still in the review stages.

D. Enforcement Case Development Training Program

Lead Office:
OI

Contact(s): Sandra Jensen

Enhance IDEM regulatory and enforcement staff knowledge of their role and responsibilities with respect to environmental enforcement.

Training Material Prepared and Presenters Identified.

By: 9/1/04 - IGCN Training complete

10/1/04 - NWRO/NRO Training complete

11/1/04 - SWRO Training complete

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

E. Agency-Wide Progressive Enforcement Plan

Lead Office:
OI

Contact(s): Sandra Jensen

"Agency-Wide Progressive Enforcement Plan" to promote fairness and consistency in IDEM enforcement methodology while reducing duplication of effort in the following ways:

- 1) Enhanced referral and notification between the Office of Enforcement and Office of Investigations; and 2) Increasing program staff ability to identify proper referral type.

Develop plan for identifying proper enforcement response based upon violation history, culpability and/or significance of harm.

By: 7/1/04

Percent Complete

100%

Status:

OI Case Selection Guidance was prepared as a counterpart to OE's Enforcement Referral Policy. This guidance will serve to enhance the ability of program staff to identify proper enforcement type and will serve as a starting point for coordination between OE and OI.

OI Director and OE Section Chiefs meet quarterly to review plan effectiveness and revise as necessary.

Ongoing

Percent Complete

100%

Status:

The new Director meets with the Assistant Commissioner of Compliance and Enforcement on a regular basis, not OE Section Chiefs.

Conduct review of referrals made to both OE and OI to identify those that should have been referred to the other.

By: 8/1/04

Percent Complete

100%

Status:

Ongoing.

Utilize review findings as basis for section/branch/program specific enforcement referral training/education.

By: 12/31/04

Percent Complete

100%

Status:

The COP and criminal investigation referral form have been finalized.

Continuing Timely, Accurate Enforcement

EPA? (Y/N): Y

Cross-Office?
(Y/N): N

The Office of Enforcement will continue to provide support to IDEM's programs (including the Office of Air Quality, Office of Water Quality, and Office of Land Quality) for enforcement actions.

5. Building a Better IDEM - Expand Health and Safety Training

Contact(s): Dave Appel (OE)

Explore possibility of expanding in-house 8-hour training.

Establish training curriculum relevant to Office of Water Quality, Office of Air Quality, Office of Pollution Prevention and Technical Assistance, and the Office of Legal Counsel for in-house training programs.

By: 9/1/03

Percent Complete

100%

Status:

New training curriculum developed for 2004 updates. Training developed to meet the needs of all program areas.

Implement in-house training of new curriculum.

By: 3/31/04

Percent Complete

100%

Status:

New curriculum presented for OLQ staff. Twelve 8-hour updates have been conducted for staff in 2004.

Develop "train-the-trainer" curriculum for in-house First Aid/CPR training.

- Train 25% of field staff in First Aid/CPR.

By: 6/1/04

Percent Complete

75%

Status:

150 field staff have received training as of 6/30/05.

- Offer training for non-field staff in First Aid/CPR.

By: 12/31/04

Percent Complete

10%

Status:

Classes are available to field staff and non-field staff. 10 classes have been held as of 6/30/05.

- Compile and disseminate security and personal safety information.

- Conduct informational sessions to discuss relevant building security and emergency preparedness in all IDEM locations.

By: 10/1/03

Percent Complete

100%

Status:

Emergency Action Plan completed, and informational sessions have been conducted. Ongoing process of information dissemination and training. Review of evacuation drills conducted and communicated to all staff through Agency update memos.

- Review and revise Emergency Action Plans for all locations to address concerns recognized from staff during informational sessions.

By: 12/31/03

Percent Complete

100%

Status:

Information from staff used to update and address concerns associated with emergency preparedness. Revised all floor plan maps to exhibit tornado safe areas.

- Disseminate updated Emergency Action Plans to all staff.

By: 2/28/04

Percent Complete

100%

Status:

Distributed Emergency Action Plan to staff. Trained Floor Wardens, conducted informational sessions and procured safety equipment to assist in an emergency.

- Continue involvement in Indiana Government Center Core Team for emergency preparedness to ensure that the Agency's plan is consistent with the campus plan.

By: 5/31/04

Percent Complete

100%

Status:

Continued involvement in campus initiative.

2.3.3.2. Office Priorities

Active Exceptions list

Contact(s): Mark Stanifer

EPA? (Y/N): Y
PPG? (Y/N): N
Cross-Office?
(Y/N): N

Reduce the Active Exceptions list to less than 2% of the total active NPDES permitted facilities.

By: 6/30/05

Percent Complete

Unknown

Status:

We can't determine current compliance with this goal, because EPA has not prepared an exception list since 12-02.

Maintain a Significant Noncompliance rate < or = 10%.

Ongoing

Percent Complete

The current value is 8.9% of major

Status:

SNC data for the most recent quarter show 17 of 192 majors are in SNC, yielding 8.9%. The complies with the goal of 10% maximum.

Expand Health and Safety Training Program

Contact(s): David Appel

EPA? (Y/N): Y
PPG? (Y/N): Y
Cross-Office?
(Y/N): Y

The training program has been established to provide relevant health and safety training to all staff meeting the agency definition of field inspector. The policy requires an initial 24 Hour or 40 Hour course of instruction (depending on position responsibilities) followed by an annual 8 Hour Refresher. Currently there are approximately 400 staff that require the annual update.

Training Program purpose:

To establish and implement a consistent Health and Safety Training Program within IDEM to provide training in accordance with Occupational Safety and Health Administration (OSHA) standards found in 29 CFR 1910.120. The training program will effectively meet the following objectives:

- Assure that employees are aware of potential hazards they may encounter during the performance of field activities.
- Provide the knowledge and skills necessary to perform the work with the least possible risk to personal health and safety.
- Assure that program goals are accomplished in as safe and healthful manner as feasible.
- Assure that employees can safely disengage themselves from an actual hazardous situation that may occur during a field activity.

Program Activities:

Develop training programs based upon common injuries in the workplace

- a) Review work practices that involve lifting and carrying.
- b) Identify affected programs.

By: 5/31/03

Percent Complete

100%

Status:

Integrated back safety & ergonomics into 8-hour update.

Develop Agency Training Manual

- a) Address all relevant Occupational Safety and Hazard Administration (OSHA) topics.
- b) Regulation overview and applicability to IDEM activities.
- c) Develop checklists and inspection guidelines.

By: 12/31/03

Percent Complete

100%

Status:

Hazard communication program completed and inventory of hazardous materials to be maintained on Agency shared drive.

Develop a Personal Protective Equipment Policy for the agency.

- a) Define use and replacement guidelines for all personal protective equipment.
- b) Establish essential equipment list for all field programs.

- c) Establish standardized equipment list for programs to maintain and use for all non-field staff.

By: 11/30/03

Percent Complete

100%

Status:

The Personal Protective Equipment Policy for the agency has been released and is currently being used by all programs.

Develop Confined Space Entry/Awareness Training program

- a) Revise Office of Land Quality policy to an agency policy.
b) Develop checklists for inspectors to evaluate company plans.
c) Conduct training sessions.

By: 2/1/04

Percent Complete

100%

Status:

Training program continually reviewed to ensure applicability to staff needs.

Centralize Medical Monitoring Program

- a) Integrate Health & Safety Training database with medical monitoring information.
b) Streamline scheduling and reporting procedures.

By: 4/30/03

Percent Complete

100%

Status:

Complete

Implement First Aid/CPR training for staff

- a) Priority system for class attendance.

By: 11/30/03

Percent Complete

100%

Status:

Conducting 6 - 8 CPR/First Aid classes each year.

Develop new Health & Safety training database.

- A. Identify training needs to position
B. Identify pre-needs to position
C. identify medical monitoring requirements for position

By: 1/30/04

Percent Complete

95%

Status:

Database currently being used and corrected as problems are discovered. Data from old system has been transferred. Model developed and needs assessment completed. Waiting for development process to be initiated by IT.

ARCHIVED June 29, 2005

2.3.4. Office of Land Quality

The OLQ is charged with protecting public health and the environment by assuring planning for, and the proper handling and disposal of, wastes in Indiana; protecting the public in the event of chemical spills and other environmental emergencies; and addressing short and long-term cleanup projects at contaminated sites throughout the state.

Office Contacts:

Bruce Palin
Assistant Commissioner
Office of Land Quality
(317) 233-6591
e-mail: bpalin@idem.in.gov

The Assistant Commissioner and Deputy Assistant Commissioner work as a team to assure that sound environmental policies are developed and implemented relative to the protection and remediation of land in the State of Indiana. The Deputy Assistant Commissioner may focus on special initiatives while assisting the Assistant Commissioner in directing and supervising a large number of resources and staff.

2.3.4.1. Office Priorities

2.3.4.1.1. Information Management

Contact(s): Greg Overtom

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): Y

Maintain/update Geographic Information System (GIS) coverages.

By: 6/30/04 and 6/30/05

Percent Complete

75%

Status:

All Geographic Information System (GIS) coverage's showing the locations of OLQ regulated facilities are updated quarterly. The most recent was completed June 30, 2004. OLQ staff continue to collect mapping-grade GPS locations for regulated facilities, and at this time we estimate that we have 70% collected.

Improve Resource Conservation and Recovery Act (RCRA) Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) site coordination by continuing to work toward Universal Site Database.

By: 6/30/04 and 6/30/05

Percent Complete

45%

Status:

OLQ is in the process of phasing out Paradox-based tracking systems. We are consolidating our regulatory and facility information into our two main data systems, OLQ Info. (RCRA, Solid Waste permitting, compliance, and Corrective Action) and ULCERS (remediation). Solid Waste permitting integration into OLQ Info is nearly complete.

Evaluate current data collection procedures (i.e. value/gaps), and implement standardized electronic data submittal processes; to further develop and support systems to meet program management and staff needs.

By: 6/30/04 and 6/30/05

Percent Complete

25%

Status:

Standardized formats have been developed for electronic submittal of sampling data and locational data. We are working on adding electronic data submittal as a standard condition of our laboratory contracts.

Develop an interface with new databases converted from Paradox for staff use.

By: 6/30/04 and 6/30/05

Percent Complete

95%

Status:

The office's larger Paradox systems (Permits Tracking, Composting, Guidance Documents, etc.) are currently being converted to Access or Oracle-based applications. The final system being converted to is in final testing.

2.3.4.1.2.**OLQInfo Update**

Contact(s): Greg Overtom

EPA Role: Grant Funding

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office?

(Y/N): N

OLQInfo is the data management system that the Office of Land Quality uses to track regulatory information about Resource Conservation and Recovery Act (RCRA) and Solid Waste regulated activities and operations in Indiana. The Office of Land Quality will improve the agency's ability to manage the confined feeding program by:

- 1) creating a new module in OLQInfo for the Confined Feeding Operation (CFO) program, and
- 2) transferring existing Confined Feeding Operation (CFO) data from the current Paradox-based system to a more robust Oracle system.

The project will also include updating the system interface to:

A) Improve user interaction with the database, reducing the burden in sharing critical National Pollutant Discharge Elimination System (NPDES) Confined Animal Feeding Operation (CAFO) data with Permit Compliance System (PCS) data via the National Environmental Information Exchange Network (NEIEN), and

B) Integrate OLQInfo with the Indiana Facility Registry System (I-FRS) to facilitate sharing information with other state and federal databases.

By: 4/1/05

Percent Complete

5%

Status:

This project has been temporarily suspended because the funding allocated for the project was needed for other purposes.

2.3.4.1.3.**Identify and Design initiatives to assess and improve OLQ's internal business operation and quality of work life.**

Contact(s): Bruce Palin and Janet Smith

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office?

(Y/N): N

Develop consistent office-wide process management measures for key processes including cycle time reduction, constituent feedback, performance, cost reduction and resource allocation.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Contract Process document has been completed and forwarded to staff. Contract Request document finalized, and forwarded to staff.

Establish current operating procedure for staff tracking of contracts.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Contract tracking database has been created, and is updated on an ongoing basis.

Update Office of Land Quality locator directory.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Locator directory was updated in September 2004. Next update scheduled for March 2005.

2.3.4.1.4.

Risk Integrated System of Closure

Contact(s): Bob Moran, Bill Hayes, Rod Thompson, Mike Anderson

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Institutionalize the Risk Integrated System of Closure policy (i.e. Project Manager and Technical staff training, additional resources for Risk Integrated System of Closure reviewers).

By: 6/30/04 and 6/30/05

Percent Complete

50%

Status:

The bi-weekly RISC Availability Sessions for staff have completed the study of the entire Technical Guide. A special session was held for studying Plume Stability and Attenuation Monitoring. Staff interest and concerns will be monitored, and additional special availability sessions will be held on an "as needed" basis.

Evaluate reallocating more staff resources to completing Risk Integrated System of Closure reviews.

By: 6/30/04 and 6/30/05

Percent Complete

50%

Status:

Staff resources and tasking are discussed in bi-weekly RISC Advisory Board meetings. Bi-weekly meetings of the RISC Technical Specialists and support staff continue to coordinate resource allocation, prioritize tasks to support staff, etc.

Evaluate current Risk Integrated System of Closure Manuals for improved clarity and organization in an effort to provide complementary manuals that are user friendly.

By: 6/30/04 and 6/30/05

Percent Complete

50%

Status:

Portions of the User's Guide, Chapter 2 (RCRA) have been updated, and Chapter 3 (Leaking Underground Storage Tanks (LUST)) first draft was completed and had received limited internal review. Six (6) public outreach sessions were conducted throughout the State. The Technical Guide Appendix 1, Default Closure table, was updated and posted on the web by January 1, 2004. Eleven (11) new compounds were added. A biweekly meeting has started reviewing the Technical Guide, chapter by chapter, and updating and clarifying the text. This group is composed of the RISC staff, a chemist, and a geologist, and is moderated by the Applied Science Section Chief. The purpose is to improve the organization of the manual and to clarify issues that have developed since RISC was launched. No significant policy changes are anticipated. A poster session presentation on RISC was made at the American Chemical Society meeting. A guideline for providing an alternate water supply was drafted, and has been reviewed by the Drinking Water Branch of OWQ. A guideline for health-based vapor intrusion action levels was drafted.

Improve coordination with all sister agencies who have tasks related to Risk Integrated System of Closure in an effort to define roles and responsibilities for greater resource efficiency.

By: 6/30/04 and 6/30/05

Percent Complete

50%

Status:

Preliminary discussions held with staff at Indiana State Dept. of Health to improve coordination. Indiana Dept. of Transportation representatives attend the RISC Availability Sessions. Coordinated with Indiana Occupational Safety & Hazard Administration (IOSHA) on the vapor intrusion guidelines. A draft public information piece about vapor intrusion was sent to the Indiana State Department of Health (ISDH) for their review and comment.

Develop and implement timeframe for finalizing the Total Petroleum Hydrocarbons and Vapor Intrusion policies.

By: 6/30/04 and 6/30/05

Percent Complete

80%

Status:

A second draft of the proposed policy has been developed for Total Petroleum Hydrocarbons, and comments from the Total Petroleum Hydrocarbons (TPH) Work Group have been incorporated. Concerns about analytical laboratory procedures are being investigated. Once they are resolved, a draft will be ready for distribution to staff of OLQ. Vapor Intrusion is on hold pending contract issues. The Alternate Water Supply non-rule policy has reviewed and commented on by OWQ Drinking Water Branch staff. The final draft is waiting for examples of Short Term Action Levels to be developed for BTEX and some chlorinated solvents before starting down the Nonrule Policy Document (NPD) path.

2.3.4.1.5.**Confined Animal Feeding Operations (CAFO)**

Contact(s): Bruce Palin, Dennis Lasiter, and Lynn West

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): Y

IDEM will implement the Confined Animal Feeding Operation (CAFO) General Permit Rule and comply with Federal regulations.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

The CAFO General Permit Rule was final adopted by the Water Pollution Control Board on January 14, 2004. It became effective on March 24, 2004, and the permit and compliance activities associated with the rule are fully implemented.

2.3.4.1.6.**Reducing Risk**

Contact(s): Bruce Oertel, Laura Steadham, and Rod Thompson

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): Y

Targeting specific contaminants from the Office of Land Quality priority pollutant list (Top Ten Contaminant List).

By: 6/30/04 and 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Targeting specific contaminants from the Office of Land Quality priority pollutant list (Top Ten Contaminant List).

By: 6/30/04 and 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Developing a process to make better risk based decisions and allocation of resources.

By: 6/30/04 and 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Assisting other IDEM offices in addressing their priority contaminants.

By: 6/30/04 and 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.4.2. Remediation Branch Priorities

Bruce Oertel, Branch Chief, (317) 232-4535, e-mail: boertel@dem.state.in.us

2.3.4.2.1.**Site Investigation**

Contact(s): Gabriele Hauer

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office?

(Y/N): N

Conduct up to twelve (12) Integrated Assessments per fiscal year.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Conduct up to five (5) Site Reassessments per fiscal year.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Conduct up to four (4) Expanded Site Assessments per fiscal year.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Prepare up to three (3) Hazard Ranking System (HRS) Packages or as needed, within 180 days of notice to EPA.

During: FY 2003 - 2005

Percent Complete

100%

Conduct Pre-CERCLIS (Comprehensive Environmental, Response, Compensation and Liability Information System) Screenings as needed.

During: FY 2003 - 2005

Percent Complete

100%

Conduct Resource Conservation and Recovery Act (RCRA) PA/VSI reviews as needed.

During: FY 2003 - 2005

Percent Complete

100%

2.3.4.2.2. Brownfields

Contact(s): Gabriele Hauer

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Complete/review up to ten (10) Brownfields Environmental Assessments (BEAs) or equivalent investigations for communities.

By: 6/30/04 and 6/30/05

Percent Complete

20%

Status:

Two (2) BEAs reports in review. No new applications received to be able to reach 100%. Number of equivalent investigation reviews is accounted for under technical document reviews below.

Conduct the review of up to twenty (20) Brownfields technical documents.

By: 6/30/04 and 6/30/05

Percent Complete

>100%

Status:

Forty three (43) document reviews for Comfort/Site Status Letter requests and grant/loan oversight. Over 100 reviews cumulative since 7/1/04.

Publish four (4) Brownfields Bulletins on a quarterly basis.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Two (2) Brownfields Bulletins published (1st quarter 2005, Issue #26 and 2nd quarter 2005, Issue #27) and one Brownfields Bullentin (3rd quarter 2005, issue #28) underway. Total of four (4) issues since 7/1/04.

Conduct up to four (4) Indiana Brownfields Task Force meetings.

By: 6/30/04 and 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Conduct or participate in Brownfields workshops, seminars, and conferences as requested.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Ongoing as requested. Fulfilled all requests and volunteered. Participated in seven (7) workshops/conferences as speaker or exhibitor this quarter. Other education/outreach has been through small community meetings and/or conference calls. Over thirty (30) outreach opportunities since 7/1/04.

Incorporate the new federal Brownfields legislation into the State Brownfields Program.

By: 6/30/04 and 6/30/05

Percent Complete

90%

Status:

Aspects of federal legislation and grant funding continued to be included and conveyed for outreach forums/materials/web page, including new definition of "brownfield." Application of new liability tools/policy (e.g., Bona Fide Prospective Purchaser Agreements) and determination of compliance with "All Appropriate Inquiry" and "Due Care" criteria continued to be under discussion/development. Continued necessary modifications to ULCERS database to track information regarding IDEM's required technical oversight for all U.S. EPA grant-funded sites in Indiana, among other reporting measures. IDEM and Indiana Finance Authority staff began discussions of applying again for a U.S. EPA revolving loan fund grant for U.S. EPA's 4th grant round.

2.3.4.2.3.

Abandoned Landfills

Contact(s): Gabriele Hauer

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Assess four (4) additional abandoned landfills.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Reprioritization of sites will be performed before adding additional sites to be assessed. Those sites that rank highest in priority will be added at that time for assessment consideration.

Continue assessment work begun on abandoned landfills begun in years 2000 and 2001.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Continue to develop non-rule policy document addressing abandoned landfills.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Work continues in the development of a non-rule policy document to assist the public in addressing issues related to sampling, closure, and remediation of abandoned landfills.

Provide education and outreach to communities and parties with abandoned landfills in need of assessment and remediation.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Continue to coordinate with other sections when landfill conditions warrant other expertise/funding mechanisms (i.e. Brownfields, Site Investigation, and Voluntary Remediation Program).

By: 6/30/04 and 6/30/05

Percent Complete

100%

2.3.4.2.4. Superfund

Contact(s): Rex Osborn

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Continue and/or begin three (3) site contamination studies (Remedial Investigations/Feasibility Studies).

By: 6/30/05

Percent Complete

100%

Status:

Remedial Investigations/Feasibility Studies (RI/FS) underway at the Cam-Or Superfund site, the Jacobsville Neighborhood Soil Contamination site, and the Town of Pines Superfund Alternative site.

Complete three (3) decision documents and continue working toward other decision documents (Record of Decision, Record of Decision Amendment or Explanation of Significant Difference) for target sites.

By: 6/30/05

Percent Complete

100%

Status:

Record of Decision (ROD) Amendments signed for the Continental Steel and Himco Superfund sites; ROD signed for the Little Mississinewa River Sediment site; and Explanation of Significant Differences signed for the Midco I and Midco II Superfund sites.

Continue and/or begin thirteen (13) site Remedial Design/Remedial Actions (RD/RA).

By: 6/30/05

Percent Complete

100%

Status:

Thirteen (13) sites in the Superfund program are in the Remedial Design/Remedial Actions (RD/RA) phase.

Continue and/or begin Operation and Maintenance (O&M) for eighteen (18) sites.

By: 6/30/05

Percent Complete

100%

Status:

Eighteen (18) Superfund sites are in the Operation and Maintenance (O&M) phase.

Complete seven (7) Five-Year Review Reports.

By: 6/30/05

Percent Complete

100%

Status:

Seven (7) Five-year review reports completed, including: Midco I, Midco II, Wayne Waste Oil, IMC, Neal's Dump, Northside Sanitary Landfill, and Columbus Old Municipal Landfill #1.

2.3.4.2.5.

Continental Steel (Superfund Project)

Contact(s): Pat Likins

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

(a) Complete Remedial Designs for Contract Units 1-5.

By: 9/30/03

Percent Complete

100%

Status:

Designs for all contract units are completed.

(b) Select a construction contractor for Contract Unit 3.

By: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Remedial Action funded in October 2005.

(c) Select Construction Contractor for Contract Unit 4 for Continental Steel Site.

By: 6/30/05

Percent Complete

100%

Status:

Remedial Action for OU5 is being funded with State funds. The process of procurement began in August 2004.

(d) Provide project oversight of construction activities for Contract Unit 1.

Through 12/31/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.4.2.6.**RCRA Corrective Action**

Contact(s): Harry Atkinson

EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

For Resource Conservation and Recovery Act (RCRA) Government Performance and Review Act (GPRA) Corrective Action universe, IDEM will provide U.S. EPA Region 5 quarterly updates for meeting Environmental Indicator forms CA 725 and CA 750 activities and continue to coordinate and communicate with Region 5 on progress at non-GPRA Corrective Action sites.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Dana Corp/BRC Rubber Group - the RFI revealed facility-wide arsenic contamination, in addition to PCB contamination in on and off-site ditches. On August 17, 2004, an additional investigation and removal of arsenic and PCB contamination was initiated. Additional removals began on October 21, 2004, and is anticipated to be completed along with restoration by December 2004. The RFI report provided documentation that groundwater has not been impacted. EI 750 for migration of contaminated groundwater under control was determined on September 5, 2004. Human exposure determination is pending review of the Supplemental RFI report. Review of the Supplemental RFI report scheduled to be submitted to IDEM by February 10, 2005, with a projected determination for EI 725: February 2005.

Guide Corporation - A Phase I RFI report submitted by GMC July 31, 2001, has undergone project management technical review with review comments made to GMC. The RFI is approximately 60% complete with the completion of Phase I, and has focused so far mostly on release detection, source characterization, and nature and extent. Phase II sampling has begun and has been directed toward further characterization of nature and extent of the contamination. The Agreed Order, which specifies RCRA Corrective Action requirements, should be completed by the end of December 2004. The completion of all soil and groundwater sampling should be November 2004 to February 2005. The submittal of Stage II Data Report and Draft Sampling and Analysis Matrix, which will document that all work has been completed for EI determination, should be made by March 31, 2005. Submittal of the draft EI reports and the subsequent review and comment by IDEM is anticipated August 15, 2005, with the submittal of final EI reports September 30, 2005.

2.3.4.2.7. Immediate Removals

Contact(s): Harry Atkinson

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Stabilize and mitigate immediate threats to human health and the environment.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

There are three (3) tires sites currently being cleaned up, with another five (5) pending contract approval.

Respond to 100% of the immediate removal requests within five (5) days of referral.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

All activities were completed within five (5) days of referral.

Refer to U.S. EPA Region 5 Emergency Response Section and partner on those sites exceeding IDEM's resources.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

The following sites were referred to EPA:

Carson Laser, Winchester, Randolph County

Livingston Paints, Winchester, Randolph County

Ertel Manufacturing, Indianapolis, Marion County

2.3.4.2.8. Management of Remedial Response sites

Contact(s): Harry Atkinson

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Evaluate 100% of all new sites referred to Remedial Response from Emergency Response to determine whether long term oversight is required and to establish priority.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

State Cleanup currently has 486 active remedial response sites, receiving an average of 15-20 new site referrals per month. Initial actions have been taken on all sites.

Issue fifty (50) no further action letters on sites that have completed all necessary response activities per fiscal year.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Twenty Seven (27) no further action letters have been issued.

2.3.4.2.9.

Leaking Underground Storage Tank (LUST)s

Contact(s): Craig Schroer

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Ensure site characterization, remediation and closure of Leaking Underground Storage Tank (LUST) sites.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Ongoing activity - see information below for measures.

Approve one hundred and fifty (150) site characterizations each fiscal year.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

333 approved.

Approve two hundred (200) corrective action plans each fiscal year.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

445 approved.

Approve two hundred and fifty (250) closures.

By: 6/30/04

Percent Complete

100%

Status:

425 approved.

Approve three hundred (300) closures.

By: 6/30/05

Percent Complete

100%

Status:

419 approved.

2.3.4.2.10. Voluntary Remediation

Contact(s): Peggy Dorsey

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

Increase participation into the Voluntary Remediation Program by fifty (50) sites each fiscal year.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

The Voluntary Remediation Program accepted 63 new applications so far in FY 2004.

2.3.4.2.11. Cost Recovery

Contact(s): Paul Serguta

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

Support the evaluation of current cost recovery efforts and provide recommendations to senior management.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

OLQ has cost recovered a total of \$135,643.72 from State Cleanup Program sites for the period of July 1 - June 30, 2005.

2.3.4.3. Permits Branch Priorities

Tom Linson, Branch Chief, (317) 232-3292, e-mail: tlinson@dem.state.in.us

2.3.4.3.1. Hazardous Waste Permitting

Contact(s): Vic Windle

EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

Complete twelve (12) hazardous waste facility permitting actions per fiscal year, in accordance with the annual work plan. Two (2) of the permitting actions will address GPRA first-time post closure enforceable instruments, while one (1) will address first-time full facility permits. Permits will be issued in accordance with the process specified by hazardous waste management regulations and applicable non-rule guidance. Each permit issued will address corrective action requirements. Sites subject to corrective action that are not addressed by permit will be covered by an order in accordance with annual work plan schedules.

By: 6/30/04 and 6/30/05

Percent Complete
2004 - 100% 2005 - 75%

Status:
Goal met for 2004

An annual work plan will be provided to U.S. EPA Region 5 EnPPA coordinator for state fiscal year 03-04 and state fiscal year 04-05.

By: 6/30/04 and 6/30/05

Percent Complete
100%

Status:
FY 2004 and 2005 Permitting Action Schedule forwarded to U.S. EPA Region 5.

For Resource Conservation and Recovery Act (RCRA) Corrective Action meet RCRA CA/GPRA commitments.

By: 6/30/04 and 6/30/05

Percent Complete
100%

Status:
Goal met for 2004 and 2005.

2.3.4.3.2. Hazardous Waste Closures

Contact(s): Vic Windle

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Approve twelve (12) hazardous waste closure plans/certifications per fiscal year. Closure plans will be approved in accordance with hazardous waste management regulations and applicable non-rule guidance.

By: 6/30/04 and 6/30/05

Percent Complete
2004 - 100% 2005 - 18%

Status:
Goal met for 2004.

2.3.4.4. Compliance and Response Branch Priorities

Bruce Kizer, Branch Chief, (317)308-3104, e-mail: bkizer@dem.state.in.us

2.3.4.4.1. Resource Conservation and Recovery Act (RCRA) Hazardous Waste Inspections of Treatment, Storage, and Disposal facilities (TSD's)

Contact(s): John Crawford, Rosemary Cantwell, Charles Grady

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

EPA Role: Conduct Inspections at three State and local installations and at three Federal facilities. In addition, Region 5 will independently inspect the boiler and industrial furnace units at five TSDs. Eight IDEM/Region 5 joint inspections will be conducted at installations within U.S. EPA's national priority sectors which handle certain commercial and/or industrial wastes in ways that illegally evade RCRA requirement for permits. Other IDEM/Region 5 joint inspections will be conducted at five TSDs and one LQG.

Each fiscal year, IDEM will inspect all Treatment, Storage, and Disposal facilities (TSD's) with a current operating permit for active permitted units.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

All current active TSD's were inspected in FY 2005. A total of 45 TSD inspections were conducted.

2.3.4.4.2.

Resource Conservation and Recovery Act (RCRA) Hazardous Waste Inspections of Generators

Contact(s): John Crawford, Rosemary Cantwell, Charles Grady

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

Annually, IDEM will inspect at least 20% of the large quantity generator universe that exists as of June 1 of that respective year, as identified in the EPA RCRAInfo database. Annually, IDEM will inspect at least 10% of the small quantity generator universe that exists as of June 1 of that respective year, as identified in the EPA RCRAInfo database.

By: 6/30/04 and 6/30/05

Percent Complete

100% LQG's - 100% SQG's

Status:

For FY 2005, the program committed to inspecting 101 LQG's (20% of the universe) and 131 SQG's (10% of the universe.) Overall, IDEM inspected 184 LQG's and 293 SQG's.

2.3.4.4.3.

Resource Conservation and Recovery Act (RCRA) Hazardous Waste Inspections of Newport Chemical Depot

Contact(s): John Crawford

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): Y

IDEM will conduct RCRA inspections at the Newport Chemical Depot. IDEM anticipates conducting a diligent compliance oversight program of the VX neutralization project at the Newport facility. The resource commitment is expected to be significant. Inspections will be conducted by an experienced team at a frequency which provides assurance that activities are protective of human health and the environment, and may include daily inspections if necessary. To safely and successfully implement this program, staff will complete additional medical screening, security screening, and training requirements.

By: 6/30/04 and 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.4.4.4.**Underground Storage Tank (UST) Inspections**

Contact(s): Skip Powers

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office?

(Y/N): N

Conduct 800 Underground Storage Tank (UST) inspections of regulated facilities each fiscal year for a total of 2,000 inspections.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

1,720 inspections completed.

Work to ensure all new and unregistered tanks are properly registered.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Ongoing activity.

Complete and submit to U.S. EPA Region 5 the Underground Storage Tank (UST) Semi-annual Performance Measures Report (STARS). The report will be submitted in October and April each fiscal year.

By: 4/30/04 and 4/30/05

Percent Complete

100%

Status:

April report sent to EPA Region V April 15, 2005.

Complete and submit to Region 5 the report Significant Operational Compliance UST Performance Measures Matrix. This report will be submitted in October and April of each fiscal year.

By: 4/30/04 and 4/30/05

Percent Complete

100%

Status:

April report sent to EPA Region 5 April 15, 2005.

2.3.4.4.5.**Confined Feeding Operation Inspections**

Contact(s): Bruce Kizer

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office?

(Y/N): Y

IDEM will conduct comprehensive inspections of at least 20% of Concentrated Animal Feeding Operations (CAFO's) each fiscal year. In addition to the 20% of CAFO's, inspections will be conducted at confined feeding operations (state permitted sites) in response to complaints and any new construction sites. The inspections include operational requirements and nutrient management requirements for land application.

By: 6/30/04 and 6/30/05

Percent Complete

14%

Status:

294 inspections conducted, 2 of which were CAFO's. CAFO inspections were suspended due to new rule change, 2nd Circuit Court Ruling and distributing compliance guides to CAFO facilities.

Continue to participate with EPA Region 5 in the Multi-State/Federal investigation of Vreba-Hoff Dairy Development animal feeding operations

By: 6/30/05

Percent Complete

100%

Status:

The Section accompanied EPA on the inspections, and is now awaiting further direction from EPA.

The implementation of National Pollutant Discharge Elimination System (NPDES) program at Concentrated Animal Feeding Operations (CAFOs) will be evaluated during FY 2004.

By: 6/30/04

Percent Complete

85%

Status:

Currently working on finishing internal training for inspectors.

Participate with EPA Region 5 in the Multi-State/Federal investigation of Vreba-Hoff Dairy Development animal feeding operations.

Percent Complete

100%

Status:

The Section is awaiting further direction from EPA.

Work with EPA Region 5 to develop and implement a Concentrated Animal Feeding Operation Inspection Check List (to be incorporated in the States Inspections). Check lists need to be developed to determine if a facility is a CAFO requiring an NPDES permit and also the check compliance with NPDES permit requirements.

Percent Complete

100%

Status:

Completed and ready for use.

2.3.4.4.6. CFO Construction Inspections

Contact(s): Charles Grady

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): Y

IDEM will conduct construction inspections at 100% of all Concentrated Feeding Operation (CFO) construction sites based on their start of construction notification during each fiscal year.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Staff have completed 99 construction inspections for FY 2005 CFO's.

2.3.4.4.7. PCB Inspections

Contact(s): John Crawford, Rosemary Cantwell, Charles Grady

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): N

IDEM will conduct 38 PCB inspections during FY 2004 and 38 PCB inspections during FY 2005. Results of PCB inspections are forwarded to EPA for the appropriate action.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

There were 38 inspections have been conducted by March 2004. Five (5) inspections have been conducted as of September 2004. There were 39 inspections conducted in 2005. We conducted an additional inspection as a result of a used oil violation late in 2005.

2.3.4.4.8. Compliance/Enforcement Team

Contact(s): Bruce Kizer

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): Y

Participate in the agency-wide Compliance/Enforcement Team to communicate activities, evaluate information and formulate agency-wide strategies and resource allocation.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

OLQ participation is ongoing.

2.3.4.4.9. Emergency Response

Contact(s): Max Michael

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): Y

Participate in developing and updating multi-agency counter-terrorism response plans and all hazards plans. (Indiana State Agency Comprehensive Emergency Management Plan (CEMP), U.S. EPA Area Contingency Plans for Indianapolis and Louisville, Board of Animal Health Foreign Animal Disease Plan, Indiana Continuity of Government Plan)

During: FY 2003 – 2005

Percent Complete

100%

Status:

Emergency Response participation and maintenance of plans is ongoing.

Contribute to the design and participate in local, state, and federal counter-terrorism and hazmat response and recovery exercises. (Chemical Stockpile Emergency Preparedness Plan (CSEPP (VX)), Operation River City (Louisville), Hoosier Guardian, Local Emergency Planning Committee exercises, Pipeline Group tabletops)

During: FY 2003 – 2005

Percent Complete

100%

Status:

IDEM is committed to participating in and actively contributing to CT/hazmat exercises. Participated in USEPA/Coast Guard Prep exercise in place of Hoosier Guardian and Operation River City. Prep exercise more applicable, larger scale and initiated after EnPPA goals established.

Participate in multi-agency counter-terrorism and hazmat response forums (Counter-Terrorism and Security Council, Safe Schools Advisory Council, Purdue University Homeland Security Institute, U.S. EPA Region 5 Regional Response Team.)

During: FY 2003 – 2005

Percent Complete

100%

Status:

IDEM actively participates in the aforementioned CT forums.

Provide staff and support to the Indiana Emergency Response Commission

During: FY 2003 – 2005

Percent Complete

100%

Status:

IDEM provides staffing and support on an ongoing basis.

Provide after hour's duty roster of IDEM staff to State Emergency Management Agency (SEMA) for staffing SEMA's Emergency Operations Center.

During: FY 2003 – 2005

Percent Complete

100% and ongoing

Status:

Duty roster was provided to SEMA, but requires continual maintenance so this really is an ongoing activity.

Participate in State Emergency Management Agency advisory committee regarding Federal Emergency Management Agency and Department of Justice counter-terrorism grants.

During: FY 2003 – 2005

Percent Complete

100%

Status:

IDEM continues to participate in State Emergency Management Agency and DOJ Counter-terrorism grants.

2.3.4.5. Science Services Branch Priorities

Laura Steadham, Branch Chief, (317)232-8866, e-mail: lsteadham@dem.state.in.us

2.3.4.5.1.

Great Lakes Initiative (GLI)

Contact(s): Greg Overtom and Jeff Sewell

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): Y

Provide technical and mapping support for IDEM Remedial Action Plan activities in the Area of Concern (AOC) through the following activities.

Develop an annual IDEM Great Lakes Initiative Strategic Plan by May 1 of each fiscal year.

By: 5/1/04 and May 1, 2005

Percent Complete

100%

Status:

Planning for FY2005 is complete.

Provide technical and financial support to non-governmental organizations, state and local government entities, federal agencies, research institutions, and other non-IDEM cooperators working to improve the environmental quality in the Area of Concern (AOC) and the Great Lakes Drainage Basin in Indiana.

Ongoing

Percent Complete

10%

Status:

The projects to be funded for FY2004 have been chosen, and drafts of the contracts for those projects have been completed. Due to lack of internal contracting resources, we will not be able to issue any contracts for the FFY04 grant. The projects selected for 2004 will be carried over to FFY2005.

Provide technical and financial support for IDEM offices and initiatives working to improve the environmental quality in the Area of Concern (AOC) and the Great Lakes Drainage Basin in Indiana.

Ongoing

Percent Complete

100%

Status:

Software purchases are complete. We are in the process of purchasing USB-based Global Positioning System (GPS) receivers to test for future field data collection activities. The USB GPS receivers are 90% less expensive than the GPS receivers that we have purchased in the past, and if testing shows them to be sufficient to meet our needs, it will greatly reduce our GPS data collection costs.

Prepare and present to EPA an annual report on Great Lakes Initiative activities for each fiscal year.

By: 12/1/04 and 12/1/05

Percent Complete

100%

Status:

The FY 2005 Report was submitted to Joel Morbito, EPA Region V, on September 14, 2005.

2.3.4.5.2. RCRA Info

Contact(s): Julian Mills and Greg Overtoom

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office?
(Y/N): Y

Resource Conservation and Recovery Act (RCRA) information will be input into the RCRA Info database on a monthly basis.

By: Monthly

Percent Complete

100%

Status:

Data being input into RCRA Info database on a monthly basis.

IDEM will post RCRA Info data to the IDEM National Environmental Information Exchange Node (NEIEN) upon completion of the IDEM Node.

By: November 2005

Percent Complete

0%

Status:

IDEM has received notification of a Network Exchange Grant from EPA and we will begin work on the data flow during the first half of 2006.

IDEM will modernize the Agency's RCRA Info system / Indiana RCRA Activity Tracking System (IRATS) to be compliant with the Facility Information Template for States II (FITSII) and the Indiana Facility Registry System (IFRS) by June 30, 2006 provided that adequate funding is available.

By: 6/30/06

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.4.6. Rules, Planning and Outreach Section Priorities

Mike Dalton, Section Chief, (317)232-8884, e-mail: mdalton@dem.state.in.us

**2.3.4.6.1.
Rule Development**

Contact(s): Mike Dalton

EPA? (Y/N): Y

PPG (Y/N): Y

Cross-Office?

(Y/N): N

IDEM will promulgate and pursue authorization for all RCRA subtitle C and I rules.

During: FY 2003 - 2005

Percent Complete

100%

Status:

Indiana was authorized for ARA 19 in April 2004. ARA 20 was submitted in August 2004. Subtitle I authorization is pending. The final ARA20 application was submitted on December 20, 2004 and is under final review. Subtitle I authorization is pending.

Develop equivalent legislation, regulations and program revision applications for RCRA and Hazardous and Solid Waste amendments (HSWA) / non-HSWA provisions for which the state is prepared to seek authorization and submit current and future authorization packages with in a mutually agreed upon time frame.

By: EPA and IDEM mutually agreed upon time frame.

Percent Complete

100%

Status:

The 2003 Update was effective in January 2005. The 2004 update was effective on May 13, 2005.

2.3.5. Office of Legal Counsel

The Office of Legal Counsel (OLC) provides legal advice and representation to the Department of Environmental Management (IDEM). Most of the attorneys working in OLC are environmental law specialists, though some of the attorneys also specialize in contract and employment law in order to fully represent the legal needs of IDEM. (Statutory Authority IC 13-13-3-3)

Office Contact

Linda Runkle
Assistant Commissioner
Office of Legal Counsel
(317) 233-5546
e-mail: lrunkle@idem.in.gov

OLC is divided into five functional sections: Program Counsel, Rules and Legislation, Enforcement, Remediation and Litigation. Each attorney and many of the office's support staff are assigned to work in one of these five sections. Each section has a supervising attorney (Section Chief) who manages the responsibilities of the section.

2.3.5.1. Agency Priorities

2.3.5.1.1. Improve Rulemaking Process

Lead Office:
OPPP/OLC

Contact(s): Tim Method/Nancy King

Evaluate administrative, rule writing, publication, programmatic and external aspects of rulemaking and make recommendations for revisions to current organization and management of rulemaking.

Complete evaluation

By: 10/1/03

Percent Complete

100%

Status:

Evaluation is complete. Formulation of recommendation on suggested changes was pending until the Environmental Quality Service Council (EQSC) completed discussions on rulemaking. EQSC recommendations were to not amend agency rulemaking statutes and allow agency to implement recommended changes to rulemaking process and board interaction. Internal evaluation of rulemaking process continues; recommendations for internal process changes are forthcoming.

Participate in EQSC Discussions related to rulemaking. Implement recommendations approved by Commissioner.

By: 12/1/03

Percent Complete

100%

Status:

The Environmental Quality Service Council (EQSC) has concluded discussion of this issue with recommendation that no further legislative action is necessary at this time.

2.3.6. Office of Management, Budget, and Administration

2.3.6.1. Office of Fiscal Policy and Accounting

The Office of Fiscal Policy and Accounting is responsible for establishing fiscal policy, oversight of financial operations, and the processing of financial instruments. The office is comprised of three sections: Billing and Accounts Receivable, Accounts Payable, and Financial Oversight and Reporting. The Billing and Accounts Receivable area is primarily responsible for producing invoices, depositing all revenue, and assisting in the agency's cost recovery efforts. The Accounts Payable section is responsible for making the payment of invoices by ensuring that all state laws and regulations for making payments are adhered to, and that all documentation is in proper order. The Financial Oversight and Reporting section is primarily responsible for reviewing and analyzing the status of all agency accounts for the program areas of the agency, and ensuring that payments are being charged to the appropriate account or grant.

Office Contact:

Clara Farrow
Chief Financial Officer
317-232-8206
cfarrow@idem.in.gov

2.3.6.1.1. Office Priorities

2.3.6.1.1.1. Grant Management

Contact(s): John Reut

EPA Role:

- 1.) Assist in gathering information for study, and providing some training for the positions designated as having grant oversight responsibilities in IDEM.
- 2.) Coordinate with IDEM to determine cooperative methods to improve the grant submittal process.
- 3.) Work with IDEM to improve the cash management system.

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Study the current grant oversight and training processes in IDEM and develop a report on the processes including any recommended changes.

By: 1/1/04

Percent Complete
90%

Status:

We have studied the current grant oversight materials and developed a questionnaire to give to the various sections of the agency involved in the grant process. The questionnaire has been returned. The feedback from the survey is being analyzed and a report prepared.

Develop a proposal to address any weaknesses in the current system as identified by the report.

By: 4/1/04

Percent Complete
0%

Status:

With the change in the Administration, this activity is currently on hold.

Evaluate the proposals and decide which proposals can be implemented without outside assistance. Begin implementing all proposals that do not rely on outside assistance, and begin to work with external shareholders to implement those proposals which will require outside assistance.

By: 7/1/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.6.1.1.2.

Minority Business Enterprise (MBE) / Women's Business Enterprise (WBE) Audit

Contact(s): Clara Farrow

EPA Role: Assist in gathering information for study, and providing some training for the positions designated as having grant oversight responsibilities in IDEM.

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): N

Review the current Minority Business Enterprise (MBE) / Women's Business Enterprise (WBE) reporting system for the agency.

By: 1/1/04

Percent Complete

100%

Status:

We have recently received new proposed rules for MBE/WBE reporting from EPA and are assessing how best to address them. We have also developed a questionnaire to send to the various sections of the agency that deal with MBE/WBE reporting to serve as the basis for our report.

Issue a report detailing the strengths and weaknesses of the current reporting system.

By: 2/1/04

Percent Complete

50%

Status:

The questionnaire referenced in the previous step is being analyzed and a report drafted.

Develop a proposal to address the weaknesses of the current system.

By: 4/1/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Begin to implement all aspects of the proposal that will not require outside assistance, and begin to work with outside shareholders to implement any aspects of the proposal that require outside assistance.

By: 7/1/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

ARCHIVED June 29, 2005

2.3.7. Office of Management, Budget, and Administration

2.3.7.1. Human Resources Management Office

The Human Resources Management Office provides services to IDEM staff in the areas of Employment and Recruiting, Equal Employment Opportunity, Employee and Labor Relations, Compensation, Benefits, Training and Development. Our mission is to provide quality customer service as it relates to each Human Resource function and to take positive steps toward ensuring the organization's success while closely following applicable state and federal employment law.

Office Contact

Position Vacant, Director
Human Resources

2.3.7.1.1. Agency Priorities

2.3.7.1.1.1.

Building a Better IDEM – Workforce Development – Focus on Supporting our Workforce

Contact(s): Brandye Hendrickson

Facilitate management panel discussions/focus groups to encourage management participation: As new policies are developed, Human Resources will solicit input from managers.

By: 12/31/03

Percent Complete

100%

Status:

Complete.

Hold employee sounding sessions and manage open forums: As new policies and procedures are distributed, Human Resources will hold sounding sessions and open forums where information can be exchanged and questions can be answered.

By: 12/31/03

Percent Complete

100%

Status:

Complete.

2.3.7.1.1.2.

Building a Better IDEM – Workforce Development – Research Options for Conducting “360-Degree” Evaluations

Contact(s): Rachel Scudder

Human Resources will research available software, other agencies' procedures and ways to give effective feedback to supervisors.

By: 6/30/04

Percent Complete

100%

Status:
Complete.

2.3.7.1.1.3.**Building a Better IDEM – Workforce Development – Succession Planning**

Contact(s): Gail Richards, Brandye Hendrickson

Develop internal leadership training: Human Resources will research and provide options to Senior Staff for leadership training.

Options researched by 12/31/03 First session held by 12/31/04

Percent Complete
100%

Status:
Complete.

Develop knowledge retention system to deal with employee turnover and retirement:

Human Resources will make a tool available for supervisors to help capture the patterns, processes and skills of high performing employees to prevent loss of valuable knowledge upon resignation or retirement.

Tool developed

By: 6/30/04

Percent Complete
100%

Status:
Complete.

Tool available

By: 6/30/04

Percent Complete
100%

Status:
See above.

2.3.7.1.1.4.**Building a Better IDEM – Communication Training**

Contact(s): Mark Amick, Gail Richards

Human Resources will assist Media and Communication Services (MACS) with the scheduling of training classrooms and material, and will maintain attendance rosters. Human Resources will also incorporate the training in the Quarterly Training Calendar.

Ongoing through 8/1/04

Percent Complete
100%

Status:

Training has been developed and conducted.

2.3.7.1.1.5.***Building a Better IDEM - Implement any potential organizational changes to enhance efficiencies***

Contact(s): Brandye Hendrickson

Human Resources will work with program areas to review organizational structures and provide guidance on potential reorganization packages.

Guidance accessible:

By 12/31/03

Percent Complete

100%

Status:

As potential reorganization packages are created, Human Resources provides guidance on components and structures and serves as the liaison between State Personnel, State Budget Agency and IDEM.

2.3.7.1.1.6.***Coalition Building – Partnering with universities on research and technical issues - Establish Industrial Pollution Prevention Internships***

Contact(s): Karen Teliha,

Human Resources and Office of Pollution Prevention and Technical Assistance will work together to consider the development of an internship program with Office of Pollution Prevention and Technical Assistance/Clean Manufacturing Technology Institute. Work with Clean manufacturing Technology Institute to evaluate the possibility of a college pollution prevention internship program. This program would allow engineering students to assess participating facilities for pollution prevention opportunities.

By: 6/30/04

Percent Complete

100%

Status:

The Office Pollution Prevention Technical Assistance (OPPTA) has met with Human Resources to discuss the possibility of P2 Internships. The resulting discussions found that if no federal grant is received for the program, interns would be hired as "Unpaid Interns". OPPTA did apply for and secure a summer intern with the Governor's Intern Program. This intern worked within OPPTA to assist in planning the Annual P2 Conference and also researched P2 Training Materials for Agency Staff.

Further research and discussions have been held with the Clean Manufacturing Technology Institute (CMTI) to determine feasibility of an on-going P2 internship program. CMTI is interested in pursuing this opportunity and has been working with OPPTA to research other state P2 Internship programs. Human Resources contacted Purdue University to determine the interest in an "Unpaid Intern" program with their School of Engineering. There is an interest from Purdue for unpaid interns.

IDEM is therefore interested in pursuing this further and will consider applying for a PPIS grant to fund this project for the first 2 years and work with another entity such as CMTI or the Purdue University Advanced Technology Center to fully implement and provide on-going management and funding of a P2 intern program.

ARCHIVED June 29, 2005

2.3.7.2. Office of Business Services

The Division of Business Services encompasses a wide range of specialty services for the Indiana Department of Environmental Management.

The offices included in this division are:

- Information Technology,
- Administrative Services,
- Distribution, Purchasing, and
- Contracts Administration.

Office Contact

Laurie Beamish

Director
Business Services

(317) 232-7010

e-mail: lbearmish@idem.in.gov

These offices are critical to the daily internal operations of IDEM. As the agency grows, and during expansion into regions of Indiana, these offices are responsible for all communication functions, and purchasing goods and services via procurement or contractual methods. In addition, staff are dedicated to making offices functional and comfortable for employees and the public.

2.3.7.2.1. Agency Priorities

2.3.7.2.1.1.

Centralized Web Development

Contact(s): Laurie Beamish, Mark Amick

Goal: Centralize Web site development/maintenance to integrate program area web pages. This will require the creation of a Web Technical Team.

Percent Complete

100%

Status:

Team has been established effective June 1 all new or changed web pages are published by web team.

2.3.7.2.1.2.

Improve management of environmental data, and build foundation for future data integration efforts:

Indiana Facility Registry System (I-FRS)

- Geography Network
- Document Management System (DMS)
- Other Office/Data Specific integration efforts

Contact(s): Laurie Beamish, Paula Smith, Pat Robinson, Bernadine Cox

EPA Role: Region 5 will assist IDEM in applying for Challenge grants.

OMBA - BSD: Co-lead on this priority with Office of Planning and Assessment, and provide Information Technology consultants to guide database development. Provides ongoing assistance and review on development of standards, standard operating procedures, and process that pertain to the Data Management Team and to agency data management.

Agency Data Integration / Data Management Team

Contact(s): Paula Smith (OPA), Laurie Beamish (OMBA-BSD/IT), Charles Dunn (OWQ), Greg Overtoom (OLQ), Jay Koch (OAQ), Matthew Deaner (OPA), Brian Stephens (OPPTA)

Continue efforts of the Data Management Team. The Team ensures that new and enhanced data integration projects are consistent with guiding data management policies. The team also develops and, throughout their office, proactively implements standards pertaining to data management. Continue to provide policies, standards, procedures, and guidance for data management practices.

Ongoing through 6/30/05

Percent Complete

100%

Status:

The DMT Team has been reconstructed and is now the Enterprise Data Initiative Team. The EDI has created guidelines for creating new systems or enhancing old systems. One of the requirements for new systems is to integrate with the I-FRS when facility data is involved.

Establish Indiana Facility Registry System (I-FRS):

Contact(s): Pat Robinson (OPA), Paula Smith (OPA), Matthew Deaner (OPA), Bernadine Cox (OMBA - BSD), Laurie Beamish (OMBA - BSD)

Provide IT project management, support, and application development.

Staff from the Office of Management and Budget Administration (OMBA) Information Technology section and the Office of Planning and Assessment (OPA) will oversee development of, and will implement the Indiana Facility Registry System (I-FRS) to facilitate the exchange of facility data between IDEM and EPA and promote quality environmental data.

By: 6/30/05

Percent Complete

100%

Status:

The application and data flow of Facility data to and from EPA's CDX has been completed. We have contracted with SAIC to connect IDEM databases to the I-FRS.

Geography Network

Contact(s): Laurie Beamish / Irv Goldblatt

OMBA - BSD: Priority lead. Project coordination. Participate in development of metadata development plan and implement Web Based service.

Each Office will inventory existing Geographic Information System (GIS) data.

By: 6/30/03

Percent Complete

100%

Status:

Inventory obtained through GIS Tech Workgroup Reps.

Agency Geographic Information System (GIS) Coordinators, with assistance and input from Agency GIS Tech Workgroup composed of Office GIS data Contacts, will develop plan for creating metadata for program developed data.

By: 10/1/03

Percent Complete

100%

Status:

Policy reviewed and recommended by GIS Tech Workgroup. The recommended policy was presented to the Data Management Team (DMT) and approved in the December meeting.

Information Technology Geographic Information System (GIS) staff will develop Geography Network service on IDEM Intranet ArcIMS Server.

By: 12/31/03

Percent Complete

100%

Status:

Client updates and SDE updates completed. Geography Network development is ongoing. Currently working with 5 other state agencies on a state-wide GIS portal.

IDEM Geography Network made available to State Government Network.

By: 3/31/04

Percent Complete

100%

Status:

As data is being added to the system it is being made available to internal and external users. URL=<http://demweb1/metadataexplorer/explorer.jsp>

Document Management System (DMS)

Contact(s): Laurie Beamish (OMBA-IT) / Gayla Mullin (OMBA-IT)

Deploy DMS in 25% of the Agency

By: 8/31/03

Percent Complete

100%

Status:

over 25% of the agency has been trained.

Deploy Document Management System in 50% of the Agency

By: 1/31/04

Percent Complete

58% of offices or sections have been trained on DMS.

Status:

Working with OLQ to start adding libraries; lack of training room space has been largest obstacle; now that PeopleSoft training is complete we can progress quicker. Also we are demonstrated DMS capabilities to Enforcement staff on 2/5/04

Deploy Document Management System in 75% of the Agency

By: 8/31/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Deploy Document Management System in 100% of the Agency

By: 12/31/04

Percent Complete

0%

Status:

Due to state edicts we will no longer use DMS via GroupWise. Current information will be converted to M SharePoint.

Focus on records management issues to include record retention schedules.

Contact(s): Laurie Beamish, Felicia Robinson/Stan Rorick

Develop and implement a retention schedule and agency policy for the electronic filing of e-mails. This will assist with reducing the time and effort currently expended for Public Information requests as well as court requests for e-mail.

Develop record retention policy (including e-mails and electronic documents)

By: 12/31/03

Percent Complete

100%

Status:

Policy is now in place.

2.3.7.2.2. Office Priorities**2.3.7.2.2.1.
Update the Shadeland Network**EPA? (Y/N): Y
PPG (Y/N): N

Contact(s): Laurie Beamish

Cross-Office?
(Y/N): N

Due to bandwidth demands for Geographical Information Systems (GIS) and other environmental application systems, our Local Area Network (LAN) located at our Shadeland Avenue site needs to be upgraded. The move from hubs to switches will increase the bandwidth available to staff and will allow them to access and process data at that site as well as at our Indiana Government Center site quickly. This will also allow us to leverage the investments made in processors, switches and storage (SAN).

Upgrade completed.

By: 12/1/04

Percent Complete

100%

Status:

Upgrade has been completed at Shadeland facility.

**2.3.7.2.2.2.
Replace Outdated Vehicles**EPA? (Y/N): Y
PPG (Y/N): Y

EPA Role: Funding under PPG.

Cross-Office?
(Y/N): N

Contact(s): Patrick Quinn

Over 25% of our vehicle fleet have over 100,000 miles on them. The agency will attempt to replace approximately half of the vehicles over 100,000 miles. This will help to eliminate expensive maintenance on these well worn vehicles as well as ensure staff are traveling in reliable vehicles.

By: 6/30/04

Percent Complete

100%

Status:

All requisitions have been processed and Purchase Orders issued to vendors. We are now beginning to receive vehicles.

2.3.8. Office of Media and Communications Services

IDEM's Media and Communications Services (MACS) fulfills the agency's commitment to provide accurate, current and timely information to our internal and external customers.

Responsibilities are divided into two working groups: Media and Communications.

Office Contact(s):

Mark Amick
Office of Media and Communications
Services
233-0700
e-mail: mamick@idem.in.gov

The Media Group works with reporters from newspapers, television, radio stations and trade publications to provide timely and factual environmental information.

The Communications Group includes both print and electronic publications, which the agency produces in-house. This group also has the primary responsibility for the agency's Web site portal.

MACS serves program areas by communicating policy, environmental requirements, information, decisions, and pertinent news to the public through publications, electronic information services, news conferences, speaking engagements and special events. MACS also distributes information internally to inform and educate IDEM employees about environmental issues and initiatives that affect their jobs and daily lives as residents of Indiana.

2.3.8.1. Agency Priorities

2.3.8.1.1.

Building a Better IDEM – Succession Planning – Communication Training

Contact(s): Mark Amick

Communication Training

Establish a media plan for emergency management and crisis communications to enable the agency to efficiently and effectively respond to the news media in the event of an environmental crisis. Identify IDEM crisis communication message themes and strategies for quickly responding to reporters; assign appropriate senior staff and management crisis team personnel.

By: 9/1/03

Percent Complete

100%

Status:

MACS Media Handbook is complete with all related crisis communication themes. Media training began in January and was provided to all of Senior Staff, Branch Chiefs, and staff at all three regional offices. Periodic training sessions have been offered to all agency staff, and the presentation has been provided to all staff electronically. Training will continue to be offered throughout the year.

Identify IDEM crisis communication message themes and strategies for quickly responding to reporters; assign appropriate senior staff and management crisis team personnel.

By: 9/1/03

Percent Complete

100%

Status:
Information is complete, contained in the MACS Media Handbook, and Public Information Officers (PIOs) have been appropriately trained. Training and continued education through internal meetings is ongoing.

Complete and distribute crisis plan

By: 12/1/03

Percent Complete
100%

Status:
Crisis plan is complete and contained in MACS Media Handbook. Handbook is available to staff electronically.

Review crisis team personnel list every six months and update as necessary.

Create scenario-driven media training plan to prepare IDEM officials for conducting interviews with members of the news media; train for appropriate agency staff.

Complete media training plan.

By: 9/1/03

Percent Complete
100%

Status:
Information is complete and contained in the MACS Media Handbook.

Train 100% of senior staff.

By: 1/1/04

Percent Complete
100%

Status:
Media training has been provided to all senior staff.

Train 75% of agency branch chiefs.

By: 4/1/04

Percent Complete
100%

Status:
Media training has been provided to all branch chiefs.

Work with IDEM Human Resources to make media training course available to all appropriate IDEM managers on the Quarterly Training Calendar. Provide public speaking training to appropriate agency staff. Train 50% of speaker's bureau personnel.

By: 4/1/04

Percent Complete
100%

Status:

Training has been developed and is available to appropriate IDEM staff.

2.3.8.1.2.**Building a Better IDEM – Centralized Web Development**Lead Office:
MACS/OMBA-
BSD

Contact(s): Mark Amick

Centralize Web site development/maintenance to integrate program area web pages. This will require the creation of a Web Technical Team. The team will work in concert with Office of Management and Budget Administration – Information Technology staff to ensure that pages are brought to USC § 508 compliance standards.

Create a centralized Web development and management team with defined standard operating procedures and expectations.

By: 6/1/04

Percent Complete

100%

Status:

Four positions have been established and filled. Standard operating procedures and agency standards have been established.

Realign agency Web site to re-evaluate and re-organize information by removing old information, updating Web pages and restructuring information to increase external customers' ease of use and navigability.

By: 6/1/05

Percent Complete

100%

Status:

The Agency Web has been evaluated and updated. Maintenance is ongoing.

Create a location for internal customers and populate with information and guidance documents.

By: 12/31/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Establish Web site development tools and feedback mechanisms that allow customers to provide input to future site design.

By: 12/31/03

Percent Complete

100%

Status:

The feedback forms have been created and posted. The Web team is now gathering comments. Development tools have been ordered.

Create and migrate Web site to new common look with input from external customers and focus groups.

By: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Integrate agency site development with statewide Web initiatives.

Ongoing

Percent Complete

100%

Status:

Standards for site development including 508 accessibility have been put in place that match or exceed those set by state Webmasters and Access Indiana.

Create an on-line publication catalog/archive that will enable external and internal customers' access to all agency publications.

By: 6/30/05

Percent Complete

100%

Status:

The IDEM publications catalog and archive went live on 09/30/04. The site allows users to search for agency publications via a database interface.

2.3.9. Northern Regional Office

The Northern Regional Office brings many of IDEM's services to the citizens and communities of Northern Indiana. Serving the counties of DeKalb, Elkhart, Fulton, Kosciusko, Lagrange, Marshall, Noble, St. Joseph, Starke, and Steuben, the Northern Office helps to bring environmental assistance from the State Capitol in Indianapolis to Northern Indiana residents, municipalities, counties, and planning districts.

Office Contact(s):

Michael J. Aylesworth
Director
Northern Regional Office
Phone: 574-245-4870
e-mail: mayleswo@idem.in.gov

Providing access to local permits, inspection reports, and general environmental information is but one of the areas of support that we bring to our region; local compliance and technical assistance to industries and groups starting to build, expand, or diversify their plants, and initiating and developing outreach services in environmental issues are among other services we provide.

2.3.9.1. Office Priorities

2.3.9.1.1. Water Quality

Contact(s): David Lawrence

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office (Y/N): Y

Complete Northern Regional Office portion of the Office of Water Quality's wastewater inspection commitments for both major and minor municipal and industrial permitted facilities (i.e., 70% of its majors, 30% of its minors).

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Completed

Conduct 114 site visits and reconnaissance inspections in the Northern Region

By: 6/30/05

Percent Complete

100%

Status:

Completed

Investigate 100% of wastewater complaints concerning the Northern Region, during the fiscal year.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Completed

Complete Northern Regional Office portion of the Office of Water Quality's Drinking Water section's compliance goals.

Inspect 100% of the assigned Community Public Water Systems listed by the Safe Drinking Water Information System (SDWIS) system in the Northern Region. (Community systems inspections every 3 - 5 years).

By: 6/30/05

Percent Complete

100%

Status:

Completed.

Conduct 500 site visits of community, transient and non-transient water systems in the Northern Region.

By: 6/30/05

Percent Complete

100%

Status:

Completed.

Investigate 100% of drinking water complaints concerning the Northern Region, during the fiscal year.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Completed.

2.3.10. Northwest Regional Office

Some of the state's most serious environmental challenges lie in Lake, LaPorte and Porter counties in Northwest Indiana. A century of spills, emissions and discharges to the environment required government to respond with comprehensive, regionally coordinated programs. In 1991, IDEM opened a regional office in Gary to act as a liaison with local officials, concerned citizens, and industry. Today, the Northwest Regional Office has extended its service to assist Starke, Pulaski, Newton and Jasper counties in some areas of environmental compliance. Northwest Regional Office staff communicate agency programs and rules to the public; address issues through a multi-media lens; and participate in various regional environmental planning efforts.

Office Contact(s):

Malini Goel
Director
Northwest Regional Office
219-757-0273
e-mail: mgoel@idem.in.gov

2.3.10.1. Office Priorities

2.3.10.1.1.

Coke oven compliance oversight

Contact(s): Bob Simmons, Dave Sampias

EPA Role: Support state efforts to transfer oversight of coke oven compliance program to IDEM from coke plants.

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): Y

Northwest Regional Office is taking a lead role in developing and implementing a compliance program that provides IDEM oversight of contracts for daily observations of coke ovens at Indiana facilities.

The compliance program includes discussions with coke oven facilities, development of a contract for the program, selection of vendor(s), completion of the contract, establishment of a billing system and implementation and oversight of the contract activities.

By: 6/30/04

Percent Complete

90%

Status:

Ongoing. The Agency had initial discussions with the steel mills concerning IDEM's intent to request authority. The EPA supports IDEM's oversight of the coke oven monitoring program. The RFP (Request for Proposal) has now been completed and has been submitted to Indianapolis for final authorization. Bids were received, contractor was selected and contract has been signed by contractor and IDEM. Contract has been sent to Department of Administration (DOA) for final signatures.

2.3.10.1.2.

Air Compliance

Contact(s): Bob Simmons, Dave Sampias, Rick Massoels, Ramesh Tejuja, Letty Zepeda

EPA Role: Oversee States' implementation of Clean Air Act

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office?
(Y/N): Y

Inspect 95% of all permitted sources and conduct full compliance evaluations on all Title V and Federally Enforceable State Operating Permit (FESOP) sources. Respond to complaints in a timely fashion. Assist the Clean Fuel Fleet program. Inspect 10% of the sources subject to the auto-refinishing rule and inspect at least two wholesale paint distributors.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Completed 10% of the committed inspections for fiscal year 2005. Responded to all complaints and inspected sources subject to the auto-refinishing rule.

2.3.10.1.3. Maintain Ambient Air Monitoring Network

Contact(s): Bob Simmons, Eric Courtright, Scott Keller, Mitzi Simmons

EPA Role: Ensure air monitoring network follows Federal requirements.

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

Operate ambient air monitoring network in accordance with state and federal guidelines to provide timely and accurate air quality data.

Ongoing

Percent Complete

100%

Status:

Greater than 85% Valid Data Return with more than 90% being timely and accurate air quality data during first quarter of FY2005.

2.3.10.1.4. Underground Storage Tank (UST) Inspections

Contact(s): Bob Simmons, Bob Strimbu

EPA? (Y/N): Y
PPG (Y/N): YCross-Office?
(Y/N): N

Complete Underground Storage Tank (UST) inspections at regulated facilities and work to ensure all new and unregistered tanks are properly registered. Investigate complaints.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Continuing inspections and responded to complaints. Hired new UST inspector in November 2004.

2.3.10.1.5. Industrial Waste Inspections

Contact(s): Bob Simmons, Scott Ormsby

EPA Role: Ensure State meets RCRA compliance inspection goals.

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

Conduct industrial waste inspections at facilities that manage hazardous waste, including landfills, transportation, storage and disposal facilities; and waste generators. Conduct Polychlorinated Biphenyls (PCB) inspections.

Ongoing

Percent Complete

100%

Status:

Continuing inspections and responding to complaints through the end of first quarter of FY2005.

2.3.10.1.6.**Agriculture and Solid Waste Inspections**

Contact(s): Bob Simmons, Bob Lamprecht, Bill Burns

EPA Role: Partial - Ensure State meets Federal Confined Animal Feeding Operation (CAFO) requirements.

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

Conduct inspections of solid waste landfills, land application sites, and septic haulers. Investigate complaints.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Continuing inspections and have completed priority inspections and responded to complaints through end of first quarter of FY2005.

Northwest Regional Office will conduct comprehensive inspections of 20% of concentrated feeding operations within the region each fiscal year.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Completed.

2.3.10.1.7.**Wastewater Compliance**

Contact(s): Bob Simmons, Michael Kuss, Nicholas Ream

EPA Role: Oversee State implementation of National Pollutant Discharge Elimination System (NPDES) program

EPA? (Y/N): Y
PPG (Y/N): NCross-Office?
(Y/N): N

Investigate complaints. Routinely inspect wastewater treatment plants that have combined sewer overflows. Respond to stormwater complaints. Help review combined sewer overflow long-term control plans. Review draft National Pollutant Discharge Elimination System permits by using compliance information to assist permit writer in developing permit requirements.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Reviewed all Long-term Control Plans (LTCPs) that have been submitted and responded to all complaints during FY2005. Continuing inspections and commenting on NPDES permits when appropriate.

Complete Northwest Regional Office portion of the Office of Water Quality's wastewater inspection commitments for both major and minor municipal and industrial permitted facilities (i.e., 70% of its majors, 30% of its minors).

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Completed.

ARCHIVED June 29, 2005

2.3.11. Office of Planning and Assessment

The IDEM Office of Planning and Assessment directs IDEM's planning and assessment activities to support the agency mission and agency-wide priorities. The Office directs the development of short and long-term plans for the agency and guides agency-wide priorities that require coordination amongst IDEM's media and support offices.

Office Contact(s):

Niles Parker
Director
Office of Planning and Assessment
(317) 233-1210
e-mail: nparker@idem.in.gov

OPA coordinates and manages the agency quality system (as described in the agency's Quality Management Plan) and the Environmental Performance Partnership Agreement (EnPPA). The OPA also coordinates with state agencies and the U.S. Environmental Protection Agency on environmental strategies and planning.

2.3.11.1. Agency Priorities

2.3.11.1.1.

Building a Better IDEM – Centralized Web Development

Lead Office: MACS/OMBA-BSD

Contact(s): Paula Smith (OPA), Laurie Beamish (OMBA-BSD/IT), Laurie Beamish (OMBA-BSD/IT), Charles Dunn (OWQ), Greg Overtom (OLQ), Jay Koch (OAQ), Matthew Deaner (OPA), Brian Stephens (OPPTA), Pat Robinson (OPA), Bernadine Cox (OMBA - BSD)5

Office of Planning and Assessment will designate staff to act as "Content Managers" to represent the office. The content manager will be responsible for ensuring that materials posted to the Web from Office of Planning and Assessment are appropriate and current, and will assist staff within the office in posting new content. The content manager will also assist the Web team as areas of the site are reevaluated and reorganized to make information more readily available to the public.

Assist in providing the necessary Full Time Equivalencies (FTEs) to fill the required Web team positions. Program areas will also need to transfer all Web development tools and software/hardware to MACS.

Share information on office publications for use in the on-line publication catalog/archive.

2.3.11.1.2.

Building a Better IDEM – Agency Data Integration / Data Management Team

Lead Office: OMBA-BSD / OPA

Contact(s): Paula Smith (OPA), Laurie Beamish (OMBA-BSD/IT), Laurie Beamish (OMBA-BSD/IT), Charles Dunn (OWQ), Greg Overtom (OLQ), Jay Koch (OAQ), Matthew Deaner (OPA), Brian Stephens (OPPTA), Pat Robinson (OPA), Bernadine Cox (OMBA - BSD)

Provide brief incoming introductory data stewardship training for new staff entering into positions where data entry is required. Office Data Contact (ODC) to actively participate in data management team meetings and activities regarding the agency's data integration effort. Office Data Contact (ODC) to actively participate in Data Management Team meetings and activities regarding the agency's data integration effort. Bring all data projects to the Data Management Team for consideration. Office Data Contacts will also be responsible for ensuring that agency data stewardship training policies are met for existing and new staff whose job positions entail data entry and maintenance.

Ongoing through 6/30/05

Percent Complete

50%

Status:

Ongoing activity. Data Management Team meetings continue with all office involvement. Sharing of information and teamwork has proved very valuable. We are currently working on updating some policies.

2.3.11.1.3.

Building a Better IDEM – Establish Facility Registry System (I-FRS)

Lead Office: OPA/OMBA-BSD

Pat Robinson—(OPA)

OPA will:

- Provide business process management and project oversight.
- Develop standard operating procedures and agency policy dictating Data Steward standards.
- Train all existing data steward staff in the use of the developed SOPs and agency policies associated with the Indiana Facility Registry System.
- Continue to apply for Readiness Grant Funding from the National Environmental Information Exchange Network (NEIEN).

Ongoing through 6/30/05

Percent Complete

100%

Status:

Conducted I-FRS Data Steward Training for 30 staff from OWQ and OLQ. OAO and other support offices are being scheduled

Provided I-FRS business process management and project oversight to successfully implement the Indiana facility Registry System as the Agency's central facility system.

Prepared progress and funding activities on quarterly reports to EPA and IDEM accounting tasks, deliverables, timeframe, staff, contractors, and milestones.

Distributed facility data standards for naming conventions, and required data elements for I-FRS. Coordinated and trained staff to establish Agency-wide Data Stewardship Network.

Set up procedures to provide support for resolution of facility data standards, and track the progress. Facilitate the resolution of issues of concerns about facility identification and linkages that arise between and/or across programs.

Set-up and maintain I-FRS registered users. Maintain user IDs and passwords, and change the access levels of other users to the Indiana Facility Registry System (I-FRS). Prepare status reports on users for QA/QC.

2.3.11.1.4.

Building a Better IDEM – Address Quality Issues – Quality Management Plan

Lead Office: OPA

Contact(s): Rudy Osenbaugh

EPA Role: EPA Region 5 will provide the IDEM QA Manager with relevant information about quality

related issues; act as coordinator and conduit for Region 5 State/Tribal Science Network (STSN) research and educational activities; and provide guidance on implementing peer review policies and procedures.

* EPA Region 5 will provide guidance on the use of quality assurance tools and procedures required to evaluate the effectiveness of IDEM's Quality system, as well as having a role in actually monitoring and assessing IDEM's Quality System and Quality Management Plan.

Continue implementation of management and technical quality assurance and quality control policies and procedures throughout the agency as described by the agency Quality Management Plan (QMP).

Ongoing through 6/30/05

Percent Complete

100%

Status:

The IDEM QA Managers are working on a new Agency QMP. The Agency is moving forward with SOP development. IDEM is using policies, training, and a support team educated in QA principles to document policies and procedures, and incorporate quality management into everyday work processes.

Quality Assurance (QA) assessment of IDEM's Quality System and Quality Management Plan to include expansion of IDEM QA Team and hold at least quarterly meetings; develop implementation and assessment phase policies and procedures for ensuring consistency of quality assurance practices throughout the agency; perform annual QMP and Quality System review and report to IDEM management and EPA Region 5; and develop a plan and timeline for performing other technical and management assessment processes throughout IDEM program offices.

Ongoing though 6/30/05

Percent Complete

50%

Status:

IDEM is working with Kevin Bolger (USEPA Region V) to thoroughly revise the Agency QMP. Assessments are on hold while the Agency builds this new, more expansive Quality System.

Manage quality-related documents, to include the tracking of Quality Assurance Project Plans (QAPPs), in the agency QAPP tracking database; the listing of Standard or Current Operating Procedures (SOPs/COPs), as well as the listing of the myriad of other technical, guidance and non-rule policy documents used within the agency; and identify any 'new' quality-related documents, grants, contracts, and programs that must be referenced in the agency QMP.

By: 6/30/05

Percent Complete

50%

Status:

IDEM collected listings of quality related documents in a quality system survey. However, QAPP tracking and the incorporation of SOP lists in the Agency QMP is on hold until after SOP development is well underway.

Communicate quality-related information by participating in monthly or bimonthly meetings with Region 5 State/Tribal Science Network. Per our commitment in the QMP, participate in the IDEM 'peer review' panel that will be assembled to develop agency-wide policies and procedures to review and approve study plans and reports for major special studies and other technical documents for publication and distribution. An agency-wide peer review policy and implementation timeline will also be developed.

Ongoing though 6/30/05

Percent Complete

50%

Status:

The IDEM QA Team is no longer participating in the State/Tribal Science Network (STSN.)

2.3.11.1.5.

Building a Better IDEM - Develop IDEM Strategic Plan

Lead
Office:
OPA

Contact(s): Paula Smith (OPA)

Develop/refine a new strategic plan for IDEM to guide future agency initiatives.

1) Internal document

6/30/04

Percent Complete

100%

Status:

Completed.

2) External draft

12/31/04

Percent Complete

100%

Status:

Completed.

3) Final Draft

6/30/05

Percent Complete

100%

Status:

The Strategic Plan was completed on May 12, 2005.

2.3.11.1.6.

Coalition Building - Reducing Environmental Asthma Triggers

Lead Office:
OPA/OAQ

Contact(s): Paula Smith, Pat Daniel, Tami Johnson and Cheri Storms (OPA), Janet McCabe and Sarah Raymond (OAQ)

EPA Role: Grant funding. Advisor to the Environmental Quality Workgroup.

Work with Indiana Joint Asthma Coalition (InJAC) to reduce asthma effects on children

Lead: Paula Smith, Tami Johnson and Cheri Storms (OPA)

IDEM will work with its co-leads, as well as local health department, the medical community, and various health and environmental organizations to reduce environmental triggers of asthma. InJAC, established by IDEM and Indiana State Department of Health (ISDH), consists of five subcommittees. IDEM will:

Work with the Data Collection & Surveillance committee research asthma data findings to prepare an initial asthma surveillance report and develop recommendations for asthma surveillance reporting systems.

Lead: Research -- Sarah Raymond (OAQ)

By: 10/31/03

Percent Complete

100%

Status:

Initial surveillance report was made to InJAC on March 11, 2004. TRI and air data were included.

Lead: Development -- Paula Smith, Cheri Storms (OPA)

By: 2/29/04

Percent Complete

100%

Status:

OPA staff continue to work with Indiana State Department of Health (ISDH) staff on leading the Indiana Joint Asthma Commission (InJAC) as well as two subcommittees - Environment and Children and Youth. The overall InJAC plan will be developed on time, with the help of ISDH and several contractors. The Environmental and Children and Youth Group have both finalized their respective goals and objectives and strategies, definitions and rationale background information. The contractor will edit the state plan, which is due September 2004. InJAC has begun the implementation phase of this project.

Work with the Environmental Quality committee to access information and evaluate the environment in Indiana, using available information, to develop recommendations to identify known and potential indoor/outdoor environmental triggers for asthma, and to identify strategies and develop tools for organizations to reduce exposures to asthma triggers.

Lead: Paula Smith, Cheri Storms (OPA)

By: 6/30/05

Percent Complete

65%

Status:

The Environmental Quality committee has drafted a number of issue briefs, which will support their recommendations. The Environmental Quality Committee has also developed a "triggers" table, which will reference triggers list in the Committee's final recommendations, and will also support the web-based tool. The table has been finalized. IDEM staff drafted a web-based tool and received approval from both the Environmental Quality and Children and Youth committees to move forward. The web-based tool went on-line in December 2004. The content of information included in the tool includes, information for the school, childcare, parents, housing (homeowners, rental and tenants), medical providers and outdoor settings. After the design team has developed a full set it will go out for comment to Environmental Quality group and other members of InJAC.

The Environmental Quality Committee has met with the four sub-committees to discuss how to work together, avoid duplication of efforts, etc.

Establish a comprehensive plan to reduce the burden of asthma in four sets of age groups of children: reduce encumbrance of asthma for children; and develop a comprehensive asthma surveillance system for each of the four age groups.

Lead: Tami Johnson (OPA)

By: 6/30/05

Percent Complete

85%

Status:

The Children and Youth INJAC Workgroup meet monthly. The group is working to develop its goals, objectives and strategies for the State Asthma Plan. The Children and Youth Group has finalized goals and objectives and strategies, definitions and rationale for the GOS (Goals, Objectives, and Strategies). The group has also prioritized the objectives and strategies. The contractors will be editing for the Sept 2004 deadline. Then, the plan will go to commissioners of IDEM/ISDH for their comments.

Develop educational material regarding environmental triggers of asthma and distribute to childcare facilities and other interested parties. (Indiana Recycling Initiative (SIRI), Northern Indiana Recycling Initiatives (NIRI), Association of Indiana's Solid Waste Management Districts (AISWMD), Indiana Association of Cities and Towns (IACT))

Lead: Pat Daniel (OPA)

By: 6/30/05

Percent Complete

50%

Status:

IDEM has received EPA funding and hired a contractor from the Environmental Health Association. IDEM staff and contractor have been working on the content of the tool by setting up focus groups. To date, the school, childcare, medical, housing and parent focus groups have met. The outdoor environment focus group needs to meet. The content of the information is completed in draft form. But, will need to go out for comment to the Environmental Quality Committee and other members of Indiana Joint Asthma Coalition (InJAC). The design team is working on the house and school part of the town.

2.3.11.1.7.

Coalition Building –Environmental Education

2.3.11.1.8.

Lead Office: OPA

Build on environmental education efforts

Contact(s): Education Coordinator (vacant) (OPA), Cheri Storms (OPA), Tami Johnson (OPA), Kristin Brier (OPPTA), Monica Hartke-Tarr (OPPTA), Pat Daniel (OPA)

EPA Role: Funding, guidance

IDEM will continue to build on its efforts to educate citizens about environmental issues and ways to become involved in environmental protection.

The agency will accomplish this by:

Expanding IDEM's education and outreach efforts by encouraging environmental experts, including staff chemists, geologists, and other scientists to make school presentations as partners with OPA's Education Team.

By: 6/30/05

Percent Complete

100%

Status:

Ongoing—IDEM staff were consulted for expertise in various areas and utilized where applicable to make presentations.

Coordinating IDEM school presentation resources and materials, including Earth Week presentation kits and IDEM exploration books.

By: 6/30/05

Percent Complete

75%

Status:

New resources were added to the environmental education web site. New materials were gathered for use in various presentations. Several existing publications are being revised and reformatted.

Assisting in outreach events, such as, Earth Day Indiana, the Hoosier Association of Science Teachers (HASTI) convention, the Indiana Youth environmental Summit (IYES), the Indiana State Fair, and Indiana Recycling Coalition (IRC) education sessions.

Ongoing

Percent Complete

100%

Status:

Events completed in last quarter include: Southeastway Park Environmental Education Days, Science Central Educators Conference, Science Sensation, Indiana State Fair, Holiday Park Environmental Education Summer Camp, numerous school visits and several back to school festivals.

Developing and distributing information regarding mercury, asthma, and child care facility programs to children, parents, and educators.

Ongoing

Percent Complete

100%

Status:

These materials continue to be distributed at the respective events mentioned above.

Distributing home self-assessment booklet and IDEM supplement for potentially harmful items found in the home to citizens and schools.

By: 6/30/05

Percent Complete

100%

Status:

Copies distributed as requested.

2.3.11.1.9.**Maintain Essential Environmental Services – Agency-Wide Permit Team**

Lead: OPA

Ongoing through 6/30/05

Work with the Permit Team to enhance efforts to ensure timely and effective permit service utilizing a multi-media group. An agency-wide Permit Team, similar to the Compliance/Enforcement Team, made up of representatives from each office can focus on ways to improve our permit service. Examples include coordination of permit actions where appropriate, identifying ways to streamline or improve our current processes and procedures and using our collective existing resources as efficiently as possible.

2.3.11.1.10.**Maintain Essential Environmental Services – Agency-Wide Permit Team**

Lead: OPA

Ongoing through 6/30/05

Enhance efforts to ensure timely and effective permit service utilizing a multi-media group. An agency-wide Permit Team, similar to the Compliance/Enforcement Team, made up of representatives from each office can focus on ways to improve our permit service. Examples include coordination of permit actions where appropriate, identifying ways to streamline or improve our current processes and procedures and using our collective existing resources as efficiently as possible.

Establish IDEM Permit Team, consisting of key permit managers and support managers to steer process, administrative and program improvements and efficiencies.

By: 10/1/03 - Establish Team

Percent Complete

50%

Status:

Group has been assembled and monthly meetings are held. Workplan developed in the form of a continuously updated topical listing.

12/1/03 - Establish Team Workplan 1/20/04 -
Implement Workplan

Percent Complete

5%

Status:

Beginning to draft workplan.

2.3.11.1.11.

Lead Office: OPA

Maintain Essential Environmental Services - Internet public notice standardization

Contact(s): Matthew Deaner (OPA)

Work with the program areas to improve and standardize methods of posting permitting decisions for public notice on the Internet.

Ongoing through 6/30/05

Percent Complete

5%

Status:

This topic is being addressed by MACS and the Permit Team. MACS will be assembling a workgroup to evaluate.

No activity. MACS workgroup not formed. Permit team disbanded.

Assemble a workgroup to evaluate, improve, and standardize the way public notice information for permits is posted to the Web.

By: 4/30/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Investigate possibility of establishing a centralized/cross-program public notice website for the agency. Evaluate options and compile recommendations for next steps.

By: 9/30/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Coordinate and implement plans devised by the workgroup.

By: July 31, 2005 (Dependent upon decisions made by the workgroup)

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Develop standard operating procedures (SOPs) for standardized processes developed and train affected employees and document training with HR and respective program office employee files.

By: 7/31/05 (Dependent upon decisions made by the workgroup)

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.11.1.12.

Maintain Essential Environmental Services – Compliance / Enforcement Team

Lead: OE

Routinely participate in CE Team meetings and other activities of this group, and disseminate information obtained during these meetings back to other program office staff.

Ongoing through 6/30/05

Percent Complete

50%

Status:

OPA Staff co-lead this group.

2.3.11.1.13.

Reducing Key Environmental Threats –Risk Advisory Committee

Lead Office: OPA

Contact(s): Pat Daniel (OPA)

EPA Role: Provide data and information related to priority chemicals, contaminants, areas and categories.

The Risk Advisory Committee will continue its efforts, based on available resources and research compiled over the past two years, to explore chemicals and pollutants of concern and how best to achieve their reduction. The Risk Advisory Committee will also look at several different sectors and areas within Indiana that may have higher levels of key known threats to human health based on previous research.

Due Date / Through: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Lead by OPA, IDEM program offices, OAQ, OLQ, OWQ and OPPTA, will work to:

Identify specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list

By: 12/30/03

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Develop a process to make better risk-based decisions and allocation of resources

By: 6/30/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Assist other IDEM offices in addressing their priority contaminants

By: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Participate in agency-wide meetings

Through 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.11.1.14.Lead Office:
OPA/OAQ**Reducing Key Environmental Threats – Environmental Risks –
Address Mercury Issues***Contact(s): Paula Smith (OPA), Cheri Storms (OPA), Kristin Brier (OPPTA),
Kathy Watson (OAQ), Phil Perry (OAQ)*

IDEM has assembled a mercury workgroup to address mercury concerns.

Mercury is a priority chemical based on concern over human exposure, available data, multi-media issues and a focus to reduce the release of mercury into the environment - especially where kids are present.

As an agency, IDEM will focus on:

Implementing recommendations for next steps to reduce mercury emissions.

Through: 6/30/05

Percent Complete

100%

Status:

Workgroup members have been working to identify and quantify emission sources into an inventory. The United States Geological Survey (USGS) is using this preliminary information and relating it to its findings regarding atmospheric deposition of mercury. In turn, OAQ is using this information as it works to address electric utilities in Indiana.

Key workgroup members are also involved in meetings with USGS regarding continuation of the air deposition monitoring agreement.

Developing overall multi-media mercury reduction plan, identifying the various mercury "loads".

Through: 6/30/05

Percent Complete

90%

Status:

With the preliminary inventory emissions, we are in a position to identify the sources that are contributing the greatest "loads" and provide that information to the relevant program areas within IDEM. Each program area has individual plans, but an Agency-wide has not been developed.

Continuing implementation of the mercury deposition monitoring project and analysis of data in coordination with United States Geological Survey and issue final report.

Through: 6/30/05

Percent Complete

100%

Status:

Monitoring is ongoing for both wet and dry deposition of mercury and trace metals. Data analysis continues for mercury events that are considered large when compared to other sites and seasons in the database. USGS is in the process of discussing future activities related to ongoing monitoring with IDEM's Office of Air Quality.

2.3.11.1.15.**Mercury Inventory and Data Analysis**

Contact(s): David Parry (OPA)

Gather and analyze mercury data to provide key information to guide IDEM's mercury water quality planning efforts, a part of a regional and local strategy. Data would include the USGS/IDEM mercury monitoring project, trace metals sampling in surface water, and fish tissue sampling data.

Chart USGS data and Cross reference USGS data with IDEM data.

By: 9/30/04

Percent Complete

100%

Status:

Tables with Mercury emissions (estimates/reported emissions) have been developed by OAQ for the years 1997, 1999, 2000, 2001 and 2002. The data was developed using the Regional Air Pollutant Inventory Development System (RAPIDS.) The data beginning with 1999, and afterward, is the most reliable. The 2002 data was sorted and ranked "by county" and "by source." Each 2002 source Hg emission number also was accompanied in adjacent columns by emission amounts and ranking from the previous years (2001, 2000, 1999, and 1997) so that the user could easily review the Hg emission history of each source to determine if the 2002 emissions total were higher, or lower, than previous years emissions levels. This new table was then forwarded to USGS for possible correlation with their deposition data.

List Mercury (Mercury) reduction actions/projects IDEM has already taken.

By: 10/31/03

Percent Complete

100%

Status:

An earlier, 2000, document has been revised. It lists all the various Mercury reduction related effort of IDEM through the end of 2004.

Get latest (2000) rapids (EPA) data and analyze it to compare with 1997 and 1999 rapids data (this data is released biennially).

By: 10/31/03

Percent Complete

100%

Status:

As stated above, in the first entry, under Mercury Inventory and Data Analysis, not only is the work on the 2000 data is complete, but on the 2001 and 2002 data, too.

Assess impact of more stringent federal rules on medical waste incinerators.

By: 12/31/03

Percent Complete

100%

Status:

The more stringent federal rules on medical waste incinerators has lead to all but 7 such sources in Indiana shutting down. Mercury emissions form medical waste incinerators has been broken out separately from the statewide "rank ordered" listing of Hg emissions form 1997 though 2002, inclusively. This list shows that many medial waste related sources now have closed down. It also shows substantial reductions in sector-wide 2002 Hg emissions form the earlier years. Statewide, medical waste-related emissions fell from 2,682.3 lbs. in 1997 to 25.1 lbs. in 2002.

Gather available data on reported Mercury discharges from Indiana publicly owned treatment works (POTWs).

By: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

In conjunction with the wastewater triennial review, determine, as fully as possible, the various sources of Mercury in the influent of POTWs.

By: 12/31/04

Percent Complete

45%

Status:

OPA is participating in OPPTA's workgroup on this topic. We continue to help identify the various sources.

2.3.11.1.16.

Mercury Exposure and Education

Contact(s): Paula Smith

Working with other states and EPA, identify strategies to address areas of mercury exposure and future education efforts.

Continue to limit direct exposure to mercury through education, compliance assistance activities and responding to emergencies. These include working with schools, hospitals, dental offices, heating, ventilation and air conditioning contractors/wholesalers, pharmacies and others.

Ongoing through 6/30/05

Percent Complete

100%

Status:

IDEM continues to participate on regional and national groups and the ECOS Quicksilver Caucus.

2.3.11.1.17.

Mercury Thermostat Reduction & Recycling Program

Contact(s): Cheri Storms

Continue to promote and manage the thermostat program and attend HVAC-R (heating, ventilation, air conditioning and refrigeration) association meetings.

Through: 6/30/05

Percent Complete

100%

Status:

OPPTA continues to promote and manage the thermostat program as well as attend the HVAC-R Association meetings.

IDEM, along with a number of other states has been working with the Product Stewardship Institute (PSI) for the past year to determine ways to increase the recycling rate of Hg thermostats. Indiana and Oregon have been selected to participate in a one-year pilot program, where contractors received an incentive for each Hg thermostat recycle and replaced with an Energy-Star model. The goal of the program is to determine whether such an incentive will change behavior and result in a higher recycling rates and also to determine if such a result would have lasting effects (continued increase in recycling rates after the program has terminated.)

Conduct annual outreach to the thermostat program participants to ensure they are properly serviced by the Thermostat Recycling Corporation and that they have an adequate supply of IDEM promotional materials.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

Letter has been sent. Web site has been updated. Brochures have been updated and distributed.

2.3.11.1.18.

Dental Mercury Program

Contact(s): Cheri Storms

Work with the Indiana Dental Association, the Indiana State Department of Health, and other interested parties to develop an environmental pledge program for Indiana dentists. In addition to mercury, the pledge will address lead and silver.

By: 6/30/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Working with the Indiana Dental Association, and the Indiana State Department of Health, conduct outreach to Indiana Dentists to encourage them to participate in the pledge program.

By: 10/31/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Upon request, assist Indiana dentists by providing information and assistance as they work to join the pledge program. This may include site visits, providing information, and/or developing guidance documents.

Through: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Work with the Indiana Solid Waste Management Districts (SWMDs) to coordinate the proper management of dental waste. Assist participating dentists with finding proper vendors for their waste.

Through: 6/30/05

Percent Complete

100%

Status:

Working with OPPTA staff to determine which Solid Waste Management Districts (SWMDs) will accept dental waste. Revised and expanded the list of dental recyclers, which has been submitted to MACS for posting to IDEM's website.

2.3.11.1.19.

Mercury Deposition Monitoring

Contact(s): Kathy Watson, Paula Smith, Cheri Storms, Tom Horton

Continue and complete implementation of mercury deposition monitoring project; complete analysis of data in coordination with United States Geological Survey, issue final report.

Through: 6/30/05

Percent Complete

100%

Status:

All portions of the project scheduled to be completed prior to June 30, 2005 have been completed. Additional monies were added to the project and a final report will not be completed until after this EnPPA cycle is finalized.

2.3.11.1.20.**Mercury Switch Removal**

Contact(s): Phil Perry, Paula Smith

Develop and implement a program to provide outreach to asbestos renovation/demolition contractors to remove mercury switches prior to renovation or demolition of buildings.

By: 6/30/04

Percent Complete

Development of informational materials 100% Complete; implementation is on-going.

Status:

OAQ continues to work with these contractors. Fact Sheet for asbestos renovation/demolition contractors developed and being posted on website. Fact Sheet and Mercury Awareness Program pamphlet identifying mercury containing items to be given out by field inspectors during on-site inspections. Will consider other outreach strategies such as holding a public meeting for asbestos renovation/demolition contractors to educate them on mercury switch removal. Indianapolis OES added a similar provision in their contract with IDEM to provide outreach to asbestos renovation/demolition contractors.

2.3.11.1.21.**Mercury & Schools**

Contact(s): Education Coordinator (vacant)

Lead the school mercury reduction and recycling pledge program. Conduct outreach campaign and offer assistance to schools, SWMDs, and the City of Indianapolis where needed.

Through: 6/30/05

Percent Complete

50%

Status:

405 Indiana schools now participate in the pledge program having inventoried their buildings for mercury and mercury-containing items, taken all items for proper recycling to their local solid waste management district, and signed the pledge to phase out the purchase of such items.

2.3.11.1.22.**Reducing Key Environmental Threats – Environmental Risks - Enviro-School Program**

Lead Office: OPA

Contact(s): Pat Daniel (OPA), Education Coordinator (vacant) (OPA), Marc Hancock (OPPTA)

EPA Role: Provide funding and guidance.

Partner with EPA, Indiana State Department of Health, Indiana Department of Education, State School Board Association, and Indiana-Purdue University to develop the Environmental

Management System (EMS) or the Enviro-School program that would ensure a healthy school environment for children.

Due Date / Through: 6/30/05

Percent Complete

45%

Status:

The selected contractor, Environmental Management Institute (EMI), convened the workgroup to develop the main subject areas of the program and an assessment survey schools could use as a starting point to access their own buildings and classrooms. The workgroup then developed the areas of concern for each subject area and a list of resources. The web development team started designing the website using the information developed by the workgroup. The contract with EMI expired on 6/30/05 and the development of the website and guidance materials for the project will be finished internally.

Lead Office: OPA

2.3.11.1.23.

Reducing Key Environmental Threats – Environmental Risks – Address Potential Environmental and Health Threats in Homes and Communities

Contact(s): Tami Johnson, Education Coordinator (vacant), Pat Daniel

Expand the Children's Health Program:

Partner with the Indiana State Department of Health and Indiana Family Social Services Administration to expand the Children's Health Program on areas such as asthma triggers, integrated pest management practices, lead prevention to include sensitive populations located in long-term care facilities, hospitals and rehabilitation centers.

By: 12/1/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Lead Office: OPA

2.3.11.1.24.

Reducing Key Environmental Threats – Environmental Risks – Integrated Pest Management (IPM)

Contact(s): Tami Johnson

Work with schools and child care facilities and the Indiana Family and Social Services Administration to implement the IPM model that was developed from the pilot project.

Ongoing through 6/30/04

Percent Complete

100%

Status:

IDEM has partnered with Purdue University to implement the pilot project and pesticide policy developed for childcare facilities. The brochure has been completed and will be promoted with the Children's Environmental Health Program.

Integrated Pest Management (IPM) curriculum

Publish IPM curriculum

Conduct outreach to childcare facilities and schools

By: 6/30/05

Percent Complete

10%

Status:

The curricula has been developed, but due to staffing issues, we are waiting to make it in a presentable format and make it available for the Web-site.

2.3.11.1.25.

Reducing Key Environmental Threats – Environmental Risks – Reduce Diesel Emissions

Lead Office:
OAQ/OPA

Contact(s): Pat Daniel (OPA), Kathy Watson (OAQ)

Enhance diesel emissions reduction efforts by working to develop and implement projects to reduce emissions from diesel sources, including school bus anti-idling pilots, school bus and/or municipal fleet retrofit projects, truck stop electrification project and development of web-based diesel emissions resource center.

- Work to create a statewide volunteer "No idle at schools" policy for school buses.

Contact(s): Shawn Seals (OAQ), Education Coordinator (vacant) (OPA)

By: 6/30/04

Percent Complete

100%

Status:

On April 23 STAI with IDEM support voted to approve an Idling resolution to limit idling in up to 95% of the school systems in Indiana. Staff continue to work to encourage entities to opt-in to the idling policy adopted by the STAI.

- Form a partnership to initiate this program in Northwest and Southwest Indiana schools, and, ultimately, statewide.

Contact(s): Shawn Seals (OAQ)

By: 6/30/04

Percent Complete

85%

Status:

IDEM received a grant under the Clean School Bus USA grant program on July 1, 2004, for \$250,000, which will enable 100% of the Evansville school fleet to be retrofitted. Staff continue to work in cooperation with the Northwest Diesel Workgroup. QPA is in place and retrofit projects will begin in November.

- Develop and distribute marketing materials for this volunteer program.

Contact(s): Shawn Seals (OAQ), Education Coordinator (vacant) (OPA)

By: 6/30/05

Percent Complete

80%

Status:

Anti-Idling literature and a sticker or magnet for use in school buses are currently being developed. Anti-idling signs are being designed and the web-based diesel resource center is under construction.

- Develop and market resource packet for schools and municipalities on options and grant opportunities for retrofits, cleaner or alternative fuels, and other measures to reduce diesel emissions.

Contact(s): Shawn Seals (OAQ), Education Coordinator (vacant) (OPA)

By: 6/30/05

Percent Complete

70%

Status:

Dieselwise resource center will be launched in November.

2.3.11.2. Office Priorities

2.3.11.2.1.

Participate in Initiatives to Address Potential Environmental and Health Threats in Homes and Communities

Contact(s): Tami Johnson, Education Coordinator (vacant), Pat Daniel

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office? (Y/N): N

Early Childhood Comprehensive Systems Initiative:

Participate as a core partner on this state-wide, multi-agency initiative to assist in the development of a strategic plan address the issues that prevent the healthy development of children age birth to four.

By: 6/30/05

Indiana Childhood Lead Poisoning Elimination Plan Advisory Committee

Participate in the state-wide initiative to eliminate lead hazards and thereby reduce the number of lead poisoned children in Indiana. Assist with implementing the portions of the state-wide plan related to reducing environmental lead hazards.

By: 6/30/05

Lead-Safe Task force

Participate in meetings and initiatives of the task force to prevent lead poisonings and address healthy home issues. Also, continue to provide sponsorship for the Lead-Safe and Healthy Homes conference.

By: 6/30/05

2.3.11.2.2.

Integrated Pest Management (IPM)

Contact(s): Tami Johnson

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office? (Y/N): N

Work with schools and child care facilities and the Indiana Family and Social Services Administration to implement the IPM model that was developed from the pilot project.

Ongoing through 6/30/04

Percent Complete

100%

Status:

IDEM has partnered with Purdue University to implement the pilot project and pesticide policy developed for childcare facilities. The brochure has been developed and will be promoted through IDEM Children Environmental Health Program.

2.3.11.2.3. IPM curriculum

Contact(s): Tami Johnson

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office? (Y/N): N

Develop and post IPM curriculum to IDEM's Web site. Conduct outreach to childcare facilities and schools.

By: 6/30/05

Percent Complete

50%

Status:

The curricula has been developed and reviewed. Will be giving it to MACS to make it available for the Web site.

2.3.11.2.4. Asthma [and Indiana Joint Coalition for Asthma (InJAC)]

Contact(s): Paula Smith, Pat Daniel, Tami Johnson and Cheri Storms

EPA? (Y/N): Y
PPG (Y/N): Y

Cross-Office? (Y/N): N

EPA Role: Grant funding. Advisory role for the Environmental Quality Workgroup.

Work with co-leads, as well as local health department, the medical community, and various health and environmental organizations to reduce environmental triggers of asthma. InJAC, established by IDEM and Indiana State Department of Health (ISDH), consists of five subcommittees.

Work with the Data Collection & Surveillance committee research asthma data findings to prepare an initial asthma surveillance report and develop recommendations for asthma surveillance reporting systems

Research by 10/31/03 (OAQ)

Percent Complete

85%

Status:

Initial surveillance report went out for comments from the InJAC members. Final version should be completed by the State plan in September 2004.

Development by 2/29/04 (OPA)

Percent Complete

85%

Status:

OPA staff continue to work with ISDH staff on leading the Indiana Joint Asthma Commission (InJAC) as well as two subcommittees - Environment and Children and Youth. The overall InJAC plan will be developed on time, with the help of ISDH and several contractors. The Environmental and Children and Youth Group have both finalized their respective goals, strategies and objectives. The GOS (Goals, Objectives, and Strategies) from both groups have been the rationale completed and they have been prioritized.

Work with the Environmental Quality committee to access information and evaluate the environment in Indiana, using available information, to develop recommendations to identify known and potential indoor/outdoor environmental triggers for asthma, and to identify strategies and develop tools for organizations to reduce exposures to asthma triggers

By: 6/30/05

Percent Complete

85%

Status:

The Environmental Quality committee has drafted a number of issue briefs, which will support their recommendations. The Environmental Quality Committee developed a triggers table, which will reference triggers listed in the Committee's final recommendations, and will also support the web-based tool. IDEM staff drafted a web-based tool, and received approval from both the Environmental Quality and Children and Youth committees to move forward. IDEM has a contractor (through the Indiana Environmental Health Association) that is assisting in the development of its web-based tool and related triggers. The contractor and OPA staff have drafted all the content information for the tool in the target settings for schools, childcare, outdoor, housing, and medical and parents. The draft just needs to be presented to the Environmental Quality Workgroup and other InJAC members. The IDEM design team is designing the target settings for the school, home, medical, childcare, parent and outdoor settings.

The Environmental Quality Committee has met with the other 4 sub-committees to discuss how to work together, avoid duplication of efforts, etc.

Establish a comprehensive plan to reduce the burden of asthma in four sets of age groups of children: reduce encumbrance of asthma for children; and develop a comprehensive asthma surveillance system for each of the four age groups.

By: 6/30/05

Percent Complete

85%

Status:

The Children and Youth InJAC Workgroup meet monthly. The group has developed its Goals, Objectives and Strategies for the State Asthma Plan. The group has also completed the definitions rationale for the goals, objectives and strategies and prioritization of these goals, objectives, and strategies (GOS). The contractors will edit the state plan, which is due September 2004.

Develop educational material regarding environmental triggers of asthma and distribute to childcare facilities and other interested parties.

By: 6/30/05

Percent Complete

50%

Status:

IDEM has received EPA funding and hired a contractor from the Environmental Health Association. IDEM staff and contractor have been working on the content of the tool by setting up focus groups. To date, the school, childcare, medical, parents and housing focus groups have met. The material content is completed for these settings. The Environmental Quality and other members of InJAC will need to comment. The IDEM design team will be designing the target settings with the content material tagged to each picture. The Design Team has started to work on the school and home settings.

2.3.11.2.5. Clean Sweeps

EPA? (Y/N): Y

PPG (Y/N): Y

Contact(s): Education Coordinator (vacant), Pat Daniel

EPA Role: Grant funding.

Conduct a third round of laboratory chemical clean-outs ("Clean Sweeps") at selected schools across Indiana. Thirty (30) of the 400+ schools participating in the Mercury Recycling Pledge Program will be selected to have the "Clean Sweep" services provided at no cost to the school. All schools participating in the pledge program will be encouraged to apply for these services.

- 1) Finalize scope of work and submit Request for Information to potential contractors.

By: 9/30/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

- 2) Select schools and ask for a commitment letter.

By: 11/30/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

- 3) Select contractor to remove unused and expired chemicals and properly dispose of them.

By: 11/30/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

- 4) Organize and coordinate schedule with contractor and respective schools.

By: 11/30/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

5) Conduct Clean Sweeps.

From: 12/1/04 – 4/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

6) Prepare and submit final report to EPA, which will include a break down of the types of chemicals removed including specific EPA waste minimization priority chemicals.

By: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.11.2.6.**Diesel Emissions Reduction**

EPA? (Y/N): Y

PPG (Y/N): N

Contact(s): Education Coordinator (vacant), Tami Johnson, Pat Daniel

Work to create a statewide volunteer "No idle at schools" policy for school buses.

By: 6/30/04

Percent Complete

100%

Status:

On April 23 STAI with IDEM support voted to approve an Idling resolution to limit idling in up to 95% of the school systems in Indiana. Staff continue to work to encourage entities to opt-in to the idling policy adopted by the STAI.

Form a partnership to initiate this program in Northwest and Southwest Indiana schools, and, ultimately, statewide.

By: 6/30/04

Percent Complete

85%

Status:

IDEM received a grant under the Clean School Bus USA grant program on July 1, 2004, for \$250,000, which will enable 100% of the Evansville school fleet to be retrofitted. Staff continue to work in cooperation with the Northwest Diesel Workgroup. QPA is in place and retrofit projects will begin in November.

Develop and distribute marketing materials for this volunteer program.

By: 6/30/05

Percent Complete

80%

Status:

Anti-Idling literature and a sticker or magnet for use in school buses are currently being developed. Anti-idling signs are being designed and the web-based diesel resource center is under construction.

Work with the Office of Air Quality to investigate, and, as funding is available, implement school or municipal fleet retrofit projects.

By: 6/30/05

Percent Complete

70%

Status:

Once State QPA is in place we are ready to move forward on several projects. IDEM received a grant under the Clean School Bus USA grant program on July 1, 2004, for \$250,000 to be used on Evansville and Indianapolis school buses. A new grant was filed on July 2, 2004, for the voluntary retrofit program.

Develop and market resource packet for schools and municipalities on options and grant opportunities for retrofits, cleaner or alternative fuels, and other measures to reduce diesel emissions.

By: 6/30/05

Percent Complete

70%

Status:

Dieselwise resource center will be launched in November.

2.3.11.2.7.**Tools for Schools**

Contact(s): Tami Johnson, Education Coordinator (vacant)

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office? (Y/N): N

Continue to partner with the U.S. Environmental Protection Agency to market asthma education and actively promote the Tools for Schools curriculum in schools / school districts.

Ongoing through 6/30/05

Percent Complete

100%

Status:

The grant expires September 30, 2004. The final report will be sent to EPA.

2.3.11.2.8.**Lead**

Contact(s): Tami Johnson

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office? (Y/N): N

EPA Role: Grant funding. Provide oversight of grant to Office of Air Quality.

Mini grants:

Award and manage 10 mini grants to local health departments and Community Action Agencies to address compliance assistance for Indiana lead contractors, lead licensed personnel and individuals/organizations.

By: 9/30/03

Percent Complete

100%

Status:

Report mailed to EPA in December. New mini-grants were also offered.

2.3.11.2.9.**Enviro-School Program**

Contact(s): Pat Daniel

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office? (Y/N): N

EPA Role: Partner in project.

Enviro-School Program:

Partner with EPA, Indiana State Department of Health, Indiana Department of Education, State School Board Association, Indiana-Purdue University to develop the Environmental Management System (EMS) or the Enviro-School program that would ensure a healthy school environment for children.

By: 6/30/05

Percent Complete

40%

Status:

The selected contractor, Environmental Management Institute (EMI), convened the workgroup to develop the main subject areas of the program and an assessment survey schools could use as a starting point to access their own buildings and classrooms. The workgroup then developed the areas of concern for each subject area and a list of resources. The web development team started designing the website using the information developed by the workgroup. The contract with EMI expired on 6/30/05 and the development of the website and guidance materials for the project will be finished internally.

2.3.11.2.10.**Risk Advisory Committee**

Contact(s): Pat Daniel

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office? (Y/N): N

EPA Role: Provide data and information related to priority chemicals, contaminants, areas and categories.

The Risk Advisory Committee will continue its efforts, based on available resources and research compiled over the past two years, to explore chemicals and pollutants of concern and how best to achieve their reduction. The Risk Advisory Committee will also look at several different sectors and areas within Indiana that may have higher levels of key known threats to human health based on previous research.

Ongoing through 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

Lead by OPA, IDEM program offices, OAQ, OLQ, OWQ and OPPTA, will work to:

- 1) Identify specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list.

By: 12/31/03

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

- 2) Develop a process to make better risk-based decisions and allocation of resources.

By: 6/30/04

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

- 3) Assist other IDEM offices in addressing their priority contaminants.

By: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

- 4) Participate in agency-wide meetings.

Ongoing through 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

2.3.11.2.11.

Agency Central Facility Data System

Contact(s): Pat Robinson

EPA Role: Continue to fund the National Environmental Information Exchange Network (NEIEN). Continue to provide policies, standards, procedures, and guidance for data management practices.

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office? (Y/N): Y

Work with IDEM's Office of Management and Budget Administration's (OMBA) Information Technology section, to develop and implement the Indiana Facility Registry System (IFRS) plan to streamline data exchange between IDEM and EPA and promote quality environmental data.

By: 6/30/05

Percent Complete

95% Complete for Phase II of I-FRS

Status:

Completed Facility Data Flow for Inbound to EPA 12/30/2004. Outbound Facility Data Flow from EPA is in process.

Continue to apply for Readiness Grant Funding from the National Environmental Information Exchange Network (NEIEN).

By: 6/30/05

Percent Complete

100%

Status:

IDEM Established a Grant Coordinator to manage NEIEN Agency-wide grant participation.

Manage the NEIEN Readiness Grant to develop and implement the I-FRS plan to accomplish linking facility environmental data within the Indiana Department of Environmental Management (IDEM) and between US EPA and other partners.

- Develop an I-FRS implementation plan to provide work direction, project leadership, and technical guidance.
- Perform a systems assessment during this I-FRS project to provide a basis for determining how to meet the facility integration needs.
- Indicate the type of effort required to support the design and development of the I-FRS.
- Coordinate the I-FRS findings with programmatic offices agency-wide for IDEM state programs and the delegated federal programs.
- Develop processes and implement the I-FRS data conversion.

By: 6/30/05

Percent Complete

100%

Status:

I-FRS Phase II completed 11/30/04.

Assess the Agency's existing technical architectures to determine the requirements for Node implementation.

By: 6/30/05

Percent Complete

100%

Status:

Network Node Implementation completed 12/30/04. Completed the I-FRS development of the data exchange process on the Network Node and data reconciliation process.

Successfully, implemented the Phase II outbound data flow for the Indiana's Facility Registry System (I-FRS) on December 30, 2004.

In Jan. 2004 prepared and submitted a proposal for the Network Exchange Grant Application in the form of an Implementation Grant to integrate Indiana's Facility Registry System (I-FRS) with geospatial data.

Established Indiana's Facility Registry System (I-FRS) data standards for high quality collection of data incorporating facility data standards, naming conventions, required data elements, geographic standards, and etc. for facility names and location addresses.

Implemented a training plan for Indiana's Facility Registry System (I-FRS) Data Stewards agency-wide on the data standards and naming conventions.

Develop and support processes for I-FRS to assure programmatic multi-media integration of the agency's environmental data from the various program offices.

- Coordinate the I-FRS findings with programmatic offices agency-wide for IDEM state programs and the delegated federal programs.
- Implement the I-FRS data conversion.

By: 6/30/05

Percent Complete

100%

Status:

Completed the I-FRS Phase II data conversion project.

Coordinate with IDEM Staff to maintain the I-FRS data stewardship network program and monitor I-FRS facility data quality/integrity on a continual basis.

- Determine the most appropriate approach for implementing the I-FRS Data Stewardship Network Program.
- Guide I-FRS program data stewards in their role as data stewards for I-FRS.
- Manage the I-FRS data stewardship network and provide support for training, application usage, and enhancements.
- Monitor guidelines and implementation processes of the IDEM FRS Data Stewardship Network Program to assure integration of facility identification information across IDEM program offices.

By: 6/30/05

Percent Complete

100%

Status:

Continuous monitoring I-FRS Data Steward Program is required.

Coordinate with Information Technology for the implementing the flow of data through the Node for the I-FRS data exchange using the EPA's Central Data Exchange (CDX).

By: 6/30/05

Percent Complete

80%

Status:

Completed Facility data flow for inbound to EPA December 30, 2005. Outbound Facility data flow from EPA is in process.

2.3.11.2.12.
Mercury Issues

EPA? (Y/N): Y
PPG (Y/N): N

Contact(s): Cheri Storms, Paula Smith

Cross-Office? (Y/N): N

Mercury is a priority chemical based on concern over human exposure, available data, multi-media issues and a focus to reduce the release of mercury into the environment, especially where kids are present.

2.3.11.2.13. Mercury workgroup

Contact(s): Cheri Storms, Paula Smith

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office? (Y/N): N

IDEM has assembled a mercury workgroup to address mercury concerns. Mercury is a priority chemical based on concern over human exposure, available data, multi-media issues and a focus to reduce the release of mercury into the environment - especially where kids are present.

As an agency, IDEM will focus on:

Implementing recommendations for next steps to reduce mercury emissions and coordinate information between offices.

Through: 6/30/05

Percent Complete

100%

Status:

Workgroup members have been working to identify and quantify emission sources into an inventory. The group has been working to identify and quantify emission sources into an inventory. The United States Geological Survey (USGS) is using this preliminary information and relating it to its findings regarding atmospheric deposition of Mercury. In turn, OAQ is using this information as it works to address electric utilities in Indiana. Key workgroup members are also involved in meetings with USGS regarding continuation of the air deposition monitoring Agreement.

Developing overall multi-media mercury reduction plan, identifying the various mercury "loads".

By: 6/30/05

Percent Complete

90%

Status:

With the preliminary inventory emissions, we are in a position to identify the sources that are contributing the greatest "loads" and provide that information to the relevant program areas within IDEM. Each program area has individual plans but an Agency-wide plan has not been developed.

2.3.11.2.14. Mercury data management

Contact(s): Dave Parry

EPA? (Y/N): Y
PPG (Y/N): N

Cross-Office? (Y/N): N

Gather and analyze mercury data to provide key information to guide IDEM's mercury water quality planning efforts, a part of a regional and local strategy. Data would include the USGS/IDEM mercury monitoring project, trace metals sampling in surface water, and fish tissue sampling data.

- Chart USGS data and Cross-reference USGS data with IDEM data.

By: 9/30/04

Percent Complete

100%

Status:

Tables with Mercury emissions (estimates/reported emissions) have been developed by OAQ for the years 1997, 1999, 2000, 2001 and 2002. The data was developed using the Regional Air Pollutant Inventory Development System (RAPIDS.) The data beginning with 1999, and afterward, is the most reliable. The 2002 data was sorted and ranked "by county" and "by source." Each 2002 source Hg emission number also was accompanied in adjacent columns by emission amounts and ranking from the previous years (2001, 2000, 1999, and 1997) so that the user could easily review the Hg emission history of each source to determine if the 2002 emissions total were higher, or lower, than previous years emissions levels. This new table was then forwarded to USGS for possible correlation with their deposition data.

- List Mercury (Mercury) reduction actions/projects IDEM has already taken.

By: 10/31/04

Percent Complete

100%

Status:

An earlier, 2000, document has been revised. It lists all various Mercury reduction related efforts of IDEM through the end of 2004.

- Get 2000, 2001, and 2002 rapids (EPA) data and analyze it to compare with 1997 and 1999 rapids data (this data is released biennially). Both individual sources and all of Indiana's 92 counties are listed in ranked-order. Individual sources also are grouped by industrial or economic sector.

By: 10/31/04

Percent Complete

100%

Status:

As stated above, in the first entry under Mercury Inventory Data Analysis, not only is the work on the 2000 data is complete, but on the 2001 and 2002 data, too.

- Assess impact of more stringent federal rules on medical waste incinerators.

By: 12/31/04

Percent Complete

100%

Status:

The more stringent federal rules on medical waste incinerators has lead to all but 7 such sources in Indiana shutting down. Mercury emissions from medical waste incinerators has been broken out separately from the statewide "rank ordered" listing of Hg emissions from 1997 through 2002, inclusively. This list shows that many medical waste related sources now have closed down. It also shows substantial reductions in sector-wide 2002 Hg emissions from the earlier years. Statewide, medical waste-related emissions fell from 2,682.3 lbs. in 1997 to 25.1 lbs. in 2002.

- Gather available data on reported Mercury discharges from Indiana publicly owned treatment works (POTWs).

By: 6/30/05

Percent Complete

0%

Status:

With the change in the Administration, this activity is currently on hold.

- In conjunction with the wastewater triennial review, determine, as fully as possible, the various sources of Mercury in the influent of POTWs.

By: 12/31/04

Percent Complete

45%

Status:

OPA is participating in OPPTA's workgroup on this topic. OPA continues to assist by providing lists of various sources.

2.3.11.2.15.**Mercury Exposure and Education**

Contact(s): Paula Smith

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office? (Y/N): N

Working with other states and EPA, identify strategies to address areas of mercury exposure and future education efforts.

Ongoing

Percent Complete

100%

Status:

Ongoing - continue to work with EPA and Environmental Coalition of States (ECOS) on mercury efforts and sharing of information.

Continue to limit direct exposure to mercury through education, compliance assistance activities and responding to emergencies. These include working with schools, hospitals, dental offices, heating, ventilation and air conditioning contractors/wholesalers, pharmacies and others.

Through: 6/30/05

Percent Complete

100%

Status:

Mercury efforts continue to include commenting on the new mercury rule.

2.3.11.2.16.**Mercury & Schools**

Contact(s): Education Coordinator (vacant)

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office? (Y/N): N

Lead the school mercury reduction and recycling pledge program. Conduct outreach campaign and offer assistance to schools, SWMDs, and the City of Indianapolis where needed.

Through: 6/30/05

Percent Complete

50%

Status:

405 Indiana schools now participate in the pledge program having inventoried their buildings for mercury and mercury-containing items, taken all items for proper recycling to their local solid waste management district, and signed the pledge to phase out the purchase of such items.

2.3.11.2.17. Radon

EPA? (Y/N): Y

Contact(s): David Parry, Paula Smith, Pat Daniel

Cross-Office? (Y/N): N

Work with U.S. EPA and the Indiana State Department of Health – Using EPA Grant Funds – To Promote Awareness of the Threat Posed by Radon in Homes

Get additional radon home-testing data entered into the Indiana State Department of Health's existing radon home-testing results database. This will help improve statewide radon mapping.

By: 6/30/05

Percent Complete

75+%

Status:

A temporary employee contracted with IDEM with grant funds began work entering 3+ years of radon data into the existing Indiana Department of Health database.

Conduct Radon Outreach; Participate in events such as the State Fair, Indiana Black EXPO, etc. where IDEM can disseminate information about the threat of in-home radon and promote home testing.

Ongoing through: 6/30/05

By: 6/30/05

Percent Complete

50%

Status:

Radon fact sheets were available for distribution at EXPO, at the State Fair, and at the Lead-Safe and Healthy Homes conference. In addition, fact sheet and radon home detector kits were distributed at the State Employee Health Fair. Those accepting the kits were asked for their name and work phone number. They will be called later to check to see how many have actually done the home testing.

2.3.11.2.18. Auto Salvage

EPA? (Y/N): Y

PPG (Y/N): N

Contact(s): Matthew Deaner

Cross-Office? (Y/N): Y

EPA Role: Major funding source. Funded under OECA grant.
Grant runs from 8/1/00 to 9/1/04.

Grant runs from Aug. 1, 2000 – September 1, 2004. Deliverables include a compliance assistance manual, compliance assistance workshops, inspections, enforcement actions and a final report.

Coordinate and help implement auto salvage agency-wide focus.

Ongoing through 12/31/04

Percent Complete

100%

Status:

Project implemented.

Coordinate workgroup to implement program.

Ongoing through 12/31/04

Percent Complete

100%

Status:

Project Complete.

Continue to serve as agency contact for auto salvage grant and turn in quarterly reports. Upon completion of the project, compile a final report.

By: 10/03, 1/04, 4/04, and 7/04 for quarterly reports. Final report by 12/31/04

Percent Complete

50%

Status:

Reports prepared on schedule. OECA directed IDEM to prepare final report when enforcement cases are resolved, therefore final report is currently on hold.

Work with IDEM's Office of Land Quality, Office of Water Quality and Office of Enforcement, other State and Federal agencies, and auto salvage project inspectors, to coordinate inspections, oversee compliance referrals and establish remediation guidelines.

Ongoing through 9/30/05 ; inspections done by 9/30/04

Percent Complete

100%

Status:

Inspections complete. Inspection data was electronically recorded and analyzed.

Conduct compliance assistance workshops throughout the state.

By: 7/31/03

Percent Complete

100%

Status:

Workshops completed 7/03.

Submit Clean Water Act 104(b)(3) grant proposed for a series of three posters, key chains and magnets. Administer program if grant application is approved.

By: 12/31/04

Percent Complete

100%

Status:

Proposal was not funded; will continue to seek funding source.

**2.3.11.2.18.1.
EnPPA**

EPA? (Y/N): Y

PPG (Y/N): N

Contact(s): Matthew Deaner

EPA Role: Provide oversight and grant funding.

Cross-Office? (Y/N): Y

Finalize 2003-2005 EnPPA.

By: 6/30/05

Percent Complete

100%

Status:

The 2003-2005 EnPPA was finalized in July, 2003 and signed November, 2003.

**2.3.11.2.18.2.
Strategic Planning**

EPA? (Y/N): Y

PPG (Y/N): N

Contact(s): Paula Smith

Cross-Office? (Y/N): Y

Develop/refine a new strategic plan for IDEM to guide future agency initiatives.

1) Internal document

6/30/04

Percent Complete

100%

Status:

Complete.

2) External draft

12/31/04

Percent Complete

100%

Status:

Complete.

3) Final Draft

6/30/05

Percent Complete

100%

Status:

New Strategic Plan was completed on May 12, 2005.

Serve as back-up for the National Environmental Performance Partnership System (NEPPS) pilot project. Attend meetings, participate in conference calls, and prepare documents as needed.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Worked through ECOS and Region V to develop the current EnPPA.

Assist with the drafting of IDEM's Strategic Plan, covering 2004-2014.

By: 6/30/05

Percent Complete

100%

Status:

Worked through ECOS and Region V to develop the current EnPPA.

2.3.11.2.19.

IDEM's Quality Management Plan

Contact(s): Rudy Osenbaugh (OPA)

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office? (Y/N): Y

To coordinate and implement management and technical quality assurance and quality control policies and procedures throughout the agency as described by the agency Quality Management Plan.

Due Date / Through: 6/30/05

Percent Complete

50%

Status:

Ongoing, with an IDEM Quality Assurance Team meeting that took place on 6-8-04, and continued work on the annual Quality Management Plan review and revision process.

2.3.11.2.19.1.

Management of IDEM's Quality-Related Documents (SOPs, Current Operating Procedures, QAPPs)

Contact(s): Rudy Osenbaugh (OPA)

EPA? (Y/N): Y

PPG (Y/N): N

Cross-Office? (Y/N): N

* Begin to track quarterly all Program/Office Quality Assurance Project Plans by implementing the recently developed QAPP tracking database.

By: 1/31/04, and then Ongoing 6/30/05

Percent Complete

100%

Status:

The IDEM QA Managers are working on an new Agency QMP. The Agency is moving forward with SOP development. IDEM is using policies, training, and a support team educated in QA principles to document policies and procedures and incorporated quality management into everyday work processes.

* Develop and maintain an agency-wide listing of Standard/Current Operating Procedures (SOPs and/or COPs) to include the effective dates of such documents, as well as the SOP review schedule.

By: 1/31/04, and then Ongoing 6/30/05

Percent Complete

50%

Status:

The Agency-wide listing of SOPs was not completed this ENPPA cycle. The IDEM QA Managers feel that maintaining an Agency-wide library of SOPs is far more useful to staff than a simple list of SOPs. IDEM will complete the SOP library by late 2005.

* Assess and update the listings of program office QMP related files, which appear as addenda to the QMP and describe each program office's files and documents that are pertinent to the implementation of an agency Quality System (e.g., relevant rules, regulations, statutes and laws; technical and guidance documents; non-rule policy documents; etc.).

By: 6/30/05

Percent Complete

50%

Status:

This task is on hold as IDEM develops a new, improved quality system.

* IDEM QA Manager to actively work with agency offices to identify quality assurance/quality control related documents and/or new grants, contracts or programs that must be referenced in the agency Quality Management Plan.

Ongoing to 6/30/05

Percent Complete

50%

Status:

This task is on hold as IDEM develops a new, improved quality system.

2.3.11.2.19.2.

Quality Assurance Assessment of IDEM's Quality System and Quality Management Plan

EPA? (Y/N): Y

PPG (Y/N): N

Contact(s): Rudy Osenbaugh (OPA)

EPA Role:

Cross-Office? (Y/N): N

*EPA will provide guidance to IDEM on the use of quality assessment tools to evaluate the effectiveness of the IDEM Quality System.

*EPA to provide guidance on the procedures used for the Region's review of their own Quality System and QMP.

*EPA Region 5 will monitor and assess IDEM's Quality System and Quality Management Plan.

* Expand the composition of the current IDEM QA Team to include program office managers and other QA/QC staff.

* The IDEM Q/A Manager will also maintain contact monthly with at least one already developed team or workgroup within IDEM that concentrates on big-picture, cross-media Program Office

work/issues (E.G. Compliance/Enforcement Team, Data Management Team, Public Records Managers, RCRA Advisory Group, IDEM QA Team; etc.)

Ongoing.

Percent Complete

100%

Status:

The new IDEM QA Managers are involved in the Agency-wide grants workshops.

* Hold quality assurance meetings, at least quarterly, with the Quality Assurance Team (QA Team), program and project managers from all program offices and other quality assurance/quality control (QA/QC) staff within the program offices. The purpose of the meetings is to develop implementation and assessment phase policies and procedures for ensuring consistency of QA procedures across all IDEM program.

Through: 6/30/05

Percent Complete

50%

Status:

This task is on hold as IDEM develops a new quality system.

* Once the processes and procedures for the implementation and assessment phases are developed, the IDEM QA Manager will work with all IDEM offices to ensure consistency of QA procedures across all programs.

Ongoing through 6/30/05

Percent Complete

25%

Status:

This task is on hold as IDEM develops a new quality system.

* Begin planning for assessments and/or reviews of specific office programs and projects. It will also be necessary to determine the order in which IDEM offices will be assessed/reviewed. Develop a timeline and plan for implementation.

By: 6/30/05

Percent Complete

0%

Status:

See above

* Assess the adequacy of the IDEM Quality System at least annually, including a review of the QMP, which will be revised or updated as required. Also, provide a report of the QMP review findings to IDEM Management and EPA Region 5.

By: 6/30/04 and 6/30/05

Percent Complete

37.5%

Status:

See above

2.3.11.2.19.3.***QMP/Quality System Related Training***EPA? (Y/N): Y
PPG (Y/N): N

Contact(s): Rudy Osenbaugh (OPA)

EPA Role:

Cross-Office? (Y/N): N

* EPA Region 5 Quality Assurance team to organize and/or provide quality assurance training opportunities to IDEM staff (in-house when possible).

* EPA Region 5 to provide training, assistance, and guidance on the applicability of EPA Information Quality Guidelines to state environmental programs and the data/information submitted to EPA.

* EPA to also provide environmental science-related informational opportunities to IDEM staff via the Region 5 State/Tribal Science Network.

* Training opportunities for the IDEM QA manager and other QA/QC staff will be identified and provided.

* IDEM QA Manager will attend one training opportunity per year, if available, timely, and cost effective; and disseminate any relevant information to IDEM staff.

BY: 6/30/04 and 6/30/05

Percent Complete

50%

Status:

SOP training will begin not begin in this EnPPA cycle but in October 2005.

2.3.11.2.19.4.***Communicating IDEM Quality-Related Information with EPA***EPA? (Y/N): Y
PPG (Y/N): N

Contact(s): Rudy Osenbaugh (OPA)

EPA Role:

Cross-Office? (Y/N): N

* EPA Region 5 will provide the IDEM Quality Assurance Manager with any relevant information about quality related issues.

* EPA Region 5 STSN to provide information for implementing 'best science practices' and other techniques for ensuring that quality data is used for decision making.

* EPA Region 5 STSN to act as conduit to EPA Office of Research and Development (ORD) for future research projects that might benefit IDEM's environmental efforts.

* EPA Region 5 STSN to provide guidance on peer review policy and procedures to achieve/ensure 'better science' within states, regions, and the nation.

*Maintain contact with EPA Region 5 Quality Assurance Team at least one time per quarter and maintain consistent progress toward disseminating quality assurance related information.

Through: 6/30/05

Percent Complete

50%

Status:

IDEM QA Managers met with EPA Region V QA Team on June 20-21, 2005.

* IDEM QA Manager to serve as primary IDEM contact for EPA Region 5 STSN and to coordinate the dissemination of STSN information throughout the agency.

Through: 6/30/05

Percent Complete

50%

Status:

IDEM is no longer participating in the State/Tribal Science Network (STSN.)

* Develop an IDEM Peer Review Panel that will be established to review and approve study plans and reports for major special studies and other technical documents for publication and distribution.

Through: 6/30/05

Percent Complete

0%

Status:

Technical reviews are a function of technical staff within the respective program. In most cases, program technical staff lack the experience and background to review technical documents for a program outside their sphere.

2.3.11.2.20. Permit Team

Lead: Deputy Commissioner, Matthew Deaner, David Parry

Coordinate and lead the Permit Team to enhance efforts to ensure timely and effective permit service utilizing a multi-media group. An agency-wide Permit Team, similar to the Compliance/Enforcement Team, made up of representatives from each office can focus on ways to improve our permit service. Examples include coordination of permit actions where appropriate, identifying ways to streamline or improve our current processes and procedures and using our collective existing resources as efficiently as possible.

Ongoing through 6/30/05

Tasks include preparing agendas, meeting notes, supporting data and documents, and developing useful work products such as forms or guidance's to accomplish the stated goals of the Permit Team initiative.

By: 6/30/05

Percent Complete

0%

Status:

Group disbanded due to administration change and ensuing realignment of priorities.

2.3.11.2.21.

Agency-wide Environmental Education Coordination

Contact(s): Education Coordinator (vacant), Cheri Storms, Paula Smith and Tami Johnson

EPA? (Y/N): Y
PPG (Y/N): N Funding, Guidance

Cross-Office? (Y/N): Y

2.3.12. Office of Pollution Prevention and Technical Assistance

It is the goal of the Office of Pollution Prevention and Technical Assistance (OPPTA) to develop and foster within the Indiana Department of Environmental Management's environmental protection efforts an emphasis on environmentally and economically sound approaches to achieve environmental results. This includes proactively providing resources for source reduction, re-use and recycling, voluntary compliance and pollution prevention. OPPTA encourages environmental results through various grant opportunities, public recognition awards such as the various "Governor's Awards for Excellence," broad-based educational programs and technical assistance.

Office Contact:

Dan Murray
Assistant Commissioner
Office of Pollution Prevention and
Technical Assistance
(317) 233-6658
e-mail:dmurray@idem..in.gov

2.3.12.1. Agency Priorities

2.3.12.1.1.

Building a Better IDEM – Centralized Web Development

Lead Office: MACS/OMBA-BSD

Designate staff to act as "Content Managers" to represent their respective office. Each content manager will be responsible for ensuring that materials posted to the Web from their office are appropriate and current, and will assist staff within their office in posting new content. Agency staff will also need to assist the Web team as areas of the site are reevaluated and reorganized to make information more readily available to the public.

Assist in providing the necessary Full Time Equivalencies (FTEs) to fill the required Web team positions. Program areas will also need to transfer all Web development tools and software/hardware to MACS.

Share information on office publications for use in the on-line publication catalog/archive.

2.3.12.1.2.

Building a Better IDEM – Agency Data Integration / Data Management Team

Lead Office: OMBA-BSD

The Office Data Contact (ODC) will actively participate in data management team meetings and activities regarding the agency's data integration effort. Bring all data projects to the Data Management Team for consideration. ODC will also be responsible for ensuring that agency data stewardship training policies are met for existing and new staff whose job positions entail data entry and maintenance.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Complete. The Office of Pollution Prevention and Technical Assistance (OPPTA) office data contact attended the data management team meetings on a monthly basis until they were discontinued. He also participated in gaining approval to update the CTAP d-base, begin conversion of the TRI d-base, managing office software, archiving unused files, converting files, converting the recycling grants d-base, testing new agency software, and developing data management policies.

2.3.12.1.3.**Building a Better IDEM – Address Quality Issues – Quality Management Plan**

Lead Office: OPA

Actively participate in the Region 5 State/Tribal Science Network efforts as well as the IDEM 'peer review' panel development and implementation processes.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Ongoing.

2.3.12.1.4.**Coalition Building – Build on Environmental Education Efforts**

Lead Office: OPA

Contact(s): Kristin Brier (OPPTA), Monica Hartke-Tarr (OPPTA)

EPA Role: Funding, guidance

Recycling education: Continue educating students, teachers, consumers, public officials and businesses about the benefits of recycling and related source reduction activities through presentations, publications, guidance documents and technical assistance programs.

Ongoing

Percent Complete

100%

Status:

Participating in conferences, public meeting, summer camps, Solid Waste Management Districts activities, board meetings and general grant activities sharing information on the benefits of recycling and source reduction activities. Presented education presentations to schools and participated in festivals throughout Indiana as a part of the Indiana Department of Environmental Management's Earth Day celebrations. Developed and revised a "Reduce Unwanted Mail" Web page and brochure with the assistance of our media group. In the process of developing new and improved recycling, household hazardous waste, waste tire, and yard waste brochures and posters.

Illegal burning: Conducting an illegal burning workshop for public officials in partnership with groups like Southern Indiana Recycling Initiative (SIRI), Northern Indiana Recycling Initiatives (NIRI), Association of Indiana's Solid Waste Management Districts (AISWMD), Indiana Association of Cities and Towns (IACT), to

By: 6/30/05

Percent Complete

100%

Status:

Ongoing. Don't Burn – Recycle! Regional grant participants kicked off the public outreach campaign in mid-May with newspaper, TV and radio advertising, as well as billboards. Participants continue to work with their local elected officials, law enforcement, and fire departments to help them understand that backyard trash burning is illegal and dangerous. Twelve public forums have been held to-date: Southern Indiana Recycling Initiative, Household Hazardous Waste Task Force, City of Rockport, City Bicknell, Crawford County Commissioners, Spencer County Commissioners, Freelandville Volunteer Fire Department, City of Princeton, Indiana Association of Cities and Towns (IACT), Environmental Health Association, City of Petersburg, and Southwest Indiana Particulate Matter (PM) 2.5 workgroup (representing 6 counties). The regional grant requirements were met and the grant is now closed.

2.3.12.1.5.

Coalition Building – Partnering with Universities on Research and Technical Issues

Lead Office: OPPTA

Contact(s): Karen Teliha, Bobbi Steiff, Michelle Timmerman (OPPTA)

Establish Industrial Pollution Prevention Internships

Work with Human Resources to consider the development of an internship program with OPPTA/CMTI. Work with Clean Manufacturing Technology Institute (CMTI) to evaluate the possibility of a college pollution prevention internship program. This program would allow engineering students to assess participating facilities for pollution prevention opportunities.

By: 6/30/04

Percent Complete

100%

Status:

The Office Pollution Prevention Technical Assistance (OPPTA) has met with Human Resources to discuss the possibility of Pollution Prevention (P2) Internships. The resulting discussions found that if no federal grant is received for the program, interns would be hired as "Unpaid Interns". OPPTA did apply for and secure a summer intern with the Governor's Intern Program. This intern worked within OPPTA to assist in planning the Annual P2 Conference and also researched P2 Training Materials for Agency Staff.

Further research and discussions have been held with the Clean Manufacturing Technology Institute (CMTI) to determine feasibility of an on-going Pollution Prevention (P2) internship program. CMTI is interested in pursuing this opportunity and has been working with the Office of Pollution Prevention and Technical Assistance (OPPTA) to research other state P2 Internship programs. Human Resources contacted Purdue University to determine the interest in an "Unpaid Intern" program with their School of Engineering. There is an interest from Purdue for unpaid interns.

The Indiana Department of Environmental Management is therefore interested in pursuing this further and will consider applying for a Pollution Prevention Incentives for States grant in the next biennium to fund this project for the first 2 years and work with another entity such as CMTI or the Purdue University Advanced Technology Center to fully implement and provide on-going management and funding of a pollution prevention intern program.

2.3.12.1.6.

Maintain Essential Environmental Services - Coordinate C/E and Compliance and Technical Assistance Program (CTAP) Programs

Lead Office: OPPTA

Contact(s): Marc Hancock

Develop mechanism through C/E Team to advise Compliance and Technical Assistance Program (CTAP) program on areas of regulatory compliance that are consistently not adhered to and/or areas of upcoming regulations that will impact small businesses.

By: 9/1/03

Percent Complete

100%

Status:

Compliance and Technical Assistance Program (CTAP) staff reviewed the Office of Enforcement biweekly reports. An Excel spreadsheet was developed for each of the media that listed the violations of companies back to January 1, 2003. Each spreadsheet has been sorted to show the Top 10 violations in each of the different program areas. The spreadsheets were shared with the program areas during the June 14, 2004 Compliance Enforcement (C/E) Team meeting. C/E Team members were asked to provide CTAP with a list of potential outreach opportunities for both areas of current non-compliance and future environmental rulemakings.

Utilize Compliance and Technical Assistance Program (CTAP) resources in developing compliance assistance tools and providing outreach on new regulations or problem areas for small businesses.

By: 7/1/05

Percent Complete

100%

Status:

See above.

Develop referral process to Compliance and Technical Assistance Program (CTAP) for small businesses recently inspected with findings of deficiencies that Compliance and Technical Assistance Program (CTAP) staff can assist with coming back into compliance.

By: 7/1/05

Percent Complete

100%

Status:

See update provided in 2 sections above.

2.3.12.1.7.**Maintain Essential Environmental Services - Enhance and coordinate IDEM's assistance to small-regulated entities through the Compliance and Enforcement Team.***Contact(s): Marc Hancock*Lead Office:
OPPTA

The compliance/enforcement team provides a centralized mechanism for a coordinated effort to define, implement and allocate assistance resources (i.e. financial, compliance, technical, regulatory development and regulatory outreach) for small business and other small regulated entities. The Compliance and Enforcement Team's attention to these various media efforts will lead to a more efficient use of existing resources in implementing priority assistance efforts.

2.3.12.1.8.**Maintain Essential Environmental Services and Deliver Services in an Efficient Manner as Practical***Contact(s): Karen Teliha*

Develop a plan to encourage Toxic Release Inventory Reporters to utilize electronic reporting with the TRI-ME software. Research current number of hard copy reports submitted.

By: 12/31/03

Percent Complete

100%

Status:

Complete: 160 facilities were identified for submitting hard copy 2002 Toxic Release Inventory reports. Of those, 74 used an electronic method of completing the form, but did not submit the form electronically. They were called and asked to submit the electronic versions of their forms. All but 14 complied and submitted their electronic reports.

The remaining 86 facilities completed hard copies by hand. These facilities were contacted through a survey and asked if they were interested in participating in a workshop on how to use the TRI-ME software. There was very little interest to participate, therefore no workshop was held.

A Toxic Release Inventory (TRI) listserv has been set up to provide monthly contact with reporters on tips for accurate reporting and using electronic software to submit reports.

Implement plan

By: 1/31/04

Percent Complete

100%

Status:

74 facilities were individually contacted and asked to resubmit their 2002 Toxic Release Inventory (TRI) forms electronically. We had an 81% response rate. The Indiana Department of Environmental Management was required to hand enter all the hard copies in which a facility did not respond. Further outreach is planned as described above.

A Toxic Release Inventory (TRI) workshop survey was taken asking about the type of workshops reporters would be interested in attending, locations, times of year, etc. The survey had a 13% response rate. Based on these results, 2 classroom style TRI workshops were held in April where attendees were given a TRI reporting refresher and encouraged to submit reports electronically. Workshop information was mailed to over 1000 TRI reporters. Workshop information is available on the web at: www.in.gov/idem/oppta/tri/workshops.html.

In addition to the TRI Listserv, Office of Pollution Prevention and Technical Assistance (OPPTA) has begun developing and distributing a TRI newsletter. The newsletter will stress the importance of reporting electronically. It is available on the web at: www.in.gov/idem/oppta/tri/newsletter/.

Measure effectiveness.

By: 7/1/05

Percent Complete
50%

Status:

Indiana Department of Environmental Management (IDEM) is currently in the process of receiving approximately 4,000 Form Rs throughout June and July for 2003 data. In August, IDEM will evaluate the number of hard copies and begin contacting the facilities to resubmit electronically. Over 300 facilities submitted hard copy versions of their Toxic Release Inventory (TRI) forms for reporting year 2001. For reporting year 2002, this number decreased by half, approximately 150 facilities submitted hard copies. Of that 150, Office of Pollution Prevention and Technical Assistance (OPPTA) contacted 74 facilities that had completed the forms electronically but did not submit an electronic version. Over 62 facilities that were contacted provided the electronic versions of their reports. Therefore, for reporting year 2002, approximately 85 to 90 facilities submitted hard copies. This is a decrease of about 70%.

2.3.12.1.9. Prioritize Services and Programs

Contact(s): Jim Mahern

Assess current systems for prioritizing the work in each branch area; revise or establish systems as needed to set priorities.

By: 12/31/03

Percent Complete
100%

Status:

The Office of Pollution Prevention and Technical Assistance (OPPTA) utilizes the environmental performance partnership agreement as a planning and priority-setting dialogue between its staff, managers, and assistant commissioner. This exercise is conducted on a biennial basis. Progress is monitored/tracked utilizing the EnPPA through quarterly update process.

Conduct semi-annual review of ongoing activities to ensure that work continues to be prioritized to provide efficient and effective services and is oriented towards making a significant difference in environmental quality improvement and protection.

Ongoing through 6/30/05 with semi-annual reviews occurring by 12/31/03; 6/30/04; 12/31/04; and 6/30/05

Percent Complete

100%

Status:

Through this activity-based reporting, the quarterly updates to the EnPPA, The Office of Pollution Prevention and Technical Assistance (OPPTA) measures both fulfillment of its commitments under the agreement and provides the information to analyze the effectiveness of different approaches to environmental protection. Basic program performance and fiscal responsibilities are monitored, through progress discussion between the Branch Chiefs and Assistant Commissioner on a quarterly basis. The information provided by the office may be evaluated on a semi-annual basis through presentation and discussion among the Indiana Department of Environmental Management (IDEM) senior management and the commissioner at Senior Staff meetings.

Lead Office: OPA

2.3.12.1.10.**Risk Advisory Committee***Contact(s): Paula Smith (OPA)*

EPA Role: Provide data and information related to priority chemicals, contaminants, areas and categories.

The Risk Advisory Committee will continue its efforts, based on available resources and research compiled over the past two years, to explore chemicals and pollutants of concern and how best to achieve their reduction. The Risk Advisory Committee will also look at several different sectors and areas within Indiana that may have higher levels of key known threats to human health based on previous research.

Ongoing through 6/30/05

Percent Complete

100%

Status:

The Office of Pollution Prevention and Technical Assistance (OPPTA) has a contact for this committee. Although we were not requested to attend any meetings during this quarter, the 2001 and 2002 Toxic Release Inventory (TRI) data is quality assured and available for the Committee to use. When asked, we are available to sort this data geographically, by chemical, etc for analysis by the Committee.

Lead by OPA, IDEM program offices, OAQ, OLQ, OWQ and OPPTA, will work to:

Identify specific chemicals, contaminants, areas and categories for the priority pollutant/toxic list

By: 12/30/03

Percent Complete

50%

Status:

The Office of Pollution Prevention and Technical Assistance (OPPTA) developed a list of the top agency priority pollutants/toxics based on data reports from each office. This has not been approved for Risk purposes though. Office of Policy and Assessment (OPA) is leading this project. No meetings have been scheduled. OPPTA trended chemicals reported to TRI and described major changes and potential causes. Dichloromethane, Indiana's #2 reported carcinogen last year, was the main chemical of interest. It has seen a 92% reduction since its all time high in 1992. This is due to agency outreach efforts and a federal National Emissions Standards for Hazardous Air Pollutants (NESHAP) that went into effect in 2001.

Develop a process to make better risk-based decisions and allocation of resources

By: 6/30/04

Percent Complete

0%

Status:

With the change in Administration, this activity is currently on hold.

Assist other IDEM offices in addressing their priority contaminants

By: 6/30/05

Percent Complete

100%

Status:

The Office of Pollution Prevention and Technical Assistance (OPPTA) provided Toxic Release Inventory (TRI) data and rankings to other Indiana Department of Environmental Management (IDEM) offices through presentations to senior staff and data as requested to specific offices including Air Quality and Planning and Assessment.

Participate in agency-wide meetings

through 6/30/05

Percent Complete

0%

Status:

With the change in Administration, this activity is currently on hold.

2.3.12.1.11.

Lead Office: OPA

Reducing Key Environmental Threats – Enviro-School Program

Contact(s): Paula Smith (OPA), Education Coordinator (vacant) (OPA), Marc Hancock (OPPTA)

EPA Role: Provide funding and guidance.

Partner with EPA, Indiana State Department of Health, Indiana Department of Education, State School Board Association, and Indiana-Purdue University to develop the Environmental Management System (EMS) or the Enviro-School program that would ensure a healthy school environment for children.

Due Date / Through: 6/30/05

Percent Complete

40%

Status:

The selected contractor, Environmental Management Institute (EMI) convened the workgroup to develop the main subject areas of the program and an assessment survey schools could use as a starting point to access their buildings and classrooms. The workgroup then developed the areas of concern for each subject area and a list of resources. The web development team started designed the website using the information developed by the workgroup. The contract with EMI expired on 6/30/05 and the development of the website and guidance materials for the project will be finished internally.

2.3.12.2. Office Priorities**2.3.12.3. OPPTA – Branch Specific Priorities****2.3.12.4. Pollution Prevention Branch**

The Pollution Prevention (P2) Branch provides an active outreach program which promotes pollution prevention to Indiana industry and within the Indiana Department of Environmental Management (IDEM). These efforts include public education and technical assistance through site visits, fact sheets, workshops, P2 integration, P2 partnerships with Indiana businesses, and recognition programs such as the Governor's Toxic Reduction Challenge. The P2 Branch also manages the state's Toxic Release Inventory (TRI) program.

2.3.12.4.1.

Assist the divisions of air, water and land in identifying, within planned and existing regulatory programs, obstacles to pollution prevention and opportunities to promote and assist in pollution prevention.

Contact(s): Karen Teliha, P2 and the Compliance and Technical Assistance Program (Compliance and Technical Assistance Program (CTAP)) Staff

EPA Role: Coordination with EPA on SEP and pollution prevention integration projects.

EPA? (Y/N): Y
PPG (Y/N): N

- (1) Develop and implement a plan to review all first rule notices for the Indiana Department of Environmental Management (IDEM) for pollution prevention opportunities. Plan will include a system for forwarding rules with potential pollution prevention opportunities to the Partners for Pollution Prevention (P4P2) for consideration to comment.

By: 7/1/04

Percent Complete

100%

Status:

(1) A Current Operating Procedure (COP) has been developed as a plan for reviewing first notices.

(1)(a) Pollution prevention staff have been attending rule planning meetings in various offices. Staff have been involved in the planning meeting for the Office of Water Quality's (OWQ) Antidegradation rule and the Mercury Triennial Review. Staff have recently begun to work with Office of Air Quality regarding new boiler Maximum Achievable Control Technology (MACT). We have committed to help on initial notification and other outreach opportunities.

(1)(b) Pollution Prevention (P2) staff review first notices on a monthly basis and participate in appropriate meetings for those rules where P2 possibilities exist.

(1)(c) The Office of Pollution Prevention and Technical Assistance (OPPTA) staff attend initial rule meetings when appropriate.

(1)(d) OPPTA staff review first notices on a monthly basis and provide comments to the appropriate office when P2 opportunities exist. We continue to work with Office of Air Quality (OAQ) on the reinforced plastics rule and the misc. metal and plastic parts rules, as they adopt the federal National Emissions Standards for Hazardous Air Pollutants (NESHAPs) and with the Office of Water Quality (OWQ) on the Mercury Reduction Rules. OPPTA continues to develop and post, on a monthly basis, the Indiana Register Environmental information. We work with the Partners for Pollution Prevention to review the first notices.

(2) We have received no requests for pollution prevention Supplemental Environmental Projects (SEP) determinations by 7/1/04. Since that time, staff have reviewed 3 enforcement cases to provide potential ideas for SEPs.

- (a) The Office of Pollution Prevention and Technical Assistance (OPPTA) will attend internal agency rule planning meetings.
 - (b) OPPTA will work with other IDEM offices to identify rules that provide Pollution Prevention (P2) opportunities.
 - (c) OPPTA will attend the initial rule meetings prior to publication of a 1st notice.
 - (d) OPPTA in cooperation with appropriate offices will review each of the rule projects to decide which rules provide P2 opportunities based on criteria such as: the number of industries impacted by the rule; the amount of emissions involved; and knowledge of P2 opportunities.
- (2) Respond to requests from the Office of Enforcement (OE) for technical assistance on the determination of pollution prevention Supplemental Environmental Projects (SEPs) within seven working days. Work with the Environmental Protection Agency (EPA) to obtain examples of past SEPs.

2.3.12.4.2.

Work with existing environmental regulatory programs to make use of existing information-gathering systems that may assist the division in assessing the progress of pollution prevention statewide. (IC 13-27-2-5)

Contact(s): Karen Teliha, Michelle Timmerman, Brian Stevens, Jackie Miller, Rhonda Acquaye

EPA Role: Analyze Toxic Release Inventory data for pollution prevention, assistance and compliance/enforcement strategy for major Toxic Release Inventory increases; prioritize Toxic Release Inventory reported substances for future regulatory and non-regulatory consideration.

EPA? (Y/N): Y
PPG? (Y/N): N

- (1) Promote accurate voluntary reporting of Source Reduction Activity (SRA) Code reporting to Toxic Release Inventory (TRI) through increased educational efforts during TRI workshops and on the TRI website. This data may be useful in analyzing pollution prevention efforts throughout the state.

By: 6/30/04

Percent Complete
100%

Status:

During workshops in May 2004 and through the Toxic Release Inventory (TRI) listserv and newsletters, reporters have been training and reminded to provide accurate Source Reduction Activity (SRA) info on the TRI Forms. In November 2003, the Office of Pollution Prevention and Technical Assistance (OPPTA) staff began analyzing the 2002 TRI data for SRA to determine how many facilities complete this section and how we can best use the data. During workshops, phone calls, and through quality assurance letters, accurate reporting of the SRA is emphasized.

- (2) Log TRI Form R's received and enter the information into the database.

By: 8/15 of each year for forms postmarked by July 1

Percent Complete
100%

Status:

All 2002 and 2003 forms have been logged.

- (3) File all Form R's in appropriate locations with the TRI file room.

By: 8/30 of each year for forms postmarked by July 1

Percent Complete

100%

Status:

2002 and 2003 forms have been filed in the appropriate locations.

- (4) Quality assure and effectively communicate Toxic Release Inventory (TRI) data.

By: May 31 of each year

Percent Complete

100%

Status:

QA for 2002 and 2003 forms are complete, and the database is locked down. For 2003, almost 600 letters were sent to quality assure questionable data, almost 100% of the letters received responses. For 2002 forms, 664 quality assurance letters were mailed to facilities where data indicated there may have been mistakes. There was a 93% response rate. QA in each year also includes a reconciliation of data with EPA.

- (5) Release data through a formal Indiana Department of Environmental Management (IDEM) press release, in "Indiana's Annual State of the Environment Report" and the IDEM TRI web site on the Internet.

By: June 30 of each year

Percent Complete

100%

Status:

Reporting year 2003 data was publicly released on May 11, 2005, at the same time EPA released the data nationally. This was the earliest the data has been released as compared to previous years. For 2002 data, press release occurred on June 23, 2004 and coincided with EPA's press release. Press release materials are available on the web at www.in.gov/idem/oppta/tri. Toxic Release Inventory (TRI) data is also included in the State of the Environment Report.

- (6) Maintain Indiana searchable TRI website.

By: Ongoing

Percent Complete

100%

Status:

2003 and 2002 data is available on the Toxic Release Inventory (TRI) website.

- (7) Provide TRI data upon request to internal and external customers.

By: Ongoing

Percent Complete

100%

Status:

Responses are provided upon request. The Toxic Release Inventory (TRI) was presented during several meetings and workshops each year throughout the course of the EnPPA.

- (8) When possible, work with program offices to develop a mechanism to address sectors with large impact on TRI if other voluntary pollution prevention efforts fail.

By: Ongoing

Percent Complete

100%

Status:

Specific sector information was provided in the 2002 and 2001 Toxic Release Inventory (TRI) press releases. Data is provided to other offices as requested. This information is available to the Risk Advisory Committee. The Office of Air Quality (OAQ) analyzes the data each year and the Office of Pollution Prevention and Technical Assistance (OPPTA) made presentations to various Indiana Department of Environmental Management (IDEM) staff to encourage the use of TRI data. Office of Policy and Assessment (OPA) also requested data for outreach to utilities. TRI data was utilized in October 2003 to create a fact sheet for foundries, asking them to take steps to reduce Persistent Bioaccumulative Toxics (PBT) wastes and to join the EPA Waste Minimization Program.

- (a) Utilize TRI release data to identify the top 20 to 50 TRI reporters having the most significant impact on state TRI air and water release totals:

Identify the top 100 TRI release reporters and from there remove:

Facilities that are impacted by a significant regulatory driver within the next year (i.e., June 2004).

Facilities that are included in the new TRI reporting sectors starting in RY 1998.

By: June 30 of each year

Percent Complete

100%

Status:

Criteria was modified in 2003 due to the end of the Governor's Toxic Reduction Challenge and reduction in staffing. Many various queries are run each year to analyze the data in various ways and to determine potential errors and pollution prevention successes. 2002 Toxic Release Inventory (TRI) data was analyzed. Reports were run for Styrene and Dichloromethane as well as Source Reduction Activity (SRA) and Persistent Bioaccumulative Toxics (PBTs.) Fact sheets have been created based on top PBT releasing sectors in Indiana.

- (b) Utilize TRI release data to identify the top ten most significant chemicals reported to TRI.
- Identify facilities associated with the releases of the top ten chemicals.

By: June 30 of each year

Percent Complete

100%

Status:
2003 and 2002 releases have been identified.

- (c) Make available the TRI reporters' data to all agency programs.

By: June 30 of each year

Percent Complete
100%

Status:
2003 and 2002 data is available.

- (d) Communicate data on persistent, bioaccumulative toxic substance reported to TRI.

By: June 30 of each year

Percent Complete
100%

Status:
A report will be submitted to EPA Region 5 as part of a pollution prevention grant. Persistent Bioaccumulative Toxics (PBT) data was also be reported in a Q & A document released in 2002 and 2003.

- (9) Work with Indiana Department of Environmental Management (IDEM) Information Technology to convert the existing Toxic Release Inventory (TRI) database into an agency approved platform.

- (a) Scope of work for conversion completed.

By: 6/1/03

Percent Complete
100%

Status:
Scope of work was completed.

- (b) Project proposal to be presented to Data Management Team (DMT)

By: 7/1/03

Percent Complete
100%

Status:
Presented and approved by the Data Management Team (DMT).

- (c) RY 2001 data converted to new platform.

By: 12/31/03

Percent Complete
100%

Status:
Access 97 was used as the primary platform for 2001 and Access 2000 in the Windows XP format has become the platform of choice from this point forward.

- (d) Remaining reporting years data, including RY 2002, converted to new platform.

By: 3/1/05

Percent Complete

100%

Status:

Although initially 100% by this timeframe, review of the new database showed that significant portions of data were missing due to poor quality of old data. This process had to begin again.

(e) Beta test of Toxic Release Inventory database

By: 4/1/05

Percent Complete

100%

Status:

Database was beta tested and found to be unusable. Project has begun from scratch again. OPPTA applied for an EPA NEIEN grant in Winter 2005 to help fund this project but did not receive the funding. Other competing IT priorities have forced this project to be halted until further notice.

(f) Implementation phase or full scale testing

Beginning: 5/31/05

Percent Complete

0%

Status:

See problems described above. Time frames will need to be adjusted.

(g) Production rollout

By: 6/1/05

Percent Complete

0%

Status:

See problems described above.

(h) Begin to use the newly developed TRI database system for data entry and quality assurance of the RY 2003 data to be received.

By: 7/1/05

Percent Complete

0%

Status:

See problems described above.

(i) Final review phase completed

By: 8/1/05

Percent Complete

0%

Status:
See problems described above.

- (10) Prepare all TRI reports from 1995 – 1998 and send them to the Commission on Public Records for microfilming

By: 7/1/04

Percent Complete
100%

Status:
1995 - 1998 Toxic Release Inventory (TRI) reports have been microfilmed.

- (11) Participate in the Data Management Team (DMT).

- (a) Attend DMT meetings.

By: Quarterly — at a minimum

Percent Complete
100%

Status:
The Office of Pollution Prevention and Technical Assistance (OPPTA) office data contact has been attending the Data Management Team meetings on a monthly basis until the group was terminated.

- (b) Review and comment on documentation guiding and supporting the Agency Data Integration priority.

Ongoing

Percent Complete
100%

Status:
The Office of Pollution Prevention (OPPTA) office data contact has been attending data standards meetings and assisting in updating the data management guide.

- (c) Review and comment on project proposals for offices moving databases into Oracle and other Indiana Department of Environmental Management (IDEM) approved platforms.

Ongoing

Percent Complete
100%

Status:
The Office of Pollution Prevention and Technical Assistance (OPPTA) office data contact attended the data management team meetings on a monthly basis until they were discontinued. He also participated in gaining approval to update the CTAP d-base, begin conversion of the TRI d-base, managing office software, archiving unused files, converting the recycling grant d-base, testing new agency software, and developing data managing policies.

- (12) Participate in Agency GIS (Geographic Information Systems) Workgroup. Serving in an advisory capacity, review and comment on policies and procedures.

Ongoing

Percent Complete

100%

Status:

The Office of Pollution Prevention and Technical Assistance (OPPTA's) office data contact participates in these meetings.

2.3.12.5. Source Reduction and Recycling Branch

The Source Reduction and Recycling Branch is charged by statute to provide financial and technical assistance to local communities to provide education and promotion of recycling collection, the use of recycled materials, solid waste source reduction, management of yard waste, and household hazardous waste collection. It is our goal to assist local governments in achieving the statutory goal of 50% waste reduction through outreach efforts that consist of providing grants to cities, towns, counties, schools, non-profits, and local solid waste management districts. We also provide public education and technical assistance through site visits, recognition programs, assistance brochures, fact sheets and training workshops.

2.3.12.5.1.

EPA? (Y/N): Y

Evaluate national recycling/diversion methodology to compare national strategy to the state of Indiana strategy

Contact(s): Recycling Branch Chief

EPA Role: Coordinate with US EPA regarding potential programmatic and regulatory models in other state that have implemented the EPA model.

- (1) Identify Indiana hurdles to implementing the national recycling/diversion calculations.
- (a) Produce a document outlining the comparisons.

By: 6/30/04

Percent Complete

100%

Status:

Discussions took place between the Office of Land Quality (OLQ) and the Office of Pollution Prevention and Technical Assistance (OPPTA). Researching and evaluating calculations developed by EPA and other states. Based on EPA's guide, in order to develop a valid, sustainable, accurate recycling rate we will need an accurate, direct reportage of tons of materials removed from the Municipal Solid Waste (MSW) stream for recycling, and will either need the authority to request this information or have access to the data of an agency who has this authority. Thus any changes in calculating the percent of diversion appears to require a legislative change to obtain the data. This information was shared with the Office of Land Quality (OLQ) and the Office of Pollution Prevention and Technical Assistance (OPPTA) AC's.

- (b) Implement the national recycling/diversion calculations, if data is available and senior staff determines it to be a priority.

Percent Complete

0%

Status:

With the change in Administration, this activity is currently on hold.

2.3.12.6. Compliance Assistance Branch

The Office of Voluntary Compliance (OVC) is the Indiana small business assistance program. We assist regulated entities in achieving compliance and promoting cooperation between the Indiana Department of Environmental Management and regulated entities. Outreach efforts consist of providing assistance to inquiries; developing compliance manuals, developing recognition programs, assistance brochures, fact sheets and conducting educational workshops. To effectively provide the type of assistance that may be required by the regulated community, the Office of Voluntary Compliance employees maintain a strict confidentiality policy.

Measuring compliance assistance activities:

Office of Voluntary Compliance (OVC) administers the Compliance and Technical Assistance Program (Compliance and Technical Assistance Program (CTAP)). OPPTA Compliance and Technical Assistance Program (CTAP) constructed a database, customer satisfaction survey and site visit survey to quantitatively measure results with regard to Compliance and Technical Assistance Program activities. Information gleaned from the database is screened to remove confidential information, as required per IC 13-28-3-4.

Compliance and Technical Assistance Program activities are measured with the following three tools:

1. Database

The database contains information on all Compliance and Technical Assistance Program activities. Standard Compliance and Technical Assistance Program activities include phone assistance, on-site assistance and workshops/presentations.

2. Customer Satisfaction Survey

The customer satisfaction survey (available at www.in.gov/idem/oppta/survey.html), measures how effectively Compliance and Technical Assistance Program (CTAP) provides customer service. Surveys submitted are entered into the Compliance and Technical Assistance Program (CTAP) database. A summary report is produced to track overall customer satisfaction.

3. Site visit survey

The site visit survey (available at www.in.gov/idem/ctap/survey) measures the economic and environmental (compliance) impact of Compliance and Technical Assistance Program (CTAP) compliance and/or pollution prevention site visits. Submitted surveys are entered into the Compliance and Technical Assistance Program (CTAP) database, where a summary report is produced.

2.3.12.6.1.

Compliance Assistance: Continue Office of Voluntary Compliance (OVC)/Compliance and Technical Assistance Program (Compliance and Technical Assistance Program (CTAP)) to assist regulated entities in achieving regulatory compliance and promote cooperation between the department and regulated entities. (IC 13-28-1-2)

Contact(s): Jim Mahern

EPA? (Y/N):

Y

PPG? (Y/N):

N

(1) Provide high quality compliance assistance to all callers who are referred to the Office of Pollution Prevention and Technical Assistance (OPPTA) phone assistance team to increase the number of true confidential assistance calls.

(a) Redistribute and/or evaluate the phone assistance team routing form annually.

By: 8/31/03 and 8/31/04

Percent Complete

100%

Status:

The phone assistance team routing form was reviewed and revised. The revised form was given to operations staff for use at the front desk.

- (b) Continue totaling calls and site visits from Compliance and Technical Assistance Program (CTAP) database every two weeks and report in OVC Bi-weekly.

Percent Complete

100%

Status:

Calls and site visits were totaled and provided in the Office of Voluntary Compliance (OVC) biweekly every 2 weeks prior to January 2005. In 2005, totals were prepared upon request and for the annual report.

- (c) Monitor employee use and evaluate responses in Compliance and Technical Assistance Program (CTAP) database through monthly report runs.

Percent Complete

100%

Status:

Monthly reports for staff were submitted to managers for review every month of this quarter.

- (d) Review and edit Compliance and Technical Assistance Program (CTAP) database Current Operating Procedures and instructions for using the Compliance and Technical Assistance Program (CTAP) database.

By: 9/30/03 and 9/30/04

Percent Complete

100%

Status:

Instructions on the most recent changes to the Compliance and Technical Assistance Program (CTAP) database were developed and provided to all Compliance and Technical Assistance Program staff through varying methods. New staff were provided instruction during their database training. Existing staff were notified of the changes via email.

2.3.12.6.2.

Continue to work with U.S. EPA on implementing the National Performance Track Program.

Contact(s): Gayla McCarty and Mark Stoddard

EPA Role: Set up site visits and work with IDEM on securing potential funding and necessary resources to implement regulatory benefits to Indiana Performance Track members.

EPA? (Y/N): Y
PPG? Y/N): N

- (1) Continue working with the Compliance Enforcement Team in reviewing compliance performance by Indiana applicants to the program.
- (2) Submit recommendations as to whether each applicant merits entrance into the program based on compliance history.

By: 12/31/03; 6/30/04; 12/31/04 and 6/30/05

Percent Complete

100% and ongoing

Status:

No applications from Indiana facilities were submitted for latest round.

- (3) Coordinate with the Environmental Protection Agency (EPA) on performing site visits relating to the facilities Environmental Management System.

Ongoing

Percent Complete

100%

Status:

No site visits requested from EPA this quarter.

- (4) Working with Senior Staff and the Compliance Enforcement Team, consider the regulatory flexibility and the "no routine" compliance inspections ideas from EPA and implement if feasible and desirable.

Ongoing

Percent Complete

100%

Status:

EPA finalized the first round of regulatory flexibility for the National Performance Track members. The project manager contracted Indiana facilities that could be eligible for the incentives. At this time, none of the facilities were planning on taking advantage of the incentives. IDEM is developing a new Performance Track program for Indiana to include additional incentives.

2.3.13. Southwest Regional Office

The Southwest Regional Office serves the counties of Crawford, Daviess, Dubois, Gibson, Knox, Martin, Orange, Perry, Pike, Posey, Spencer, Vanderburgh, and Warrick in southwest Indiana by providing a local access to permits, inspection reports and general information on environmental activities with State, municipal, and industrial facilities. In addition, staff of the Southwest Regional Office answer questions from the public on a wide range of environmental subjects and represents the environmental community at important gatherings.

Office Contact(s):

Judy Dicus Thomann
Director
Southwest Regional Office
(812) 436-2584
e-mail: jthomann@idem.in.gov

2.3.13.1. Office Priorities

2.3.13.1.1.

Complete Southwest Regional Office portion of the Office of Air Quality's Air Compliance Section goals.

Contact(s): Gene Kelso – Environmental Manager II, Derrick Ohning – Environmental Manager II

EPA? (Y/N): Y
PPG? Y/N): N

Conduct a total of 160 major air source commitment compliance inspections including Title V; FESOP and NESHAP. (Gene & Scott)

By: 6/30/05

Percent Complete

100%

Status:

(26+18+25+26=95 in FY 04)

15 inspections conducted in 4th quarter of 2005.

(95) + 20 + 10 + 20 + 15 = 160 total.

Investigate 100% of air complaints in the Southwest Region. (Gene & Scott)

By: 6/30/05

Percent Complete

100%

Status:

(40+38+44+ 41=163 in FY 04)

13 complaint inspections conducted in 4th qtr FY05

(163)+ 15 + 8 + 3 + 13 = 202 Total

2.3.13.1.2.

Complete Southwest Regional Office portion of the Office of Air Quality's Asbestos Section Compliance goals.

David Zendell – Environmental Manager II

EPA? (Y/N): Y
PPG? Y/N): N

Inspect a minimum of 80% of all asbestos notifications received (directly or via the Indianapolis Office) in the Southwest Region.

By: 6/30/05

Percent Complete

100%

Status:

38+36+42+41=157 in FY 04

49 asbestos inspection completed in 4th qtr FY05 (157)+ 47 + 34 + 62 + 49 = 349 total

Administer third part lead examinations for all Lead Inspector, Risk Assessor, and Supervisor applicants in the Southwest Region.

By: 6/30/05

Percent Complete

100%

Status:

0+1+0+5= 6 in FY 04

0 lead exam given in 4th qtr of FY05 (6)+0 = 6 + 0 + 1 + 1 + 0 = 8 total

Investigate 100% of all asbestos complaints no later than the next working day.

By: 6/30/05

Percent Complete

100%

Status:

2+3+2+0=7 in FY 04

0 complaints investigated in 4th qtr of FY05 (7)+7 + 1 + 0 + 0 = 25 total**2.3.13.1.3.**

Complete Southwest Regional Office portion of the Office of Land Quality's Agriculture and Solid Waste Compliance Section goals.

Contact(s): James Pankey, Environmental Manager II

EPA? (Y/N): Y
PPG? Y/N): N

Inspect 100% of Regional Solid Waste facilities according to OLQ program scheduled intervals, including: Landfills, Transfer Stations, Restricted Waste Sites, Construction/Demolition Sites, and permitted incinerators.

By: 6/30/05

Percent Complete

100%

Status:

(27+19+24+18= 88 in FY04)

13 inspections in 4th qtr of FY05 (88)+27 + 4 + 21 + 13 = 153 total

NOTE: Troy South made a lateral transfer back to Indianapolis on 10/15/04. The position has been filled on January 10, 2005 by Lee Schnell.

SWRO will conduct comprehensive inspections of 20% of concentrated feeding operations within the Southwest Region's thirteen counties each fiscal year.

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

48+78+138+104=368 in FY 04

53 CFO inspections in 4th qtr of FY05 (368)+ 41 + 16 + 43 + 53= 521 total

NOTE: Troy South made a lateral transfer back to Indianapolis on 10/15/04. The position has been filled on January 10, 2005 by Lee Schnell.

Conduct construction inspections at 100% of all CFO construction sites based on the start of construction notification during each fiscal year.

By: 6/30/05

Percent Complete

100%

Status:

0+1+2+2= 5 in FY 04

1 construction inspection in 4th qtr of FY05 (5) + 0 + 0 + 1 + 1 = 7 total

Inspect 100% of 26 Regional septage haulers encompassing 55 Regional Septage Trucks annually.

By: 6/30/05

Percent Complete

100%

Status:

0+3+13+10=26 in FY 04

15 septage trucks inspected in 4th qtr of FY05 (26)+1 + 3 + 0 + 15 = 45 total

Inspect 100% of regional permitted land application sites annually.

By: 6/30/05

Percent Complete

100%

Status:

0+0+2+0=2 in FY 04

0 land app sites inspected in 4th qtr of FY05 (2)+1 + 0 + 0 + 0 = 4 total

Investigate 100% of solid/agricultural waste complaints concerning the Southwest Region, during the fiscal year.

By: 6/30/05

Percent Complete

100%

Status:

24+37+11+37=109 in FY 04

6 complaint inspections conducted in the qtr of FY05 (109)+17 + 6 + 6 + 6 = 146 total

NOTE: Troy South made a lateral transfer back to Indianapolis on 10/15/04. The position has been filled on January 10, 2005 by Lee Schnell.

2.3.13.1.4.**Complete Southwest Regional Office portion of the Office of Land Quality's Underground Storage Tanks Compliance Section goals.**

Contact(s): James Pankey, Environmental Manager II

EPA? (Y/N): Y
PPG? Y/N): N

Inspect 100% of the registered Underground Storage Tank (UST) s annually.

By: June 30 2005

Percent Complete

100%

Status:

7+1+8+32=48 in FY 04

57 inspections conducted in 4th qtr of FY05 (48)+26 + 51 + 74 + 57 = 256 total

NOTE: UST inspections are being done only on a supplemental basis. James D. Pankey received UST training 8/16-20/04. Inspection numbers will improve. However, It is not expected that this goal will be met by the end of the 2005 deadline. Additionally, NOTE: Troy South made a lateral transfer back to Indianapolis on 10/15/04. The position was filled as of January 10, 2005 by Lee Schnell. Lee Schnell did not receive training to conduct inspections of UST's.

Investigate 100% of UST complaints concerning the Southwest Region, during the fiscal year.

By: June 30 2005

Percent Complete

100%

Status:

1+0+0+0=1 in FY 04

1 complaint received and investigated in 4th qtr of FY05 (1)+2 + 0 + 1 + 1 = 5 total

NOTE: Troy South made a lateral transfer back to Indianapolis on 10/15/04. The position has been filled on January 10, 2005 by Lee Schnell.

2.3.13.1.5.**Provide 24-hour a day response capability within the Southwest Region to ensure that responsible parties report and clean up spills, and ensure a 100% field response at Priority 1 releases.**

Contact(s): Charles "Andy" Stinchfield, Environmental Manager II

EPA? (Y/N): Y
PPG? Y/N): N

By: 6/30/05

Percent Complete

100%

Status:

31+17+45+48=141 in FY 04

63 responses conducted in 4th qtr of FY05 (141)+43 + 33 + 37 + 63 = 317 total

2.3.13.1.6.

Complete Southwest Regional Office portion of the Office of Water Quality's Wastewater Section's compliance goals

Contact(s): Keith Condra, Environmental Manager II

EPA? (Y/N): Y
PPG? Y/N): N

Complete Southwest Regional Office portion of the Office of Water Quality's wastewater inspection commitments for minor municipal and industrial permitted facilities (i.e., 30% of its minors). Assist OWQ wastewater staff in completing inspections for major municipal and industrial facilities in the 13 counties within the SWRO's jurisdiction (i.e. 70% of its majors).

By: 6/30/04 and 6/30/05

Percent Complete

100%

Status:

17+19+22+13=71 in FY 04

16 recon inspections conducted in 4th qtr of FY05 (71)+16 + 8 + 9 + 16 = 120 total

Assist Indianapolis Compliance Staff (as needed) to inspect Major, Community National Pollutant Discharge Elimination System (NPDES) facilities in the Southwest Region.

Ongoing

Percent Complete

100%

Status:

0+5+0+3=8 in FY 04

2 assistance inspections in 4th qtr of FY05 (8)+7 + 4 + 7 + 2 = 28 total.

NOTE: Keith Corda was updated to an EM2 in February and assumed the direct inspection of all major NPDES facilities in the SWRO area through the remainder of FY.

Investigate 100% of wastewater complaints concerning the Southwest Region.

Ongoing

Percent Complete

100%

Status:

3+2+2+2=9 in FY 04

10 complaint investigations in 4th qtr of FY05 (9)+5 + 1 + 2 + 10 = 27 total

2.3.13.1.7.

Complete Southwest Regional Office portion of the Office of Water Quality's Drinking Water Section's compliance goals

Contact(s): Shawn Flaningam, Environmental Manager II

EPA? (Y/N): Y
PPG? Y/N): N

Inspect 100% of the assigned Community Public Water Systems listed by the SDWIS system in the 21 southern assigned counties. (Community systems inspections every 3 - 5 years.)

By: 9/30/05

Percent Complete

100%

Status:

18+18+10+19=65 in FY 04

21 sanitary/well surveys conducted in 4th qtr of FY05 (65)+15 + 13 + 26 + 21 = 140 total

Conduct 200 site visits of community, transient and non-transient water systems in the 21 southern assigned counties.

By: 9/30/05

Percent Complete

100%

Status:

26+38+36+51=151 in FY 04

32 site visits conducted in 4th qtr of FY05 (151)+40 + 38 + 33 + 32 = 294 total

Investigate 100% of drinking water complaints concerning the 21 southern assigned counties.

By: 9/30/05

Percent Complete

100%

Status:

3+1+0+3=7 in FY 04

0 complaints investigated in 4th qtr of FY05 (7)+3 + 1 + 0 + 0 = 11 total

2.3.13.1.8.**Complete Southwest Regional Office portion of the Office Pollution Prevention and Technical Assistance Section's goals.**EPA? (Y/N): Y
PPG? Y/N): N*Contact(s): Larry Haag, Environmental Mgr II, Scott Anslinger, Environmental Mgr II*

Provide assistance to businesses that seek information on pollution prevention opportunities for their manufacturing or commercial facilities by providing technical information (IC-13-27-2-5).

By: 9/30/05

Percent Complete

100%

Status:

194 Compliance and Technical Assistance Program contacts (as per site visits logged in the CTAP database) in 4th qtr of FY05.

33 + 58 + 47 + 56 = 194 completed.

Provide quality assistance regarding Pollution Prevention to callers who are referred to the OPPTA phone assistance.

By: 9/30/05

Percent Complete

100%

Status:

78 callers were given Pollution Prevention assistance (as per phone calls logged in the CTAP database) in 4th qtr of FY05.

$117 + 162 + 81 + 138 = 498$ total

Provide pollution prevention assistance to our customers upon request.

By: 9/30/05

Percent Complete

100%

Status:

194 customers provided P2 assistance (as per all combined activities logged in the CTAP database) in 4th of FY05.

$150 + 220 + 137 + 194 = 698$ Completed.

ARCHIVED June 29, 2005

2.3.14. Office of Water Quality

The quality of Indiana's surface water and drinking water has vastly improved in the past few decades. However, on the 2002 303(d) list Indiana has 428 documented impaired waterbodies and some streams have yet to be adequately characterized. Indiana still has some drinking water providers that do not provide safe water 100% of the time. Also, Indiana has lost about 85% of the valuable wetlands that serve to enhance water quality.

Office Contact

Bruno Pigott
Assistant Commissioner
Office of Water Quality
(317) 233-2550
e-mail: bpigott@idem.in.gov

2.3.14.1. Agency Priorities

2.3.14.1.1.

Building a Better IDEM – Centralized Web Development

Lead Office: MACS/OMBA-BSD

Designate staff to act as "Content Managers" to represent their respective office. Each content manager will be responsible for ensuring that materials posted to the Web from their office are appropriate and current, and will assist staff within their office in posting new content. Agency staff will also need to assist the Web team as areas of the site are reevaluated and reorganized to make information more readily available to the public.

Assist in providing the necessary Full Time Equivalencies (FTEs) to fill the required Web team positions. Program areas will also need to transfer all Web development tools and software/hardware to MACS.

Share information on office publications for use in the on-line publication catalog/archive.

2.3.14.1.2.

Building a Better IDEM – Agency Data Integration / Data Management Team

Lead Office: OMBA-BSD

The Office Data Contact (ODC) will actively participate in data management team meetings and activities regarding the agency's data integration effort. Bring all data projects to the Data Management Team for consideration. ODC will also be responsible for ensuring that agency data stewardship training policies are met for existing and new staff whose job positions entail data entry and maintenance

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

Ongoing activity.

2.3.14.1.3.

Building a Better IDEM – Establish Facility Registry System (I-FRS)

Lead Office: OPA/OMBA-BSD

Map drinking Water database to I-FRS.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

Working with SAIC to create system and documentation. Data steward training is contingent upon implementation of Indiana facility Registry System.

2.3.14.1.4.

Building a Better IDEM – Geography Network

Lead Office: OMBA-BSD

Participate in GIS data inventory and in drafting and implementing a metadata development plan.

By: 10/01/03

Percent Complete

62.5%

Status:

Ongoing

2.3.14.1.5.

Building a Better IDEM – Address Quality Issues – Quality Management Plan

Lead Office: OPA

Actively participate in the Region 5 State/Tribal Science Network efforts as well as the IDEM 'peer review' panel development and implementation processes.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

Ongoing

2.3.14.1.6.

Building a Better IDEM - Records Management

Lead Office: OLC

Contact(s): Reggie Baker

Ensure records currently considered public and to be disclosed upon request do not enhance opportunities for terrorist strikes.

Ongoing

Percent Complete

60% for Drinking Water which will be a model for other programs

Status:

House Enrolled Act 1935 was enacted by the legislature giving the ability to keep confidential, public records that contain information found in or relating to vulnerability assessments and other emergency response documents. Staff are working with Office of Legal Counsel, and the Counter-Terrorism & Security Council to develop guidance on justifiable waivers to confidentiality and how to reconcile possible conflicts with other laws and requirements such as Environmental Impact Statements required by NEPA and the Wellhead Protection Program. Draft guidelines have been developed and tested for full implementation. In addition to waivers of confidentiality, discussions have taken place with stakeholders regarding the development of an employee confidentiality statement/certification to insure all Indiana employees that may have access to confidential information do not improperly transmit such information. The system is currently being tested with a legal discovery request for information. Additional procedures are being developed to address such requests. Requests for Source Water Protection Area information are being screened and a new interactive web site has been developed to provide access to information to determine whether a particular site is located in a source water protection area without pinpointing actual well or intake locations.

2.3.14.1.7.**Maintain Essential Environmental Services – Agency-Wide Permit Team**

Lead Office: Assistant Commissioner / OPA

Work with the Permit Team to enhance efforts to ensure timely and effective permit service utilizing a multi-media group. An agency-wide Permit Team, similar to the Compliance/Enforcement Team, made up of representatives from each office can focus on ways to improve our permit service. Examples include coordination of permit actions where appropriate, identifying ways to streamline or improve our current processes and procedures and using our collective existing resources as efficiently as possible.

Ongoing through 6/30/05

Percent Complete
62.5%

Status:

Group has been assembled and monthly meetings are held. Workplan developed in the form of a continuously updated topical listing.

2.3.14.1.8.**Maintain Essential Environmental Services – Internet Public Notice Standardization**

Lead Office: OPA

Participate in workgroup. Assist OPA in the standardization of public notice information posted via the Internet

Ongoing through 6/30/05

Percent Complete
5%

Status:

This topic is being addressed by MACS and the Permit Team. MACS will be assembling a workgroup to evaluate.

No activity. MACS workgroup not formed. Permit team disbanded.

2.3.14.1.9.**Maintain Essential Environmental Services – Compliance / Enforcement Team**

Lead Office: OE

Routinely participate in CE Team meetings and other activities of this group, and disseminate information obtained during these meetings back to other program office staff.

2.3.14.1.10.**Maintain Essential Environmental Services - Stormwater Enforcement Strategy**

Lead Office: OWQ

Contact(s): Bruno Pigott

Develop a strategy for enforcing stormwater phase II requirements.

By: 9/30/04

Percent Complete

75%

Status:

Permits and Compliance branch staff have formulated an enforcement referral approach that is consistent with the ERP for phase II MS4 communities. This approach is now being implemented. Notification letters for Rule 13, Part A have been sent to entities. Deficiency letters for Rule 13, Part B submittals have been sent to entities. For Rule 6, a notification letter template has been developed. Violation letter templates have been developed as well. A strategy has been formulated for follow-up/inspection of MS4 communities that have requested waivers from the rule as well as for Rule 6 No Exposure Exclusions. The next step is to develop targets for compliance inspections for Rule 13. The implementation of an actual auditing strategy for phase II communities will occur after all reviews of required submissions are conducted and communities begin to actually implement the program.

2.3.14.1.11.**Reduce Key Environmental Threats – Drinking Water Infrastructure & Security**

Lead Office: OWQ

Contact(s): Pat Carroll

As part of its goal to keep Hoosiers from harm, IDEM will address issues of homeland security by:

Filling a newly created position dedicated to drinking water security and infrastructure protection.

The OWQ Security coordinator will work in concert with key staff in OLQ and OAQ, as needed, to ensure that the agency participates effectively in the state's counter-terrorism efforts.

Ongoing

Percent Complete

100%

Status:

A Security and Counter-Terrorism Coordinator was hired in July 2003. Over the reporting period, this coordinator has attended the following training: Risk Assessment Model-Water (RAM-W), Vulnerability Self Assessment Test (VSAT), National Rural Water Association (NRWA) Self Assessment, and Emergency Response Plans for large systems. In September 2004, the Coordinator attended VSAT Wastewater training.

Coordinate IDEM's interactions with other federal, State and local agencies on matters relating to security and infrastructure protection.

Ongoing

Percent Complete

100%

Status:

The Counter-Terrorism (C-T) Coordinator regularly attends the monthly Counter-Terrorism Security Council (C-TASC) meetings and has participated in a meeting of Lake Michigan military, and law enforcement personnel about lake drinking water intake protection as well as shoreline industry and recreational facilities. The C-T Coordinator has participated in a briefing by the US Attorney regarding the USA Patriot Act as well as a conference of C-T Coordinators and Law Enforcement on Domestic Terrorism. The C-T Coordinator continues to interact with C-TASC and the Indiana State Department of Health specifically on drinking water issues. The C-T Coordinator coordinates with the State Emergency Management Agency (SEMA) on water security matters regarding the development and implementation of the State's Comprehensive Emergency Management Plan. The C-T Coordinator is the Water Sector Gatekeeper for the newly activated Indiana Alert Network which is an interactive network of critical infrastructure stakeholders, emergency management, law enforcement, and security agencies. The coordinator serves on the Agriculture Bioterrorism Task Force.

Be the point of contact for matters relating to infrastructure security.

Ongoing through 6/30/05

Percent Complete

100%

Status:

The Counter-Terrorism (C-T) Coordinator attends monthly Counter-Terrorism & Security Council (C-TASC) meetings and participates in a meetings of Lake Michigan military, and law enforcement personnel about lake drinking water intake protection as well as shoreline industry and recreational facilities. The C-T Coordinator has participated in a briefing by the US Attorney regarding the USA Patriot Act as well as a conference of C-T Coordinators and Law Enforcement on Domestic Terrorism. The C-T Coordinator continues to interact with C-TASC and the Indiana State Department of Health specifically on drinking water issues.

2.3.14.1.12.

Reduce Key Environmental Threats – Coordinating with SEMA to develop and implement emergency response plans

Lead Office: OLQ

Contact(s): Reggie Baker

Work with OLQ and SEMA to develop a drinking water system response protocol that will be incorporated into Indiana's Statewide Comprehensive Emergency Management Plan. The response protocol will be designed to address two important aspects of emergency planning and response. First, the protocol will address how specifically the State will respond to an incident, real or threatened, at a public water system. The second portion of the protocol will deal with the decision making process for determining what to communicate to the public and what steps to take regarding the safety and use of the drinking water based on the findings of the initial investigation.

By 1/1/04

Percent Complete

70%

Status:

Work continues on the drinking water Comprehensive Emergency Management Plan (CEMP) which will become a component of the State CEMP. Titan Corporation was contracted via an existing contract amendment with SEMA. A drinking water CEMP kick off meeting was held in May 2004. A second meeting was held with Titan and some framework was developed. In July a contract amendment was crafted through SEMA to extend the contract period with Titan until December 31, 2004. Titan never returned a signed amendment and the contract was officially terminated by SEMA in October. IDEM's Security and Counter-Terrorism Coordinator will carry the task to completion. To date approximately 50% of the task has been completed. It is anticipated the CEMP will be completed by September 30, 2005.

2.3.14.1.13.

Reduce Key Environmental Threats – Training drinking water staff, waste water staff, emergency response staff and SEMA staff in performing vulnerability assessments and emergency response planning.

Lead Office: OWQ

Contact(s): Reggie Baker

Vulnerability assessments and emergency response planning:

Provide assistance to community systems serving over 3,300 population in meeting federal requirements. Report number of systems assisted quarterly.

Ongoing through 6/30/05

Percent Complete

100%

Status:

Through the services of the Alliance of Indiana Rural Water Association, the National Rural Water Association state affiliate, all required vulnerability assessments were completed and submitted to EPA by the June 30, 2004 deadline.

Provide assistance to community systems serving less than 3,300 population and non-community systems. Report number of systems assisted quarterly.

Ongoing through 6/30/05

Percent Complete

15%

Status:

The Bioterrorism Act required all CWS greater than 3,300 to submit vulnerability assessment and emergency response plan certifications to USEPA by December 31, 2004. This has been the primary priority with little resources to devote to the smaller communities. A request for proposals is being prepared to solicit bids for a contractor to conduct vulnerability assessments and emergency response plans at CWS between 1,000 and 3,499. While simple VA's will be conducted, the major emphasis will be on all-hazards preparedness. This project is expected to be completed by September 30, 2006.

2.3.14.1.14.**Reduce Key Environmental Threats – Reduce the potential for bioterrorism and ensure that there is an effective response should an incident occur.**

Lead Office: OWQ

Contact(s): Reggie Baker

Working with existing programs such as wastewater, hazardous waste, confined feeding and drinking water to develop strategies to protect existing facilities, reduce the potential for bioterrorism and ensure that there is an effective response should an incident occur.

Ongoing through 6/30/05

Percent Complete

62.5%

Status:

The Counter-Terrorism Coordinator has established working relationships with all state counter-terrorism programs. The coordinator is a member of the Counter-Terrorism & Security Council and the Agricultural Bioterrorism Task Force. In addition, the coordinator serves on the ASDWA Terrorism committee. The coordinator is working to develop a training session to be incorporated into OSHA HAZWOPER training required for most of the IDEM field staff.

2.3.14.1.15.**Prioritize Services & Programs – Address Most Significant Water Quality Issues**

Contact(s): Bruno Pigott

EPA Role: Conduct an initial review and then periodically review to ensure that all areas of the Office are focused on highest, best use of staff time and resources to gain water quality improvements and most critical services to citizens.

Focus Internal Resources to Address Most Significant Water Quality Issues

Ensure that OWQ Priorities are directed, as best as practical, at activities that will serve the public efficiently and effectively and will make the biggest difference in terms of improving and protecting the water quality across the state.

Conduct a semi-annual review of OWQ activities to ensure that all work continues to be prioritized to provide efficient/effective services and is oriented toward making a significant difference in water quality improvement and protection. The review will include, at a minimum, a presentation by each branch chief on current activities and any planned changes to those activities to the OWQ senior management team. Adjustments as necessary will be made by the team.

By: 7/1/03 and biannually thereafter

Percent Complete

25%

Status:

The Deputy Commissioner of Environmental Programs and the OWQ branch chiefs conducted a semi-annual review on January 29, 2004. Largely, the OWQ is on track with the EnPPA commitments. However, due to state legislation, a couple of issues were identified that should ultimately be revised in the EnPPA. These issues include the implementation of the state wetland regulatory permit program per HEA 1798, and regulation of small public water supplies. We anticipate these changes to the EnPPA to occur during the mid-term review on June 30, 2004.

2.3.14.2. Office Priorities

2.3.14.2.1.

Progress On Restoring Impaired Waterways

Contact(s): Dennis Clark and Martha Clark Mettler

EPA? (Y/N): Y
PPG (Y/N): Y

IDEM Office of Water Quality will continue to improve coordination of the various efforts aimed at removing impairments to Indiana's waterways. Staff and funding resources aimed at identifying impairments and targeting efforts to reduce contributions to impairments are limited. Our focus will be to best leverage and prioritize all of our resources and current programs, with those of local watershed groups, community efforts, and other state and federal agencies (e.g., DNR, EPA and NRCS) to make measurable, rapid progress in improving the water quality of impaired water bodies. OWQ programs include Total Maximum Daily Load (TMDL), 305b/303d listings, watershed planning and implementation, water quality standards, wetlands, state revolving loan funds, National Pollutant Discharge Elimination System (NPDES), and water quality assessment and coordination with point source and groundwater and land cleanup programs. Tools will include organizational change, cross-functional teams, increased outreach and focused targeting of grant and loan funding and staff efforts. OWQ will also increase the use of external advisory groups to help shape water quality priorities and policies.

1. Realign existing agency staff as needed to more effectively use our human resources to accomplish an integrated watershed management approach.

a. Identify the best alignment of resources needed to accomplish an integrated watershed management approach

By: 7/31/03

Percent Complete
100%

Status:

OWQ held a number of internal discussions with management and staff, and has determined the best alignment of resources needed to accomplish an integrated watershed management approach.

This includes evaluating OWQ staff skills and programs for TMDL, 305b/303d listings, watershed planning and implementation, water quality standards, and water quality assessment.

b. Based on the resource evaluation, develop and implement a strategy to reassign OWQ programs and/or staff to the OWQ branches and sections determined to be most appropriate for accomplishing an integrated watershed management approach.

By: 9/30/03

Percent Complete

100%

Status:

OWQ has worked through the logistical issues relative to moving staff from one location to another, and staff are now established in their new locations. OWQ continues the process of establishing new positions and filling vacant positions as necessary and appropriate.

2. Use existing qualitative and quantitative information and tools to best describe where we are now in terms of impairment and efforts to reduce impairments and work towards an integrated watershed management approach.

a. Evaluate and identify what resources are needed and what resources are available to utilize GIS tools to integrate pertinent information for water bodies, e.g., known point sources, potential sources of contamination, grant projects, active watershed groups, monitoring data, etc.

By: 12/31/03

Percent Complete

70%

Status:

OWQ staff have identified priority information to be integrated into GIS. Staff are working to identify source of key info. Work is still being done to identify resources to accomplish GIS integration. Information has been gathered on the most feasible option. Training to understand the Water Quality Atlas, one possible tool, has been given to staff.

b. Develop a work plan to define actions needed to utilize GIS tools to integrate pertinent information for water bodies

By: 3/31/04

Percent Complete

40%

Status:

The focus of the work has been determined, and some elements of work to be completed have been identified, but plan to accomplish the work is still being developed. Information has been gathered on the most feasible option. Training to understand the Water Quality Atlas, one possible tool, has been given to staff.

c. Implement work plan (as resources are available) to utilize GIS tools to integrate pertinent information for water bodies

By: 6/30/05

Percent Complete

0%

Status:

This will be done when workplan is complete.

3. Coordinate OWQ's TMDL, water quality assessment, and watershed planning and implementation programs such that they work together towards an integrated watershed management approach.

EPA Role: Provide technical assistance as necessary and appropriate, on developing TMDL waste load allocations for National Pollutant Discharge Elimination System (NPDES) stormwater sources and developing effluent limits consistent with those waste load allocations.

- a. Develop coordination protocol to establish internal links between OWQ's TMDL, water quality assessment, and watershed planning and implementation programs

By: 12/30/03

Percent Complete

95%

Status:

OWQ has worked to establish linkages between programs. Watershed management plans are being reviewed to determine progress on reducing impairments on 303(d) listed waters. 319 grant proposals are being prioritized for reducing impairments on 303(d) listed waters. Training has been given on load reduction approaches for assessment, TMDL and watershed staff. Staff are being familiarized with the revised assessment strategy. OWQ has hired a manager to help establish and drive the specifics of this coordination process. IDEM has hired 4 Watershed Specialist positions - these will serve as liaisons between programs for their assigned basin(s). The watershed specialists are learning where coordination efforts should be prioritized. Discussions on prioritization based on information learned by Specialists have begun.

The coordination protocol will establish the structure necessary to:

- Integrate TMDL assessment work with water quality monitoring strategy implementation to leverage data collection resources.

- Prioritize the allocation of CWA grant program dollars, as appropriate, to assist in the development of watershed management plans and TMDLs.

- b. Utilize coordination protocol to share, verify, and validate existing qualitative and quantitative information related to impairments and impairment reductions.

- c. Utilize coordination protocol to prioritize future impairment reduction efforts.

- d. Improve the timeliness and quality of TMDL development through optimal use of all existing resources.

- Integrate TMDL assessment work with water quality monitoring strategy implementation to leverage data collection resources

By: 9/30/03

Percent Complete

55%

Status:

Discussions on how best to do this are progressing. Staff are being familiarized with the revised assessment strategy. Staff are reevaluating TMDL data needs to best prioritize limited assessment resources. Discussions on how to fund critical assessment infrastructure projects continue. Data has been collected to test viability of assessment for Impaired Biotic Communities and Watershed TMDL needs. Data is being analyzed.

- Prioritize the allocation of section 319 CWA grant program dollars, as appropriate, to assist the development and implementation of TMDLs.

By: 2005 award cycle

Percent Complete

100%

Status:

2004 project proposal evaluations considering progress on restoring impaired waters identified on the 303(d) list have been submitted to USEPA for review. The workplan and solicitation for 2005 identified work in 303 (d) listed waters as a priority. 2005 project proposals considered 303 (d) listing and TMDL when ranked.

- Consult with IDEM's TMDL Advisory Group on TMDL approaches.

Ongoing

Percent Complete

Ongoing

Status:

The TMDL Advisory Group met bi-monthly to discuss and help a direct OWQs approaches to accomplishing TMDLs. The Group gave positive feedback on IDEM's proposed approaches for E. Coli and IBC TMDL development. Group is satisfied with current approach and has agreed to meet only as necessary.

- Administer the 7 existing contracts to ensure contracted work is complete and TMDLs are established for 15 water segments

By: 12/31/03

Percent Complete

100%

Status:

While there was a slight delay on a few of the seven contracts (OWQ held back submission to ensure these TMDLs are complete and accurate), TMDLs for Trail Creek, Salt Creek, Lake Michigan, and Little Cal were submitted and approved.

Conduct a minimum of 15 TMDLs for 2004. IDEM will provide a specific list of water segments to have TMDLs developed in 2004 and 2005

By: 1/31/04

Percent Complete

100%

Status:

OWQ has reviewed the 303(d) list and are making scheduling changes to accomplish TMDLs on E coli impaired waters on a watershed basis. OWQ submitted 2004 TMDLs as timely as possible and stayed on track to meet the 2005 commitments.

- Reevaluate and revise the current TMDL strategy to identify and incorporate the most effective and efficient approaches to developing TMDLs.

The revised strategy will:

1. Develop streamlined protocol for E.coli TMDLs.

- Partner with America's Clean Water Foundation to utilize load duration curve analysis to identify possible sources of E. coli loads and establish E. coli load reduction strategies for E. coli impaired watersheds

- Use load duration curve analysis information to complete TMDLs for 30-40 E. Coli impaired watersheds

By: 8/31/03

Percent Complete

100%

Status:

OWQ has worked through the St Joseph River TMDL which was approved. This TMDL utilized load duration curve analysis and guidance from the ACWF and, with some fine-tuning, was the template used for E Coli TMDLs. TMDLs developed using this template. These TMDLs were approved.

2. Develop protocol for impaired biotic community TMDLs.

- Work with US Fish and Wildlife (USF&W) to develop a streamlined process to better define impaired areas and identify the sources of impairments in the defined areas
- Pilot the US Fish and Wildlife process and use the information collected to complete TMDLs for 3–5 impaired biotic community watersheds

By: 12/31/03

Percent Complete

33%

Status:

OWQ is considered developed of his process with USF&F, but now plan utilizing analysis developing in-house as an approach for accomplishing IBC TMDLs. Positive feedback has been on the in-house approach. IDEM collected data in the summers of 2004 and 2005 to apply and further test this approach. Data is being analyzed.

3. Develop outreach protocol for TMDL development

By: 12/31/03

Percent Complete

100%

Status:

OWQ revised its outreach strategy to be geared more towards what the public wants. Announcements have been revised to be more public friendly. Feedback on revised approach have been positive. Participation in the process has increased.

4. Complete pilot watershed TMDL.

By: 5/31/04

Percent Complete

75%

Status:

OWQ has developed and in the process of implementing a strategy to complete a watershed TMDL for the St. Mary's River Watershed. OWQ identified additional sampling needs for this watershed which delayed completion of the TMDL, but when completed it will serve has a template and model for watershed TMDL development.

5. Develop protocol for watershed TMDLs.

By: 8/31/04

Percent Complete

50%

Status:

OWQ will use lessons learned in completing the pilot watershed TMDL to develop a protocol for subsequent watershed TMDLs.

- To realize prioritization of 319 grant funding towards implementation of the TMDL revised strategy IDEM will work to establish several watershed specialist positions.

By: 12/31/03

Percent Complete

100%

Status:

IDEM has sought and received approval to create new watershed specialist positions within IDEM. IDEM has hired 4 candidates scheduled to begin in August 2004.

These positions will:

1. Assist local watershed groups, soil and water conservation district (SWCD) boards, and local and regional governments in developing and implementing watershed plans for controlling non- point source pollution.
2. Liaison with the TMDL program and local entities.
3. Identify and fulfill training needs for local watershed coordinators and watershed groups.
4. Coordinate with IDNR/Purdue University conservation program specialists, NRCS, SWCDs, IDEM's TMDL program and watershed management program staff, and other agency staff as needed.
5. Work with local watershed groups to establish the environmental goals for their watershed(s) and establish a timetable to achieve these goals including a date these actions will be taken.
6. Coordinate with outside contacts to recognize and support an integrated watershed management approach.
 - a) Establish watershed planning and TMDL implementation coordination efforts that provide:
 - An information specialist to provide education and outreach for watershed planning and protection and TMDL implementation.
 - Several watershed specialists to accomplish coalition building and coordination among all interested and affected parties working to improve and protect watersheds throughout the state.

By: 12/31/03

Percent Complete

100%

Status:

In addition to the watershed positions noted above, OWQ has obtained EPA approval of its 319 grant proposal to fund an information specialist through the Indiana Association of Soil and Water Conservation Districts. OWQ has developed a contract with the Association for these services and qualified candidate was hired.

- b) With assistance of watershed specialists, develop master contact list for all OWQ TMDL and CWA grant programs to use to establish external coordination links

By: 6/30/04

Percent Complete

100%

Status:

In addition to the watershed positions noted above, OWQ has obtained EPA approval of its 319 grant proposal to fund an information specialist through the Indiana Association of Soil and Water Conservation Districts. OWQ has developed a contract with the Association for these services and qualified candidate was hired.

- c) Develop coalition protocol for OWQ's TMDL and watershed planning and implementation programs to effectively utilize external coordination links

By: 3/31/04

Percent Complete

100%

Status:

OWQ staff have been identifying appropriate partners for watershed work coordination. Initial contact has been made with IDNR, NRCS, IASWCD, etc. The watershed specialist positions are a key element in this protocol. The key partners met regularly.

- d) Utilize coalition protocol to share, verify, and validate existing qualitative and quantitative information related to impairments and impairment reductions

By: 6/30/04

Percent Complete

100%

Status:

Appropriate information is shared at regular meetings.

- e) Utilize coalition protocol to help prioritize future impairment reduction efforts

By: 6/30/05

Percent Complete

100%

Status:

Appropriate information is shared at regular meetings.

2.3.14.2.2.

Target Runoff and Sewer Overflows Through Wet Weather Programs

EPA? (Y/N): Y
PPG (Y/N): Y

Contact(s): Bruno Pigott

EPA Role: Region 5 will make a preliminary identification of such LTCPs by 12/31/03 using the following criteria to help identify these priorities:

- Proximity to high-priority beaches as defined by EPA or the State.
- A Long Term Control Plan extending beyond the life of the current permit.
- Complex treatment systems with known problems related to wet weather.
- A location in a priority area as identified by either the Region or the State (sources for such determination will likely include 305 (b) reports and 303(d) lists).
- Existing compliance problems.
- Proximity to 1453 area.
- Potential for use of a battery of compliance assistance tools.
- Satellite communities (tributary to larger systems) that have SSO problems.

Facilitation of water quality improvements through the implementation of the Federal Phase II storm water program as well as review and approval of 106 Combined Sewer Overflow Long Term Control Plans.

1. Implementation of Phase II Storm water program
 - a) Seek and receive EPA approval of Indiana's Phase II stormwater rules

EPA Role: EPA will review and approve

By: 7/31/03 Seek Approval

Percent Complete
100%

Status:

EPA granted approval (EPA email documented approval on 10/20/03.)

- b) EPA Guidance for MS4 permit compliance, enforcement, as well as interaction between MS4 and TMDLs.

By: 10/31/03

Percent Complete
90%

Status:

This guidance has been drafted, external workgroup input has been obtained, and as communities have fulfilled requirements of the rule, the document has been used. It is currently posted on the IDEM website. Some revision is likely.

- c) Produce and Implement outreach and technical assistance plan for Phase II municipal entities, construction, and industry, Rule 13 under 104(b) 3 grant.

By: 9/30/04

Percent Complete
40%

Status:

Outreach has been conducted as requested. A formal outreach plan has been completed as it is dependent on contracts not yet completed.

- d) Stormwater, Phase II Oracle Stormwater Compliance Database development and implementation.

By: 9/30/04

Percent Complete

25%

Status:

Contract for a Strom Water database has been completed and staff is working with the contractor to develop the database.

e) Review and approval of rule 13 Notices of Intent submitted

By: 4/30/04 providing sufficient resources

Percent Complete

100%

Status:

All NOIs have been reviewed and received notices of sufficiency.

f) Obtain contractor(s) to assist IDEM with review of Rule 13 receivables, and input of data into the Rules 5 and 6 databases and GroupWise Document Management System (DMS).

By: 1/31/04

Percent Complete

100%

Status:

Contractor has been selected and is assisting in the review of Part B submissions under Rule 13. Next steps include contractor assistance in the review of Part C submissions, input of data into Rules 5 and 6 databases.

g) Review and approval of baseline water quality characterizations submitted by communities

By: October, 2004 - Ongoing

Percent Complete

100%

Status:

Characterizations submitted in May and June, 2004. Staff and contractor have been reviewing Part B submissions as submitted. IDEM has reviewed and commented on all Part B submissions. Some communities are revising and submitting additional documentation, which will be reviewed.

h) Review and approval of updates on program implementation requirements submitted by communities

By: 4/30/05 – ongoing

Percent Complete

0%

Status:

With the change in Administration, this activity is currently on hold.

i) Review and approval of Rule 5 NOIs for 1-5 acre construction sites. IDEM, under the MOU will have DNR review plans.

By: Within 1 month of agency receipt.

Percent Complete
Ongoing as NOIs are submitted

Status:
New NOIs are being reviewed and approved as they are submitted. A greater percentage of permittees are receiving deficiency notices due to their lack of familiarity with new Rule 5 requirements.

j) Coordinate with Rule 13 entities as they develop rule 5 equivalent programs

By: October 2004

Percent Complete
5%

Status:
Rule 13 entities have until 11/04 to have a program for construction site runoff control implemented. Rule 5 will be statewide until approval of these local MS4 (Rule 13) programs are approved (expected by 01/05). IDEM is discussing review requirements with a few communities.

k) Develop a strategy for the reissuance of existing Phase I Rule 6 permits.

By: 12/31/03

Percent Complete
95%

Status:
A Strategy was developed that notification letters would be sent to permittees. A letter was sent to 1,665 entities notifying them that a permit renewal was necessary. Letters were sent to 385 rule 6 permittees with a currently valid permit indicating they did not need to submit a new application at this time. 48 transfer stations will be notified that they will need coverage under Rule 6.

l) Review of Initial Submissions of Conditional No-Exposure Exclusions certifications submitted by industries after the effective date of revisions to Rule 6

By: 12/31/04

Percent Complete
on going

Status:
No-Exposure Exclusions continue to be submitted to IDEM. Approximately 30% of the facilities have been visited to verify qualification for no-exposure exclusions. Not all submitters will be visited, only those where there may be a question regarding eligibility.

m) Work through the Compliance / Enforcement Team to develop a stormwater phase II enforcement strategy.

By: 9/30/04

Percent Complete
75%

Status:

Permits and Compliance branch staff have formulated an enforcement referral approach that is consistent with the ERP for phase II MS4 communities. This approach is now being implemented. Notification letters for Rule 13, Part A have been sent to entities. Deficiency letters for Rule 13, Part B submittals have been sent to entities. For Rule 6, a notification letter template has been developed. Violation letter templates have been developed as well. A strategy has been formulated for follow-up/inspection of MS4 communities that have requested waivers from the rule as well as for Rule 6 No Exposure Exclusions. The next step is to develop targets for compliance inspections for Rule 13.

2. Combined Sewer Overflow Long Term Control Plans

- a) Ensure remaining CSO communities without requirement under NPDES permit for submission of LTCP have an enforceable mechanism requiring submission of LTCPs.

By: 1/1/04

Percent Complete

98%

Status:

Angola, Gary, and Brazil need an enforceable requirement. A Gary CSO- Only permit has been public noticed and includes a due date of 10/1/04. Gary submitted a variance request as part of its comments. Angola's permit has been public noticed and included in NPDES permit, which has been drafted and will be issued in August, 2004. Office of Enforcement is preparing an Agreed Order for Brazil.

- b) Create Schedule for action on all submitted long-term control plans.

Complete initial review of all plans received by 4/1/03, before 7/1/04

Complete initial review of all plans received by 4/1/04, by 7/1/05

Percent Complete

30%

Status:

Completeness reviews conducted on all submitted LTCPs. 20 LTCPs currently under comprehensive review. Schedules for initiation and completion of reviews have been completed, but due to staff turnover as well as discussions regarding EPA's role in the review of LTCPs, the schedules will be revised.

- c) Use Performance Partnership Agreement funds to obtain contractor assistance for the review of models in LTCPs as well as provide overtime for staff review of LTCPs,

By: 1/31/04

Percent Complete

25%

Status:

The RFQ for contractor assistance has been sent out, bids were received, and a contractor has been selected. A contract has been drawn up and has been reviewed and approved internally and is going through review at the state.

- d) Identify and coordinate LTCP reviews of all federal 'priority' CSO LTCPs with USEPA Region V and USEPA provide technical assistance.

By: 9/1/03

Percent Complete
on going

Status:

Discussions with USEPA Region 5 continue over which communities EPA intends to review. EPA initially identified several communities for review of LTCPS. IDEM has advocated that a less adversarial, non-enforcement approach be taken to review of LTCPS. EPA has provided another list of communities it intends to pursue. Discussions continue.

EPA? (Y/N): Y
PPG (Y/N): Y**2.3.14.2.3.****Focus Water Quality Monitoring Efforts***Contact(s): Dennis Clark*

EPA Role: The Region will host periodic conference calls with the State on PCS modernization.

Scarce state (and federal) resources for water quality assessment and monitoring and the incredible task to thoroughly characterize Indiana's rivers, streams and lakes dictate that we focus our efforts to foster the most improvement in water quality possible. OWQ's Assessment branch will work with others to evaluate essential programs such as:

1. Monitoring and assessment of our waters.
2. Identification of causes and sources of impairments.
3. Application of appropriate strategies to restore impaired waters.
4. Assessing the effectiveness of the restoration strategies in resolving the problems.

The current monitoring strategy incorporates a five-year rotating basin approach and includes a probabilistic sampling scheme that allows us to make a statistically valid assessment of all of our rivers and streams at least once every five years. The probabilistic scheme, however, provides for only minimal assessment of individual waters (30-40 sites per basin) which limits our ability to identify individual waters within a basin that may have impairments. Minimal resources are currently being allocated to the identification of sources and causes (important for identifying and applying appropriate restoration strategies) and almost no resources are allocated to follow up studies to evaluate the effectiveness of the restoration strategies in resolving the identified water quality problem. (This will become more important as we continue to develop and implement TMDLs and other restoration strategies). These activities should serve as the basis for directing resources in other areas of the office (National Pollutant Discharge Elimination System (NPDES), 319 funds, SRF, and others). All possible ways to get support for these efforts (obtaining additional resources, EPA assistance, use of local assessment efforts etc.) will be explored.

EPA has identified improved water quality monitoring and assessment as a national priority and one which should be a major focus of states and tribes in the next few years. IDEM's Office of Water Quality (OWQ) has developed a Surface Water Quality Monitoring Strategy that contains the necessary elements to provide the information for essential OWQ programs and the public. This strategy has been recognized nationally by EPA as a "model" strategy and contains monitoring programs that provide for an overall assessment of our waters, identification of the sources and causes of water quality impairments, and assessment of the effectiveness of control strategies utilized to resolve these problems. Our challenge is to find adequate resources to implement as much of the strategy as practical.

1. IDEM will focus on ways to more fully implement the monitoring strategy and integrate it into our watershed activities by:

- a) Evaluating and implementing ways to obtain and/or realign available OWQ resources to help fill any remaining information needs

By: 12/31/03

Percent Complete

100%

Status:

Internal reviews complete. Meetings with other program area to identify additional monitoring needs will continue.

- b) Reviewing and prioritizing the elements of the Monitoring Strategy to assure that the Strategy is focused on providing the information necessary to carry out essential OWQ programs with available resources

By: 3/31/04

Percent Complete

100%

Status:

Internal reviews complete. Meetings with other programs areas to identify additional monitoring needs will continue.

- c) Exploring ways to work cooperatively with other agencies (federal, state, and local) to supplement OWQ activities by:

- Developing inventory of potential resources
- Contacting potential resources to determine cooperative status
- Developing plans to incorporate cooperative activities into monitoring strategy

By: 6/30/04

Percent Complete

100%

Status:

Currently are working cooperatively with several other agencies to help supplement OWQ activities. U.S. Army Corps of Engineers on Grand Calumet River sampling and TMDLS; ORSANCO on Ohio River and Indiana Ohio River tributary sampling and assessment; USGS on nutrient and other chemical sampling; a few cities on water quality sampling; IDNR on lakes and fish tissue sampling.

2. IDEM will work with EPA to assure that Indiana's Surface Water Quality Monitoring Strategy is consistent with the Final "Elements of a State Water Monitoring and Assessment Program" as best as practical:

- a) IDEM will review the their Surface Water Quality Monitoring Strategy to determine consistency with the new EPA guidance

By: 12/31/03

Percent Complete

100%

Status:

IDEM Assessment staff met with EPA on several occasions to discuss/develop needed changes to our current monitoring strategy. IDEM and EPA agreed that some supplemental information and some timelines for these changes would be provided to EPA. This supplemental information and timelines have been provided to EPA and will be incorporated into the next revision of the strategy (March 2006).

- b) IDEM will coordinate with EPA to develop a schedule to make IDEM's Monitoring Strategy consistent with the new EPA Guidance

By: 6/30/04

Percent Complete

100%

Status:

IDEM Assessment staff met with EPA on several occasions to discuss/develop needed changes to our current monitoring strategy. IDEM and EPA agreed that some supplemental information and some timelines for these changes would be provided to EPA. This supplemental information and timelines have been provided to EPA and will be incorporated into the next revision of the strategy (March 2006).

- c) IDEM will revise Monitoring Strategy.

EPA Role: Work with IDEM to strengthen and complete strategy. Review strategy pieces as requests. Attend meetings/calls as requested (and as resources allow).

By 9/30/04

Percent Complete

100%

Status:

Possible revisions were discussed with EPA in meetings in 2003 and 2004. Information on possible revisions has been sent to EPA.

3. Collect and compile information necessary for the submission of the 2004 Consolidated List Report (formerly the 305(b) and 303(d) reports)

By: 3/31/04

Percent Complete

100%

Status:

Draft Consolidated List was published in October 1, 2003 Indiana Register. Comment period ended December 31, 2003.

- a) IDEM will provide a draft 2004 consolidated list for public comment.

By: 8/1/03

Percent Complete

100%

Status:

Draft Consolidated List was published in October 1, 2003 Indiana Register. Comment period ended December 31, 2003.

- b) IDEM will provide a final 2004 consolidated list to EPA for approval.

By: 4/1/04

Percent Complete

100%

Status:

Draft Consolidated List was published in October 1, 2003 Indiana Register. Comment period ends December 31, 2003. Response to comments has been completed and Consolidated list was submitted to EPA on 4/1/2004.

- c) Provide water quality data from Assessment Information Management System (AIMS) to US EPA upon request.

By 12/1/04

Percent Complete

100%

Status:

Ongoing. Have responded and provided information to all current EPA requests.

- d) As resources allow, work with US EPA on developing a mechanism for transferring data from AIMS to STORET via SIM V2.0 or other program.

EPA Role: Provide assistance in getting STORET 2.0 linked to AIMS. Provide training in Region on STORET 2.0 and related modules.

By: 12/1/04

Percent Complete

100%

Status:

A conversion database has been acquired and has been used to transfer IDEM OWQ chemistry data to STORET.

- d) IDEM will explore funding sources and other potential partners for submitting data to STORET.

By: 6/30/04

Percent Complete

100%

Status:

Funding sources have been identified and are being used.

4. Participate with US EPA in jointly reviewing the State's bioassessment program against the national guidance on what constitutes an adequate bioassessment program and identifying areas that need additional attention.

EPA Role: Actively work with EPA Headquarters (HQ) to finalize and provide the national guidance, and will jointly review Indiana's program with IDEM. Seek additional funds, assistance and tools from HQ to assist the State in improving its bioassessment program.

Ongoing

Percent Complete

20%

Status:

Waiting on EPA national guidance to be finalized. Meetings with EPA and its contractors to discuss these issues are scheduled in March 2004 and discussions will continue.

5. Work with ORSANCO and other partners to evaluate methods used for large river biological assessments. Work with ORSANCO, Region 5 and other partners to assess the condition of large rivers within the Region.

Ongoing

Percent Complete

Ongoing

Status:

Staff have participated in conference calls with ORSANCO and reviewed proposals for this project.

EPA Role: Coordinate efforts with IDEM, ORSANCO and other states and partners to evaluate methods used for large river bioassessments within the Mississippi watershed using 104(b)(3) funds. Utilizing the information gained from the 104(b)(3) projects, an assessment of the condition of large rivers will be conducted with ORD's REMAP funding, with fieldwork beginning in FY'04.

6. Continue to work towards the development of the biocriteria program.

Ongoing

Percent Complete

Ongoing

Status:

Staff are continuing to work with EPA and their contractors on this program.

EPA Role: Provide technical assistance and program support for the development of the biocriteria program. Continue to work with the Midwest Biodiversity Institute and coordinate efforts with the states to promote and assist with the development of bioassessment and biocriteria programs. Hold at least one meeting in FY '04.

7. Implement activities outlined in the final nutrient criteria development plan which will lead to a nutrient criteria rulemaking by 2006 and adoption of nutrient standards by 2007. Provide EPA with annual updates on progress implementing the plan.

By: Updates provided annually.

Percent Complete

80%

Status:

Sampling is ongoing. Four of five years of sampling have been completed. An update of the Nutrient Criteria Development Plan was provided to EPA in April 2004 and another update was provided in December 2004. The timelines for rulemaking for nutrient criteria have been revised to allow for more time to develop these criteria.

EPA Role: Provide funding for State projects supporting nutrient criteria development up to amount provided by HQ. Facilitate nutrient RTAG. Review State's annual updates.

2.3.14.2.4.**Increase Efforts to Maintain Safe Drinking Water**

EPA? (Y/N): Y
PPG (Y/N): Y

Contact(s): Pat Carroll

EPA Role:

Effectively develop and implement the Safe Drinking Water and Source Water Protection approaches. Track, assist and assess State to ensure:

- A) drinking water quality data is collected and reported
- B) knowledge about the ground water resource is advanced
- C) health benefits for citizens are maximized through resource and source water protection barriers, and treatment installation when necessary.

2.3.14.2.5. Maintain Drinking Water Program

EPA? (Y/N): Y
PPG (Y/N): Y

Contact(s): Al Lao, Liz Melvin Mary Hollingsworth, James Sullivan

EPA Role:

The Region 5 Ground Water and Drinking Water Branch(GWDWB) will ensure the accuracy and completeness of SDWIS/FED data submissions and provide technical assistance and guidance on data management issues as resources allow. In addition, the Region will keep IDEM up-to-date on new/revised reporting requirements.

- a) Maintain a data management system that tracks requirements for all rules. Convert all Drinking Water Branch Access Databases to Safe Drinking Water Information System (SDWIS) Database

By: end of FY2005

Percent Complete
100% and Ongoing

Status:

The main database for compliance in the Drinking Water Branch (DWB) is now SDWIS. All of the DWB Access Database have been converted to SDWIS except for those databases that SDWIS does not have the capability to accept.

- Maintain inventory, total coliform rule and enforcement modules in SDWIS

Daily

Percent Complete
100% and Ongoing

Status:

The DWS utilizes the inventory, TCR and enforcement modules of SDWIS daily. These modules are the database of records for DWS. Maintenance is done daily by DWB staff.

- Maintain Access Database for all other rule requirements.

Daily

Percent Complete
Ongoing

Status:

The Compliance Section (CS) of the DWB continue to track the following rule in MicroSoft Access format: CCR, standardized monitoring framework (SMF) and waivers. These Access databases are maintained daily by the CS staff.

- Convert nitrate/nitrite rule, radionuclide rule, inorganic chemical rule, surface water treatment rule, total trihalomethane rule, interim enhanced surface water treatment rule, stage 1 disinfection byproducts rule and the consumer confidence rule databases to SDWIS

By: 9/30/03

Percent Complete

100%

Status:

All of the above mentioned rule databases except CCR have been converted to SDWIS. SDWIS is not user friendly in tracking CCR compliance compared to the DWB Access Database.

- Convert volatile organic compound rule, synthetic organic compound rule, lead and copper rule and the waiver program databases to SDWIS

By: 9/30/04

Percent Complete

100%

Status:

The above mentioned databases have been converted to SDWIS except for the waiver program because SDWIS does not have the capacity to track waivers satisfactory to the DWB.

- b) Migrate SDWIS/State required information to SDWIS/Fed quarterly such as inventory, violation and enforcement information.

- Submit or migrate inventory information, maximum contaminant level (MCL) violations, action level (AL) and treatment technique (TT) violations, monitoring and reporting (M/R) violations, enforcement actions and public notification (PN) information from SDWIS/State to SDWIS/Fed

Quarterly

Percent Complete

Ongoing quarterly

Status:

Since the DWB utilized the inventory and enforcement business system modules of SDWIS as the database of record, migration from SDWIS/State to SDWIS/Fed is done quarterly on schedule.

- c) Determine violations for all rules and maintain an adequate compliance assistance program.

- Monthly, quarterly and annual MCL, AL, TT, M/R and PN violations are identified by the databases and violation notices are issued

Monthly, quarterly and annual

Percent Complete
100% and ongoing

Status:

SDWIS determines the candidate and/or violations on a daily, monthly, and quarterly or annually for DWB staff. Each violation that is identified will be issued violation letters immediately upon validation.

- Quarterly violations of the operator certification, construction permitting, capacity development, and wellhead program are issued

Quarterly

Percent Complete
Ongoing quarterly.

Status:

During the first quarter, three violation letters were issued for construction without a permit to the systems, two violation letters were issued to the driller or contractor for construction without a permit, two violation letters were issued for operator issued, and two violation letters were issued for construction not in conformance with a construction permit. During the second quarter two violation letters were issued for construction without a permit to the system, two violation letters were issued to the driller or contractor for construction without a permit, and two violation letters were issued for operator issues. No new violations on capacity development. During the third quarter three violation letters were issued for construction not in conformance with a permit. In July 2004 four violation letters for construction without a permit were issued and one violation letter was issued for operator certification issues. During September and October 2004, two violation letters were issued for construction without a permit, two violation letters issued for operator certification issues, two violation letters for operational issues, and one notice of referral for enforcement was issued. During December 2004 three violation letters were issued for operator certification issues.

- Compliance assistance is provided by technical staff to affected PWS before and after violation notices are issued

Ongoing

Percent Complete
Ongoing

Status:

Based upon the Access violation queries and violation reports from SDWIS, the CS and the FIS pursue the appropriate measures in assisting the noncompliant systems to return to compliance. Often times, CS staff contacts the affected systems to provide the needed technical assistance or have the FIS staff visit the system for further onsite technical assistance needs. Contractor from RCAP working with systems that have been determined to be "at Risk". The contractor contacts system and provides the necessary assistance to help return them to compliance. Contract has been completed with RCAP in the third quarter. New staff for Capacity Development have taken over where the contractor from RCAP left off. The new staff is giving technical assistance to return systems to compliance.

- Staff work to resolve major violations immediately through compliance assistance efforts MCL violations will be responded to by field staff within 1 day of receipt for acute contaminants and within 5 working days for chronic contaminant MCLs.

Ongoing

Percent Complete

Ongoing

Status:

Field staff respond to MCL violations within 1 day for acute contaminants and 5 working days for chronic contaminants.

d) Provide an adequate laboratory certification program

EPA Role: The Region 5 GWDWB will support the State laboratory certification program by assessing the ISDH laboratory and its laboratory certification program every three years to document that the State is successfully implementing the current federal regulations.

- IDEM provides this program in cooperation with Indiana State Department of Health (Indiana State Department of Health (ISDH)). IDEM will continue to pursue with Indiana State Department of Health (ISDH) a memorandum of understanding (MOU) of issuing laboratory certification to drinking water laboratories

- Provide EPA Region 5 with a list of the Indiana's certified laboratories –

By: 7/04 and 7/05

Percent Complete

100%

Status:

The latest Certified Laboratory list compiled by ISDH in June 2005 was forwarded to EPA R5 in July 2005.

e) Keep adequate records of information and State decisions

- All incoming and outgoing records are stored numerically by PWS identification number in boxes for microfilming

Ongoing

Percent Complete

Ongoing

Status:

All incoming and outgoing records are stored by ID # and by date in boxes for microfilming. Further, all outgoing compliance records are also stored in our shared drive. Information is filed in hard copy in central file room for sanitary surveys, inspections, wellhead protection, general correspondence, and construction permits.

- All generated compliance letters are stored electronically as an e-file in the Branch Server

Ongoing

Percent Complete

Ongoing

Status:

All compliance records are stored electronically as an e-file in the Branch server.

f) Maintain Operator Certification Program

EPA Role: Region 5 GWDWB will inform IDEM of the annual operator certification reporting requirements as required under the 1996 Safe Drinking Water Act (SDWA) amendments. Region 5 will work closely with the State to assure reports are submitted on time and that they meet Federal requirements. Region

5 will inform IDEM of national and regional guidance and related activities. Region 5 will review the annual report as well as the Operator Certification Expense Reimbursement Grant (ERG) Report.

- Apply for the Education Reimbursement Grant for training of all new certified operators of system 3,300 or less.

By: before 9/30/03

Percent Complete

100%

Status:

Education Reimbursement Grant application was submitted on 7/21/03 and revised on 8/27/03. The grant agreement was sent to IDEM from EPA on 9/16/03. Total amount of grant is 1.9 million dollars. Items for training have been ordered and received using the grant money.

- Use training funds to hire new staff or a contractor to perform training -

By: 7/31/04

Percent Complete

55%

Status:

A contract with AWWA has been signed by AWWA and is in the signature process at IDEM. The training will begin once the contract is finalized. The educational material is being developed and is almost complete. Training will start in January 2006.

- Train an estimated 100 grand parented operators per month once staff/contractor is in place

- Continue to work with trade associations on Operator's educational training

Ongoing

Percent Complete

75%

Status:

No training of grandparent operators has taken place at this time. However we are continuing to work with trade associations on the Operator's educational training.

- Work with Association of Boards of Certification to provide examinations for the operator certification tests

Ongoing

Percent Complete

100% - Ongoing

Status:

An exam was held on November 4, 2004 at four locations throughout the State. A similar approach was used for the Exam held on May 5, 2005.

- g) Perform Sanitary Surveys and provide technical assistance at public water systems

- Complete sanitary surveys at community and non transient, non community systems - at least once every 5 years or every 3 years if required by the SDWA

- Perform follow up inspections at transient non community systems identified as part of the screening surveys conducted along with source water assessment field data collection - as resources allow, follow ups will be made when the inspector is in the area performing inspections at community and non transient non community systems

h) Drinking Water Construction Permits

- All permits issued on time - reported monthly

reported monthly

Percent Complete

100%

Status:

All permits were on time - none were late.

- For new system, ensure that they have met new system capacity development requirements

Ongoing

Percent Complete

100%

Status:

Two Water System Management Plans were received by IDEM. One system was granted a Certification of Demonstration of Capacity, and one system connected to another system after a meeting with IDEM. One nontransient noncommunity system was granted Certification of Demonstration of Capacity. We have received two community Water Systems Management Plans and one nontransient noncommunity Water Systems Management Plan.

i) Source Water Protection Efforts

EPA Role: Region 5 GWDWB will support assessment and protection programs by State and local agencies by: a) developing partnerships with other U.S. EPA programs and other Federal agencies to assist States with assessments and protection; b) developing assessment and protection tools for use by States and locals; and c) by using outreach to get other parties to support source water protection.

- Complete all Wellhead Plan reviews and make final determinations -

By: 7/31/04

Percent Complete

81%

Status:

A total of 659 Wellhead Protection Plans (WHPPs) Phase I plans had been submitted. All plans that have been submitted have undergone preliminary review and if necessary requests for additional information have been sent to the systems for their attention. Of the 659 Phase I plan received and reviewed, 536 Phase I plans (which includes the wellhead delineation) had been reviewed and Phase I approved.

- Complete all Source Water Assessments

By: 5/31/05

Percent Complete

75% - ongoing

Status:

Field data collection activities have been completed for the transient non-community public water systems. USGS was contracted to process the field data into a GIS format and integrate this information into a source water database. This source water database also identifies potential sources of contamination to public water systems. This information and has processed for approximately 2800 source water assessments collected by the field data contractors. The USGS will use the collected field data to prepare surface water and ground water source water assessment (SWAPs) for public water systems. SWAPs would then be generated by the USGS with this information and provided to IDEM for distribution to the systems.

A contract amendments was necessary due to the USGS had depleted contractual monies available for this project and IDEM amended this contract in effect April 14, 2005 for the completion of work to be done. Work is now progressing towards completion of this project.

- j) Complete Annual Resource Deployment Plan (ARDP). The plan specifies both IDEM's and EPA's activities relating to carrying out the specific requirements of the SDWA. The ARDP also notes those activities that IDEM may not be able to complete without increased resources.

- Submit completed ARDP to EPA-

By: January 1 each year

Percent Complete

100%

Status:

The 2003 ARDP was submitted to EPA R5

- k) Upgrade the Drinking Water Watch Web site. The following modification/additions to the Drinking Water Watch website will be made in order to better serve and meet the requests of the public.

Additional Search Capabilities for:

- * Type of water system
- * Type of samples and results

Display of Additional Types of Data on:

- * Monitoring schedules
- * Summarized field sample results
- * Lead and Copper summaries

Modification of Existing Pages to:

- * Support links to new searches
- * Support links to new data

By: 7/1/04

Percent Complete

100%

Status:

The supplemental EnPPA grant to accomplish this task was completed by the EPA Contractor and place in production in May 2005.

- l) Data Management

EPA Role: Region 5 GWDWB will ensure the accuracy and completeness of SDWIS/FED data submissions and provide technical assistance and guidance on data management issues as resources allow. In addition, Region 5 will keep the State up-to-date on new/revised reporting requirements or changes.

Hire a contractor to enhance the performance of SDWIS by doing the following tasks that are not being developed for SDWIS by EPA:

- * Migration of old (legacy) data from current database into SDWIS such that analytical results from inception of all public water systems to present time transferred into SDWIS with correct associations to each particular water system and its facilities;

- * Migration of monitoring frequencies/schedules from current database into SDWIS such that accurate sampling schedules/monitoring frequencies of all public water systems transferred into SDWIS with correct associations to each particular water system and its facilities;

- * Provide training and technical assistance to the technical staff (with using all of the functions of SDWIS/State) on the following:

- a) Technical assistance will be used to ultimately perform compliance determination for all public water systems in the state

- b) Training will be conducted on all applicable areas of SDWIS, depending on the state and/or federal rule(s) and the individual compliance officer(s)

By: 10/1/04

Percent Complete

100%

Status:

The supplemental EnPPA grant to accomplish this task was completed by the EPA Contractor and placed in production in May 2005.

2.3.14.2.6.

Implement New Requirements

Contact(s): Al Lao, Mary Hollingsworth, Reggie Baker

EPA Role: See below.

EPA? (Y/N): Y
PPG (Y/N): Y

- a) Improve the ability of PWS's to meet the requirements of the SDWA by improving implementation of the Capacity Development Rules and Strategy

EPA Role: Region 5 GWDWB will inform IDEM of the annual Capacity Development reporting requirements as required under the 1996 SDWA amendments. Region 5 will work closely with the State to assure reports are submitted on time and that they meet Federal requirements. Region 5 will inform IDEM of national and regional guidance and related activities.

- Identify public water system in need of technical, financial, and managerial capabilities

Ongoing

Percent Complete

100% and ongoing

Status:

Continuing to identify public water supplies that are in need of technical, financial and managerial capabilities

- Work with a contractor, RCAP, to provide direct assistance to at least 50 systems

Report quarterly

Percent Complete

100%

Status:

Contract with RCAP was implemented on June 20, 2003. A circuit rider was given systems that were designated by the Drinking Water Branch to be in serious need of capacity building. Twenty-three systems were given to the circuit rider. The circuit rider discovered that the majority of the problems with these systems were managerial and financial. In second quarter, the circuit rider has achieved compliance with five of these systems. The circuit rider is still working to achieve compliance with fifteen of the twenty-three systems. The three remaining systems were removed from the circuit rider's list and given to the field staff because they were in need of technical assistance. During the third quarter the circuit rider has achieved compliance with eleven systems. The contract has been completed with RCAP however three new staff members have been added to work with system to meet capacity

- Finalize the handbook for new systems

By: 12/31/03

Percent Complete

100%

Status:

The handbook containing guidelines for the Water System Management Plan is completed, and DWB has received the printed handbooks for distribution.

- b) Vulnerability assessments and emergency response planning

- Provide assistance to community systems serving over 3,300 population in meeting federal requirements - report number of systems assisted quarterly

Report quarterly

Percent Complete

75%

Status:

The final quarter of a contract with RCAP assisted four system with population over 3,300 return to compliance. Three new staff have been hired in the Capacity Development Section to continue working with assisting systems with capacity/compliance problems. We are identifying and assisting public water system that will not be in compliance with the upcoming Arsenic Rule. We are continuing to assist systems with population of over 3,300. We have assisted three systems.

- Provide assistance to community systems serving less than 3,300 population and non community systems - report number of systems assisted quarterly

Report quarterly

Percent Complete

75%

Status:

A contract with RCAP contract assisted 21 system with population under 3,300 to return to compliance. Three new staff have been hired in the Capacity Development Section to continue working with assisting systems with capacity/compliance problems. We are identifying and assisting public water system that will not be in compliance with the upcoming Arsenic Rule. We are continuing to assist communities serving less than 3,300 population and noncommunity systems. We have assisted 84 community systems and 31 noncommunity systems.

c) Promulgate new rules

EPA Role: U.S. EPA headquarters will continue to develop regulations and guidance to implement the 1996 amendments to the SDWA. The Region 5 GWDWB will assure that input from the State is requested and that IDEM's comments/issues are raised and presented to the national regulation development workgroups for discussion to help assure that regulations and guidance are appropriate and workable.

Region 5 GWDWB will review and comment on proposed State legislation and regulations to ensure consistency with Federal statutory requirements.

Region 5 GWDWB will provide training for IDEM staff on all new drinking water regulations within six months of final rule promulgation.

Promulgate 3 new (federal) drinking water rules (radionuclide rule, arsenic rule and long term 1 enhanced surface water treatment rule) in a timely manner including 2 year time extension period. Complete promulgation of the Drinking Water System Operational Rule

- Submit to the Water Pollution Control Board (WPCB) the re-codification of the federal radionuclide, arsenic and long term 1 enhanced surface water treatment rules into State rules for preliminary adoption.

By: 9/30/03

Percent Complete

100%

Status:

The above mentioned rules became effective July 13 2005.

- Submit to the WPCB for final adoption of the radionuclide, arsenic and long term 1 enhanced surface water treatment rules.

By: 3/31/04

Percent Complete

100%

Status:

The above mentioned rules became effective July 13, 2005.

- Submit to EPA Region 5 Primacy Application package for the radionuclide, arsenic and long term 1 enhanced surface water treatment rules.

By: 8/31/04

Percent Complete

95%

Status:

IDEM was granted primarily extension. Primary application package will be submitted during forth quarter 2005.

- Submit to the WPCB for final adoption the Drinking Water System Operational Rule.

Notify all public water systems of the 3 new federal and 1 new State regulatory requirements.

By: 1/31/04

Percent Complete

90%

Status:

The Operational Rule is currently not the highest priority. Resources have been redirected toward improving construction permitting requirements at small systems. The operational rule was withdrawn July 2, 2005.

- d) Notify all public water systems of the 3 new federal and 1 new State regulatory requirements

- Provide copies of the new regulatory requirements for the radionuclide, arsenic, long term 1 enhanced surface water treatment rules, and Drinking Water System Operational Rule to the affected PWS.

By: 9/30/04

Percent Complete

100%

Status:

Copies of the federal rules on rads, arsenic and LT1 has been made available to affected public water systems. IDEM will also provide copies and make rules presentation training or seminars through water works associations Section Meetings and/or conferences. The Operational Rule is not final to supply to affect PWS, but the latest version of the rule is located on our website.

- Assists EPA in providing federal fact sheets of the radionuclide, arsenic and long term 1 enhanced surface water treatment rules and other information such as guidance to the affected PWS.

By: 12/31/03

Percent Complete

100%

Status:

PWS's was provided with the federal "Fact Sheets" of the 3 new federal rule and guidance (if available) consistent with the schedule established under the "Primacy Extension Agreement". The same information is available through EPA website with link to IDEM website.

2.3.14.2.7.**Expand Resources of Existing Program**

Contact(s): Pat Carroll, Al Lao Mary Hollingsworth

EPA? (Y/N): Y
PPG (Y/N): Y

EPA Role: See below.

- a) Provide adequate funding to carry out all functions of the PWSS program

EPA Role: Region 5 GWDWB will support IDEM's efforts to expand State program resources in order to ensure drinking water safety.

Region 5 GWDWB will work with IDEM to prioritize actions with new and existing resources that have the greatest likelihood of increasing the compliance rates (may not be enforcement actions, but could be efforts to educate or other compliance assistance) and work with IDEM on targeting of some of their new resources at a specific problem(s).

- IDEM will work with the State Budget Agency on the continued use of DWSRF Set-Aside money for program implementation until fees can provide program support (after July 2005) - ongoing and submit work plan yearly

Ongoing and submit work plan yearly after July, 2005.

Percent Complete

100%

Status:

IDEM has reached agreement with the State Budget Agency on the use of set-asides until fees can fund the program. All necessary workplans have been prepared. IDEM will start collecting fees in July 2004 established under the fee program. IDEM intends to reduce dependence on the set-asides once fees are collected.

- IDEM will begin collection of fees enacted by the Legislature starting in July 2004. The fees phase in years 2004 and 2005. Full annual fees will be collected beginning January 2006 - ongoing after July 2004

Starting July, 2004 and ongoing.

Percent Complete

100%

Status:

The fee billing for 2005 has been mailed to all PWS's by IDEM's Office of Management and Budgets (OMBA) on July 2005.

- Continue to use SEE personnel to assist with program implementation

Ongoing

Percent Complete

100%

Status:

The DWB currently has 3.5 SEE FTE's. The DWB do not intend to add additional SEE FTE's at this time since the DWB had added 12 new FTE's during the current FY.

- Pursue additional staffing resources for the program

Ongoing

Percent Complete

100%

Status:

IDEM has a Phase 1 staffing package to add staff to the Drinking Water Program. 10 of the 12 new positions in the staffing package for the Branch have been filled. IDEM is preparing a second phase of staffing additions which will add additional resources to the program.

b) Improve PWS monitoring and reporting violations with focus on small systems

EPA Role: The Region 5 GWDWB continues to accept drinking water enforcement referrals from the IDEM Office of Enforcement. The Region continues to issue enforcement actions to public water systems with drinking water violations.

Region 5 GWDWB will work with IDEM to identify the root causes of non-compliance with the different types of systems and work together to find solutions

- Continue the implementation of the Small System Laboratory Assistance Program with Indiana State Department of Health (ISDH) in doing the analyses of total coliform and nitrate samples for PWS serving population 100 or less.

Ongoing

Percent Complete

100% - Ongoing

Status:

The agreement with ISDH for FY 2005 is ongoing. Sampling bottles for use during 2005 were mailed in Dec. 2005, were mailed in December 2004 (for monthly systems) and the quarterly and seasonal systems were mailed on February 2005.

- Refer all non compliant systems to enforcement

Ongoing

Percent Complete

100% and ongoing

Status:

All significant noncompliant systems are routinely referred to the Office of Enforcement (OE). OE has created an NOV and AO monitoring and reporting violation templates for smaller systems to expedite the process of returning the system back to compliance.

c) Apply for the Expense Reimbursement Grant for training of all new certified operators of system 3,300 or less before 9/30/03.

Use training funds to hire new staff or a contractor to perform training.

By: 7/31/04

Percent Complete

100%

Status:

Education Reimbursement Grant application was submitted on 7/21/03 and revised on 8/27/03. The grant agreement was sent to IDEM from EPA on 9/16/03. Total amount of grant is 1.9 million dollars. No new staff was hired at this time using training funds from this grant. A contractor has been selected and will be paid from this grant.

2.3.14.2.8.**Ensuring an Effective Point-Source National Pollutant Discharge Elimination System (NPDES) Program**EPA? (Y/N): Y
PPG (Y/N): Y*Contact(s): Bruno Pigott and Debra Dubenetzky*

EPA Role: Coordinate development of region-wide Compliance Streamlining Plan.

OWQ will continue to issue new, renewal, and modification of permits within statutory deadlines. OWQ will also continue to significantly reduce the number of administratively extended NPDES permits. In addition, the OWQ will implement agency wide initiatives concerning compliance program activities such as the inspection protocol, adherence to the Enforcement Referral Process, and implementation of a system for tracking and following up on Agreed Orders/Consent Decrees.

1. Enhancing Permitting Programs

a) Work with U.S. EPA to develop list of priority industrial/municipal National Pollutant Discharge Elimination System (NPDES) renewal applications.

1) Create schedule for processing priority applications.

2) Develop a permit issuance schedule for major and minor facilities for the next two fiscal years.

By: 7/1/03 and ongoing

Percent Complete

80%

Status:

IDEM has evaluated and prioritized major and minor industrial and municipal permits and discussed with EPA Region V. IDEM is implementing a plan for addressing the highest priority administratively extended major permits. IDEM is currently establishing schedules for issuance of all major and minor NPDES individual permits by the end of 2005.

b) Use Performance Partnership Grant Funds to pay overtime for work on priority NPDES Permit work.

By: 1/31/04

Percent Complete

100%

Status:

\$50,886 has been made available for overtime pay for issuance of priority NPDES permits.

Fill out EPA Region 5's self-assessment questionnaire.

By: 2/1/04

Percent Complete

100%

Status:

IDEM completed the assessment and sent it to EPA 2/04. IDEM is currently reviewing EPA's comments on the assessment and have conducted teleconferences to discuss IDEM additions.

2. Issue New and Modified Permits on Time

a) National Pollutant Discharge Elimination System (NPDES) Permits

Ongoing

Percent Complete

100%

Status:

IDEM continues to issue new permits on time.

b) Wastewater Construction Permits

Ongoing

Percent Complete

100%

Status:

IDEM continues to issue construction permits on time.

3. Issue 50% of major permits administratively extended prior to 2003

By: 10/1/04

Percent Complete

100%

Status:

IDEM staff issued over 35 pre-2003 major NPDES Permits by 10/1/04.

4. Eliminate backlog in the processing of NPDES renewal permits

By: 12/31/05

Percent Complete

on going

Status:

IDEM has established a goal of eliminating the backlog of NPDES renewal permits by the end of 2005 and is putting together a strategy for accomplishing those goals and continues to issue permits

5. Implementation of Agency-Wide Inspection Protocols

a) Revise National Pollutant Discharge Elimination System (NPDES) Wastewater Inspection COP and document management procedures to incorporate Agency Inspection Protocol and Enforcement Referral Policies, and update existing state forms and inspection checklists as necessary. Provide training in use of these procedures/forms to wastewater inspectors and compliance staff statewide. Implement revised COP and refine process as necessary.

By: Initial training by 7/1/03, Ongoing training at monthly staff meetings

Percent Complete

100%

Status:

OWQ Wastewater Inspections COP and revised state NPDES Facility Verification of Inspection forms completed in March 2003. Initial comprehensive classroom training provided to central office and regional office wastewater inspectors prior to 7/1/03. Ongoing training routinely provided thru e-mail distribution and at monthly inspections section staff meetings by Inspections Section Chief.

- b) Complete Violation Letter format for Inspectors and Compliance Staff using Agency-Wide Protocols and develop/implement internal tracking system for minor violation follow-up and referrals to the Office of Enforcement.

By: Initial training - 7/1/03
Ongoing training at monthly staff meetings

Percent Complete

100%

Status:

Violation letter format completed. Development of an internal tracking system for minor violation follow-up and referrals to OE has been completed and is currently being utilized. Monthly status reports are provided to staff and branch managers for follow-up.

- c) Implementation of Agreed Order Follow-up Policy, and incorporate into NPDES Wastewater Inspections COP.

By: 7/1/03 and Ongoing

Percent Complete

100%

Status:

Policy dated 9-8-03 finalized by OE and distributed to compliance managers for formal implementation on an ongoing basis. Have worked with OLC to develop informal Federal Consent Decree follow-up procedure.

- d) Revise all Inspector and Compliance Staff position descriptions to reflect adherence to revised agency-wide policies and protocols

By 9/30/03

Percent Complete

100% for Inspections Section and Compliance Evaluation Section

Status:

All central office-based inspector and compliance staff position descriptions and performance criteria revised. Copies have been provided to regional offices for use with their wastewater inspectors.

- e) Assist in the Completion and Implementation of Agency-Wide Sampling Protocol Lead by Office of Criminal Investigation (OCI). Utilize available funding to procure necessary sampling equipment and supplies in order to implement sampling protocol.

By: Per Agency Schedule, no later than June 2005

Percent Complete

75%complete

Status:

OCI director has left IDEM and agency protocol remains incomplete. All OWO sampling equipment/supplies have been procured, arrived and distributed to 15 wastewater inspectors. Implementation on hold until sampling training can be provided to staff. Coordinating with OLO to receive training by June 2005. Unknown what the sampling budget is for this protocol.

- f) Assist with "sector" projects and other initiatives developed by the C/E Team.

By: 1/1/03 and ongoing

Percent Complete

100% Ongoing

Status:

Ongoing. All requested tasks assigned by C/E Team completed to date. Compliance managers have provided all input requested by C/E Team.

- g) Improve system for handling water compliance information.

5. Initiate and examine opportunities for increasing coordination between Data Management and Facilities Compliance.

By: 9/30/03, Ongoing

Percent Complete

80%

Status:

Data and Information Services Section formally assigned to Compliance Branch effective 10/13/03. All staff position descriptions and performance criteria have been updated. Continue to raise the need for additional agency resources to support central file room to make availability of monthly monitoring reports more accessible to compliance staff and the public. Working to fill administrative assistant vacancy within Section due to promotion of existing staff; reconfiguration of Data Section workspace has been completed; staff training in use of new scanner and forms development ongoing.

6. Develop plan for achieving close to real time access to DMR information.

By: 4/30/04

Percent Complete

80%

Status:

This is tied to #5 above. Major impediments to completion include inadequate staffing in agency file room to file DMR documents in facility/permit specific files on an ongoing basis(staff turnover, hiring process, etc.)

7. Examine opportunities and constraints for expanding use of available PCS fields.

By: 4/30/04

Percent Complete

70%

Status:

Tied to #5 above. State defined PCS fields expanded to identify inspection findings in relation to compliance status at the time of inspection. Project on hold due to OWQ's assistance to EPA in development/testing of new federal PCS (i.e., ICIS) and possible development of a state version of PCS (i.e., SPuRs).

8. Reevalue priorities for Operator Assistance program under 104g grants. Implement criteria for determining which communities to assist.

By: September 2003 and Ongoing (subject to continued federal funding)

Percent Complete

100%

Status:

104g workplan/grant based on Federal fiscal year. Staff determined which facilities to carryover to FY '04 and FY '05 for continued assistance and how new facilities will be selected. Staff has also been spending time to assist in development of statistically valid compliance rates for CSO communities

9. Develop reporting template for Operator Assistance (Coordinate with Drinking Water Branch on infrastructure security issues).

By: 1/31/04

Percent Complete

100%

Status:

The Operator Assistance grant (FY '03, FY '04 and FY '05) now consists of two portions/workplans: on-site operator assistance implemented by "OATS" staff in the Wastewater Compliance Branch; and wastewater security implemented by the agency's infrastructure security coordinator in the Drinking Water Branch.

OWQ has not received any adverse comments from EPA regarding current reporting template used for the on-site assistance program for FY 2002, '03, mid-year and end-of-year '04. Since wastewater security funding was new in FY '03, the '03 mid-year and final annual reports were the first time OWQ was required to prepare a progress report addressing the wastewater infrastructure security workplan. To date, no internal input requested for development of the infrastructure security mid-year and end-of-year FY '04 report.

10. Target priority wastewater facilities and personnel for compliance activities.

EPA Role: The Region will work with the State to develop an efficient and effective enforcement strategy, and to the extent necessary, coordinate with HQ to gain support for options in that strategy which may vary from the traditional coverage inspection requirements.

Target priority wastewater facilities and personnel for compliance activities and implement resulting work plan. Work with Office of Enforcement and U.S.EPA to assign priorities to facilities for inspection and ensure that staff resources are focused on facilities with greatest contribution (or potential to contribute) to water quality problems. Participate in Region V National Pollutant Discharge Elimination System (NPDES) Compliance 'Streamlining'.

By: October 2003, Ongoing

Percent Complete

95% on workplan & implementation; 100% on 'Streamlining'

Status:

Workplan for FY '04 includes increased emphasis on laboratory proficiency. Semi-publics and state facilities to be included in Mayflower program in 2004. Minor industrial facilities to be included in EPA's DMR QA/QC Program in '04.

Also increased focus on certified operators who have let their certifications lapse but still continue to sign off as the operator in responsible charge of permitted facilities; and operators in responsible charge of multiple facilities.

EPA to provide field training to new OWQ staff on conducting pretreatment audits and Pretreatment Compliance Inspections. Pretreatment compliance staff will be working with EPA staff to select Phi's to be conducted beginning in FY '05.

OWQ wastewater compliance and enforcement staff has participated in EPA led conference calls. OWQ has also provided comments on draft EPA documents when requested. Awaiting announcement of next steps from EPA

- a) IDEM will develop and implement a plan to inspect 70% of its majors, 30% of its minors and conduct pretreatment audits on 20% of pretreatment programs annually.

Annually

Percent Complete
On schedule

Status:

This is a transition year as wastewater field staff previously focused on completing their inspections on a federal FY cycle instead of July - June. This has now been clarified to staff with updated position descriptions and PCS generated lists of permitted industrial and municipal major and minor facilities within their assigned geographical areas.

In 8/02, pretreatment group went from 3 to 2 full-time staff. 3rd staff was reassigned to assist with the operator certification program. In 3/03, the pretreatment group went from 2 FT staff to 1 with staff resignation. Branch resources reallocated in 5/03 to address and prioritize pending permitting and compliance-related needs of the pretreatment program. Two FT staff focused on permits; 2 original pretreatment staff focused on providing permits and compliance training; then focusing on training for compliance staff and completion of annual audits. Senior pretreatment program coordinator has retired and is no longer with IDEM. Existing staff has been promoted into this position; however their vacancy remains. Pretreatment compliance staff has completed 9/45 (20%) pretreatment audits during FY '04 EnPPA cycle.

- b) IDEM will provide EPA Region 5 with a list of facilities targeted for wastewater inspections.

By: 1/1/04 and 1/1/05

Percent Complete

100% for FY '04. List being finalized for FY '05. Emphasis being placed on inspectors collecting GPS coordinates for "INO" and "INP" permitted facilities in order that data can be integrated from current version of PCS to the new federal PCS (i.e. ICIS) by 9/05.

Status:

FY '04 statewide list submitted to EPA by the due date. No comments received from EPA.

- c) IDEM will work with Region 5 on Headquarters' special initiatives such as developing statistically valid noncompliance rate project for CSO communities by

conducting inspections and completing the project checklist for approximately 25 facilities.

By: 12/31/04

Percent Complete

70%

Status:

OWQ sent 2 staff to CSO/SSO Inspections training in Chicago Nov. 12-14, 2003. Submitted pre-proposal to EPA for potential funding on Jan. 30, 2004. Funding approved; inspections to be completed by 12/31/04. 2nd of 4 quarterly grant reports have been submitted to EPA. 3rd quarter report currently being drafted.

- d) Citizen complaints received by IDEM or EPA concerning facilities for which EPA has initiated enforcement, will be referred to EPA.

EPA Role: Citizen complaints received by EPA will be referred to IDEM for follow-up.

- e) For complaints concerning sludge and pretreatment matters, IDEM should report back the disposition of the complaint to USEPA upon conclusion of the investigation.

By October 2003, Ongoing

Percent Complete

5%

Status:

Contact person for OWQ is Rick Roudebush. Still working on establishing a Region 5 POC.

11. Continue to coordinate with EPA to identify and implement improvements to existing pretreatment program, including preparation and timely issuance of industrial pretreatment permits, oversight/audits of delegated local programs, and explore opportunities to pursue pretreatment program delegation from EPA.

EPA Role: EPA will review several POTW annual reports to evaluate the state program.

- a) IDEM will review Annual Reports for POTWs with approved Pretreatment programs.

Ongoing

- b) Review the Pretreatment Audit and Pretreatment Compliance Inspection checklists (with Region 5 assistance) to identify opportunities to streamline them.

By: 6/30/05

Percent Complete

25%

Status:

Current focus is on pretreatment audits and associated checklists. Have received PCI inspection manuals from EPA for preliminary review. Need field training from Reg. 5 on how to conduct a PCI.

- c) Incorporate recommendations from Region 5 on the IDEM Annual Report format.

By 6/30/05

Percent Complete

5%

Status:

Need to follow-up with EPA regarding any EPA recommendations.

d) IDEM will conduct audits and/or PCI inspections at 50% of the pretreatment facilities.

By: 6/30/05

Percent Complete

25% - Ongoing

Status:

Pretreatment compliance staff will be working with EPA staff to select PCI's to be conducted during FY '05. IDEM has requested field training from EPA in conducting PCI's

e) Industrial users will be inspected twice each five years with ongoing review of semi-annual periodic reports. IDEM will develop an inspection schedule for IUs located in non-approved pretreatment cities.

EPA Role: EPA will conduct 10 inspections of IUs in non-approved pretreatment cities.

By: October 2003, Ongoing

Percent Complete

50%

Status:

EPA has shared procedures manuals with OWQ staff. EPA to provide training to OWQ staff new to the pretreatment program on conducting pretreatment audits and industrial user inspections. Compliance managers are working with EPA staff to prioritize industrial user inspections in FY '05. Compliance managers have worked with staff to develop IU inspection schedule and means for tracking.

f) IDEM will compile an inspection plan for the waste water treatment facilities that will include a list of facilities that we will be inspecting.

By: 2/1/04

Percent Complete

100%

Status:

This action item the same as 10.b

12. Continue to implement the wastewater operator certification and continuing education programs and identify/implement improvements to the existing programs and procedures. Work with internal and external stakeholders in developing improved customer service to operators, including outreach to the public on program requirements and access to certification and training course information.

By: October 2003 (and ongoing)

Percent Complete

100%

Status:

State application forms, exam study guides, certification manual, web site and Operator Examiner newsletter have been updated and are current. All State form revisions have now been approved. Quarterly meetings scheduled with trade association reps. to discuss program issues, needs, and feedback. Operator exams to be increased back to two (2) dates in 2005 (spring and fall).

13. Work with U.S. EPA on National Pollutant Discharge Elimination System (NPDES) Compliance Streamlining Project. Develop implementation plan based on results of project.

By: 12/31/03 (and ongoing)

Percent Complete

100% to-date

Status:

All tasks requested of OWQ Compliance and OE Water Section staff completed.

14. Will develop a list of permits that will be prioritized.

By: 1/1/04

Percent Complete

100%

Status:

IDEM has developed a list of high priority permits and will transmit to EPA.

15. Will provide to EPA a list of prioritized permits for their review.

By 2/1/04

Percent Complete

0%

Status:

IDEM has developed a list of high priority permits and has transmitted them to EPA.

16. As resources allow, will participate on the Region 5 Mercury Permitting and PMP workgroup.

Ongoing

Percent Complete

12.5% - ongoing

Status:

IDEM has participated in conference calls.

17. Complete the Program Integrity Self Assessment form.

EPA Role: EPA will participate in the national Program Integrity Workgroup along with the designated Region 5 states.

By: 2/1/04

Percent Complete

0%

Status:

Self Assessment form was completed and sent to EPA. EPA sent comments to IDEM. IDEM has prepared responses to those comments and sent them to EPA.

2.3.14.2.9. Protect Wetlands

EPA? (Y/N): Y
PPG (Y/N): Y

Contact(s): Dennis Clark and Martha Clark Mettler

Approximately 85% of the state's original wetlands have been lost in the pursuit of other priorities (agriculture, development, etc.). The Indiana State Legislature has set a goal of a net gain in high quality isolated wetlands.

On January 26, 2004 and January 27, 2004, passing votes to override the Governor's veto on HEA 1798 from the 2003 session took place respectively in the Indiana House and in the Senate. HEA became law and went into effect on January 27, 2004. HEA 1798 establishes, among other things a permitting program for wetland activities in state regulated wetlands. HEA also requires IDEM develop rules to govern the issuance of permits for wetland activities in state regulated wetlands.

IDEM remains committed to providing the highest level of protection possible of Indiana's remaining wetland resources. IDEM will also participate in federal discussions about future interpretations of the federal Clean Water Act. As needed, IDEM will also work with the general public and the legislature on future legislation to ensure appropriate protection of the wetland resources IDEM will work with the Governor's Wetland Task Force established in June 2003 to help craft legislation relating to isolated wetlands for 2004 and set state policy for wetlands.

- a) Develop and utilize a wetland regulatory tracking database.
- b) Develop a work plan for the database development contractor

By: 7/31/03

Percent Complete

100%

Status:

OWQ has established a workplan with IDEM IT staff to develop this database - IT has made this project a priority. Testing of developed portions is ongoing.

- c) Have contractor implement database development work plan

By: 12/30/03

Percent Complete

100%

Status:

IDEM IT is implementing the workplan.

- d) Based on available resources, populate database with historical data

By: 9/30/04

Percent Complete

0%

Status:

This will begin when the database development is complete.

- e) Pending completion of the wetland regulatory tracking database and based on available resources, develop wetland compliance and enforcement strategy.

- Utilize populated wetland regulatory tracking database to identify sites that require compliance and enforcement actions

By: 12/31/04

Percent Complete

40%

Status:

OWQ has begun coordination with IDEM's OLC and OE to determine how to proceed on compliance and enforcement issues. Draft templates for necessary info have been developed and are being reviewed/tested.

- Develop standard operating procedure for prioritizing and implementing compliance and enforcement actions

By: 6/30/04

Percent Complete

30%

Status:

OWQ has begun coordination with IDEM's OLC and OE to determine how to proceed on compliance and enforcement issues. Draft templates for necessary info have been developed and are being reviewed/tested.

- f) Develop Floristic Quality Index (FQI) to characterize Indiana wetlands.

- Explore contractor options for developing the Indiana FQI

By: 12/30/03

Percent Complete

100%

Status:

OWQ has a contract in place.

- Develop work plan for developing the Indiana FQI

By: 6/30/04

Percent Complete

100%

Status:

OWQ has a contract in place that includes tasks (a workplan) to develop an FQI.

- Implement work plan to develop the Indiana FQI

By: 6/30/05

Percent Complete

100%

Status:

Contact has been executed the work plan completed.

- g) IDEM will work to develop rules to govern the issuance of individual permits

By: 6/1/05

Percent Complete

100%

Status:

The Wetlands Activity Permits rule was effective June 2005.

- h) IDEM will work to develop rules to establish and implement general permits

By: 2/1/05.

Percent Complete

100%

Status:

The Wetlands Activity Permits rule was effective June 2005.

- i) IDEM will develop interim procedures for implementing the new state law and for publishing forms as required

By 6/1/04

Percent Complete

100%

Status:

IDEM has developed new and revised application forms and response letters needed for implementation of the new State law. IDEM has also provided training sessions for applicants on the use of these new forms.

- j) IDEM will work with Environmental Quality Service Council (EQSC) as required under House Bill 1798 to continue to work out wetland related policies for both isolated wetlands and US jurisdictional wetlands

Ongoing

Percent Complete

ongoing

Status:

IDEM provides updates to the EQSC as requested

2.3.14.2.10.**Use Good Science and Sound Policy to Shape and Implement Water Quality Standards***Contact(s): Martha Clark Mettler.*EPA? (Y/N): Y
PPG (Y/N): Y

IDEM is committed to utilizing sound science and policy to develop water quality criteria and the use of sound policy to fairly develop and implement Water Quality Standards.

Indiana was one of the first states to fully implement the recommended Federal water quality criteria for toxics (EPA Water Quality Criteria Documents 1980-1986) and the recommended bacteriological criteria (E. coli) in the revisions to its standards promulgated in 1990. It was also the first state to adopt the Great Lakes Water Quality Guidance into its own state standards in 1997.

1. IDEM has committed to a "workgroup" approach to developing proposed water quality standards and implementation procedures to ensure sound policy and science is used to make needed revisions as expeditiously as practical. A triennial review of the state's water quality standards should be mostly completed within the next biennium.

- a) IDEM has put together a group of statewide stakeholders to regularly meet during the Triennial review rulemaking and provide recommendations to IDEM on the process and main policy issues (ongoing).

- b) Statewide stakeholders have begun to meet on at least a quarterly and on an as needed basis

Starting August, 2002 through at least June 2004

Percent Complete
ongoing

Status:

The stakeholder steering committee continues to assist the individual workgroups as draft rule language is prepared. Minimally, publication of second notice drafts is expected for all four workgroups by late 2004.

- c) Based on discussion by the stakeholders, IDEM will draft a public participation strategy

By: 7/1/03

Percent Complete
100%

Status:

Public participation strategy was presented to the steering committee June 25, 2003.

- d) Public participation plan finalized.

By: 9/30/03

Percent Complete
100%

Status:

The steering committee agreed that each workgroup should identify the right place and time for public discussions relative to their issues and that IDEM needs to work with the Water Pollution Control Board to gauge their interest in public discussions on triennial review related issues.

2. IDEM will work with external stakeholders to develop policy on specific Triennial rulemaking issues. Discussion in these workgroups will, to the highest degree practical, include analysis of background information and the most current research and information.

Percent Complete
Ongoing

Status:

Regularly scheduled workgroup meetings are ongoing.

3. IDEM will establish external workgroups and specific work plans to provide recommendations on specific Triennial rulemaking issues to include

- a) E.coli

First Notice by 6/1/03

Second notice by 12/1/03

Preliminary adoption by 6/1/04

Final adoption by 12/31/04

Percent Complete

35%

Status:

Second notice was delayed as a result of requests by the regulated community to hold off moving forward with a second notice so that wet weather and CSO related issues can be discussed regarding the E.coli standard. IDEM is separately working with stakeholders to identify options for discussion on these issues. IDEM staff has drafted rule language that focuses on the non-wet weather issues and circulated the draft for review and comment from stakeholders.

b) Mercury

First notice by 6/1/03

Second notice by 12/1/03

Preliminary adoption by 6/1/04

Final adoption by 12/31/04

Percent Complete

90%

Status:

Draft rule language and agency response to first notice comments were prepared in advance of second notice published June 1, 2004. On September 8, 2004, the Water Pollution Control Board preliminarily adopted the draft rule. The preliminarily adopted rule was published in the Indiana Register on November 1, 2004, for a third comment period lasting until November 22nd. The final rule became effective in May 2005. IDEM has not yet submitted the rule for EPA approval, but implementation will begin once EPA approval is received.

c) Antidegradation/OSRW

First notice by 3/1/03

Second notice by 12/1/03

Preliminary adoption by 7/31/04

Final adoption by 1/31/05

Percent Complete

50%

Status:

A second notice draft was published in April 2005, however many comments requesting clarification of the draft rule language were received.

4. Rule changes that based on best science, updates of existing rule language, and technical corrections and clarifications that have a reasonable potential of minimal controversy.

First notice by 6/1/03

Second notice by 11/1/03

Preliminary adoption by 5/31/04

Final adoption by 8/31/04

Percent Complete

95%

Status:

This rule was finalized and effective March 2005. Implementation will begin when EPA approval is received.

5. Other Triennial Issues.
IDEM will sort out what issues remain and initiate rulemaking(s) as appropriate.

- a) Workgroup will be established

By: 12/31/03

Percent Complete

25%

Status:

After discussion at the steering committee meeting on September 24, 2003, it was decided that the agency should put together an outline of non-fast track issues.

- b) Workplan for rulemaking will be developed

By: 3/31/04

Percent Complete

10%

Status:

The fast track workgroup met on Feb 10, 2004 -non Fast Track issues will be addressed for them when Fast Track rule is finalized

- c) First Notice(s) will be developed

By: 6/1/04

Percent Complete

0%

Status:

Dependent on b) above.

- d) Second Notice(s) will be developed

By: 1/1/05

Percent Complete

0%

Status:

Dependent on b) above.

- e) Preliminary adoption

By: June 2005

Percent Complete

0%

Status:

Dependent on b) above.

6. IDEM will pursue a federal grant to provide technical assistance to the external stakeholders in conjunction with IDEM technical staff.

a) If the grant is awarded, IDEM will:

Develop contract by August, 2003; Issue contract by November 2003

Percent Complete

30%

Status:

After discussion at the steering committee meeting on September 24, 2003, it was decided that the agency would gather ideas for the use of the grant from the stakeholders before the next meeting on January 7, 2004. IDEM is currently putting together a Request for Proposals. The focus will be for training and guidance materials needed for successful implementation - particularly for the Mercury Rule. It was determined that in-house resources could be used to accomplish the needed technical assistance so the grant funding was not utilized for this purpose.

7. IDEM will reach out to the academic community in Indiana in order to leverage in-state technical expertise.

8. IDEM will develop contact list and general invitation letters to academic communities

By: June 2003

Percent Complete

100%

Status:

Contained in the public participation plan presented to the steering committee on June 25, 2003.

9. IDEM will send out letters and follow up with interested parties

By: 8/1/03

Percent Complete

0%

Status:

With the change in Administration, this activity is currently on hold.

10. IDEM will collaborate with EPA staff on these rulemakings in order to maximize the exchange of technical information and ideas as well as to get their input on rulemaking related issues.

11. IDEM will coordinate with EPA on participants in workgroups

By: 7/1/03

Percent Complete

100%

Status:

Members of EPA were contacted and have been attending various triennial review meeting either in person or by teleconference.

12. IDEM will consult with EPA on specific rulemakings on second notice and preliminary adoption

2.3.14.2.11.**Work with the Public and Other Governmental Authorities to Address Water Quality Problems.***Contact(s): Martha Clark Mettler*EPA? (Y/N): Y
PPG (Y/N): Y

To work proactively to discover, coordinate, and focus available resources within and outside of the IDEM to addressing water quality problem areas. Explore additional federal funding opportunities, identify local efforts and interest and investigate non-profit and university efforts aimed at improvements in water quality. Try and integrate these opportunities into priority water quality improvement efforts.

A variety of financial resources exist in the state of Indiana for addressing water quality issues. These resources have been used by different agencies with a variety of mandates and individual focuses, providing some beneficial effect on their own. Focused coordination of those resources to priority water quality problems will help to leverage funds for effective water quality improvements.

1. Implement the strategy defined in goal number 1 – Progress on Restoring Impaired Waterways – to better utilize data and create internal and external coordination links

By: 6/30/05

Percent Complete

100%

Status:

Staff has been reorganized. Work has been re-prioritized. Internal and external coordination is ongoing.

2. Determine what other agencies and entities are doing to protect and improve water quality in Indiana.

- a) Develop a protocol to systematically identify external water protection and improvement efforts being done by other agencies and entities

By: 12/31/03

Percent Complete

50%

Status:

Initial internal discussions have begun on strategy development. The watershed specialist and information specialist positions are working to identify external efforts. Info is being regularly shared between IDEM and the Indiana Association of Soil and Water Conservation Districts.

- b) Implement the protocol to systematically identify external water protection and improvement efforts being done by other agencies and entities

By: 3/31/04

Percent Complete

0%

Status:

Implementation will begin when strategy development is complete.

3. Explore options to effectively share identified external water protection and improvement efforts being done by other agencies and entities.

- a) Identify possible IDEM media and communication tools that may be used to reach appropriate interested parties

By: 6/30/04

Percent Complete

20%

Status:

Initial contact has been made with agency media and communication staff some process revisions have been identified and implemented

- b) Solicit ideas for effective information sharing techniques from other agencies and entities

By: 9/30/04

Percent Complete

20%

Status:

Initial contact has been made with some agencies and entities. Some process revisions have been identified and implemented based on public input

4. Share with other agencies and entities information on water protection and improvement efforts being done by IDEM other agencies and entities to identify resource-leveraging opportunities.

- a) From information sharing options identified, develop protocol to utilize most effective options

By: 12/30/04

Percent Complete

0%

Status:

With the change in Administration, this activity is currently on hold.

- b) Implement information-sharing protocol

By: 3/31/05

Percent Complete

0%

Status:

With the change in Administration, this activity is currently on hold.

- c) Based on shared information work with other agencies and entities to identify resource-leveraging opportunities

By: 6/30/05

Percent Complete

0%

Status:

With the change in Administration, this activity is currently on hold.

5. As determined necessary for cross-program and/or cross-agency concerns, identify appropriate contacts and work to establish open communication and standard operation procedures and/or memorandums of understanding to ensure continued coordination.

a) Seek approval for a NRCS liaison position that will assist IDEM's Watershed Branch Chief by coordinating the duties of the watershed specialist positions

By: 4/30/04

Percent Complete

100%

Status:

NRCS hired a staff person to fulfill this role.

This position will:

- Develop training needs and a training plan for the watershed specialist positions

By: 12/31/04

Percent Complete

75%

Status:

Initial information gathering on training needs was done in preparation for requesting specialist positions be created. Contact with NRCS has been made and a meeting date to discuss options was held. NRCS is working to develop a list of training they can provide. OWQ is working with IDEM training staff to identify existing training that is available from the State.

- Maintain a common message and a common understanding of watershed planning, source identification, and other processes.

Ongoing

Percent Complete

ongoing

Status:

Internal discussions continue to coordinate and communicate common goals and objectives concerning watershed management.

- Review and comment on submitted watershed plans

Ongoing

Percent Complete

Ongoing

Status:

Plans are reviewed as they are received.

- Gather materials for joint reports on the progress of local groups

Ongoing.

Percent Complete

ongoing

Status:

OWQ is establishing a network of contacts to assist local watershed management groups.

- b) Seek to establish a Watershed Advisory Council to meet on a quarterly basis and communicate regularly on water quality related issues

By: 12/31/03

Percent Complete

10%

Status:

Some initial contacts have been made with groups to identify interest in participating on a watershed advisory council. Initial contact has been made with IDNR, NRCS, IASWCD, etc. Tentative dates have been discussed to have an initial meeting of all key partners. Regular, quarterly meetings are to be planned.

The Watershed Advisory Council could be comprised of representatives from:

- IDEM (Watershed Branch chief, Watershed Management Section chief, TMDL program leader, and Watershed Specialists),
- IDNR (Lake and River Enhancement Program chief)
- Purdue University (Conservation Program Specialists),
- Indiana Association of Soil and Water Conservation Districts (association director and contracted Watershed Information Specialist),
- NRCS (NRCS/IDEM Liaison and a representative of technology program staff),
- Farm Bureau, and
- The Nature Conservancy.

2.3.14.2.12.

Focus Internal Resources to Address Most Significant Water Quality Issues

Contact(s): Bruno Pigott

EPA? (Y/N): Y
PPG (Y/N): Y

Conduct an initial review and then periodically review to ensure that all areas of the office are focused on highest, best use of staff time and resources to gain water quality improvements and most critical services to citizens.

1. Ensure that OWQ Priorities are directed, as best as practical, at activities that will serve the public efficiently and effectively and will make the biggest difference in terms of improving and protecting the water quality across the state.
2. Conduct a semi-annual review of OWQ activities to ensure that all work continues to be prioritized to provide efficient/effective services and is oriented toward making a significant difference in water quality improvement and protection. The review will include, at a minimum, a presentation by each branch chief on current activities and any planned changes to those activities to the OWQ senior management team. Adjustments as necessary will be made by the team.

By: 7/1/03 and biannually thereafter

Percent Complete

25%

Status:

A semi-annual review was conducted on January 29, 2004 by the Deputy Commissioner of Environmental Results and the OWQ branch chiefs. Largely, the OWQ is on track with the EnPPA commitments. However, due to state legislation, a couple of issues were identified that should ultimately be revised in the EnPPA. These issues include the implementation of the state wetland regulatory permit program per HEA 1798, and regulation of small public water supplies. We anticipate these changes to the EnPPA to occur during the mid-term review on June 30, 2004.

ARCHIVED June 29, 2005

3. US EPA Region 5 Priorities

Region 5 is currently developing priorities as a part its process for developing a Regional Plan. This activity will be completed by the end of calendar year 2003. These priorities will be based, in part, on current priorities which are consistent with IDEM's priorities. When the new priorities are final they can be included in this section.

ARCHIVED June 29, 2005

4. Roles of IDEM and US EPA Region 5 under this Agreement

At its core, this agreement defines the roles that both IDEM and US EPA Region 5 will play in protecting the environment and public health in the state of Indiana and maximizing efficient use of each agency's limited resources.

IDEM and US EPA Region 5 recognize the primary role of IDEM in administering federal environmental programs delegated to the state under federal law and in carrying out state programs prescribed under state law. Beyond this, US EPA Region 5 recognizes the commitment of IDEM to using all of its authorities to protect the environment and health of the citizens of Indiana. The federal role played by US EPA Region 5 in assisting the state includes: addressing multi-state or national issues directly; implementing programs not delegated to IDEM; and working on targeted sectors, watersheds, airsheds, or regions in conjunction with IDEM.

Several activities are common to both IDEM and US EPA Region 5, such as permitting, compliance, enforcement, monitoring, and outreach. Permitting is perhaps IDEM's most visible activity. Federal and state statutes require businesses and communities to obtain permits to ensure protection of human health and the environment. Permits are one means of controlling environmental impacts. They promote monitoring and the collection of invaluable data. Ensuring compliance with permit or statutory requirements remains a high priority with both agencies. We employ an integrated set of compliance assistance, compliance monitoring and enforcement tools to encourage and ensure compliance with the law, correct environmental problems and deter future violations. US EPA's research and both agencies' environmental monitoring efforts are the foundation for many of our activities and are essential for improving services and strengthening our ability to carry out mandates. In summary, both agencies agree to the following basic partnership roles:

IDEM

- Delegated federal programs administration
- Permit review and issuance
- Enforcement/facility inspections
- Compliance assistance
- Public outreach and education
- State environmental programs administration
- Customer service
- Technical assistance

US EPA Region 5

- Permit peer review for delegated programs
- Permit issuance for non-delegated programs
- Enforcement/facility inspections
- Compliance assistance
- Public outreach and education
- Ensure national consistency
- Address interstate issues

- Technical assistance to IDEM
- Review of federal programs delegated to state

The federal government has a fundamental responsibility arising from several acts of Congress to ensure the integrity of the nation's environment and the health of its diverse citizenry. Since pollution does not respect political boundaries, US EPA must ensure that a consistent, level playing field exists across the nation. US EPA Region 5 provides leadership in addressing environmental problems that cross state, regional and national borders. Region 5 works with its many partners--other federal agencies, states, tribes, and local communities--to address high priority environmental problems. Region 5 also reviews state program performance and assists states and other partners in building their capacity to ensure protection of public health and the environment. Region 5 will continue to provide Indiana with funding for its base programs and specific projects which will achieve environmental results consistent with Region 5 and IDEM priorities set forth in this agreement and will evaluate Indiana's programs to ensure fiscal integrity. The Region will continue to build state capacity for undelegated programs with a goal of delegating those programs to the state in the near future.

This agreement is based on the commitments made by IDEM when federal programs were delegated to the agency. IDEM recommits to carry out the provision of those delegation/authorization agreements. This agreement serves as a guide to implementation, but does not supersede any existing federal statute, regulation, cooperative program agreements or other agreements in support of program delegations. US EPA Region 5 and IDEM RCRA compliance assistance staff will meet annually to exchange information about the compliance assistance tools each has developed to assist the RCRA regulated community.

5. Measuring Environmental Results

Under the NEPPS, state and federal program managers are directed to focus more on "improving environmental results." To achieve this new focus, the NEPPS calls for setting environmental goals and using environmental performance measures (i.e. indicators) to keep better track of our progress.

Both IDEM and US EPA Region 5 have experience working with characterization of environmental conditions. IDEM has historically collected ambient environmental quality data and reported its findings. However, we must improve linkages between actual environmental conditions and program performance, so that we can better assess our effectiveness over time. NEPPS should also help us to apply our resources where they will do the most good.

IDEM uses indicators as the tools to assess progress toward achieving the goals and objectives set throughout this agreement. US EPA Region 5 has encouraged states to adopt oriented performance measures to track environmental conditions and trends, business environmental performance, and program performance.

IDEM developed indicators for the first time for the Fiscal Year 1997 EnPPA. Since then, the department has worked to refine its indicators. That process involved scientific and regulatory review by IDEM staff, active participation in national discussions regarding EPA core performance measures, as well as stakeholder review of the proposed indicators.

6. Relationship of Agreement to Grants

A performance partnership grant (PPG) is a single grant made to a state that combines funds which would otherwise be available through the individual categorical grants. The PPG is designed to provide maximum administrative and programmatic flexibility to states, allowing the combination of up to sixteen eligible categorical grants. The EnPPA replaces the categorical work plans for the grants that IDEM has combined.

The PPG and the EnPPA together are the primary tools for implementing the new management perspective leading to differential oversight of US EPA programs. This new perspective provides an incentive for state programs to perform well, rewarding strong state programs and freeing up federal resources for high priority environmental problems.

The benefits of combining the categorical grants into the PPG are:

- flexibility in addressing environmental priorities (both in terms of the types of activities and the level of resources),
- cost savings in addressing priorities through multi-media approaches,
- allowing the public to see the goals, objectives and resources (tax dollars) and how they are used; and
- reducing administrative efforts.

IDEM reporting requirements for the PPG will include financial and programmatic elements. The financial reporting will be completed annually with the submittal of a financial status report (FSR). Programmatic reporting will be fulfilled with the submittal of notes and materials from quarterly partnership meetings/calls and the Midterm Partnership Meeting as described in Section 4.

7. Quality Assurance (QA) and Quality Management Plan (QMP)

For the State FY 2003-2005 EnPPA agreement, IDEM is operating under the IDEM Quality Management Plan (QMP) which was signed and approved by EPA and became effective on August 10, 2001.

The QMP, which documents IDEM's Quality System (quality assurance policies and procedures), is consistent with the EPA QA/R-2 document entitled, EPA Requirements for Quality Management Plans, and the ANSI/ASQC E-4-1994, Specification and Guidelines for Environmental Data Collection and Environmental Technology Programs, developed by the American National Standards Institute and the American Society for Quality. The goals of the Agency-wide Quality System are to ensure that environmental programs and decisions are supported by data of the type and quality needed and expected for their intended use.

IDEM hired an Agency-wide Quality Assurance Manager (IDEM QA Manager) in mid-February 2001, who was initially responsible for coordinating the final development of the written Quality Management Plan. During the 2003-2005 EnPPA cycle, the IDEM QA Manager will be responsible for coordinating the implementation and assessment phases of IDEM's Quality System as described in the QMP.

The IDEM QA Manager will continue to scheduling meetings with the Quality Assurance Team (comprised of Program contacts that helped with the production of the QMP document), Senior Managers, and other Program Quality Assurance/Quality Control (QA/QC) staff to continue developing the policies and procedures required to implement and assess IDEM's Quality System. These policies and procedures will be developed for implementation by 6/30/04; and the adequacy of the Quality System and QMP will be assessed at least annually with 6/30/04, and 6/30/05, as the assessment target dates within the 2003-2005 EnPPA cycle.

8. Data Management

Both IDEM and Region 5 previously identified managing for environmental results as a priority for future development. An integral part of this philosophy is the collection and use of environmental data. EPA maintains a number of national databases to consolidate environmental data collected by the states. IDEM currently supplies data to many of EPA's national databases.

Traditionally, EPA and IDEM established commitments to provide data at the programmatic level. Within this agreement, IDEM makes an agency-wide commitment to continue providing data to the appropriate and applicable EPA national databases. The data shall be provided and entered under the established quality-assurance and quality-control parameters for each database.

IDEM's agency-wide data-support commitment applies only to those national databases that IDEM has agreed to support on or before 7/1/03. Subsequent substantive changes to quality-assurance plans or additional database commitments should be negotiated between IDEM and Region 5. The results of these negotiations should then be included in this agreement through the established amendment process.

Section

2

State / Federal Relationship

The Indiana Department of Environmental Management (IDEM) and the U.S. Environmental Protection Agency, Region 5 (EPA) share a commitment to preserving and improving Indiana's environment. Implementing a compliance assurance and enforcement program with the goal of achieving and maintaining compliance with environmental requirements by all regulated entities is a major part of this shared commitment. To guide us in this shared responsibility, EPA and IDEM agree on the following principles:

- To manage for the environmental results that support agency goals;
- To encourage and maintain compliance through the most effective and appropriate application of the full spectrum of compliance assurance/assistance and enforcement tools;
- To use our respective resources and abilities as efficiently as possible;
- To institute joint, advance planning for the most effective coordination on priority setting and work sharing arrangements;
- To engage in advance, ongoing, consultation on enforcement and compliance assurance activities to discuss initiatives, implementation efforts, and reviewing the status of both filed cases and cases being developed; and
- To conduct periodic meetings to discuss data and other available information on compliance rates, compliance trends, and causes of non-compliance to use as a basis for developing strategies to address areas of concern, including compliance problems in particular programs.

Under this EnPPA, EPA and IDEM retain their respective authorities and responsibilities to conduct enforcement and compliance activities. While specific compliance and enforcement activities to be accomplished during the term of this agreement are included in the other sections of this agreement, a summary of IDEM and EPA roles in compliance and enforcement is presented here. Both agencies recognize the need for timely and open communication to identify and coordinate responsibilities, work activities and opportunities for joint actions.

9. Principles of IDEM / EPA Compliance Enforcement Relationship

State Role

Under federal programs for which EPA has authorized, delegated, or approved analogous State programs, IDEM will continue to assume the lead role in compliance assurance and enforcement, including compliance monitoring and compliance assistance. IDEM will be responsible for identifying and resolving in a timely and appropriate manner significant violations that it has detected. EPA will continue to provide compliance assurance and enforcement, including compliance monitoring and compliance assistance, for those federal programs, or portions thereof, which EPA cannot, or has not, authorized, delegated, or approved the State of Indiana. In addition, IDEM will coordinate with Indiana's local air pollution agencies to ensure partnerships in keeping with these principles at the local level. Multi-media compliance and enforcement activities will be coordinated through IDEM's Office of Enforcement. Multi-media compliance assistance activities will be coordinated through IDEM's Office of Pollution Prevention and Technical Assistance. The individual program offices will continue to coordinate single-media compliance activities with their media counterparts at EPA, while single-media enforcement activities will be coordinated through IDEM's Office of Enforcement.

Federal Role

As an environmental steward for the nation, EPA will work to ensure that national standards for the protection of human health and the environment are implemented, monitored and enforced consistently in all states. EPA fulfills this role by implementing a federal enforcement program and by providing assistance to state programs. Therefore, in addition to taking federal enforcement actions, EPA may agree with IDEM to assist IDEM by conducting inspections and providing compliance and technical assistance to the state and its regulated entities. Specific federal responsibilities in the State of Indiana may include:

- Work on national priorities (e.g., multi-media inspections, wet weather discharges, and Office of Enforcement and Compliance Assurance (OECA) priorities);
- Work on Region 5 priorities, including enforcement and compliance assurance in EPA's Principal Places. This joint approach may be used to accomplish the following: reduce toxics, especially mercury; slow urban sprawl, especially by promoting brownfields redevelopment; clean up sediments; protect and restore critical ecosystems; improve surface and drinking water quality; focus on Northwest Indiana; and protect people at risk, especially children and environmental justice communities;
- Ensure timely and appropriate enforcement in federal programs for which Indiana is approved, delegated, or authorized by EPA. Take actions where the State fails to do so, or refers to EPA;
- Assure maintenance of a level playing field and national consistency across state boundaries (e.g., companies with significant company-wide non-compliance in several states);
- Address pollution which may cross state or U.S. borders (i.e., watershed, airsheds, or other geographic units);
- Address criminal violations of federal law;
- Conduct multi-media inspections and enforcement at federal facilities;
- Take enforcement actions in non-delegated, partially-delegated, or non-delegable programs;
- Take enforcement actions to assure compliance with federal consent decrees, consent agreements, federal interagency agreements, judgments and orders. EPA will coordinate

activities and responsibilities with IDEM as set out below in “Joint Planning / Worksharing.”

9.4. Joint Planning / Worksharing

EPA and IDEM will share the responsibility for maximizing environmental compliance in Indiana. To that end, we agree to conduct advance, joint planning each year; to allocate the work to be done; and to assess our joint performance periodically. To facilitate joint planning, the two agencies will form a Joint Planning Team. The team will involve representatives of each program office, and IDEM's Office of Enforcement, and will focus on effective completion of both multi-media and single-media work.

The goal of this activity is to promote greater joint work planning between EPA and IDEM to achieve more efficient identification of enforcement and compliance priorities, deployment of resources, higher levels of coordination, and greater compliance. On a regular basis, senior EPA and IDEM management will discuss enforcement and compliance assurance/assistance program directions, initiatives, and tradeoffs as well as specific enforcement and compliance concerns. Specifically, EPA and IDEM will work jointly to develop priorities taking into consideration national program priorities, regional priorities, and state priorities for enforcement and compliance assurance. EPA and IDEM will develop an appropriate work share arrangement to address identified priorities in federally authorized programs and to allow coordination of activities and sharing of results.

In order to institutionalize this coordination effort, the following planning process will be implemented:

There will be an annual kickoff meeting of compliance/enforcement managers from all media sections of both IDEM and EPA. This meeting should be a two-part meeting, one part multi-media and one part for the individual media to break out.

Both parts should address the following agenda items:

- recommit to the objectives of joint planning and managing for environmental results;
- explore the most effective application of the full spectrum of compliance tools;
- share draft priorities and ideas for compliance initiatives;
- identify areas of conflict or inconsistency and work toward resolution;
- agree on joint and separate roles and responsibilities;
- share successes and address challenges identified in self-assessments.

Subsequent monthly or quarterly meetings of individual media compliance and enforcement managers and multi-media meetings as needed to:

- share progress/outcomes of initiatives;
- continue work toward resolution of conflicts/challenges;
- discussion of multi-media strategies and shared work coordinated with IDEM's Office of Enforcement;
- ensure IDEM input into EPA MOA negotiations between US EPA Region 5 and Headquarters.

9.5. Consultation on Enforcement and Compliance Assurance Activities

Ongoing communication and consultation between EPA and IDEM is critical for a smooth working relationship. Specifically, it will enable discussion of initiatives, implementation efforts, and the status of projects/cases.

Therefore, we agree on the following steps that will promote a climate that encourages compliance and enforcement personnel from EPA and IDEM to work together.

- Periodic media-specific meetings and conference calls to review the pipeline of activities and current issues (one example is to have monthly conference calls and quarterly meetings). Discussions at these sessions should include progress on the pipeline of work being shared, and current issues/problems;
- Immediate communication with management on significant changes in scheduled activities or priorities;
- Identification of contacts for individual multi-media activities;
- Institutionalization of a meaningful inter-agency communications policy which includes advance (i.e. before a decision to act is made) consultation and cooperation between IDEM and EPA as part of the decision making process for initiation of: inspections and other compliance assurance activities or any enforcement action (or addition of any source to the High Priority Violation [HPV] or Significant Non-Compliance [SNC] lists);
- Ongoing communication during the pendency of all EPA enforcement cases where violations have taken place in Indiana to enable EPA and IDEM to coordinate injunctive relief and tailor supplemental environmental projects.
- There may be emergency situations or criminal matters that require EPA to take immediate action (e.g., seeking a temporary restraining order); in those circumstances, EPA will consult with IDEM as quickly as possible following initiation of the action.

Note: EPA and IDEM recognize the need to maintain adequate security for all information related to any compliance or enforcement activities contemplated by either agency. Therefore, EPA and IDEM agree not to share any information concerning such contemplated activities with any person or entity outside of the two agencies without a joint agreement to share that information. EPA and IDEM agree that all staff must be aware of this requirement of confidentiality.

9.6. Striving For Program Evaluation through Self-Audits and Assessment

EPA and IDEM recognize the importance of self assessments in the National Environmental Performance Partnership System and EPA's ongoing responsibility of maintaining a consistent national program across Region 5. IDEM and EPA share the view that excessive oversight of individual activities can lead to duplication of environmental protection resources. We recognize that changes in oversight techniques will be based in part on the success of the work sharing by EPA and IDEM, and on IDEM's preparedness to determine compliance effectively and take appropriate enforcement action. EPA's evaluation of IDEM's preparedness should also include a qualitative aspect, based on a mutual trust that EPA and IDEM are both committed to effectively implementing this Environmental Performance Partnership Agreement. To that end, IDEM and EPA program offices will work toward developing an understanding regarding IDEM's compliance and enforcement strategies. The self assessment process will include the following components:

- As part of the national dialogue between EPA and the States regarding Core Performance Measures, additional Accountability Measures have been identified for compliance and enforcement;

- IDEM agrees to continue entering compliance and enforcement activity data into the national data systems;
- IDEM will work toward improving its data systems in order to provide additional enforcement results information in the future. EPA will work toward focusing on whole program environmental performance, taking into account not only the number of activities conducted, but also the results of those activities, as additional results information becomes available.

9.7. Performance Measurement and Oversight

Accountability measures are to be used to review patterns and trends in noncompliance and to analyze program outcomes and outputs. IDEM agrees to continue to provide facility-specific compliance and enforcement information to the automated data systems which will provide the basis for the FY 2003/2004 accountability measures.

IDEM is working toward improving its data systems in order to provide additional enforcement results information in the future. US EPA Region 5 will work toward focusing on whole program environmental performance, taking into account not only the number of activities conducted, but also the results of those activities, as the additional results information becomes available.

US EPA Region 5 will also employ two new performance measures; the NPDES "Watch list" and a twice yearly "management report". These new measures are designed to gauge state performance in carrying out activities relating to the NPDES program.

Both agencies agree to perform self-assessments in accordance with the Review and Assessment section of this agreement to evaluate our progress and identify challenges. The compliance and enforcement portions of those self-assessments will be discussed during the joint planning meetings. US EPA Region 5 will use differential oversight and a range of responses to assess IDEM performance, moving toward the goal of increasing its use of periodic "system level" reviews and reducing "real time" reviews of individual actions.

10. Improved Data and Information Sharing

Improved data quality, data integration and information sharing will enable US EPA Region 5 and IDEM to better manage environmental programs and achieve the results we have targeted in this agreement. Specific activities we will pursue during this agreement period are detailed under the Agency-Wide Priority of Communicating with Communities. We agree that these activities should:

- Support the development of indicators and core performance measures and assess the trends they show.
- Improve our ability to assess the multiple environmental impacts of entire facilities that may contribute to Indiana's environmental problems.
- Improve our spatial ability to analyze environmental conditions and identify pollution sources that might have an impact on human health, ecosystems or economic development.
- Improve our staff's ability to access data that will aid in decision-making.
- Improve data analysis and sharing across programs.
- Improve electronic communications and linkages that will enhance our partnership to protect Indiana's environment.
- Improve processes to streamline environmental reporting for the regulated community, and evaluate and streamline current state reporting requirements for US EPA program databases.
- Improve public access to information about environmental conditions, facility compliance records, and agency activities.
- Continue to submit timely and accurate data into existing regional/national databases.

11. Environmental Justice

The Indiana Department of Environmental Management is committed to protecting and preserving the quality of Indiana's air, water and land for all our citizens in an equitable and effective manner. An important part of that commitment is ensuring that all communities are included in a meaningful way in any environmental decision making that directly or indirectly affects them.

The concept of environmental justice includes the fair treatment and meaningful involvement of all people in the implementation of environmental decision making pursuant to all federal and state environmental statutes and rules. In addition, Title VI of the Civil Rights Act of 1964 reinforces environmental justice in that it contains non-discrimination requirements that must be followed by all recipients of federal funding.

Therefore the Indiana Department of Environmental Management intends to address both of our obligations under Title VI of the Civil Rights Act as well as our responsibility to ensure that all people in our state are included in making decisions that affect their environment by implementing an environmental justice strategy. To achieve the Department's environmental justice goals, the strategies pursued as a result of this planning process will be ongoing and sustainable, will be developed in partnership with the communities affected by environmental justice issues, and will involve the institutionalization of processes and policies to reduce the disparate impact of environmental burden on people of color and low income status.

Key Implementation Principles

1. Awareness and Sensitivity: The department will ensure that all staff involved in environmental decision making are sensitive to the nature of and the cumulative environmental burden on the population affected by those decisions.
2. Public Participation: The Department will continue to improve its efforts to put into place effective means for soliciting meaningful public input on environmental decision making.
3. Inclusiveness: The Department will include all interested parties in the process of fashioning an environmental justice strategy.
4. Proactivity: The Department will actively pursue resolutions to environmental justice disputes or arranging for the facilitation of those disputes between all of the interested parties.
5. Sustainability: The environmental justice strategy devised in partnership by the Department and other stakeholders will include the means for ongoing sustainability of programs implemented pursuant to the strategy as well as systemic evaluation measures.

Implementation Steps

The Department has:

- Established the Indiana Environmental Justice Advisory Committee comprised of representatives from neighborhood organizations, builders, attorneys, state and local governments, environmentalists, cities and towns to assist the agency in the implementation of its strategic plan.
- Identified geographical areas of environmental justice concern.
- Provided an environmental justice coordinator to serve as a point of contact/clearinghouse within the Department to provide a communication channel between affected communities, industries, and all levels of government.

- Committed to the performance of milestones to integrate the Environmental Justice Strategic Plan throughout all of the Department's environmental programs.

Future Implementation Steps

During the upcoming months the Department will:

- Conduct workshops throughout the state to educate communities about environmental justice issues and their role as participants in environmental decision making.
- Developed plans to institutionalize within the Department's procedures, additional or more appropriate public process for rule makings, facility sittings or economic development incentive packages that affect environmental justice focus areas.
- Conduct internal training of Department staff on environmental justice issues and processes with the goal of integration of those concepts into its day-to-day work.
- Developed plans to periodically evaluate the effectiveness of the Environmental Justice Strategic Plan and the Department's implementation of the Plan.
- Before environmental decisions are made, actively facilitate the resolution of environmental justice disputes between communities and industries during the up-front sitting process for new and expanded facilities.
- Institutionalize within the Department's procedures, additional or more appropriate public processes for rule making, facility sittings, or economic development incentive packages that affect impacted communities.

Section
3IDEM's Public Involvement
Activities

IDEM pursued the involvement of citizens, groups, and other government entities as it developed this agreement. IDEM offices conducted meetings with stakeholders to discuss goal development. These meetings included the regularly scheduled meetings of our agency's policy setting boards, such as the Air Pollution Control Board and the Clean Manufacturing Technology and Safe Materials Board. They also included meetings with other groups formed to deal with a more specific issue or program, such as the Partners for Pollution Prevention. Many managers and staff spent a significant amount of time discussing goals, objectives and indicators with stakeholders.

IDEM senior managers also made presentations to community groups, business seminars and other forums to offer a variety of customers an opportunity to participate in the development of Agency-Wide and Office Priorities. These presentations were well received and will continue.

Draft copies of this Agreement were distributed to interested stakeholders and placed on IDEM's web site for public comment.

IDEM will continue to work to improve our public outreach and involvement efforts. IDEM managers will continue to describe the impact of the agreement for their audiences, and encourage businesses and local communities to work toward statewide goals and objectives. We will continue to update board members on progress toward goals in this agreement and the development of the next one. We will continue to increase the partnership between IDEM and US EPA Region 5 in communicating with and listening to the citizens of Indiana.

Section

4

Review/Assessment Process

The review and assessment process for this agreement and the performance partnership grant will provide a forum for meaningful, face-to-face communication between IDEM and US EPA Region 5. The process will:

- Measure and analyze the environmental and programmatic results;
- Recognize and reward success in achieving environmental results;
- Identify emerging issues, environmental trends and areas and strategies for improvement;
- Provide flexibility in both form and substance, as warranted by program performance;
- Seek to eliminate duplicative or unnecessary efforts and reporting;
- Provide an accountability mechanism for evaluating and maintaining national consistency, while allowing for differences among individual state programs;
- Respond with appropriate solutions, which may include redirecting goals and resources; obtaining federal assistance; or increasing federal oversight and involvement in the management of delegated programs; and
- Encourage IDEM to find innovative program implementation alternatives, as long as the desired result is achieved.

The success of this agreement relies on clear, constructive communication and the commitment of IDEM and US EPA Region 5 to work together to solve problems and improve the programs. If any differences on specific issues or problems arise, IDEM and US EPA Region 5 will move quickly to resolve them at the staff level or elevate the issue through the dispute resolution process described in Section 5: Dispute Resolution Process and Appendix B: Dispute Resolution Model.

To facilitate frequent and open communication we will:

1. Hold Conference Calls Quarterly: In order to share ideas, progress and plan program activities, conference calls will be held quarterly for each program. By 9/15/03, IDEM and US EPA Region 5 will identify the managers responsible for convening the calls and developing the agendas. Both IDEM and US EPA Region 5 may contribute topics for the agenda. Less formal ongoing communication during the agreement period is encouraged.

2. Hold Partnership Meetings Annually: IDEM and US EPA Region 5 will meet annually to assess progress on the Environmental Performance Partnership Agreement. IDEM will conduct self-assessments once per year and will provide EPA with update on all projects and performance measures. IDEM and US EPA Region 5 will work together to set the agenda and exchange appropriate materials for discussion, including areas for improvement, successes in implementation, progress toward the goals, objectives and outcomes in the agreement, review of core performance measures and other issues that will impact the agreement (i.e., new legislation or policies). After the meeting, notes will be prepared and distributed which highlight the issues discussed, including the next steps and any proposed amendments to this agreement. Meeting notes and materials will serve as documentation of progress under the agreement. Participants will include staff and managers responsible for achieving the objectives under the

environmental/strategic goals. The meetings will include exit briefings for IDEM assistant commissioners or deputy commissioners, if requested.

3. Review State-Federal Relationship Quarterly: Each quarter during the agreement period, a conference call will be held between the senior IDEM manager and senior US EPA Region 5 manager responsible for monitoring and implementing the EnPPA in each agency. This conference call will serve as a checkpoint for elevating state-federal relationship issues, celebrating successes, identifying barriers, and reaffirming the agreement's validity for both agencies.

4. Hold Midterm Partnership Meeting: Senior staff from IDEM and US EPA Region 5 will hold a Partnership Meeting in October 2004.

This Midterm Partnership meeting will:

- assess IDEM and US EPA Region 5's performance against the objectives, indicators and core performance measures in this agreement;
- analyze current program strengths and areas for improvement;
- identify emerging issues and environmental trends; and
- suggest any specific actions, approaches or suggestions for IDEM and US EPA Region 5 to improve progress under the next agreement.

5. Self-assessment: IDEM and EPA Region 5 will provide a written self-assessment by 9/30/04 and 9/30/05.

Amendments

During the agreement period, it may be necessary to amend the agreement to respond to legislative mandates, emerging issues, new priorities or other unforeseen issues. IDEM's Office of Planning and Assessment will submit proposed amendments to US EPA Region 5 as needed, but no more often than once each quarter. The Office of the Regional Administrator will be responsible for coordinating US EPA Region 5's review and approval of those amendments.

Other Reporting Relationships

During the agreement period, IDEM will provide information and reports to specific US EPA Region 5 program areas as outlined in annual guidance. The drinking water annual program guidance or Annual Resource Deployment Plan (ARDP) end of year report is due to Region 5 each January 1st. US EPA Region 5 will conduct an annual evaluation of IDEM program performance pursuant to grant regulations and guidance. IDEM will continue to operate a US EPA Region 5 quality assurance program and submit timely and accurate data into existing regional/national databases.

The following tables show the relationships between the calendar year, the federal fiscal year, the state fiscal year and the time frames for the conference calls, partnership meetings, self-assessments and in "Indiana's Annual State of the Environment Report", which have been described above:

Fiscal Years

Calendar Year	Federal Fiscal Year	State Fiscal Year
July - September, 2001	FFY 2003	SFY 2004
October - December, 2001	FFY 2004	
January - March, 2002		
April- June, 2002		
July- September, 2002		FFY 2005
October – December, 2002		

January – March, 2003		SFY 2006
April- June 2003		
July – September, 2003		

Table 1: Fiscal Years

Time Frames

Calendar Year	Conference Calls	Partnership Meetings	Self Assessment	Indiana's Annual State of the Environment Report
July – September, 2003				
October – December, 2003			*	
January - March, 2004	X			
April - June, 2004		X		
July - September, 2004	X		**	X
October - December, 2004				
January - March, 2005	X			
April- June 2005		X		
July - September, 2005			***	X

Table 2: Time Frames

* Final Self-Assessments for 2001-2003 Environmental Performance Partnership Agreement

** Mid-Term Self-Assessment for 2003-2005 Environmental Performance Partnership Agreement

*** Final Self-Assessments for 2003-2005 Environmental Performance Partnership Agreement

Section

5

Dispute Resolution Process

IDEM and US EPA Region 5 will use the following agreed-upon dispute resolution process to handle the conflicts that may arise as we implement our environmental programs. We will treat the resolution process as an opportunity to improve our joint efforts and not as an indication of failure. For the purpose of this agreement, the following definitions will apply.

Dispute - any disagreement over an issue that prevents a matter from going forward.

Resolution process - a process whereby the parties move from disagreement to agreement over an issue.

ARCHIVED June 29, 2005

12. Informal Dispute Resolution Guiding Principles

IDEM and US EPA Region 5 will ensure those programs:

- Recognize conflict as a normal part of the state/federal relationship.
- Approach disagreement as a mutual problem requiring efforts from both agencies to resolve.
- Approach the discussion as an opportunity to improve decision-making through joint efforts.
- Aim for resolution at the staff level, while keeping management informed.
- Seriously consider all issues raised, but address them in a prioritized manner to ensure that sufficient time is allocated to the most significant issues.
- Promptly disclose underlying assumptions, frames of reference and other driving forces.
- Clearly differentiate positions and check understanding of content and process with all appropriate or affected parties to ensure acceptance by all stakeholders.
- Document discussions to minimize future misunderstandings.
- Pay attention to time frames and/or deadlines and escalate quickly when necessary.

13. Formal Conflict Resolution

There are several formalized programmatic conflict resolution procedures that need to be invoked if the informal route has failed to resolve all issues. 40 CFR 31.70 outlines the formal grant dispute procedures. There is also a national pollutant discharge elimination system (NPDES) conflict resolution procedure. In addition, the Superfund program sponsors an alternate dispute resolution contract that provides neutral third parties to facilitate conflict resolution for projects accepted into the program. These are all time consuming and should be reserved for the most contentious issues. For less contentious matters, we will use the following procedures:

1. Principle: All disputes should be resolved at the front line or staff level.
2. Time frame: Generally, disputes should be resolved as quickly as possible but within two weeks of their arising at the staff level. If unresolved at the end of two weeks, the issue should be raised to the next level of each organization.
3. Escalation: When there is no resolution and the two weeks have passed, there should be comparable escalation in each organization, accompanied by a statement of the issue and a one-page issue paper. A conference call between the parties should be held as soon as possible. Disputes that need to be raised to a higher level should again be raised in comparable fashion in each organization.

See Dispute Resolution Model in Appendix B.

Section 6 Conclusion

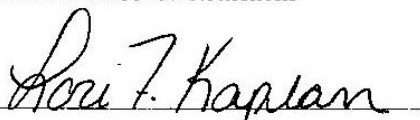
The 2003-2005 Environmental Performance Partnership Agreement was developed to guide and frame our course, to provide common goals and opportunities for collaborative efforts, and to promote the most effective allocation of resources. This agreement will help us foster a stronger working relationship and strengthen our ability to address and resolve the complex environmental challenges now facing us. Ultimately, this shared vision will help us reach our long-term goal of a healthier, cleaner environment.

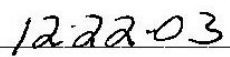
ARCHIVED June 29, 2009

Section 7 Agreement


This agreement is hereby entered into on this day of 7/1/03 and remains in effect until 6/30/05, unless amended by mutual consent.

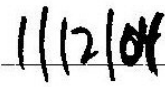
For the State of Indiana:


Lori F. Kaplan
Commissioner
Indiana Department of Environmental Management


Date

For the U.S. Environmental Protection Agency:


Thomas V. Skinner
Regional Administrator
Region 5, United States Environmental Protection Agency


Date

AK

Appendix

A

IDEM / EPA Region 5 Org.
Charts

Organizational Charts are available at:

Indiana Department of Environmental Management:

<http://www.in.gov/idem/about/orgchart.html>

EPA Region 5:

<http://www.epa.gov/region5/orgchart.htm>

ARCHIVED June 29, 2005

Appendix

B Dispute Resolution Model

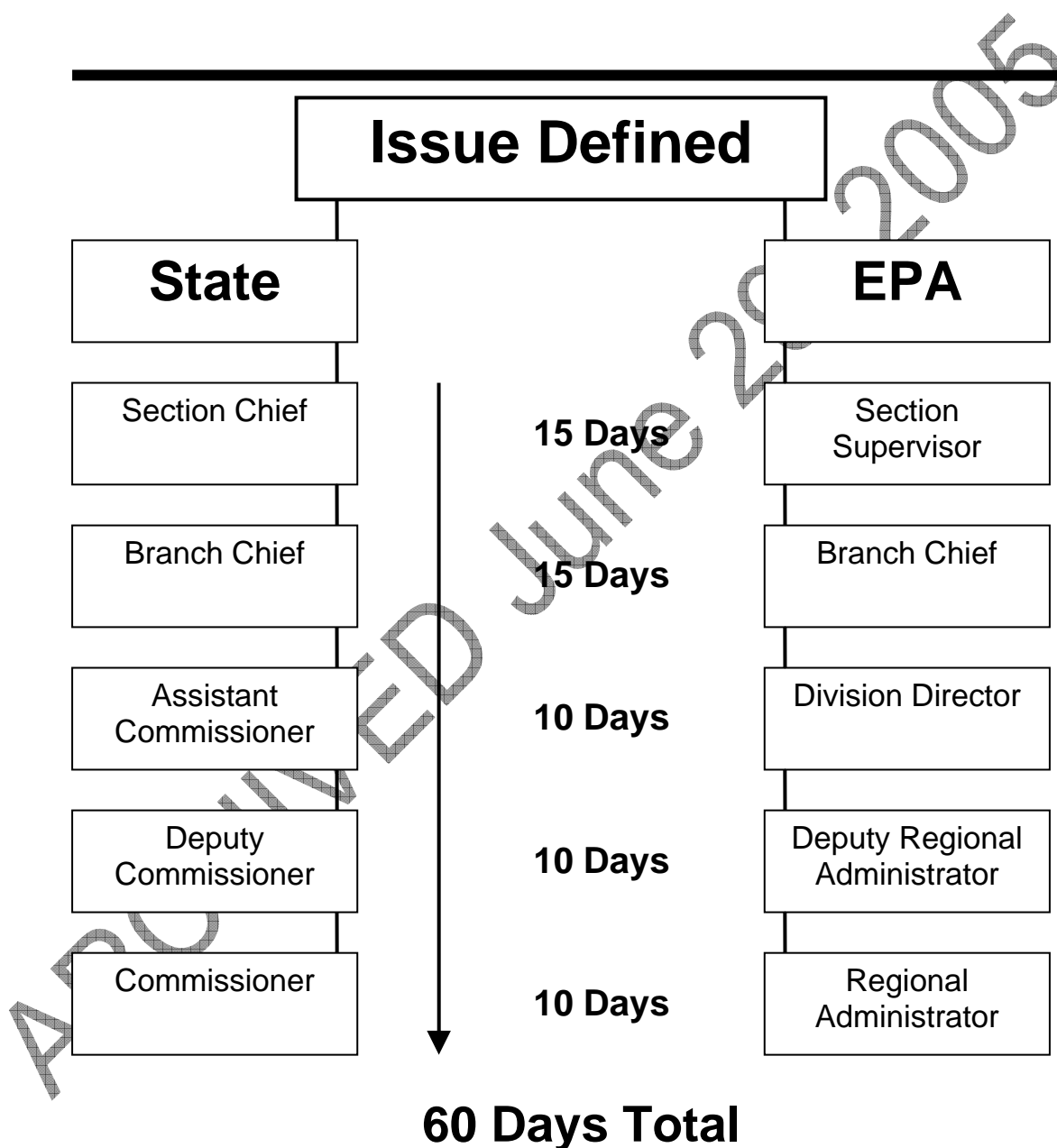


Figure 1: Dispute Resolution Model

Appendix

C Acronym List

AA	Administrative Assistant
AEL	Active Exceptions List
AG	Attorney General
AHERA	Asbestos Hazard Emergency Response Act
AIRS	Aerometric Information Retrieval System
AL	Action Level
ANSI	American National Standards Institute
APTI	Air Pollution Training Institute
ARB	Air Resources Board (Grissom)
ASQC	American Society for Quality Control
AWMA	Air and Waste Management Association
BAA	Broad Agency Announcement
C/E	Compliance and Enforcement
CA	Corrective Action
CAATS	Computer Assisted Approval and Tracking System
CAM	Compliance Assurance Monitoring
CAP	Corrective Action Plan, Community Assistance Program, or Compliance Advisory Panel
CD	Compact Disk
CE	Compliance and Enforcement
CEI	Compliance Evaluation Inspection
CEMS	Compliance/Enforcement Management System, Continuous Emissions Monitoring Systems
CERCLA	Comprehensive Environmental Response, Compensation and Liability Act (1980)
CERCLIS	Comprehensive Environmental Response, Compensation and Liability Information System
CFR	Code of Federal Regulations
CITES	Central Indiana Technical and Environmental Societies
CMTB	Clean Manufacturing Technology Board
CMTI	Clean Manufacturing Technology and Safe Materials Institute
COMS	Continuous Emissions Monitoring Systems
COP	Current Operating Procedure
CPM	Core Performance Measure
CSO	Combined Sewer Overflow
Compliance and Technical Assistance Program (CTAP)	Compliance and Technical Assistance Program (IDEM)
DC	District of Columbia
DNR	Indiana Department of Natural Resources
DOD	U.S. Department of Defense
DWB	Drinking Water Branch (IDEM)
DWSRF	Drinking Water State Revolving Fund
EMI	Environmental Management Institute
EMPACT	Environmental Monitoring for Public Access and Community Tracking
EMS	Emergency Response System, Environmental Management System
EnPPA	Environmental Performance Partnership Agreement
EPA	U.S. Environmental Protection Agency
EQSC	Environmental Quality Service Council
ERAG	Ecological Risk Assessment Guidance
ESRI	Environmental Systems Research Institute

FCA	Fish Consumption Advisory	
FESOP	Federally Enforceable State Operating Permit	
FFY	Federal Fiscal Year	
FSR	Financial Status Report	
FY	Fiscal Year	
GIS	Geographic Information System	
GLPPR	Great Lakes Pollution Prevention Roundtable	
GPRA	Government Performance and Results Act	
GPS	Global Positioning System	
HAP	Hazardous Air Pollutants	
HD	Health Department	
HDDS	Heavy Duty Diesel Settlement	
HHW	Household Hazardous Waste	
HPV	High Priority Violation	
HR	Human Resources	
HRS	Hazard Ranking System	
I & M	Vehicle Inspection and Maintenance	
I/M	Inspection/Maintenance	
IC	Indiana Code	
IDEM	Indiana Department of Environmental Management	
IEHA	Indiana Environmental Health Association	
IEI	Indiana Environmental Institute	
IFES	Indiana Forum Environmental Safety	
IIOA	Indiana Industrial Operators Association	
IKE	Improving Kids' Environment	
IMA	Indiana Manufacturers' Association	
IN	Indiana	
IOC	Inorganic Chemicals	
IPM	Integrated Pest Management	
ISM	Indiana Scoring Model	
ISO	International Standard Organization	
I-STEPS	Indiana State Emissions Processing System	
IT	Information Technology	
LADCO	Lake Michigan Air Directors Consortium	
LEAP	Learning and Environmental Awareness Partnership	
LEPC	Local Emergency Planning Committee	
LQG	Large Quantity Generator	
LSA	Legislative Services Agency	
Leaking Underground Storage Tank (LUST)		Leaking Underground Storage Tank
(UST)		
MACS	Media and Communications Services (IDEM)	
MACT	Maximum Achievable Control Technologies	
MCL	Maximum Contaminant Level	
METS	Multimedia Enforcement Tracking System	
MM	Multimedia	
MOA	Memorandum of Agreement	
MOS	Measure of Success	
MOU	Memorandum of Understanding	
N/A	Not Applicable	
NAAQS	National Ambient Air Quality Standards	
NEPPS	National Environmental Performance Partnership System	
NESHAP	National Emissions Standards for Hazardous Air Pollutants	
NIRPC	Northwest Indiana Regional Plan Commission	
NOx	Nitrogen Oxides	
NPD	Nonrule Policy Document	
National Pollutant Discharge Elimination System (NPDES)		National Pollution

Discharge Elimination System	
NPL	National Priorities List
NPPR	National Pollution Prevention Roundtable
NPS	Nonpoint Source
NRC	National Recycling Coalition
NW	Northwest
O&M	Operations and Maintenance
OAQ	Office of Air Quality (IDEM)
OBDII	On-Board Diagnostic Testing
OE	Office of Enforcement (IDEM)
OECA	Office of Enforcement and Compliance Assurance
OLC	Office of Legal Council (IDEM)
OLQ	Office of Land Quality (IDEM)
OMBA	Office of Management, Budget and Administration (IDEM)
OPA	Oil Pollution Act
OPPTA	Office of Pollution Prevention and Technical Assistance (IDEM)
OSHA	Occupational Safety and Health Administration
OVC	Office of Voluntary Compliance (IDEM)
OWQ	Office of Water Quality (IDEM)
P2	Pollution Prevention
P4P2	Partners for Pollution Prevention
PA/VS	Preliminary Assessment / Visual Site Investigation
PBT	Persistent Bioaccumulative Toxics
PCB	Polychlorinated Biphenyls
PDF	Portable, Downloadable File
PM2.5	Particulate Matter 2.5 millimeters in diameter
POTW	Publicly Owned Treatment Works
PPG	Performance Partnership Grant
PSD	Prevention of Significant Deterioration
PWS	Public Water System, Public Water Supply
PWSS	Public Water Supply System
QA	Quality Assurance
QAPP	Quality Assurance Project Plan
QMP	Quality Management Plan
Rads	Radionuclide
RCRA	Resource Conservation and Recovery Act
RCRAInfo	Resource Conservation and Recovery Information System
RCRIS	Resource Conservation and Recovery Information System (this terminology is superseded by RCRAInfo)
RFA	RCRA Facility Assessment
RFI	RCRA Facility Investigation
RI	Reconnaissance Inspections
RISC	Risk Integrated System of Closure
RP	Responsible Party
SDWIS	Safe Drinking Water Information System
SEM	Senior Environmental Manager
SFY	State Fiscal Year
SGP	Strategic Goals Program
SI	Site Inspection
SIP	State Implementation Plan
SNC	Significant Noncompliance
SO2	Sulfur Dioxide
SOC	Synthetic Organic Compounds
SPA	State Program Approval
SPD	State Personnel Department (Indiana)
SSO	Sanitary Sewer Overflow

SSOA	Source Specific Operating Agreement
STARS	Semi-annual Performance Measures Report
SWMD	Solid Waste Management District
SWQMS	Surface Water Quality Monitoring Strategy
SWTR	Surface Water Treatment Rule
TMDL	Total Maximum Daily Load
TRI	Toxic Release Inventory
TSD	Treatment, Storage and Disposal
TT	Treatment Technique
TTHM	Total Trihalomethane
TVOP	Title 5 Operating Permits
UIC	Underground Injection Control
ULCERS	Underground Leaking, Community Right to Know and Emergency Response System
US EPA	U.S. Environmental Protection Agency
USDA	U.S. Department of Agriculture
USGS	U.S. Geological Survey
UST	Underground Storage Tank (UST)
UWA	Unified Watershed Assessment
VOC	Volatile Organic Compounds
VRP	Voluntary Remediation Program (IDEM)
WPCB	Water Pollution Control Board
WQM	Water Quality Management
WRS	Watershed Restoration Strategy

Cross-Office Priority Acronym Key

OLQ:	Office of Land Quality
OWQ:	Office of Water Quality
OPPTA:	Office of Pollution Prevention and Technical Assistance
OPA:	Office of Planning and Assessment
OAQ:	Office of Air Quality
OMBA - HR:	Office of Management and Budget Administration - Human Resources
OMBA - BSD:	Office of Management and Budget Administration - Business Services Division
OMBA - FA:	Office of Management and Budget Administration - Fiscal and Accounting
NWRO:	Northwest Regional Office
SWRO:	Southwest Regional Office
NRO:	Northern Regional Office
MACS:	Media and Communications Services
OE:	Office of Enforcement
OLC:	Office of Legal Counsel

IGR:	Office of Business and Legislative Relations
OI:	Office of Investigations
OAR:	Office of Agricultural Relations
OCR:	Office of Community Relations
All Offices:	Applies to all offices/office staff
OPPP:	Office of Public Policy and Planning
OER:	Office of Environmental Results

ARCHIVED June 29, 2005