

**Stakeholder Advisory Board Subcommittee Meeting**  
**February 23, 2005**  
**EPD, Atlanta Tradeport**

Present were Stakeholder Advisory Board Members Karim Shahlaee, James Magnus, Greg Teague, Robert Ringer, JoAnn Macrina, and (Chairman) Jim Hamilton. Also present were Butch Watson, Gaskins Surveying; Bettie Sleeth, HBAG; Seth Yurman, GW&PCA; Dana Heil, Georgia Transmission Corp.; Scott Brumbelow, GUCA; and Richard King, SS&WCC.

Chairman Jim Hamilton opened the meeting by informing those assembled that the SS&WCC Board voted to approve the Rules and Regulations on February 17, 2005, and they have been filed with the State. The Rules will become effective on March 9, 2005.

He reiterated the urgency to move on the agendas and other materials for the courses, while still producing a quality product. He specifically noted that it was his opinion that “we need to pick up the pace”. He again stated that his feeling is that the SAB operate at “30,000 feet” as far as detail and scrutiny is concerned, not “1000 feet. That the big picture be discussed, and allow Commission staff and other professionals involved in the presentations to complete the presentations.

He asked assembled SAB Members, and others, to comment.

**Comments:**

**JoAnn Macrina**

Ms. Macrina stated that she continues to urge that there be a detailed annotated outline for each presentation – an outline of what is to be covered in order so slides may be prepared with no overlap and no missing components. This will assist in the order of slides. The current process is tedious and not logical in going over every slide. While the outlines in the Notebook given to the SAB Members last summer, it is a start point. Each topic needs to be covered completely and thought given carefully.

**Robert Ringer**

While in theory Mr. Ringer agreed with Ms Macrina, he believed that AT THIS STAGE preparation of detailed outlines would be too time consuming and would set the process by the SAB back months prior to approvals. He stated that the presentations currently in process did follow outlines – the Laws, and the Manual. He agreed that there should be no overlap and care taken to ensure that no major point -- which needs to be taught – be left out.

**Greg Teague**

Mr. Teague agreed with Ms. Macrina – outlining gives the “big picture”.

**Stakeholder Advisory Board Subcommittee Meeting**  
**February 23, 2005**  
**EPD, Atlanta Tradeport**  
**Page 2**

**Seth Yurman**

Mr. Yurman stated that he is more “middle of the road” on the outline subject. Virtually all of the presentations on the law are the same with respect to covering material. It is a format difference, which simply allows the Board to chose a more simplistic approach while covering the material thoroughly.

**Dana Heil**

Ms. Heil restated her position that the presentations be sensitive to “who will view the presentations”. Keep the portion as brief as possible – and not too detailed. State the major points – there is and Act (GESA); what are the exemptions and how do they apply or not apply; and strongly stress BMPs.

**Bettie Sleeth**

Ms. Sleeth agreed with MsHeil that the focus should be on simplification and on the target audience. For this Level 1A they do not need to know everything about the Laws, but concentrate on the BMPs. Additionally, the bulk of the attendees, in her opinion, will be mainly “Secondary Permittees”.

**Bruce Watson**

Mr. Watson reminded all that PowerPoint does have the ability to print out the slide text and can easily be utilized as an outline / speaker notes. He stated that he agrees that care be taken to eliminate overlaps of information in the various presentations.

**Jim Magnus**

Mr. Magnus thought that the outline in the Notebook given all the SAB Members was sufficient to discuss what should or should not be in the presentations. He stated that he feels that most of the in-progress presentations do take into consideration a general outline of the Laws, and the BMPs in the Manual. The Notebook outlines were and should be the start point for discussion.

**Richard King**

Since Mr. King and Mr. Shahlaee have worked so closely together, Mr. King deferred to Mr. Shahlaee for comments.

**Karim Shahlaee**

Mr. Shahlaee first thanked everyone – Board Members and others – for all the valuable input. He stated that there were no bad suggestions, but that each was analyzed for merit to improve the presentations as well as the overall program.

**Stakeholder Advisory Board Subcommittee Meeting**  
**February 23, 2005**  
**EPD, Atlanta Tradeport**  
**Page 3**

He stated that all should realize that Level 1A is not just builders. It is site superintendents, developers, and many others in a broad grouping. He reminded that the presentations on the Laws have been developed by EPD staff, not just one person, over many years to explain the Laws, changes in the laws, and the presentations have been revised many times in response to law changes, confusion by participants in courses, and discussion among EOD personnel.

He agreed that some slides should definitely be removed, and He and Mr. King are working with EPD and others to do that. The presentations are being refined to cover all material with no overlap, as well as for all four levels at the same time.

He restated that in preparation of slides, the Team has used the experience of personnel in other states and their programs as well as from a myriad of presentations for NPDES courses in Georgia.

Format is a major issue – all presentations must be clear, and concise. Several presentations provided recently by those present today are very good, but still have some items missing to be covered. Additionally, all presentations cover essentially the same material – just in different formats.

He discussed the pace noted by Mr. Hamilton. He stated that in discussions with Mr. Bennett the presentations must be done right. These will be used across the state. And while they are designed to be dynamic and change with suggestions, they must be as inclusive as possible. For that the Commission staff is deeply grateful to others for the hard work on alternate presentations and formats.

It is his opinion, not necessarily that of the Commission, that if it is found that there is no way to Certify all persons who need the respective level of certification by January 1, 2007, it may be possible to request an extension be granted by the Legislature. That may be a consideration.

Some general discussions involving the topics above took place by all present to work out differences and restate basic needs for the courses.

Additional comments:

**Stakeholder Advisory Board Subcommittee Meeting**  
**February 23, 2005**  
**EPD, Atlanta Tradeport**  
**Page 4**

**JoAnn Macrina**

Ms. Macrina stated that to her it is just a difference of approach. The brief one day course vs the 2 day course must hit hard on what the individuals who work in the field are required to do and the basics on how to do it properly.

She stated that in her suggested format for the Law she did not view content specifically, but her desire was to work to reduce text to more manageable readable versions. The presentations must be in short bullets, with no overlap, and no major points missing.

She also restressed that a good outline would assist in the insertion and moving of slides even if material is already present in the presentation.

**Bettie Sleeth**

Ms. Sleeth stated that overall she liked Dana Heil's format in the GESA presentation. She said she liked Seth Yurman's overall presentation for the NPDES.

Most agreed with Ms. Sleeth except some major items were left out such as Sampling, Monitoring, Inspection, and Recording.

**Karim Shahlaee**

Mr. Shahlaee stated that the presentation on the GESA and NPDES can easily be combined using the simplistic formats and cover all the points. Mr. King agreed.

Mr. Shahlaee reminded all that the courses will be dynamic – ever changing with new laws, requirements, new technology BMPs, etc.

He noted that in conversation with Mr. Bennett, it is the Commission's goal to finalize presentations immediately based upon the comments so a "pilot course" for Level 1A may be given in mid-April 2005. It should be a full course, with exam, and the participant makeup should be taken from the general application process setup – giving a true representative sample on which to evaluate the course.

Following this pilot course, another pilot course may be given in May to refine the presentations, so Train the Trainer for Level 1 may be given in July. All courses should be able to be rolled out by July. Commission, EPD, and NRCS staff are working hard on presentations with the input from others – such as that given in the SAB meetings.

**Stakeholder Advisory Board Subcommittee Meeting**  
**February 23, 2005**  
**EPD, Atlanta Tradeport**  
**Page 5**

Chairman Hamilton put the generalized names of the 5 presentations for the Level 1A course for all the see. In discussion with those present, the following was decided as a guide for the presentations:

E&S Processes	30 minutes
GESA	+/- 30 minutes
NPDES, Sampling	90 minutes
Vegetative BMPs	45 minutes
Structural BMPs	90+ minutes

A discussion ensued by all present and they agreed that that should be a general guide for the staff to prepare presentations using those approximate times.

Chairman Hamilton summed up stating that it appears that if the SAB can approve the GESA and NPDES presentations next week as well as the vegetative and structural for which there has been no major concern at this time, Level 1A course should be ready for finalization.

Chairman Hamilton also stressed that with previous agreements on those subjects, both the Level 1B and Level 2 courses are near ready for SAB approval.

Mr. Magnus handed out suggested revised Structural and Vegetative presentations in the form of a handout, stating he had made minor revisions, and still some slides could be removed. But he commented that the Commission presentations as recently revised covered the material adequately and he supported their approval.

There being no further business, Chairman Hamilton adjourned the meeting. He reminded all present that the full SAB meeting would be at the EPD, Atlanta Tradeport next Wednesday March 2, 2005.

Respectfully Submitted,

Richard E. King