
CII Subcommittee Meeting
June 17, 2015 – 1:00 to 2:30 pm
County Environmental Health – Conference Room
 2000 Alameda de las Pulgas – San Mateo

AGENDA

- | | | | |
|----|--|---------|-----------------------------|
| 1. | Introductions, Announcements, and Review Agenda
<i>Outcome: Agree on agenda and receive announcements.</i> | 5 min. | <i>Ward Donnelly</i> |
| 2. | Approval of Meeting Summary
<i>Outcome: Approve March meeting summary with any needed changes.</i> | 5 min. | <i>Everyone</i> |
| 3. | Update on County Environmental Health (CEH) Inspections
<i>Outcome: Obtain status of CEH inspections for FY14/15 and feedback for data tracking tables.</i> | 15 min. | <i>Patrick Ledesma, CEH</i> |
| 4. | MRP 2.0
<i>Outcome: Discuss Provisions C.4, C.5 and C.13 of the Tentative Order and status of MRP 2.0 reissuance.</i> | 20 min | <i>Kristin/ Everyone</i> |
| 5. | MRP 1.0 Annual Reporting
<i>Outcome: Discuss FY14-15 Annual Reports due September 15, 2015.</i> | 10 min | <i>Kristin/ Everyone</i> |
| 5. | Mobile Business Outreach
<i>Outcome: Discuss outcome of mobile cleaners Facebook post in April 2015 and updating enforcement table on website.</i> | 10 min | <i>Kristin/ Everyone</i> |
| 6. | Share Information on Illicit Discharge and Industrial/Commercial Inspection Problems
<i>Outcome: Identify common problems and gain information on successful ways to resolve them.</i> | 15 min. | <i>Everyone</i> |
| 7. | Agree on Next Meeting Date and Topics
<i>Outcome: Agree on next meeting date of September 16th and topics.</i> | 5 min. | <i>Everyone</i> |

DRAFT CII Subcommittee Report

Meeting Date: March 18, 2015

Subcommittee Actions:

- Agreed that the December 2014 subcommittee meeting summary was acceptable.

Requested Action or Feedback/Guidance (if any): None.

Other Information/Announcements:

- **Update on County Environmental Health (CEH) Inspections.** The CEH Stormwater Inspection data are available on SMCWPPP's flowstobay.org website under Annual Report Guidance. CEH has changed how inspection data are shared with the cities. On the Annual Report Guidance page there is a list of the individual cities. When you click on a city name you are directed to a OneDrive folder. This folder contains an Excel workbook with a tab containing all of the inspection data and a summary tab for annual reporting. The folder also contains one or two files with the pdf inspection reports. The Excel spreadsheets and pdf files will be periodically updated with the current CEH inspection report data. CEH is also pilot testing paperless inspection forms in the field. A request was made to have Patrick Ledesma give a presentation on the field equipment and database at the next Subcommittee meeting.
- **MRP 2.0.** The group reviewed the proposed changes in the Administrative Draft Permit Provisions C.4, C.5, C.13 and C.15 and the BASMAA comments provided at the February 24, 2015 meeting with Regional Water Board staff. There was further discussion surrounding the Mobile Business Control Program Provision and how difficult it is to develop an inventory of mobile businesses and possible target groups for outreach.
- **SMCWPPP Facility Stormwater Inspection Form Template.** The Subcommittee received the revised SMCWPPP Facility Stormwater Inspection Form Template by email for comment. The Subcommittee agreed that the form could be posted to the flowstobay.org website. There will be two versions posted. The version reviewed will be posted as the SMCWPPP Template. The other version will contain the checkboxes from the CEH Inspection Form.
- **CII Training Workgroup.** Kristin emailed the Subcommittee an updated Draft *How to Conduct Stormwater Inspections* that was originally an excerpt from the 1998 *Handbook for Facility and Illicit Discharge Inspectors*. There were no comments on the Draft. The Subcommittee agreed that it should be finalized after another short review period and added to the SMCWPPP Orientation Training Manual and CII Subcommittee webpage. Kiley Kinnon pointed out there are stormwater inspector training materials available on the State Water Board website and the Caltrans website.
- **CASQA Portal Subscription.** Kristin surveyed the Subcommittee to see who was interested in obtaining a group subscription to the CASQA Industrial and Commercial BMP Handbook

portal. Only 5 cities responded with 4 expressing interest in a group subscription. Kristin will review options for SMCWPPP purchasing a group subscription.

- **Mobile Business Outreach.** The Subcommittee approved the outreach message to mobile businesses and is interested in future collaboration with the PIP Subcommittee, through Kathryn Cooke, for more outreach opportunities. The outreach message will go out through social media in April. Kathryn offered to make a collage of pictures to go out with the mobile business BMP message. Kristin will send an email to Subcommittee members requesting any relevant pictures. Even a staged picture of BMPs at a storm drain inlet would be helpful.

Subcommittee Work That Affects Other Subcommittees: None.

Next Steps:

- Have an agenda item at the next Subcommittee meeting for Patrick to demonstrate the CEH electronic inspection form system.
- Kristin will email the Subcommittee for pictures related to the mobile business BMP outreach message.
- Kristin will investigate options for the 4 cities interested in purchasing a subscription to the new CASQA Industrial/Commercial BMP Handbook portal.
- Kristin will finalize the *How to Conduct Stormwater Inspections* guidance document.


Next Meeting Date: The Subcommittee is scheduled to meet next on Wednesday June 17, 2015 at 1:00 pm.

Boost Post

Desktop News Feed | Mobile News Feed

FlowstoBay Sponsored · Like Page

WASH WATER ALERT: When wash water flows into storm drains it goes straight to local creeks, the Bay, and the #Ocean without ANY treatment. Wash water from mobile cleaning is NOT just dirt and water. It also may contain soaps, toxic chemicals, and other pollutants that are harmful to waterways and #wildlife. Implementing proper Best Management Practices (BMPs) is easy and is required for compliance with stormwater pollution prevention regulations. For best management practices visit <http://ow.ly/JPbtX>



How effective was the boost? ★★★★★

2,295 Paid Reach [?]
70 Actions [?]
\$20.00 Budget Spent

Actions | People | Countries

24 Photo Clicks
 2 Link Clicks
 37 Post Likes
 1 Comment
 6 Shares

Hide details

Ad Stopped April 19th, 7:48am
 Age 13-65+
 Gender Male and Female
 Interest pet groomer, car wash detailing or 23 others
 Other Location:
 - United States: Atherton, Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Half Moon Bay, Hillsborough, La Honda, Menlo Park.

Terms & Conditions | Close | Create New Boost

Total Reach: 2,700

Total Post Clicks: 89

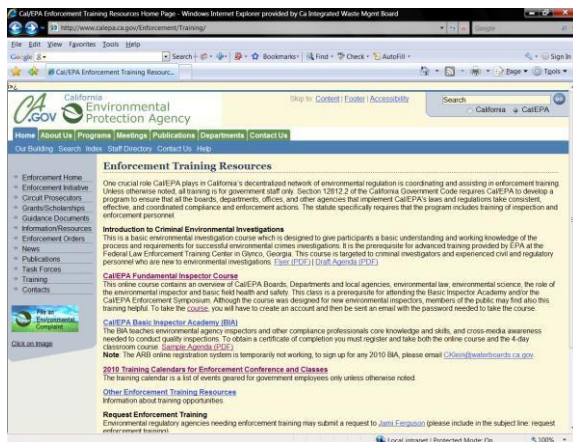
Total Comments, Likes or Shares: 54

Prerequisite: The Online Fundamental Inspector Course

The Fundamental Inspector course #300 is designed for new federal, state, local and tribal environmental inspectors. Members of the public and/or regulated facilities may also find this course helpful. The course consists of the following modules:

- Role of the Inspector
- Overview of Environmental Law
- Overview of the Science of Environmental Pollution
- Roles and Responsibilities of Cal/EPA agencies
- Field Health and Safety

This course is free and is **online only**. Completion of the course is a prerequisite to attend the Basic Inspector Academy. To take the course, go to:
www.calepa.ca.gov/Enforcement/Training



California Environmental Protection Agency



Cal/EPA
1001 I Street
Sacramento, CA

Air Resources Board Department of
Pesticide Regulation Department of

Toxic
Substances Control

Office of Environmental
Health Hazard Assessment

State Water Resources Control Board /
Regional Water Quality Control Boards

CalRecycle

www.calepa.ca.gov

Rev. 07.10.2014



2015

Cal/EPA Basic Inspector Academy



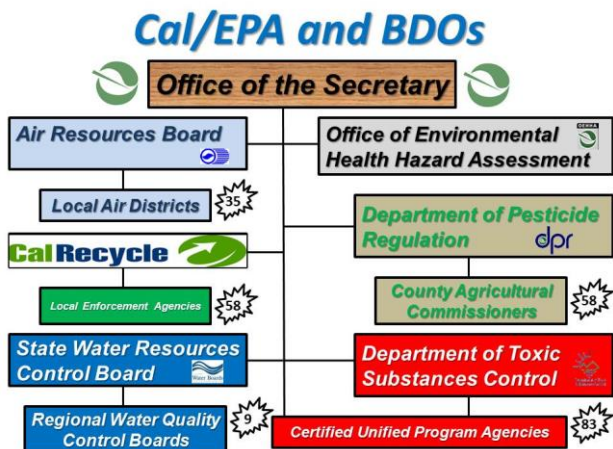
*Ensuring Consistent, Effective
and Coordinated Compliance
and Enforcement*

Cal/EPA Enforcement Training Background

Section 12812.2 of the California Government Code requires the California Environmental Protection Agency (Cal/EPA) to develop a program to ensure that all the boards, departments, offices and other agencies that implement Cal/EPA's laws and regulations *"take consistent, effective and coordinated compliance and enforcement actions."* The statute specifically requires that, *"The program shall include training and cross-training of inspection and enforcement personnel..."* The Basic Inspector Academy (BIA) was created to implement the training component of the statute.

Certification and Education Credits

BIA is certified 24 hours REHS and California Water Environmental Association CEU credits.



Cal/EPA Basic Inspector Academy

The Cal/EPA Basic Inspector Academy (BIA) targets core skills and sets minimum standards for all inspectors operating under the Cal/EPA umbrella, including local implementing agencies. The training is led by a multi-disciplinary team of instructors.

The class is free and open to all government enforcement personnel, including state, local and tribal regulatory staff.

The BIA training program includes:

- Inspection Overview
- Access, Entry and Warrants
- Interview Skills
- Elements of a Violation
- Evidence to Prove a Violation
- Environmental Sampling
- Note Taking and Report Writing (students write a report)
- Enforcement Options
- Mock Inspection
- Testimony Skills



2015 BIA Schedule

Redding, CA

January 13 – 16

Bakersfield, CA

February 24 – 27

Sacramento, CA

March 17 – 20

Salinas, CA

April 7 – 10

South Lake Tahoe, CA

May 12 – 15

Concord, CA

June 9 – 12

Ventura, CA

August 11 – 14

Napa/Sonoma, CA

September 15 – 18

Los Angeles, CA

October 20 – 23

Stockton

November 17-20

CII Subcommittee Attendance – FY 2014/15

Name	Agency	E-Mail	Sept. 17th	Dec. 17th	March 18th	June 17th
Steve Tyler	City of Atherton	styler@ci.atherton.ca.us				
Bozhena Palatnik	City of Belmont	Bpalatnik@Belmont.gov	✓			
John Tallitsch	City of Belmont	jtallitsch@belmont.gov			✓	
Randy Breault	City of Brisbane	rbreault@ci.brisbane.ca.us				
Eva Justimbaste	City of Burlingame	eva.justimbaste@veolia.com				
Pam Boyle Rodriguez	City of Burlingame	pboylorodriguez@burlingame.org			✓	
Kiley Kinnon	City of Burlingame	kiley.kinnon@veolia.com			✓	
Louis Gotelli	City of Colma	Louis.Gotelli@colma.ca.us			✓	
Ward Donnelly	City of Daly City	wdonnelly@dalycity.org	✓	✓	✓	
Cynthia Royer	City of Daly City	croyer@dalycity.org				
Michele Daher	City of East Palo Alto	mdaher@cityofepa.org				
John Doughty	City of East Palo Alto	jdoughty@cityofepa.org				
Salani Wendt	City of East Palo Alto	swendt@cityofepa.org				
Norm Dorais	City of Foster City	ndorais@fostercity.org				
Allan Shu	City of Foster City	ashu@fostercity.org				
Larry Carnahan	City of Half Moon Bay	larryc@hmbcity.com	✓			
Mark Lander	City of Half Moon Bay	markl@csgengr.com				
Jen Chen	Town of Hillsborough	JChen@hillsborough.net				
Virginia Parks	City of Menlo Park	vkfparks@menlopark.org	✓	✓		
Ebby Sohrabi	City of Menlo Park	ebsohrabi@menlopark.org	✓			
Kevin Cesar	City of Millbrae	kcesar@ci.millbrae.ca.us	✓		✓	
Raymund Donguines	City of Pacifica	donguinesr@ci.pacifica.ca.us	✓	✓	✓	
Howard Young	Town of Portola Valley	hyoung@portolavalley.net				
Terence Kyaw	City of Redwood City	TKyaw@redwoodcity.org				
Adrian Lee	City of Redwood City	alee@redwoodcity.org	✓	✓	✓	
Jim Burch	City of San Bruno	JBurch@sanbruno.ca.gov				
Mike Dillon	City San Carlos	mdillon@cityofsancarlos.org				
Chris Valley	City San Carlos	cvalley@cityofsancarlos.org				
Sarah Scheidt	City of San Mateo	sscheidt@cityofsanmateo.org				
Mark Swenson	City of San Mateo	mswenson@cityofsanmateo.org	✓	✓	✓	
Sven Edlund	City of San Mateo	sedlund@cityofsanmateo.org			✓	
Kian Atkinson	City of San Mateo	katkinson@cityofsanmateo.org	✓	✓		
Rob Lecel	South San Francisco	rob.lecel@ssf.net				

Name	Agency	E-Mail	Sept. 17th	Dec. 17th	March 18th	June 17th
Andy Wemmer	South San Francisco	Andrew.wemmer@ssf.net		✓	✓	
Kristen Font	South San Francisco					
	Town of Woodside					
Dermot Casey	County of San Mateo	djcasey@co.sanmateo.ca.us				
Pat Ledesma	County of San Mateo	PLedesma@smcgov.org	✓	✓	✓	
Tim Swillinger	County of San Mateo	tswillinger@smcgov.org				
Kathryn Cooke	County of San Mateo	kcooke@smcgov.org				
Mark Chow	County of San Mateo	mchow@co.sanmateo.ca.us				
Andrea Chow	County of San Mateo	achow@smcgov.org				
Julie Casagrande	County of San Mateo	jasagrande@smcgov.org				
Matt Fabry	SMCWPPP Coordinator	mfabry@smcgov.org				
Susan Hiestand	Silicon Valley Clean Water (SVCW)	shiestand@sbsa.com		✓		
Norman Domingo	SVCW	ndomingo@sbsa.org				
Kristin Kerr	EOA, Inc.	kakerr@eoainc.com	✓	✓	✓	
Joanne Janin	County of San Mateo	guest	✓			