

NACAA Training Committee Bi-Monthly Conference Call  
Tuesday, February 8, 2011

1. Introductions and Agenda Review - Arturo Blanco, Houston, Texas, and Mike Dowd, Virginia.

- Participants: NESCAUM, MARAMA, CARB, Metro4-SESARM, LADCO, WESTAR, CenSARA, DE, VA, Louisville, Cincinnati, Houston, WI, Dayton, OAQPS, OECA. Mike Dowd is officially recognized as a co-chair of the JTC.

2. Status of the Learning Management System RFP - Debbie Stackhouse and Eric Crump, EPA, and Mary Boyer.

- A statement of work is being developed. The RFP should be out in best case scenario in two months. The effort has been very collaborative between NACAA and EPA with weekly calls to discuss the statement of work. Mary Boyer is working with EPA on this effort with funds from NACAA.
- The cost of operations and management (O & M) was discussed at the recent NACAA Board meeting. The preference by NACAA and EPA is that O&M costs for the first five years be covered by existing funding. Given the partnership between EPA and NACAA in this effort, they will both work on keeping funding available for O & M. Very specific criteria need to be included in the statement and explicitly reviewed by the review committee.

3. Results of Survey on Self-Instructional Courses to Be Updated - Mike Koerber, LADCO.

- Currently there are thirty SI courses on EPA's APTI website. The survey response was good with 18 organizations responding (see the handout for the results). Mary is researching with her instructors which courses they can update. The effort has \$340,000 budgeted. No objections from the committee on this direction.

4. Status of Implementation of the National Training Strategy Action Plan - NTSAP Group Leaders.

- Communications strategy – Debbie. The deadline for developing this is mid-April. There is a substantial need to increase communications about all training, not just the NTSAP. All state and local agencies need to be involved in the JTC. Amy will survey the NACAA Committees on their training needs, and Debbie will let the EPA regional staff know about these training resources.
- Curriculum development – Susan. Need volunteers for the workgroup and suggestions as to whom the RFP should be sent. Tasks include defining job skills/ classifications, identifying what training is out there and the gaps that exist between the skills needed and the existing training.
- Format and delivery - We need a more formal analysis of electronic versus classroom and which is "best".

5. Results of Training Committee Survey - Amy Royden-Bloom, NACAA

- Amy reviewed the preliminary results. The full results will be discussed on the next call.

6. Face-to-Face Meeting for Training Committee in Fall 2011 – Discussion of Dates and Locations - Arturo Blanco, Houston, Texas, and Mike Dowd, Virginia.

- Late October/early November are good dates, but we should wait until the beta version of the LMS is up and running so we can focus on that. We will wait until April to decide after hearing the progress of the LMS RFP.

7. EPA's Draft Training Plan for FY2011 - Debbie Stackhouse, EPA

- Comments are welcome.