WESTAR Council

Principles of Environmental Compliance & Enforcement (NACT 335)

July 14-16, 2020

REGISTRATION DEADLINE:
Friday, June 19, 2020

State of Wyoming
Hathaway Building
Basement Conference Room
2300 Capitol Avenue
Cheyenne, Wyoming

REGISTRATION INSTRUCTIONS:

First Time Users:
Please go to: www.apti-learn.net and follow the below steps:
1. Click on the “First time user? Click here to register” link in the upper right-hand corner of the webpage;
2. First screen requires: 1) work email address; 2) first and last names; 3) password; and 4) security question;
3. Second screen asks about affiliation/agency. There are two options for filling out this section:
   - Agency Quick Search, or;
   - Affiliation/Agency
4. Third screen includes a list of job functions and other profile information. You can click as many (or few) job functions as appropriate. Once you have completed this third screen, you are done setting up your profile.

After completing the profile:
5. Click the “Register” tab on the left side, or the “Register” bubble in the middle of the page;
6. Scroll down the Training Calendar until you see training course that you are interested in registering for;
7. On the right side of the table you will see a “register” link;
8. Click the “register” link (be patient it takes a few seconds for the confirmation note to pop-up);
9. You will receive an automatically generated email saying that you have been placed on a waiting list (this is so unapproved attendees can be weeded out).
10. Once approved, you will receive a second email saying you are enrolled.

Previously Registered Users (www.APTI-Learn.net):
1. Enter email address and password in appropriate spaces;
2. Go to step 5 (above) and follow directions.

IF YOU NEED ASSISTANCE REGISTERING FOR A COURSE PLEASE CONTACT: JEFF GABLER (503) 478-4955 or JGABLER@WESTAR.ORG
### ABOUT THE TRAINING

**WHO SHOULD ATTEND:** New, entry-level stationary source inspectors, regulatory agency staff.

**LEARNING OBJECTIVES:** Those completing this course will gain a basic understanding of the general information associated with air pollution control and enforcement. The following topics will be covered in this course:

- Developing a framework for designing effective compliance strategies
- Understand different concepts and principles of environmental compliance and enforcement

**COURSE DESCRIPTION:** This intensive 2 ½ day course provides a framework for designing effective compliance strategies and enforcement programs.

The course defines the terms compliance and enforcement, introduces basic principles, and explores different approaches for implementing each element of the framework. The instructors who guide participants through the concepts and principles of environmental compliance and enforcement deliver the course through a series of exercises. Participants, through a "case study" will take part in a negotiation session to resolve a violation of environmental requirements that mimics a real-life enforcement situation.

This course is designed for a student that seeks to understand the complete compliance process including enforcement. The student should come away with the knowledge and skills necessary to become a productive member of a compliance team. This 2 ½ day course will focus on the enforcement case process used by local, state and federal environmental agencies- primarily the administrative and civil judicial processes. Topics include targeting, collecting data that is necessary for case development, determining compliance status, selecting the appropriate enforcement option, penalties, negotiation, and case resolution follow-up. The course discusses all violation resolution options including informal actions, formal notices, administrative orders and administrative consent orders, civil litigation settlement, and case litigation. The importance of proper documentation and adherence to procedures will be emphasized. The course includes a combination of lectures, exercises, and role-playing.
**SPACE LIMITATION:** Registration is limited to 30 attendees. Air quality staff from the fifteen western states receive registration preference.

**REGISTRATION FEES:** There are no registration fees for state, local or tribal air quality agency staff. For federal employees the registration fees are $100.

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**TRAINING LOCATION**

State of Wyoming  
Hathaway Building  
Basement Conference Room  
2300 Capitol Avenue  
Cheyenne, Wyoming

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**HOTEL INFORMATION**

Attendees and speakers are responsible for making their hotel reservations. Below is a list of potential hotels in Cheyenne. WESTAR DOES NOT have room blocks at these hotels. Please ask for government rate.

**The Historic Plains Hotel**  
1600 Central Avenue  
Cheyenne, WY 82001  
Phone: (307) 638-3311

**Microtel Inn & Suites Wyndham**  
1400 W. Lincolnway  
Cheyenne, WY 82001  
Phone: (307) 274-4593

**TownePlace Suites Marriott**  
1710 W. Lincolnway  
Cheyenne, WY 82001  
Phone: (307) 634-0400

**Fairfield by Marriott**  
1820 W. Lincolnway  
Cheyenne, WY 82001  
Phone: (307) 634-0401

**Hampton Inn**  
1781 Fleischli Pkwy  
Cheyenne, WY 82001  
Phone: (307) 632-2747