# Technical Steering Committee (TSC) / Work Group (WG) Co-Chairs Call Notes – Tuesday 6/26/2018 12:30PM MDT

**Agenda**

1. Welcome, Roll Call, and Agenda Review (5 minutes) – Julie
	* Attendees listed at end of notes
	* No changes to agenda
	* Review notes from June 5th call – No discussion
	* Notes for this call – John Vimont (NPS) – Gordon Pierce, CO and Jason Walker, NW Band of the Shoshone to cover next, longer format call on August 1st
2. Progress Reports by Work Groups – (5 minutes per Work Group for these 3 topics)
	* Progress on near-term deliverables and schedule
	* Action Items for TSC review
	* Report on any WG coordination activities
	* Fire and Smoke
		+ Not in attendance
	* Oil and Gas Work Group (OGWG)
		+ Phase I report on base and future year emission inventory review and work plan development on OGWG web page.
		+ Meeting on July 11 at 10:00 AM MDT with Ramboll on the Phase II plan. Will cover survey of data gaps in the inventory and information on 2014 base year inventory
		+ Syncing 2016 EI national committee with WRAP work – don’t want to hit-up industry too many times with same questions.
		+ Plan on final EI by end of 2018
		+ SMOKE-ready emission files in 2019
		+ There are four different workgroups, in various organizations, working on oil and gas.
		+ Next regular workgroup meeting will be held on August 14
		+ All OGWG deliverables are posted on the OGWG web page
		+ Clarification, based on question from Tina: the forecast years are 2023 and 2028
	* Regional Haze Planning Work Group (RHPWG)
		+ Each of the 5 subcommittees have started their work
			- 4 of 5 in attendance today
			- Web page set up for each subcommittee
			- Near-term critical tasks identified
		+ Database Subcommittee met with CIRA on how to present data on TSS
		+ Monitoring Subcommittee progressing with analysis of identifying most impaired days and options for that
		+ Emissions & Modeling Subcommittee working with Regional Technical Operations Workgroup (with support by CSU-CIRA staff from the Intermountain West Data Warehouse [IWDW]) – getting feedback on 2014 NEI readiness for modeling and any changes to inventory
		+ Consultation and Coordination Subcommittee looking at what was done in first round to create best practices
		+ Emissions and Modeling Subcommittee also sitting in on Fire and Smoke Workgroup
		+ August 7 is next meeting of whole workgroup
	* Regional Technical Operations Work Group (RTOWG)
		+ Wrapping up the model year representative study project
		+ Reviewing proposals on the regional modeling platform RFP – once the contractor is on board “quick turnaround” decisions will have to be made
		+ RTOWG Co-Chairs have been on RHPWG, Emissions Inventory & Modeling Protocols Subcommittee, and OGWG calls
	* Tribal Data Work Group (TDWG)
		+ Reviewing proposal by ITEP
			- Consultation protocol
			- Baseline and projections – engaging with other WRAP workgroups
			- Next step iron out final versions of tasks for contract
		+ Undertaking tribal data gap studies (Monitoring and EI)
			- Data gap studies completed in next few weeks – monitoring quicker EI a little longer time line
			- Tribal oil & gas EI study – evaluate existing data with tribes producing O&G, recommend gap-filling or need for new data
		+ ITEP has a subcontractor lined up and identified staff to work on project
3. TSC Administrative and Status Report (30 minutes) - Julie and Frank

**Action Items**

* Call and note taking schedule - Julie (table below)
* Review timelines from WG Co-chairs indicating state staff involvement/commitment – Frank
	+ Desire to have state staff time commitments identified
	+ Examples from RHPWG ([https://www.wrapair2.org/calendar/attachments/22420/18153/draft%20template%20for%20Air%20Directors%20&%20Staff.xlsx](https://www.wrapair2.org/calendar/attachments/22420/18153/draft%20template%20for%20Air%20Directors%20%26%20Staff.xlsx)) and [OGWG](https://www.wrapair2.org/calendar/attachments/22421/18153/OGWG%20Staff%20Commitments.xlsx)
	+ Different approaches
	+ Danilo Dragoni, Bureau Chief, Nevada Bureau of Air Quality liked the RHPWG format better – thought it more useful for managers
	+ Suggest organizing around work plan elements rather than SIP elements – same information reorganized
	+ Has duration and timeframe – need to specify focus of involvement
	+ Frank and Tina will work out template for next call
* Discuss comments/approve by consensus Communication/Coordination memo – Frank (attached)
	+ Links need to be spelled out for hard copy viewing
	+ Oil and Gas Workgroup uncomfortable with last part of document with new layer of “approval” – They’ve already reached consensus
	+ New layer not factored into schedule
	+ Concern is acknowledged – no intent to add new layers
	+ Main goal is to make sure that results are communicated to board members and WESTAR sponsors. Want to make sure that program managers are aware of the findings and understand them. Need to disseminate results more broadly to managers.
	+ Some discussion on whether intermediate work products and “what-ifs” should be publicly available. Could stifle ideas and discussion.
	+ General agreement first two pages okay
	+ Probably separate into two documents – the first two pages and then a communication – review of deliverables piece.
	+ Tom and Julie will work on redraft of document – subgroup formed to work on the now separated deliverables part – subgroup is Tom, Julie, and the OGWG Co-Chairs (Amanda, Darla & Mark)
	+ Need to recognize that we are doing the public’s business in this enterprise and serve our colleagues and managers in this organization.
* Discuss coordination - no further discussion

**Informational Items**

* Status 2014 NEI review – Tom (<http://views.cira.colostate.edu/wiki/wiki/9191/western-us-regional-analysis-2014-neiv2-emissions-inventory-review-for-regi>)
	+ Farren is reaching out to states to verify accuracy of NEI. Trying to get feedback from all 15 WRAP states.
	+ Wiki (above link) has access to cross tab data sets
	+ Need data set well reviewed for those doing planning
	+ People may be thrown off by the splitting of facilities into different “sectors” in the NEI. Can be re-grouped into facility totals – sounded like that would be helpful to those reviewing the data.
	+ Tom will check on the Thursday call whether that is desired.
* Update on WRAP website additions, Master calendar development - Tom (<https://www.wrapair2.org/About.aspx>)
	+ The WRAP website is developing a master calendar for all WRAP activities
		- Will provide a record of activities going forward
		- Will be populated with upcoming events and events back to May 2018
		- Allows leads to post calls and where materials will be linked
		- It is not a trivial exercise to get it working for a variety of users
* Update on Technical Support System v2 – Tom
	+ WRAP website additions
		- Made link to “More about WRAP” bigger and easier to find above map
		- Trimmed down section about board and charter
		- Has link to the board and meetings
		- Highlights subcommittees
			* Includes minutes for all these groups
		- Cleaned up work plan section – only one version of work plan now – one click accessible
* Reminder of December 4-6, 2018 Salt Lake City in-person regional haze meeting – Frank
* Announcement of December 4-6, 2018 Salt Lake City in-person meeting – Frank
	+ Overall objective is to review progress and identify needed staff support and deliverables
	+ The meeting will start at 1:00 PM on Dec. 4 and go to noon Dec 6
	+ There is a small meeting room reserved the morning of the 4th for smaller pre-meetings. The room is available at 8:00 AM
	+ Register using ticket leap ([Ticket Leap link](https://western-regional-air-partnership.ticketleap.com/wrap-2018-technical-planning-meeting/) to register/hotel info, etc.)
	+ (If link doesn’t work: <https://western-regional-air-partnership.ticketleap.com/wrap-2018-technical-planning-meeting/> )
* Next steps and action items from call
	+ Frank will work with Tina to develop time commitment template
	+ Tom and Julie will parse out implementation guidance on review and endorsement.
* Next call – August 1st, Wednesday 9:00 am – 11:00 am Pacific
	+ Note change in time and duration
	+ Note takers, Gordon Pierce and Jason Walker
	+ Agenda items?
		- Progress reports and coordination requests (template slides to be provided)
			* Comment from note taker: supplying the slides ahead of time to the note takers will make their job easier to capture everything in the discussion.
			* Want report out on progress reports – will provide co-chairs slides that will focus on what TSC wants to hear. Expect slides to WG co-chairs in a couple of weeks
		- Status of contracting
		- Tracking metric discussion and next steps
			* Last 1 hour of call will focus on tracking metric. Those not interested in discussion can leave call at that time.
			* Ryan, Tina, and Jay want to be explicitly involved in discussion.
		- Coordination topics suggested by Work Groups

**Notes on Posting to the WRAP Website**

* In order for Betsy Davis-Nolan to efficiently use her time she needs to know the context of what is being posted – go through Tom to get things posted.
* The WRAP web site is the storage vessel for Workgroups, Subcommittees, and the TSC
* Board Twice-yearly meetings posted on the site
* In process of adding individual pages for subcommittees
	+ Each workgroup too.
* When leading up to having call (right now using outlook) provide materials to Tom or Pat Brewer. There will be a link in calendar appointment to materials.
* Trying to avoid double posting
* Leaders need to transmit materials a couple of days ahead of call
* Things you’re deciding may need to reference back to previous work so want it on website.

**Attendees**

TSC

* TSC Co-Chairs
	+ Frank Forsgren - NV
	+ Julie Simpson – Nez Perce Tribe
* State TSC Members
	+ Phil Allen – Oregon
	+ Curt Taipale – CO (for Gordon Pierce)
* Federal TSC Members
	+ Bob Kotchenruther – EPA R10
	+ John Vimont – NPS
	+ Teresa Alexander – BLM
* Local TSC Members
	+ Richard Grimaldi – Pima County
* WRAP/WESTAR
	+ Tom Moore – WRAP
	+ Mary Uhl – WESTAR
	+ Pat Brewer – NPS/WRAP

RHPWG Co-Chairs & Subcommittee Chairs

* RHPWG
	+ Tina Suarez-Murias – CARB
	+ Jay Baker – UT
* Consultation & Coordination Subcommittee
	+ Rebecca Harbage – MT
* Shared Database Construction Subcommittee
	+ Cindy Hollenberg – NM
* Emissions Inventory & Modeling Protocols Subcommittee
	+ Farren Herron-Thorpe – WA Ecology
* Control Measures Subcommittee
	+ Curt Taipale – CO
* Monitoring Analysis & Glide Slope Subcommittee – not in attendance

OGWG Co-Chairs

* Amanda Brimmer – RAQC
* Mark Jones – NMED - AQB

RTOWG Co-Chairs

* Mike Barna – NPS
* Gail Tonnesen – EPA

TDWG Co-Chairs

* Emma Ruppell – Bishop Paiute Tribe

FSWG Co-Chairs – not in attendance