



**WESTAR QUARTERLY REPORT**

April 30 , 2012  
Grant No. XA –00T68001

**I. Operations Project**

The purpose of the Operations project is to develop, implement, and support the technical activities at WESTAR that benefit member states. Funding for this project comes entirely from member state contributions.

**a. Status of work plan activities and expected results**

<i>Expected Result for CY2012</i>	Results/Outcomes	
	<i>2012 Q1</i>	<i>Year-to-date</i>
<b>10</b> air director conference calls, documented with minutes posted on WESTAR’s website	<b>3</b>	<b>3</b>
<b>2</b> business meetings, documented with minutes and presentations posted on WESTAR’s website	<b>0</b>	<b>0</b>
<b>40</b> committee conference calls, documented with minutes posted on WESTAR’s website	<b>7</b>	<b>7</b>
<b>1</b> specialty conference on a technical and/or policy topic	<b>0</b>	<b>0</b>
<b>1</b> meetings held to address priority, emerging topics	<b>0</b>	<b>0</b>
<b>2</b> trips by committee representatives to attend national meetings and report back to WESTAR membership	<b>1</b>	<b>1</b>
<b>4</b> trips by committee chairs to brief air directors on committee activities	<b>0</b>	<b>0</b>

b. Significant activities:

- WESTAR commented to EPA about the need to streamline the 'infrastructure' SIP requirements and made specific suggestions about how that could be accomplished.
- WESTAR established an ad hoc work group to analyze the regional haze rule and propose improvements to the rule and its implementation by the end of the calendar year. The work group identified key areas for further analysis during the quarter.
- WESTAR, along with NESCAUM, hosted conference calls with state and local air quality agencies across the country on the Woodheater NSPS and related residential wood combustion issues.
- WESTAR supported Washington staff Rod Tinnemore's participation in the annual residential wood heating trade show.

**II. Training Project**

WESTAR's Training Program addresses the near-future training needs of western air quality agencies by identifying critical needs, and offering training courses and workshops that closely match these needs. To accomplish these tasks and responsibilities, WESTAR Training Manager works closely with Training, Planning, Sources, Mobile, and Technical Committee members, Air Directors, WESTAR's staff, western air agency staff, and reviews written comments/suggestions on course evaluations.

WESTAR's Training Program offers two types of educational opportunities:

- 1) State/Local Directed:
  - a. Western state/local air agencies are asked to review agency business objectives for the upcoming year;
  - b. Assist WESTAR's Training Manager in reviewing the objectives, agendas, and topics of numerous training courses to identify the education opportunity that most closely matches agency business objectives;
  - c. Conducted as geographically close to the agency as possible in order to reduce barriers and enhance opportunity for staff cross training; and,
  - d. These State/Local Directed educational opportunities generally utilize a standardized course format;
- 2) Specialty Courses:
  - a. Subject matter for Specialty Courses are generally identified by Air Directors and WESTAR's committees;
  - b. These specialty courses address new/emerging air quality issues requiring extensive course development activities.

#### a. Status of work plan activities and expected results

<i>Expected Result for CY2012</i>	<i>Results/Outcomes</i>	
	<i>2012 Q1</i>	<i>Year-to-date</i>
<b>17</b> educational opportunities developed and delivered <ul style="list-style-type: none"><li>• Control of Gaseous Emissions (APTI 415)</li><li>• QA/QC Control for Air Pollution Measurement Systems</li></ul>	2	2
<b>400</b> students trained	33	33
<b>1000</b> student training days	148	148

Note: WESTAR is on schedule to offer 20+ training courses during CY2012.

Note: The continued economic downturn and slow recovery have forced state and local agencies to tighten fiscal budgets, and invoke tighter scrutiny on all expenses including travel. As such, out-of-state attendees who in past years accounted for ~50% of attendees at WESTAR training courses now account for less than 10% of attendees. One positive outcome of the current situation is that many of the agencies are expecting staff to be more proficient in other program areas. In order to gain the knowledge, skills and abilities agencies require staff to participate in cross-training activities including WESTAR's training programs.

#### b. Other Activities this Quarter

- WESTAR staff actively participated on National Training Curriculum Project. The outcomes of the Project include the development of:
  - Professional Development Training Guide
  - Catalog of Public Air Quality Courses
  - Catalog of Public and Private Air Quality Courses
- WESTAR staff actively participated in EPA's Learning Management Systems Project (LMS). The outcomes of the Project include:
  - A national air quality LMS which will be beta tested May 2012, and is anticipated to be available late 2012.
- WESTAR staff actively participated on NACAA's Joint Training Committee.
- WESTAR staff actively participated on NACAA's National Training Strategy Project and its numerous subcommittees including:
  - Curriculum Development
  - Administration
  - Communication
  - Needs Assessment
  - Course Development & Updates
- Managed WESTAR's 1-Hour NO<sub>2</sub> Modeling Requirements subcommittee with the goals of:
  - Reviewing NO<sub>2</sub> Modeling requirements to identify issues causing difficulties;
  - Identifying and prioritizing realistic solutions, and;
  - Forwarding solutions on to WESTAR's Directors for direction.

### III. Budget Summary and Status

The following tables summarize the status of WESTAR's budget, comparing cumulative grant awards since the inception of the current grant (September 1, 2011) through the end of the most recent quarter. While authority to spend against the new grant began on September 1, 2011, WESTAR continued to spend down the prior grant until November 1, 2011. Thus expenditures for the first two months of the project period were paid out of the prior grant.

#### **Cumulative Grant Awards by Project Grant # XA -00T68001**

<b>Project Title</b>	<b>Total Anticipated Project Period Cost</b>	<b>Total Awards Project Period to Date as of 3/31/2012</b>	<b>Percentage</b>
Operations	840,000	280,000	33%
Training	1,102,500	367,500	33%
Ad hoc Travel	410,961	96,987	24%
<b>Totals</b>	<b>2,353,461</b>	<b>744,487</b>	<b>32%</b>

#### **Cumulative Expenses by Project 12/1/2011 through 3/31/2012**

<b>Project Title</b>	<b>Total Awarded</b>	<b>Work Plan Budget</b>	<b>Actual Expenses</b>	<b>Percent of Total Budget</b>
Operations	223,617	670,851	87,278	13%
Training	293,497	880,493	109,272	12%
Ad hoc Travel	91,953	395,859	27,590	7%
Overhead	135,420	406,260	40,711	10%
<b>Totals</b>	<b>744,487</b>	<b>2,353,461</b>	<b>264,850</b>	<b>11%</b>

**Cumulative Expenses by Object Class  
12/1/2011 through 3/31/2012**

<b>Object Class</b>	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>
1. Personnel	812,623	89,068	11%
2. Fringe Benefits	206,051	20,317	10%
3. Travel	439,487	43,687	10%
4. Equipment	0	0	
5. Supplies	0	0	
6. Contractual	54,037	46,374	86%
7. Construction	0	0	
8. Other	409,544	24,694	6%
9. Indirect Expenses	431,719	40,711	9%
<b>Totals</b>	<b>2,353,461</b>	<b>264,850</b>	<b>11%</b>

**IV. Other**

- WESTAR, WRAP and EPA held a conference call following up on a recent report commissioned by EPA on regional planning organizations (RPOs). The report is based on a series of interviews with states, EPA (headquarters and regional offices), federal land management organizations and others. Based on these interviews, there is broad support for regional organizations to deliver technical information to states, however there is no identified source of funding to support such organizations.
- An independent accountant completed a financial audit during the quarter, closing out WESTAR's previous 3 year grant and including one month of our new 3 year grant. There were no findings and no recommendations to revise or update internal financial management policies or procedures.