

WESTAR Council

Enforcement Case Development & Resolution

April 3-5, 2024

IN-PERSON TRAINING

State of Arizona DEQ
1110 W. Washington St.
Phoenix, AZ 85007

Registration Deadline: Friday, March 15, 2024



TO REGISTER

1. Log onto EPA's AirKnowledge and create a profile, or log onto your existing AirKnowledge account.
<https://epaapti.csod.com/client/epaapti/default.aspx>
2. When you complete your profile, you will receive a confirmation e-mail to activate your new account. It may take several minutes before receiving the email.
3. Once activated, log into your account.
4. Click the "Instructor Lead Training Calendar" link under the "My Training" tab.
5. Search the calendar for the training date(s). On the calendar you will see a course description. Hover over the text for additional information.
6. To register click the course title link.
7. In the lower righthand corner of the page you will see a "Request" button. Click it.
8. At this point you have requested a seat in the training. Because demand for WESTAR sponsored training frequently exceeds availability all registrants are placed on a waitlist.
9. You will receive an email from [Jeff Gabler](#) confirming your request.
10. WESTAR attempts to accommodate all requests but at times it may be necessary to prioritize attendees.

WEDNESDAY, APRIL 3, 2024

8:30	am	Welcomes & Introductions
8:45	am	Intro to Enforcement Case Development
9:30	am	Roles and Responsibilities
10:15	am	Break
10:30	am	Review of Principles
11:45	am	Lunch (on your own)
1:00	pm	Determining Compliance
2:00	pm	Evidence
3:00	pm	Break
3:15	pm	Date Collection
4:30	pm	Adjourn for Day

THURSDAY, APRIL 4, 2024

8:30	am	Determining Appropriate Response
9:30	am	Types of Enforcement Actions
10:30	am	Break
10:45	am	Settlement Provisions
11:45	am	Lunch (on your own)
1:00	pm	Penalties
2:00	pm	Negotiation Game or Interviewing Exercise
3:15	pm	Break
3:30	pm	Negotiations
4:30	pm	Adjourn for Day

FRIDAY, APRIL 5, 2024

8:30	am	Introduction to Case Settlement Exercise and Preparation
9:30	am	Case Settlement Exercise
12:00	pm	Report Out and Final Paperwork
1:00	pm	Adjourn

COURSE DESCRIPTION

Course Description: This course is designed for a student who seeks to understand the complete compliance assessment process including enforcement. The student should come away with the knowledge and skills necessary to become a productive member of a compliance team. The two and one-half day course will focus on the enforcement case process used by US local, state, and federal environmental agencies primarily the administrative and civil judicial processes.

ACCESSIBILITY/REG INFO

ACCESSIBILITY: WESTAR strives to host inclusive, accessible training events that enable all individuals, including individuals with disabilities, to engage fully with the instructor and course content. To request an accommodation or for inquiries about accessibility, please contact Jeff Gabler at jgabler@westar.org or 503-744-0486 by Friday, March 15, 2024.

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.

TRAINING LOCATION

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