***TAMS Steering Committee Call Notes***

**August 19, 2020 @ 10AM PDT**

Attending: Andy Bessler, Christal Black, Pat Childers, Vallen Cook, Farshid Farsi, Ben Giwojna, Stuart Grey, Lori Howell, Carma Huseby, Martin Husk, Josie Kamkoff, Mehrdad Khatibi, Mike King, Chris Lee, Mike Natchees, Camille QuickBear, Tanda Roberts, Melinda Ronca-Battista, Darlene Santos, Sara Terry, Ed Wilds

**Opening Business**

 Roll Call was completed, and there was a quorum of voting members.

The agendawas approved.

The July call notes were approved.

**What’s Happening at the TAMS Center**

**AIAQTP Trainings/Courses** – Christal Black

* Hosted IAQ Cohort June 8 – July 24; 50 people completed; hope to have another 5 completed by September 4
* Offered 3 Road Dust webinars; primarily Alaska; 55 attendees (May 28); 61 attendees (June 18); 58 attendees (August 5); final webinar in that series coming up October
* Offered 3 Intro Lite webinar series:
* Intro to Tribal Air Quality Program Development and the Clean Air Act – July 21; 74 attendees
* GAP and CAA 103 – August 11; 80 attendees
* CAA 103 and 105 – August 25; 154 people registered
* Final webinar coming up September
* OAQPS: NSR and Permits, Wood Stove Operations and Maintenance training; develop courses in scholar LMS; Building Science for Warm Climates will be available next calendar year
* IAQ Cohort series in Alaska and lower 48; planned for fall/spring time
* All webinars are recorded to view on own time; will provide library of resources; will provide certificates for attendees for tribes reporting purposes and for project officers
* Vallen asked how many attendees are new to air; poll was taken during webinar; majority responded to less than a year or between 1-2 years of experience on last webinar; data is being collected and we can provide summary
* Mike N. asked if there is a limit or cap on taking courses; Christal mentions we are utilizing go to webinar which allows 500 people
* Introduce subject matter to larger, broader audience; trying to give folks introduction to subject matter and point them to more detailed information; provide links and resources for additional training and webinars being offered
* Vallen asked if there are pdf manuals for webinars; Mehrdad mentions that there are no manuals, however, pdf copies of presentations are provided and available to download
* Good to develop introduction to tribal air quality management as online course; started discussion internally; need feedback from SC members
* Develop focus group of tribal environmental professionals; 4 tribal representatives to work with us to develop online platform; what is subject matter to focus on especially for new staff
* May be best approach; focus group will tell us from their perspective and provide recommendations; need more introductory course
* Can setup calls for focus group; Mike, Vallen volunteered; Pat C will join for grant course support
* Important to continue webinar series; intro lite webinar series internally; continue conversation; keep frequency up to engage with the tribes; important due to travel restriction, etc.
* Plan to continue to offer webinars once every 2 weeks covering different subject matters
* Working on subject matters; Mansel willing to do webinars on flag program on air quality education and outreach during COVID; air quality and COVID; radon, IAQ topics, etc.
* Technical subject matters: emissions inventory, data management, MET monitoring; technical assistance audits remotely
* Uncertain of in-person training
* Will send list out for review; topic list for webinars; please share additional ideas and feedback within this week

**Professional Assistance**- Mike/Melinda/Angelique/Josie

* Mike hosted summer intern, Jessica Smith with PurpleAir sensor project; she assisted with the setup and installation; developed quick start guide; also worked with Melinda on QREST project
* Completed PA reports for Shoshone Bannock and HoChunk tribes
* Short term PA: MS Band of Choctaw; assisted with BAM 1022 installation, operation and guidance
* Yavapai Apache - assisted with installation and operation of BAM 1022 monitoring equipment
* Provided AQS support and data validation to tribes
* Morongo Band – assisted with configuring gap insulator
* Yerington Paiute – assisted with data logger connectivity; getting parameters

**QREST Network Update** – Melinda Ronca-Battista

* Introduced Josie; she is working half time; lab and field experience; assist with QAPP work; professional assistance and online work
* Assist with QA Fundamentals and QAPP writing courses; provide resources
* Presented QAPP Lean project at TLEF virtual conference; addressed Office of Inspector Generals’ findings; gives visibility; 60 attended, includes EPA staff; went well
* Working with Region 9 and 10 on quality assurance; develop requirements and procedures for 3rd party independent data validation using the QREST platform suitable for regulatory monitoring data; segway into QREST
* Plan for training in 2 components; continue QREST-test environment
* Josie to provide Lori (Shoshone Bannock Tribe) with QAPP assistance and provide example QAPP; recommended QAPP courses

**Status of AQS Letter to OAQPS** – Camille/All SC

* Letter was revised and sent to SC members for review; final version will go on TAMS SC letterhead
* Letter addressed to Director of OAQPS (Peter)
* Sara Terry introduced Martin Husk and Stuart Grey; available to answer any questions
* Martin is in charge of items concerned in letter
* SC members agreed to send letter without signature
* Camille expressed technical issues with emails; outgoing and incoming; server went down due to virus; problem seemed to be fixed but still being hacked; tribal staff experiencing technical issues
* Chris to resend letter to Camille
* TAMS to send out letter today on behalf of Camille
* Re-summarize what letter says
* AQS support was provided by OAQPS in the past; attempt to address some concerns; folks in OAQPS indicated there is a new process to handle request; more support from regional AQS coordinators; however, it seems technical staff did not receive support; confusion addressing issues by how tribes are being treated; there is a misunderstanding with status of tribes
* Mike dealt with issues; OAQPS provided support to tribes in past; service desk changed support role; provides support to tribes; given ticketing number for support request which implements tracking system; changes no longer provide tracking system; important to have transparency for tribal AQS users and support from regions; have them well trained and knowledgeable; participant in discussion with committee to address support concerns
* Martin appreciates feedback; helpful to understand issues to rectify them
* Why they made change; new software being used; implemented last year with EPA call center
* Software made it difficult to report problem and track it; started noticing lost tickets, etc; no records found in system
* Not adding details that were needed; involves changes to system and software development; aware problems needed to be fixed
* Developed interim process last year; not meant to be long term; process not transparent as it should be
* All issues should go to regional EPA contact; email was sent in May; updated documentation in website informing what new processes will be
* Working on giving training and being more responsive to all AQS users on ongoing basis
* Looking at new software that will better track information and be more transparent when submitted and completed
* Will bring up in coordination meeting; reinforce issues to provide level of support to tribal users; ensure needs are addressed in timely manner
* Stuart Grey manages user support process
* Stuart reports that they are trying to provide training to AQS users and EPA contacts
* Guide available on website; list of regional contacts can be found under AQS support; there is a link on how to report issue/problem
* What is time frame for moving into new system; there is a backlog of work; high priority; don’t have estimate of time; will provide updates
* Mehrdad mentions, if helpful, consider having call or short webinar to share with tribes; let folks know there are resources in terms of AQS support, etc.; we can help to facilitate and work with them; put out announcement; provide update on what’s going on and share tools and resources
* Martin is willing to assist and communicate with tribes
* Continue internal discussions; may be good topic for webinars

**TAMS Letterhead Discussion** – SC Members

* Review and approve to utilize as group
* SC members suggested format change; Chris will revise and send out

**Status of TAMS Needs Assessment Addition** – TAMS Co-Directors/All

* Additional questions regarding online/webinar training
* Chris will finalize and send out for continued action; set up calls to continue discussion
* Maybe be interest in partnering with NTAA workgroup; they will contact TAMS soon
* Discuss certification of training courses for tribes

**Fall In-Person On-Line Meeting Discussion** – TAMS Co-Directors/All

* What is preference; 2 half day meetings
* 8-4:30 each day; everyone flexible
* Consider time zones; shorter blocks; 10-2p over 2-3 days
* Utilize go-to or zoom
* Possible week of October 12

**TAMS 20 Yr Anniversary Discussion** – Chris/Farshid

* Move to spring meeting at the learning center
* Renovation of learning center started 2 weeks ago; completed by end of March 2021
* Pending due to travel restrictions; SC members decide to move to Fall 2021
* Continue to reduce invite list
* Move discussion to next month for continued updates

Submitted by:

Darlene Santos