

# DEPARTMENT OF ENVIRONMENTAL QUALITY

## OFFICE OF PLANNING & PUBLIC AFFAIRS

### FY 2005 End of Year Report

#### PPA MISSION:

Enhance the effectiveness of the Department and Divisions by partnering in community relations, media relations, pollution prevention, public education, planning, small business assistance, and environmental justice.

#### ENVIRONMENT

#### PPA STRATEGIC GOAL #1:

Promote environmental excellence by partnering with the Department and Divisions in policy and planning initiatives.

#### PPA PLANNING GOALS:

1. Provide planning support to statewide initiatives.

##### Measures:

- a. Coordinate DEQ participation in Walker Work Plan, Legislative initiatives, Envision Utah, Utah Quality Growth Commission, 21<sup>st</sup> Century Communities, Utah Tomorrow, and others opportunities that arise.
- b. Coordinate information and issues from statewide initiatives through appropriate DEQ channels.

**STATUS:** *Utah Tomorrow has been terminated by the legislature and 21<sup>st</sup> Century Communities has been subsumed by Envision Utah and the Quality Growth Commission in which DEQ continues to regularly participate. DEQ will continue to maintain the old Utah Tomorrow database for internal use.*

2. Provide planning support for DEQ initiatives.

**STATUS:** *OPPA continues to provide ongoing planning support to the DEQ.*

##### Measures:

- a. Maintain community-based planning efforts.<sup>CBEP</sup>

**STATUS:** *The community-based planning effort has taken an issue focus rather than a*

*geographic focus. DEQ completed work on the environmental subdivision growth issue resulting in some legislative changes in subdivision planning requirements. DEQ continues to participate in the Urban Planning Model with the Salt Lake County Environmental Quality Advisory Commission (EQAC).*

- b. Identify and implement pollution prevention cross-media projects.<sup>P2</sup>

**STATUS:** *See Attachment for full details.*

- c. Incorporate environmental indicators into Local Health Department contracts and the Performance Partnership Agreement (PPA).

**STATUS:** *Environmental indicators continue to be reviewed, but none have officially been adopted. Activity measures are still being used.*

- d. Coordinate completion of the FY 2005 PPA.

**STATUS:** *FY2005 Performance Partnership Completed.*

- e. Coordinate completion of End-of-Year report for FY 2004 PPA.

**STATUS:** *FY2004 End-of-Year Report completed.*

- f. Continue supporting EIMI initiative.

**STATUS:** *Ongoing.*

- 3. Provide policy support for DEQ initiatives.

**STATUS:** *Support is provided as needed or requested.*

**Measures:**

- a. Assist with tribal relations, Environmental Justice, Sustainable Communities, and CBEP issues.

**STATUS:** *Ongoing staff participation and assistance is provided.*

- b. Assist with Environmental Council of States (ECOS) and other national policy initiatives, as requested.

**STATUS:** *Participation and assistance continues to be provided to ECOS and other national policy initiatives as requested.*

- c. Support implementation of Clean Utah!

**STATUS:** *Clean Utah is implemented and ongoing.*

- d. Participate in statewide Homeland Security planning efforts, including bioterrorism.

**STATUS:** *DEQ continues to participate in Homeland Security planning efforts through the Division of Environmental Response and Remediation.*

## **PPA STRATEGIC GOAL #2**

Promote environmental excellence by facilitating integration of Pollution Prevention initiatives in DEQ and throughout the state.<sup>P2</sup>

### **PPA POLLUTION PREVENTION ANNUAL GOALS:**

1. Promote and Support Environmental Management Systems (EMS) and Clean Utah! Initiatives

#### **Objectives:**

- a. Adoption of sustainable practices by business and improved environmental performance.
- b. Showcase environmental improvements through Clean Utah!

#### **Measures:**

- a. Number of Clean Utah! new partners

**STATUS:** 5

<http://www.deq.utah.gov/cleanutah/index.htm>

- b. Number of EMS audits completed

**STATUS:** 5

- c. Number of project promotional presentations completed

**STATUS:** 20

- d. Reductions in pollutants in recreational areas and schools.

**STATUS:** *Utah's P2 program planned and participated in the second annual Collaborative Summit in Estes Park, Colorado, Sept 2005. The Summit's goal is*

*to bring together top management from EPA and State/Federal land mgt. agencies to identify projects and processes that can be implemented collaboratively.*

*Utah's Salt Lake City School District has continued to be one of eight pilot schools for EPA's "Healthy Schools" initiative. Meetings were held and software was installed to begin testing the project.*

*<http://www.epa.gov/schools/assessment-tool/overview.html>*

*Preliminary testing of the tool have reported that the tool is extremely cumbersome and may not be easily utilized by school district personnel with limited resources. Further information will be available during the next FFY.*

*Utah also received a small grant to develop an EMS tool for schools. While this is separate funding from the PPIS, it is how one of Utah's objectives will be met. This project will be finalized during the next fiscal year.*

*Utah's P2 Mountain Recreation Project held an energy efficiency workshop in April of 2005 for Utah's ski resorts. 15 ski resort representatives participated in the half day workshop.*

*Utah's P2 program also presented to the Utah Golf Superintendent's Association in April 2005 on Pollution Prevention for the Golf Sector. There were approximately 85 conference participants. All participant comments received were very positive.*

- e. Pollution reductions in Utah business industry.

**STATUS:** *Reclaimed Hazardous Materials: 137,330 lbs  
Reduced Solid Waste: 1,591,194.00 lbs recycled  
Reduced Water Consumption: 197 million gallons  
Reduced Carbon Monoxide: 19,481 lbs  
Reduced Volatile Organic Compounds (VOC's): 797 lbs  
Reduced Nitrogen Oxide: 594 lbs  
Reduced Sulfur Dioxide: 32.3 lbs  
Reduced Carbon Dioxide: 24.28 tons  
Reclaimed 1,500 grams of mercury from mercury containing car switches  
Cost savings: \$965,733 (for those reporting cost saving figures)*

- f. Pollution reductions at DEQ:

**STATUS:** *Estimated Pollution Reductions from DEQ Telework Program:  
Reduced Carbon Monoxide: 2,806 lbs  
Reduced Nitrogen Oxide: 174 lbs  
Reduced Sulfur Dioxide: 9.08 lbs.  
Volatile Organic Compounds (VOC's): 195 lbs.*

*Discounted Bus Passes purchased for DEQ employees to encourage mass transit.*

*170 DEQ employees actively ride the bus to work.*

*New energy efficient HVAC purchased for two of our buildings. The cost was \$300,000. The system was installed in August and September, so energy savings and cost reductions will be reported during the next fiscal reporting period.*

2. Develop and Support Statewide Partnership Efforts

Continue to develop and foster partnerships throughout Utah. While we maintain many partnerships, Utah will work to increase partnerships to new areas and industries where we have not done so in the past. By working in partnership with many groups, Utah's P2 program is able to "do more with less".

**Objective:**

Improved environmental awareness. Allow Utah's P2 programs to better inform, improve and influence other groups/agencies goals and priorities.

**Measures:**

- a. Number of ongoing partnerships as well as number of new partnerships.

**STATUS:** *Utah Environmental Debate Program Partnership: (final report enclosed)*  
*Children's Environmental Health Partnership: New website:*  
<http://www.childrenshealth.utah.gov/>

**Multi State Working Group:**

*Attended fall 04 quarterly meeting in Oklahoma.*

*Sponsored and coordinated Jan 05 quarterly meeting in Salt Lake.*

*Planning for June 06 Park City Annual conference.*

*Sonja Wallace (Utah P2 Coordinator now serves as Vice President of this national group)*

*Sonja Wallace serves as member of MSWG Policy Board.*

**National P2 Measurement Workgroup:**

*Utah rep is Sonja Wallace who participates in all conference calls, meetings and document development including "date definitions".*

*-P2 Measurement workgroup met in December 2004 in Dallas, Texas.*

*-P2 Measurement workgroup met during national P2 conference in Chicago, Illinois week of April 11<sup>th</sup>, 2005.*

***ECOS QuickSilver Caucus (mercury workgroup)***

*Sonja Wallace serves as Utah representative and participates in all monthly calls, surveys, meetings and policy development.*

***EPA Resource Conservation Challenge:***

*Sonja Wallace serves at Utah representative for regional coordination.*

***Economic Development in Utah:***

*The Utah P2 program is actively involved in working with companies who are interested in locating in Utah. The P2 program coordinates and chairs all DEQ Pre-Design meetings. During this reporting period, 5 pre-design meetings were held. The P2 program also communicates regularly with the state economic development offices and the Governor's office on economic/environmental issues.*

***Collaboration with federal and state land management agencies:***

*Planning, implementation and attendance at 2<sup>nd</sup> annual collaboration summit, sept 2005, Estes Park, Colorado.*

*Review of P2RX state parks environmental guide*

***Source Reduction and Recycling***

*Sponsor of Recycling Coalition of Utah's (RCU) annual conference*

*Co-sponsor of RCU electronics recycling collection day*

*Worked with several entities (Southern Utah Recycling Coalition) to develop a plan for their group and its goals. Also helped SURC with grant application to EPA for funding and support (successful).*

***Utah Pollution Prevention Association***

*Sponsored and implemented annual P2 workshop.*

*Oversaw state P2 awards process and review.*

- b. Number of participants in Utah P2 sponsored conferences and workshops. This includes effectiveness of the workshops and will be demonstrated using evaluation forms.

***STATUS: 5 Pre-Design meeting held during year. All feedback (written and verbal) rated meeting effectiveness very high.***

***[http://www.deq.utah.gov/offices/ppa/business/pre\\_design.htm](http://www.deq.utah.gov/offices/ppa/business/pre_design.htm)***

***2 Pre-Design Workshops were in during year. A total of 103 individuals participated. Information was given on Utah's Pre-Design process and Pollution Prevention strategies for growing communities.***

***DEQ held a "Choose Clean Air" walk for families. Had 163 participants. Handed out pedometers and other information on Clean Air. Participants signed a Clean Air pledge vowing to park their cars at least once a week during***

*the summer months. <http://www.cleanair.utah.gov/>*

*Sponsored a “Choose Clean Air/Car Care Workshop” with AAA and the Utah Automotive Association. Approximately 40 people in attendance.*

*DEQ sponsored a “Family Night at the Skate Park” in Sandy, Utah. 75 children participated. Handed out pedometers and other information on Clean Air. Parents signed a Clean air pledge vowing to park their cars at least one a week during the summer months. <http://www.cleanair.utah.gov/>*

*DEQ assisted in sponsorship of the national “Bioneers” conference in Oct 2004. See handout. Over 97 people participated in the local conference which was joined by satellite with the larger national conference.*

*The national Multi State Workgroup (MSWG) held one of its quarterly meeting in Salt Lake City in January 2005. Approx. 107 people attended the one day workshop coordinated by the Utah Pollution Prevention program. (workshop info in attachments). The workshop received such positive feedback from the attendees, that Utah was chosen to host the 2005 annual conference in June. Planning in underway for the June 26-28 conference where approx. 300 people will attend. [www.mswg.org](http://www.mswg.org)*

- c. Number of P2 award nominations received for annual P2 award recognition program.

**STATUS:** *8 Awardees: (See OPPA section 1e for total reductions quantified)*

*Tear A Part Auto Salvage  
Salt Lake City Department of Airports  
Hexcel Corporation  
Hill Air Force Base  
AutoLiv, Inc.  
Litton systems  
La-Z-Boy  
Squatters Pub Brewery*

- d. Completion and distribution of EPA P2 measurement tool. This will greatly improve accuracy of information and reductions nationally.

**STATUS:** *Utah serves on the national Pollution Prevention Measurement Task Force. Efforts continued during this fiscal year. The “Data Definitions” section of final recommendations was completed (see attachments). Conference calls were held on a bi-monthly schedule, with two in-person meetings (Dec and April). The group is working on its complete final recommendations which will be available during the next fiscal year. Group members are also working with EPA to get the data definitions used in a standardized format throughout state*

*and federal programs.*

3. Encourage Pollution Prevention to Utah Citizens Through Programs that Target the Reduction of Special Wastes.

**Objective:**

To reduce the amount of contact and improper disposal of wastes that can cause human health concerns and environmental pollution.

**Measures:**

- a. Amount of mercury collected and properly disposed of.

**STATUS:** *1,500 grams of mercury was collected during the reporting period. The mercury was collected from the mercury containing switches in cars sent to be recycled/salvaged.*

*The Utah P2 program has developed a best management practices for auto salvage yards poster. The poster were distributed to all of Utah's auto salvage companies. The poster was also translated into Spanish. (see enclosed material)*

*Utah's P2 program has worked with our other divisions to establish a mercury information website: <http://www.deq.utah.gov/issues/Mercury/index.htm>*

*Utah also put together a case study of Tear-a-Part which is enclosed.*

- b. Amount of used oil collected and properly disposed of:

**STATUS:** *522,417 gallons collected and properly disposed of. This is a 1% increase over the previous year.*

*<http://www.hazardouswaste.utah.gov/Frames.htm>*

*Utah also had an extensive outreach campaign including:*

*Two 30 second used oil commercials that aired in 29 movie theatres and –also on KJAZZ-channel 14 television. These commercials aired approx. 10,000 in theatres and 102 times on television.*

*We have continued to distribute and post the “Used Oil Drip” newsletter:*

*<http://www.hazardouswaste.utah.gov/ADOBE/usedoil/spring05drip.pdf>*

- b. % reduction in lead contamination in children in Utah.

**STATUS:** See website:  
<http://www.airquality.utah.gov/HAPS/lead/index.htm>

*Utah is currently working to update rules related to lead based paint. Much emphasis in the last reporting year was focused on educating homeowners and contractors involved in home/office renovations about lead based paint concerns. Utah held over 15 training sessions for contractors. Lead based paint information was also given out at the Utah annual home and garden show where over 20,000 people attended.*

4. Continue to Support and Promote the Use of Supplemental Environmental Projects (SEP) in Utah.

**Objective:**

Direct environmental improvement due to enforcement action, flexibility, and innovative problem solving.

**Measures:**

- a. # of SEP's that DEQ uses during FFY05.

**STATUS:** *No SEP's were established during FFY05.*

- b. Reductions in pollutants from SEP's during FFY05.

**STATUS:** *N/A*

- c. Improvements in reporting and tracking procedures.

**STATUS:** *Improvements have been made to tracking of SEP usage. In prior years each division tracked their own SEP usage. DEQ will now have a complete department tally for SEP usage.*

5. Administer P2 grant by Preparing Applications and Quarterly Reports, Monitoring, Budget and Providing DEQ Oversight for P2 Initiatives.

**Objective:**

Improved tracking of P2 dollars and their effectiveness in preventing pollution.

**Measures:**

- a. Completed grant requirements.

**STATUS:** *Completed*

- b. Completed state budget review and planning.

**STATUS:** *Completed*

- c. Positive feedback from EPA and state grant/finance offices.

**STATUS:** *Completed*

**PPA STRATEGIC GOAL #3:**

Promote a sustainable relationship between economic development and environmental protection by coordinating work with small businesses and related organizations.

**PPA SMALL BUSINESS ASSISTANCE GOALS:**<sup>SBA</sup>

- 1. Facilitate the development of the DEQ small business assistance policy.

**Measures:**

- a. Promote public participation through the Compliance Assistance Panel, DEQ Boards, and other entities.
- b. Coordinate development of consistent small business assistance policies within DEQ and emphasize cross-divisional focus in all outreach activities.
- c. Maintain Business Assistance home page.
- d. Coordinate with other business assistance providers and professional associations.<sup>SBA</sup>

- 2. Serve as small business ombudsman for DEQ.<sup>SBA</sup>

**Measures:**

- a. Assist small businesses with DEQ permitting process and other programs as needed.
- b. Assist DEQ divisions with the development of appropriate outreach materials.
- c. Participate in outreach opportunities such as conferences, presentations, etc., to provide information to small businesses.
- d. Participate in pre-design conferences.

- e. Promote cross-media small business assistance within DEQ.

## **CUSTOMER SERVICE**

### **PPA STRATEGIC GOAL #4:**

Promote environmental excellence by providing public information and participation opportunities.

### **PPA PUBLIC EDUCATION ANNUAL GOALS:**

1. Link public education projects across divisions.

#### **Measures:**

- a. Correlate 1-800 calls and DEQINFO e-mail inquiries to education initiatives.

**STATUS:** *Secretaries log and monitor all calls, 145 calls received.*

- b. Incorporate DEQ initiatives into Take Pride in Utah, NEF Debate Program, and Walker Watershed initiative.

**STATUS:** *DEQ continues to be involved in these projects including watershed protection.*

- c. Assess the response of targeted audience.
- d. Coordinate redevelopment of DEQ display and department-wide participation in outreach opportunities identified in the communication plan.

**STATUS:** *Displays have been set up at League of Cities and Towns and Association of Counties conventions and other outreach opportunities as identified.*

2. Oversee content and coordinate information dissemination on DEQ home page.

#### **Measures:**

- a. Serve as DEQ Webmaster and coordinate internal Web workgroup and IT.

**STATUS:** *Ongoing. A lot of Web work has been accomplished and continues to be a major focus of OPPA.*

- b. Update DEQ home page as needed, edit content, standardize pages, and assure that copy is written clearly and concisely, using Associated Press style guidelines.

**STATUS:** *Home page updated regularly. Ongoing effort maintained.*

- c. Coordinate update of DEQ Web standards.

**STATUS:** *Ongoing. Update of Web standards about 80% complete.*

**PPA COMMUNITY INVOLVEMENT ANNUAL GOALS:**

1. At the request of the Divisions, provide assistance in preparation and implementation of community involvement plans for specific projects and programs.

**Measures:**

- a. Conduct training, upon request, on community involvement issues.

**STATUS:** *Leadership training is ongoing DEQ endeavor with communications a major focus of the training.*

- b. Develop plans in conjunction with project or program manager.
- c. Ensure community and other stakeholders are appropriately involved in the development and implementation of community involvement plans.

**STATUS:** *Continue working with various communities and stakeholder groups on a variety of environmental media projects, e.g., Southwest Jordan Valley Groundwater Remediation Project, the Great Salt Lake Selenium and Mercury studies and Mapleton City Natural Resource Damage Claim.*

- d. Administer survey or other feedback tool at the conclusion of each project to gauge success.

**STATUS:** *DEQ maintains an e-mail group list for key stakeholders and periodically asks for feedback to help define direction and reassess priorities.*

2. Ensure Environmental Justice (EJ) issues are incorporated into community involvement plans.

**Measures:**

- a. Assist with EJ questions as needed in coordination with EPA.

**STATUS:** *Work to assure that minority community concerns are addressed as part of overall community relations work.*

- b. Provide grant information to interested entities.

**STATUS:** *Provide grant information as requested.*

**PPA MEDIA RELATIONS ANNUAL GOALS:**

1. Coordinate DEQ media relations.

**Measures:**

- a. Ensure DEQ media policy is followed.
- b. Encourage reporters to use DEQ's public information office.
- c. Ensure staff uses DEQ's public information office.

**STATUS:** *Routine and ongoing.*

2. Provide training for DEQ staff.

**Measures:**

- a. Provide coaching, feedback, and help with message development.

**STATUS:** *As needed.*

- b. Develop and provide media training to all Divisions.

**STATUS:** *Periodic training provided.*

- c. Ensure DEQ issues are covered in the media accurately.

**STATUS:** *Yes and reviewed regularly.*

**PARTNERSHIP WITH FEDERAL, STATE, LOCAL, AND TRIBAL GOVERNMENTS**

**PPA STRATEGIC GOAL #5:**

Improve the effectiveness and efficiency of statewide delivery of environmental services by strengthening relationships with all levels of government.

**PPA LHD LIAISON ANNUAL GOAL:**

Amend and update Environmental Service Delivery Plan reflecting partnership initiative.

**Measures:**

- a. Align Environmental Service Delivery Plan with DEQ Goals and Objectives.

**STATUS:** *Environmental Service Delivery Plan contains LHD annual work plans which are aligned with DEQ goals and objectives. Contracts are in second year of a three year contracting period.*

- b. Coordinate signed contracts, MOUs, or updated sections of Environmental Service Delivery Plan.

**STATUS:** *Coordination continues to take place between UALHOs and CLEHA Associations and DEQ. Partnership meetings are held and issues identified and addressed.*

**EMPLOYEES**

**PPA STRATEGIC GOAL #6:**

Promote environmental excellence through teamwork and mutual support by providing training and recognition.

**Measures:**

- a. Promote value-added roles for PPA staff in department activities.

**STATUS:** *OPPA are involved and used in a variety of departmental activities from staffing departmental picnics to holding media events and facilitating meetings.*

- c. Provide training.

**STATUS:** *Training is a priority and continues to be provided in an organized manner.*

- c. Recognize teamwork and individual efforts.

**STATUS:** *Yes, in numerous ways and ongoing.*

**PPA EMPLOYEE ANNUAL GOALS:**

- 1. Create training opportunities and support participation in professional organizations.

**Measures:**

- a. Provide training.

**STATUS:** *Ongoing.*

- b. Support participation in professional organizations.

**STATUS:** *Ongoing on individual basis.*

- 2. Use staff meetings to share project information, encourage synergy, and recognize individual and team efforts.

**Measure:**

- a. Use formal/informal reward system to recognize and acknowledge individual and group achievements.

**STATUS:** *Has been and continues to be done.*