

## **Compliance Advisory Panel (CAP) Meeting Minutes**

Zoom: <https://us02web.zoom.us/j/6170872943?pwd=TjQ5ME9sYmtsNklON2lLNUhkb1FCdz09>

December 19, 2023  
10:30 a.m.

Arkansas Department of Energy and Environment  
5301 North Shore Drive, North Little Rock, AR  
72118

### **CAP Members Present**

Brittney Winner (Zoom)  
Doug Winslow (Zoom)  
Martha Treece (Zoom)  
Rodney Leggitt  
Rusty Jannsen (Zoom)  
Shane Knight  
Lucy Cross, E&E

### **Others Present**

Tommy Edgman, E&E  
Dalton Barnum, E&E  
Vanessa Kohrs, E&E  
Erika Droke, E&E  
Terry Sligh, E&E

### **Call to Order**

In the absence of a Chairman, Lucy Cross, E&E Enterprise Services Director, called the meeting to order at 10:30 a.m.

Vanessa Kohrs made the acknowledgment of the Media Notification. A press release of the meeting announcement was published on December 11, 2023.

### **Updates**

Cross requested that the meeting minutes from June and September, be approved, needing approval by the board. Draft copies of the minutes were sent to the board members for review prior to today's meeting. Knight made a motion to approve the June minutes. Kinslow made a second motion for approval of the June minutes. Vanessa Kohrs followed up on the request to also approve the September minutes. Leggitt made a motion to approve the September minutes. Knight made a second motion for approval of the September minutes. No members opposed. Both the June and September meeting minutes were approved.

Lucy Cross then welcomed the new board members to the board and provided an overview of today's meeting. Vanessa Kohrs stated the need to appoint a new Chair of the board, and a volunteer to take meeting minutes going forward. Knight volunteered to serve as the Chair, with no volunteers coming forward to take meeting minutes. Leggitt made a motion to approve Knight as the Chair. Kinslow made a second motion for approval. There were no objections to Knight serving as the Chair.

### **Office of Air Quality Updates**

The Office of Air Quality (OAQ) Environmental Operations Manager Erika Droke provided an update on OAQ's Climate Pollution Reduction Grant (Energy and Environment Innovation Plan) received from the EPA and how the grant may be used in the state. Droke also discussed the moneys received, various deadlines, partners on the plan, and an action plan for proposed projects. Droke also welcomed the board to suggest any projects they may be interested in the money being used for, and outlined the schedule for sector/community planning meetings going forward.

### **Office of Land Resources Updates**

The Office of Land Resources (OLR) Grant Coordinator Terry Sligh provided an update on the SWFR (Solid Waste Infrastructure for Recycling) grant. Sligh discussed the moneys received and the timeline for the grant, as well as what the EPA would prefer the moneys to be used for by states. Sligh mentioned that most of the grant money will be used for data research purposes in order to determine how the state can improve recycling. Lucy Cross noted that money will also likely be used to conduct outreach and provide education statewide on recycling. Knight asked if the grant could possibly fund e-waste recycling, wooden pallets disposal, etc. Knight also brought up how the September CAP Board meeting could facilitate questions from the solid waste districts on if that money is accessible and how the data collection could indicate areas of improvement in the state.

### **Discussion and Fiscal Overview**

Kohrs provided an overview of the CAP board's budget and expenditures for the fiscal year 2023. From September's meeting, \$66 of mileage reimbursements were made. The total fund balance is \$233,245.23.

### **Vacant Positions**

Kohrs discussed the need to fill one vacancy appointed by the Speaker of the House and indicated she would check in to see if the appointment would be made soon.

### **New Business**

Cross mentioned that the CAP Board website would need to be updated, and that the new members would need to schedule time to take headshots, provide biographies to be added to the website by the end of January, and put the members into DEQ's system.

Cross then discussed creating a regular meeting schedule for CAP Board meetings in 2024 (ex. The second Tuesday of every three months at 10:30 a.m.). Cross noted that E&E would follow up with the members via email to suggest dates/times for a regular meeting schedule in 2024.

The date and time of the next board meeting has yet to be determined, but will likely take place in February-March, and brought up the possibility to conduct the next meeting somewhere other than at E&E Headquarters or on a field trip. Cross asked that any suggestions from the board be submitted via email or phone.

Cross brought up the need to have a blanket vote to approve the usage of board funding to create service certificates and associated frames for former CAP Board members. Leggitt made a

motion to approve the spending. Knight made a second motion to approve the admin purchases. There were no objections.

Knight asked what the history of the board's activities consisted of, and how the board may be used going forward to facilitate recycling improvements and associated legislation in the state, or if the board has the authority to do so. Cross noted that any specific ideas of this nature can be presented to the board for discussion.

There were no public comments.

Kohrs adjourned the meeting at 11:06 a.m.