

# FISCAL YEAR 2014-2015 WORK PLAN

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## Assessment Division

Office Environmental Compliance

Evita Lagard, Administrator

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4/30/2015

**AIR FIELD SERVICES**

**1. Capture/collect 75% of data as per EPA, PPG, and Operational Plan requirement**

	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
<p>Site operators are responsible for monitoring and capturing data. Over the next year we will:</p> <ul style="list-style-type: none"> <li>• Conduct 3797 Site Visits</li> <li>• Conduct 200 Ozone Certifications on Site Calibrators</li> <li>• Conduct 186 Calibrations on Gas Parameters</li> <li>• Conduct 510 One point Verifications on Particulate Samplers</li> <li>• Conduct 28 Mass Verification on TEOM Particulate Samplers</li> <li>• Conduct 30 Flow Rate Check on TSP Samplers</li> </ul>	<p>Shannon Saunier 225 925-6239 <a href="mailto:shannon.saunier@la.gov">shannon.saunier@la.gov</a></p> <p>Robert “Bob” Bailey 225 219-3719 <a href="mailto:bob.bailey@la.gov">bob.bailey@la.gov</a></p>	<p>As of March 31, 2015:</p> <ul style="list-style-type: none"> <li>• Completed 3978 Site Visits</li> <li>• Completed 155 Ozone Certifications on Site Calibrators</li> <li>• Completed 147 Calibrations on Gas Parameters</li> <li>• Completed 359 One point Verifications on Particulate Samplers</li> <li>• Completed 21 Mass Verification on TEOM Particulate Samplers</li> <li>• Completed 23 Flow Rate Check on TSP Samplers</li> </ul>

**2. Identify and Train Personnel for MAML Duty**

	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
<ul style="list-style-type: none"> <li>• Identify core personnel needed to develop guidelines.</li> <li>• Determine concerns regarding current practices.</li> <li>• Identify various scenarios for MAML deployment.</li> <li>• Generate staffing guidelines needed to respond to each individual identified scenario.</li> <li>• Consolidate staffing needs vs. scenario where possible.</li> <li>• Compile draft proposal of consolidated guidelines.</li> <li>• Distribute for peer review and comments.</li> <li>• Make necessary changes as needed.</li> <li>• Distribute guidelines to all concerned individuals after final approval.</li> <li>• Initiate use of the guidelines.</li> </ul>	<p>225-219-3401 <a href="mailto:david.wagenecht@la.gov">david.wagenecht@la.gov</a></p> <p>Glen Jenkins 225-922-1165 <a href="mailto:glen.jenkins@la.gov">glen.jenkins@la.gov</a></p> <p>Bob Bailey 225-219-3719 <a href="mailto:bob.bailey@la.gov">bob.bailey@la.gov</a></p>	<ul style="list-style-type: none"> <li>• Training course curriculum development nearing completion.</li> <li>• Training materials developed to date have been placed in electronic format.</li> <li>• Eligible participants are being determined and identified.</li> </ul>

### 3. Capture/Collect PAMS Monitoring & Sampling data as per EPA, PPG, Operational Plan, and/or State Toxic Rule Requirement

	For more information on this project, please contact:	Status/Updates:
<p>Toxics and PAMS group is responsible for monitoring O3 precursors and toxics. Over the next year we will:</p> <ul style="list-style-type: none"> <li>• Conduct 605 Site Visits</li> <li>• Collect 2984 Valid Canisters</li> </ul>	<p>Glen Jenkins 225-922-1165 <a href="mailto:glen.jenkins@la.gov">glen.jenkins@la.gov</a></p> <p>Bob Bailey 225-219-3719 <a href="mailto:bob.bailey@la.gov">bob.bailey@la.gov</a></p>	<p>As of March 31, 2015</p> <ul style="list-style-type: none"> <li>• Conducted 510 Site Visits.</li> <li>• Collected 2608 Valid Canisters.</li> </ul>

### 4. Certify data as per EPA, PPG, Operational Plan and plan updates

	For more information on this project, please contact:	Status/Updates:
<p>Data analysis section is responsible for analyzing data and reporting. Over the next year we will:</p> <ul style="list-style-type: none"> <li>• Certify 90% of the data captured</li> <li>• Collect 3400 PM filters</li> <li>• Submit network assessment report to EPA</li> <li>• Update SOPs and QAPPs</li> <li>• Update PPG and OP plans</li> <li>• Complete set up of near-road site near I-10/I-610 interchange in New Orleans.</li> <li>• Set up, and collect air monitoring data from new Lafayette MSA ozone site.</li> </ul>	<p>Doug Wafer 225-925-3719 <a href="mailto:doug.wafer@la.gov">doug.wafer@la.gov</a></p> <p>Bob Bailey 225-219-3719 <a href="mailto:bob.bailey@la.gov">bob.bailey@la.gov</a></p>	<p>As of March 31, 2015:</p> <ul style="list-style-type: none"> <li>• Certify 96% data capture rate</li> <li>• Collected 2619 PM filters</li> <li>• Network Assessment sent to EPA 07/09/2014, new update started and in review process, for public notice before 6/1/2015.</li> <li>• SOP's reviewed and updated as required annually. 2014 PAMS QAPP, Ambient Air QAPP 10/17/14, and PM 2.5 speciation QAPP 10/17/14 updates were sent to EPA for approval. PAMS QAPP approved 8/28/14.</li> <li>• PPG and OP plans updated on 4/6/2015.</li> <li>• Near road site in New Orleans is operational for CO 12/3/14, FRM PM 2.5 12/3/14, NO2 3/18/14, and MET 2/27/15.</li> </ul>

**5. Perform I/M and Stage II Duties as per EPA and PPG requirements**

<p>I/M and stage II group will conduct the following over the next year:</p> <ul style="list-style-type: none"> <li>• Conduct 387 Stage II inspections in six parishes and prepare written reports</li> <li>• Conduct 59 Stage I inspections in six parishes and prepare written reports</li> <li>• Conduct 10,000 sticker enforcement surveys annually</li> <li>• Conduct 2,400 roadside inspections annually</li> </ul>	<p><b>For more information on this project, please contact:</b></p> <p>Bob Bailey 225-219-3719 <a href="mailto:bob.bailey@la.gov">bob.bailey@la.gov</a></p> <p>Yasoob Zia 225 219-3803 <a href="mailto:yasoob.zia@la.gov">yasoob.zia@la.gov</a></p>	<p><b>Status/Updates:</b></p> <p>As of March 31, 2015:</p> <ul style="list-style-type: none"> <li>• Conducted 228 Stage II Inspections and prepared written reports.</li> <li>• Conducted 32 Stage I inspections and prepared written reports.</li> <li>• Conducted 9,522 sticker enforcement surveys.</li> <li>• Conducted 2,014 roadside inspections.</li> </ul>
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**6. Perform conformity and fuels duties as per PPG and EPA/DOT requirements**

<p>The Air Field Services is responsible for conformity and fuels requirements. Over the next year we will:</p> <ul style="list-style-type: none"> <li>• Review 90% of Solicitations Of Views( SOVs) submitted to DEQ for general conformity projects</li> <li>• Participate in meeting with local metropolitan planning organizations (MPOs) to discuss transportation Issues</li> <li>• Attend at 50% of Technical Advisory Committees/Transportation Policy Committees (TAC/TPC) meetings</li> <li>• Meet with DOTD, FHWA, and EPA on transportation conformity analysis and motor vehicle emission budget (MVEB) for non-attainment areas</li> </ul>	<p><b>For more information on this project, please contact:</b></p> <p>Yasoob Zia 225 219-3803 <a href="mailto:yasoob.zia@la.gov">yasoob.zia@la.gov</a></p>	<p><b>Status/Updates:</b></p> <ul style="list-style-type: none"> <li>• Reviewed at least 90% of Solicitations of Views (SOVs) submitted to DEQ for general conformity projects.</li> <li>• Consulted with local metropolitan planning organizations (MPOs) to discuss transportation issues.</li> <li>• Attended at least 50% of Technical Advisory Committees/Transportation Policy Committees (TAC/TPC) meetings.</li> <li>• Met and reviewed options with SIP, CRPC, DOTD, FHWA, and EPA on transportation conformity analysis and motor vehicle emission budget (MVEB) for non-attainment area next maintenance plan.</li> </ul>
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**EMERGENCY RESPONSE**

**1. Evaluate and Enhance Paperless Transfer of Complaint/Spill Information from SPOC to Regional Offices**

	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
<p>The transfer of all spill/complaint notifications to the Regional Offices by electronic methods only was implemented in FY 10-11.</p> <p>For FY 14-15, we will:</p> <ul style="list-style-type: none"> <li>• Evaluate the e-process implemented FY 10-11 with input from select Regional Office end users</li> <li>• Make appropriate changes to SOP's and processes to improve the timely transfer of Complaint/Spill information to Regional Offices.</li> </ul>	<p>Bryan Riche 225-219-3616 <a href="mailto:bryan.riche@la.gov">bryan.riche@la.gov</a></p> <p>Cindy LaFosse 225-219-3640 <a href="mailto:cindy.Lafosse@la.gov">cindy.Lafosse@la.gov</a></p> <p>Brad Schexnayder 225-219-3860 <a href="mailto:brad.schexnayder@la.gov">brad.schexnayder@la.gov</a></p>	<ul style="list-style-type: none"> <li>• Evaluation of the e - notification process is ongoing with input directed toward (Admin) emails to Regional offices and ER Responders remain successful for timely distribution.</li> <li>• Assignment of duties processing Complaints and Spills will alternate among SPOC staff every quarter for cross-training.</li> <li>• SPOC Adding additional training modules and dates for training their after hour personnel (ongoing)</li> <li>• Emergency Response Section has purchase new smart phones to receive SPOC e-notifications. Very Successful and efficient</li> </ul>

**2. Address Deficiencies in Trained Personnel to Participate in Radiation Emergency Planning (REP) Drills**

	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
<p>The transfer of all spill/complaint notifications to the Regional Offices by electronic methods only was implemented in FY 10-11.</p> <p>For FY 14-15, we will:</p> <ul style="list-style-type: none"> <li>• Develop and implement a training program to enable current REP drill participants to assume additional responsibilities</li> <li>• Develop and implement a training program to train new REP volunteers</li> </ul>	<p>Bryan Riche 225-219-3616 <a href="mailto:bryan.riche@la.gov">bryan.riche@la.gov</a></p> <p>Brad Schexnayder 225-219-3860 <a href="mailto:brad.schexnayder@la.gov">brad.schexnayder@la.gov</a></p> <p>Ji Wiley 225-219-3621 <a href="mailto:ji.wiley@la.gov">ji.wiley@la.gov</a></p>	<ul style="list-style-type: none"> <li>• Training program is currently active with new and current participants engaging in REP drills. "Still working to recruit additional participants".</li> <li>• Additional Assessment Division personnel are required to participate in upcoming REPR drills</li> <li>• RBS site drill in March was successful</li> <li>• RBS January site drill (paper drill only)</li> <li>• DND0 PRND meeting in January was successful</li> <li>• Annual Letter of Certification completed January</li> <li>• Grand Gulf HAB Planning Meeting held in January. On schedule</li> </ul>

### 3. Identify and Train Responders for Weekend Emergency Response Duty

<p>In FY 10-11 a training manual, lesson plan and seminar was developed to coach additional personnel in the duties and responsibilities of weekend emergency response duty.</p> <p>For FY 14-15, we will:</p> <ul style="list-style-type: none"> <li>• Refine current training course for weekend responders to address current newly identified needs</li> <li>• Identify regional and headquarters assets in addition to Inspection Division staff that can participate in weekend response duty</li> <li>• Conduct a minimum of 2 training courses at Regional Offices in FY 13-14</li> </ul>	<p><b>For more information on this project, please contact:</b></p> <p>Bryan Riche 225-219-3616 <a href="mailto:bryan.riche@la.gov">bryan.riche@la.gov</a></p> <p>Daniel Lambert 225-219-3624 <a href="mailto:daniel.lambert@la.gov">daniel.lambert@la.gov</a></p>	<p><b>Status/Updates:</b></p> <ul style="list-style-type: none"> <li>• In process of updating the Weekend ER training manual and SOP for distribution</li> <li>• Emergency Response has re-updated additional sections for multiple SOP's</li> <li>• Conducted three 8hr HazMat Refresher Training and two 40hr HazMat Technician Classes at JESTC</li> </ul>
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### 4. Work with Enforcement to Develop Expedited Penalties for CAP Program

<p>The Enforcement Division has stated that several recurring CAPP violations may be appropriate for Expedited Penalty action.</p> <p>For FY 14-15, we will:</p> <ul style="list-style-type: none"> <li>• Review guidance proposed for standardized CAPP enforcement</li> <li>• Develop a list of those violations suitable for XP action</li> </ul>	<p><b>For more information on this project, please contact:</b></p> <p>Kevin Sweeney 225-219-3637 <a href="mailto:kevin.Sweeney@la.gov">kevin.Sweeney@la.gov</a></p>	<p><b>Status/Updates:</b></p> <ul style="list-style-type: none"> <li>• Reviewing guidance documents for a standardized CAPP enforcement and Brad is to attend weekly meetings with Circuit Writer.</li> <li>• Still working on a list of violations suitable for XP action</li> </ul>
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## RADIATION

### 1. Radiation Application Processing

The Assessment Division/Radiation Section will process 100% of the radioactive material applications for registration, licensing, and certification within 30 business days of receipt of complete applications as per the operational plan.	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
	Scott Blackwell 225-219-3639 <a href="mailto:richard.Blackwell@la.gov">richard.Blackwell@la.gov</a>	In the 3 <sup>rd</sup> Quarter, 100.0% of the completed applications were processed in 30 business days.

### 2. Review and Update All Radiation SOPs

<ul style="list-style-type: none"> <li>• Review and update 19 Radiation-related SOPs in accordance with LDEQ's Quality Management Plan every year.</li> <li>• Develop new SOPs if the need arises.</li> <li>• Update Delegations, Notifications, Designations, Appointments, and Agreements</li> </ul>	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
	Jim Pate 225-219-3642 <a href="mailto:james.Pate@la.gov">james.Pate@la.gov</a>	All of our SOPs are up to date at this time.

### 3. Radiation Inspections

<p>As per the operational plan, radiation inspectors will inspect:</p> <ul style="list-style-type: none"> <li>• 95% of radiation licensees.</li> <li>• 90% of x-ray registrants.</li> <li>• 100% of mammography facilities.</li> </ul> <p>Approximately 25% of these respective inspections will be completed each quarter of FY 2012-13.</p>	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
	Dwayne Stepter 225-219-3991 <a href="mailto:dwayne.Stepter@la.gov">dwayne.Stepter@la.gov</a>  Scott Blackwell 225-219-3639 <a href="mailto:richard.Blackwell@la.gov">richard.Blackwell@la.gov</a>  Joe Noble 225-219-3643 <a href="mailto:joe.Noble@la.gov">joe.Noble@la.gov</a>	By the 3 <sup>rd</sup> Quarter, 61% of radiation licensees, 63% of x-ray registrants, and 79% of mammography facilities were inspected.

**4. Ensure Adequate Training of All Radiation Section Employees as required by the Nuclear Regulatory Commission**

<ul style="list-style-type: none"> <li>Identify employees needing radiation training.</li> <li>Find NRC-funded training courses in which to enroll them.</li> <li>Ensure adequate means and preparation to successfully complete the courses.</li> </ul>	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
	Judy Schuerman 225-219-3634 <a href="mailto:judith.Schuerman@la.gov">judith.Schuerman@la.gov</a>  Dwayne Stepter 225-219-3991 <a href="mailto:dwayne.Stepter@la.gov">dwayne.Stepter@la.gov</a>	3 Radiation employees attended a total of 7 weeks of NRC-funded radiation training this 3 <sup>rd</sup> fiscal quarter.

**5. Follow Up from IMPEP Review**

<ul style="list-style-type: none"> <li>Develop regulations to remain compatible with NRC regulations.</li> </ul>	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
	Judy Schuerman 225-219-3634 <a href="mailto:judith.Schuerman@la.gov">judith.Schuerman@la.gov</a>  Joe Noble 225-219-3643 <a href="mailto:Joe.Noble@la.gov">Joe.Noble@la.gov</a>  Jim Pate 225-219-3642 <a href="mailto:james.Pate@la.gov">james.Pate@la.gov</a>	RP058ft was submitted for publication as a proposed rule in the April 20, 2015 Louisiana Register. RP059ft is in editing in Legal Division. RP060ft was submitted to Evita for review on February 27. Once these 3 rules are promulgated as final rules, we will be currently compatible with NRC regulations.

## WATER SURVEYS

### 1. Complete EPA 106 Grant Commitments

	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
<p>Water Surveys will collect the Water Quality and General Permits Section's requested data for this fiscal year. An accounting of the data will be reported quarterly during the fiscal year.</p> <p>Water Surveys will collect the Water Quality and General Permits Section's requested data for the Ultra Clean Metals Project during the fiscal year. An accounting of the data will be reported quarterly during the fiscal year.</p>	<p>David Greenwood (225) 219- 3618 <a href="mailto:david.greenwood@la.gov">david.greenwood@la.gov</a></p>	<p>There were 0 Bayou Terrebonne TMDL site visits during this quarter. There were 32 site visits for the Ultra Clean Metals Project this quarter. There were 5 site visits for the Stage / Discharge Project this quarter. There were 3.25 Training Days this quarter.</p>

### 2. Be Prepared to React to Emergency Situations as needed

	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
<p>Assist as needed in support of emergencies: Bayou Corne Project and Background Bird Carcass Project. An accounting for each of these projects will be reported quarterly during this fiscal year.</p>	<p>David Greenwood (225) 219- 3618 <a href="mailto:david.greenwood@la.gov">david.greenwood@la.gov</a></p>	<p>Water Surveys did not work on the Bayou Corne Project this quarter.</p>

### 3. Complete EPA 319 Grant Commitments

	<b>For more information on this project, please contact:</b>	<b>Status/Updates:</b>
<p>Water Surveys will collect Non Point's requested data for its projects. The current projects are Bayou Lafourche (South), Bayou Lafourche (North), Turkey Creek, Bayou Chene, Bayou Lacassine, Six Mile Creek, Big Creek, Bayou Queue de Tortue, Boston Canal, Bayou Louis, Comite River and Caney Lake. An accounting for each of these projects, as well as other surveys that may be requested, will be reported quarterly during this fiscal year.</p> <p>Water Surveys will collect Non Point's requested data for the Pesticide Sampling Project. An accounting for this project will be reported quarterly during this fiscal year.</p>	<p>David Greenwood (225) 219- 3618 <a href="mailto:david.greenwood@la.gov">david.greenwood@la.gov</a></p>	<p>There were 1,342 site visits for Non-Point Projects this quarter.</p> <p>There were 64 site visits for the Pesticide Sampling Project this quarter.</p>