

Minutes

Operations Steering Committee Meeting #22

Date: Tuesday, December 16, 2008
Time: 10:00 – 3:00 pm
Place: CASA Office, Large Boardroom



10035 108 ST NW FLR 10
EDMONTON AB T5J 3E1
CANADA

Ph (780) 427-9793
Fax (780) 422-3127
E-mail casa@casahome.org
Web www.casahome.org

In attendance:

Tom Dickson Alberta Environment
Kerra Chomlak CASA
Mike Zemanek Alberta Health and Wellness
Linda Jabs CASA
Janine Ross Alberta Environment
Kevin Warren Parkland Airshed Zones (by phone)
Brian Wiens Environment Canada

Regrets:

Bob Myrick Alberta Environment
Michael Bisaga LICA
Glynis Carling Imperial Oil Resources
Keith Murray Alberta Forest Products Assoc.
Merry Turtiak AB Health & Wellness
Bob Scotten WCAS
Shane Lamden NOVA Chemicals
John Squarek CAPP

Action Items:

Action	Who	When
22.1: AENV to consult internally and get back to Kevin to discuss project requirements.	Tom Dickson	ASAP
22.2: Brian and Janine to discuss the potential of Environment Canada funding the real time data information and let CASA know so that they can advise the remainder of the OSC team.	Brian Wiens Janine Ross Linda Jabs	Next meeting
22.3: Kerra to speak to ATCO and EPCOR to get their feedback on the proposed budget.	Kerra Chomlak	Next meeting
22.4: Brian will send around a one page straw dog with his ideas.	Brian Wiens	Next meeting

1 Administration

The meeting was called to order at 10:09 a.m. with Tom Dickson as chair. Airsheds and government were present, but industry has not yet arrived, so quorum was not achieved.

a) Introductions

Meeting participants introduced themselves and Tom gave a brief recap on the June 16, 2008 meeting.

b) Approve agenda and meeting objectives

The agenda and meeting objectives were approved with the following changes under Other Business:

- (i) RFI
- (ii) Environment Canada Funding
- (iii) Process used for new reports/programs, adding or changing content in the CASA Data Warehouse (i.e. data timeliness report).

c) Review minutes and action items of June 16, meeting # 21:

Action items	Status
18.7 Tom Dickson will follow up with Environment Canada regarding their financial support for the CASA data base.	Done.
19.1: The agenda for the next meeting will include a discussion whether a Request for Information (RFI) to provide data management services currently provided by CCD is needed.	Put on the agenda for today's meeting.
19.2: Invoices will for 2007 and 2008 contributions for the CASA Data Warehouse will be sent to TransAlta, Epcor, Atco and CAPP.	Emailed in November. CAPP has committed \$5,000.
19.4: Life-cycle and data management will be included in the budget calculations for the current and proposed monitoring network.	Done.
19.7: Environment Canada's willingness to fund transboundary air monitoring will be investigated.	Consider some of the work in the CAPMON (Canadian Acid Precipitation Monitoring Network) Program. Upgrade "Esther" with a couple of sensors; Mercury has been wrapped up in CAPMON.
21.1. Kerra will add the RFP question to the next face-to-face OSC meeting agenda (as per action 19.1).	Done.
21.2: Kerra will confirm the amounts of the outstanding ecological effects work done on the CASA data warehouse.	The amount is \$7,300 plus GST

The minutes of the June 16 meeting were not approved as there was no quorum. They will be approved at a later meeting.

d) CASA Update

Kerra Chomlak advised that the Clean Air Strategy (CAS) has incorporated the input from the Phase II consultation into the draft report. One of the key areas in the CAS is on "Knowledge and Information".

The Indoor Air Quality (IAQ) Symposium will be held April 26 – 28 in Calgary. Sponsorship opportunities are still available.

2 AMSP Team Update, Links to OSC, if any

a) Update on overall AMSP direction

Kevin Warren gave an update on the progress of the AMSP project. AENV has advised that we need to bring the AMSP to the CASA Board in March, 2009. Stakeholders have been asked to provide input and

there are some industry stakeholders that have not yet provided their input on whether or not they will accept the proposed funding formula.

Site specific industry (compliance) monitoring has not been included in the provincial network as the data is not used for other purposes. The new provincial network would include site specific industry monitoring done by an airshed. The proposed new network would include the existing provincial network as well as airsheds. There has been some discussion around industry compliance monitoring being considered as part of the whole monitoring package. NGO's do not want to see "Joe Public" dollars going for industry monitoring.

The AMSP team has been aggressive in proposing the implementation schedule, which should be done over a 4 year period. Total cost for this period would be \$11 million for capital and operating costs. AENV has been proposed to backstop the costs for small industrial and diffuse emitters during the implementation period.

The AMSP will be ready to go to the CASA Board in June and is tentatively scheduled to be presented with the CAS. Many of the recommendations contained in the AMSP are intended for the Multi-Stakeholder Implementation Committee (MIC). Some of the recommendations have been merged to end up with a 25 to 30 recommendations in total. Recommendations that have the greatest impact on the OSC are 2, 3, 9, 10 and 13. Funding and implementation are the biggest challenges. A potential funding group could be set up with Randy Angle to deal with both AMSP and CAS.

Paying for the public and those who do not pay will be a budgetary challenge for AENV/GoA. Is the potential for a CAS omnibus "Clean Air Fund"? How does all the monitoring get funded in the province?

At the meeting in June, we could take the technical piece and use that as the AMSP product. The implementation funding piece could go forward with the CAS.

The funding formula is a fair and equitable way to collect from all polluters and will take some creating funding mechanisms for small industrial and diffuse emitters. The earlier plan was not fully implemented after it went to the CASA Board in 1998, so there is a need for there to be clarity around a funding formula, including a funding/implementation component, to the AMSP currently being drafted. AENV has to get clarity around including compliance monitoring.

b) Update on potential AMSP recommendations related to data and information management and role of a multi-stakeholder implementation committee (MIC)

Does the OSC transition into the MIC? Some of what the OSC is doing falls under the MIC. How will the MIC and the internal AENV monitoring teams work together?

If consensus is not achieved on the AMSP, AENV would have to proceed due to the legislative nature of monitoring in Alberta. It should be pointed out that this would be a significant departure from normal CASA operating procedure.

c) Review OSC Terms of Reference

Until we have the report, it is a challenge for this team to determine their tasks/mandate going forward.

d) Decision on future tasks of OSC

Team must begin to evaluate the network through quality management principles as we need known quality data and the data users.

What are we producing?

Who are we producing it for?

What level of quality?

AENV has an RFP out for an assessment of the data in the data warehouse. Ambient data quality objectives and user needs assessment ties in with recommendations #10 and #38 in the AMSP. User needs must be done prior to doing data quality (check data and check assumptions). OSC could do a poll of who the users are potentially going to be. To define clients and articulate their needs would be useful to the network as a whole. This could be conducted via an online survey and current user data from the CDW.

Recommendation #10 from AMSP would entail that the OSC be willing to undertake this and a potential time commitment of ½ day every two months, with minimal review work between meetings.

We would need approval from the OSC team first to proceed with one of two options:

Option 1: Continue with the budget as is.

Option 2: Undertake something new interesting and fun, with a willingness to participate.

This would have to be tested with the AMSP. Once the AMSP has been approved, then we could move to a full blown MIC.

Some resources for DQO could come from Environment Canada (EC). This type of work would extend outside of the AMSP.

3 CASA Data Warehouse

a) Update on CASA Data Warehouse Workplan and Budget

Janine Ross gave a summary of the CASA Data Warehouse workplan and budget previously circulated. The CDW is under pressure financially as requirements have changed. The funding has increased, but if the requirements continue to increase, then there will be some financial challenges. There are also additional expectations placed on the CDW.

What is the committee's role for projects – is there a need to update the Terms of Reference?

There is general support for the level of information that AENV wants. The OSC team is the sounding board for the CDW. There could be more consultation on project proposals, with an opportunity to provide input and to receive feedback on why certain processes are (not) being undertaken. The OSC is trying to build relationships.

There is concern around the level of input stakeholders have into project requirements. The majority of reports are in the CDW voluntarily.

Action 22.1: AENV to consult internally and get back to Kevin to discuss project requirements.

This budget is for running the CDW and it could be approved based on limited information. It would be helpful to have input along the continuum. If the funding is not there, we could cut the Auditor's report and real time air quality. The priorities are maintenance and industry data.

There has been a budgetary surplus in the past , but an expanding budget has eliminated the surplus. CAPP has provided funding in 2007/08 and for 2009. Is there any money we can expect for next year?

We can get the contracts with CCD signed early in the New Year. When will we know about the \$125,000 being requested from AENV? AENV does not have full details on the budget yet and it is in the proposal stage at this point. A list of AENV projects is to accompany the budget.

Environment Canada could potentially fund the real time data information as it would enhance their real time access.

Action 22.2: Brian and Janine to discuss the potential of Environment Canada funding the real time data information and let CASA know so that they can advise the remainder of the OSC team.

4 Next Steps/Next Meeting

It was agreed to meet as a team in late February to get consensus on the budget, the data management piece and whether or not to go ahead.

Government and airsheds have a tentative agreement on the budget as presented.

Action 22.3: Kerra to speak to ATCO and EPCOR to get their feedback on the proposed budget.

5 Other business

a) Request for Information

Does the team have the capacity to undertake the RFI. The team members present agreed that this would be premature, particularly if they are not moving to an RFP in the short term.

Action 22.4: Brian will send around a one page straw dog with his ideas.

The meeting adjourned at 2:30 p.m.