# WRAP RHPWG Consultation & Coordination Subcommittee

Conference Call May 8, 2018

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**NOTES:**

1. **Roll Call**

Carl Brown (ID), Elias Toon (AZ), Molly Birnbaum (AK), Kerwin Singleton (NM), Ryan Templeton (AZ), Frank Forsgren (NV), Neil Butt (NM), Natalie Muilenberg (AZ), Pat Brewer (NPS), Rebecca Harbage (MT), Jay Baker (UT)

1. **Administrative**
	1. **Note taking schedule –** Rebecca will send out a schedule
	2. **Current notes – Rebecca (MT)**
	3. **Call schedule –** Second Tuesday of the month at 2:00 pm MDT

The subcommittee agreed that one more call should take place before the June 5 meeting of the RHPWG and then the calls should change to a monthly schedule. Rebecca will follow up with group to schedule next call and recurring calls as well as a schedule of note-takers for each call.

NOTE: due to scheduling conflicts, the subcommittee will not meet again before the June 5 RHPWG call. Instead, the regular monthly call schedule will begin on June 12.

* 1. **Workgroup/Subcommittee liaisons**
		1. With TSC – Julie Simpson & Frank Forsgren
		2. With Tribal Data WG – Julie Simpson
		3. With FLMs – Pat Brewer
		4. With Fire & Smoke WG – Frank & Tom may be able to provide updates
		5. With Monitoring Subcommittee – Elias Toon
		6. With Emissions Subcommittee – Jay Baker
		7. With Modeling Subcommittee –
1. **Workgroup/Subcommittee Updates**

Monitoring & Glide Slope – Subcommittee has had a couple calls already. They are reviewing a tool developed by Montana for evaluating different Most Impaired metrics. The tool may be able to be used to provide a Western analysis of different alternatives. Ryan will be discussing this further with Tina and Tom in the near future.

Tribal Data – The work group has an upcoming meeting to discuss hiring a contractor to provide assistance/guidance to WRAP Tribes on consultation.

Fire & Smoke – The work group is reviewing a draft WRAP fire emissions modeling report and putting together a timeline/roadmap to complete inventory work.

1. **Subcommittee Tasks List & Schedule (refer to draft subcommittee structure document)**
	1. **Set up the structure for ongoing consultation & coordination**
		1. **Establish regular meeting schedule and note-taking responsibilities**

Task to be completed by next call.

* + 1. **Determine what should be on the WRAP website & in what format**

The group discussed two different key functions of the website.

First, information should be posted about the subcommittee activity (e.g. call schedule, membership list, meeting notes, work products. Frank explained that the goal is to be transparent about the subcommittee work and make sure information is available should someone be looking for it. The structure of this part of the website will likely need to align with the other subcommittees and is a topic for RHPWG discussion. It may be useful to look at the structure of some of the work group pages for ideas. Frank also pointed out the importance of recording the date when documents are added or edited.

Jay identified a second function of the website, which is to serve as a common place for documents that may be useful for states as Technical Support Documents for their SIPs. It will be important for this subcommittee to think about what those documents might be.

Julie agreed to start a draft outline of the sorts of documents/information should go on the website.

* + 1. **Compile key contacts lists**
			1. **Who are the tribal and FLM contacts for each state?**

Pat brought up a question for future discussion about what level of involvement states want from FLMs, EPA Regions, and Tribes, at the subcommittee level. Of several FLMs who participated in conversations in Denver in December 2017, Pat’s was the only name carried forward as an FLM contact. However, as work ramps up, there will need to be a greater number of FLMs involved to consult. Julie echoed the importance of this discussion topic. The idea is to strive for representation across WRAP membership.

Rebecca mentioned that the survey Jay and Tina put together in 2017 asked states to identify FLM and EPA contacts, so some information can be mined from the survey data as a starting point.

Frank asked about FLM contacts and whether there are different contacts for informal technical conversations/review and the formal consultation process. For example, states may interact with a central USFS representative through WRAP work but send their SIP to a local/regional official. Pat explained that the USFS is more distributed to regional offices than FWS or NPS but that central contacts are a good starting point.

Julie stated that she can be the central contact for Tribes for now, but the Tribal Data work group plans to engage a contractor to compile a list of key contacts for Tribes.

Elias asked about EPA regional involvement in subcommittee work. The group discussed compiling a list of EPA Region contacts, local contacts, and central FLM and Tribal contacts to circulate to states. Rebecca offered to put together a draft.

* 1. **Establish a generic protocol/framework for consultation & coordination**

The group discussed the potential overlap between this task and the scope of work for WRAP’s contractor efforts. Part of what is proposed for a contract to do is to identify the areas in the Regional Haze Rule where consultation is required. The general understanding is that this may only cover formal consultation junctures and this subcommittee can fill in the gaps with additional points at which informal consultation may be helpful. Elias and Jay offered to look back at documentation from their first round SIPs to see if they can find any indication of when informal consultation occurred. Julie offered to review the archived WRAP website to find information related to informal Tribal consultation in the first round.

* + 1. **Identify key consultation junctures leading up to formal review periods**
		2. **Determine what information FLM and tribal contacts may want/need**
		3. **Draft whitepaper outlining schedule, contacts, key information to share, and suggested ways to share/consult**
			1. **Possibly including templates for state “kick-off” meetings, websites, public outreach materials, etc.**
1. **Action Items for Next Call**

Rebecca – follow up to schedule next call and recurring monthly call/notes schedule

Julie – first draft outline of what should be included on the WRAP website

Rebecca – first draft key contacts list for states to verify/update

Elias & Jay – report out of informal consultation that happened during first round SIPs

Julie – report out of any documentation of informal Tribal consultation from first round

1. **Next Call:** June 12, 2018