NDWAC LEAD AND COPPER WORKING GROUP ON PUBLIC EDUCATION

Meeting Three: February 1-2, 2006

Proposed Agenda*

RESOLVE
1255 Twenty-third St., NW  Suite 275
Washington DC  20037

Meeting Objectives:

- Get as far as we can on reaching agreement on recommendations to the NDWAC.
- Review and comment on draft documents produced by Required Language/Required Topics, Row 1, and Delivery subgroups.
- Review draft Table of Contents and draft sections of the report, and reach agreement.
- Discuss potential recommendations on “public education during continued exceedance”; “additional outreach for unusual circumstances”; lead service line replacement information”; and “LSL replacement specific to location being replaced, at time of replacement” (Rule Matrix Rows 4-7).
- Consider how each draft recommendation may impact or need tailoring for small systems.
- Decide on next steps and schedule for the WGPE’s work.

Wednesday, February 1, 2006

8:30-8:45 Welcome and Review of Meeting Objectives, Agenda, and Notebook
   Abby Arnold, RESOLVE, facilitator
   Ron Bergman, EPA

   - Welcome and introductions
   - Review and confirm meeting objectives and agenda
   - Update on LCR short-term revision timing and coordination with WGPE activities

8:45-9:00 Review Notebook of Draft Report Sections and Other Documents

9:00-10:15 Row 1 Subgroup Working Drafts – Routine Communication When System Has Not Had An Exceedance (Sections 4.3 and 6)

   - Review subgroup rationale and recommendations.
   - What recommendations can the WGPE make regarding ongoing lead PE for consumers when a system is under the action level?

   Action Item: Row 1 Subgroup members present and explain the context for their Section 6 recommendations. WGPE discuss and get agreement on language.

10:15-10:30 Break

* This agenda was sequenced to accommodate WGPE member availability for discussion of particular topics.
10:30-12:00 Required Language/Required Topics Subgroup Working Drafts (Section 4.2.2)

- Draft template for consumer public education notice
  - Are all required topics covered sufficiently?
  - Do we have the right combination of required and recommended language?
  - Would you suggest any alternate language?
- Draft instructions for utilities to use template
  - Are instructions clear?
  - Do instructions need to be different for different system sizes or localities (urban, rural)?

**Action Item:** Subgroup members give an introduction to the template and utility instructions, and WGPE members give feedback on the above questions and get agreement on language, where possible.

12:00-1:00 Lunch *(This may become a working lunch if needed.)*

1:00-2:30 Delivery Subgroup Working Draft (Section 4.2.1)

- Which of EPA’s current requirements should be kept as mandatory?
- Should distribution of PE materials be targeted to sensitive subpopulations, and how?
- Do you like the approach of requiring certain delivery methods and then providing utilities a list of recommended other methods?
- Which (and how many) delivery methods should be required, in addition to the brochure, and which should be recommended?
- Which methods are appropriate for urban, suburban, and rural areas? Should we distinguish between these in our recommendations?
- Are there questions about the frequency of delivery and follow-up?
- Do we want to make recommendations on evaluating PE and delivery techniques (pre- and post-distribution)?

**Action Item:** Subgroup members give an introduction to their approach and two lists of required/recommended delivery methods, and WGPE members give feedback on the above questions.

2:30-2:45 Break

2:45-4:30 Remaining “Situations”: Rows 4-7 of Rule Matrix

- Row 4: Public education during continued exceedance
- Row 5: Additional outreach for unusual circumstances
- Row 6: Lead service line replacement information
- Row 7: Lead service line replacement specific to location being replaced, at time of replacement

**Action Item:** EPA review existing regulations and current thinking about ideas outlined in Rows 4-7 of draft Rule Matrix. WGPE discuss potential recommendations to include these concepts in the draft report.
4:30-4:45 Public Comment
(Parties interested in making comment to the Working Group should sign up in advance of this session at the materials/sign-in table – see a RESOLVE staff person with questions.)

4:45-5:00 Review Day’s Progress and Discuss Agenda for Day Two

5:00 Adjourn for the Day
(Meeting continues on Friday, December 16, at 8:00 a.m.)

OVERNIGHT: Subgroup members may want to review drafts overnight and come to the meeting in the morning with proposed edits.

Thursday, February 2, 2006

8:00-8:30 Review and Agree on Day’s Agenda

8:30-9:45 Previously Discussed Sections
• Table of Contents
• Section 2
• Section 3
• Principles List and Rationale (Section 4.1)
• Other?

9:45-10:00 Break

10:00-12:00 Revised Draft Sections
• RESOLVE will copy and distribute subgroup drafts.
• Subgroup members will give a brief overview of the changes made to their respective drafts.

Action Item: WGPE members will jointly review and discuss next versions of subgroup documents and reach agreement or decide on next steps.

12:00-1:00 Lunch (This may become a working lunch if needed.)

1:00-2:00 Remaining Proposals/Documents
• Present and review other proposals, including Section 6 recommendations

2:00-2:30 Work Plan and Action Items
• Preparation for conference calls or next meeting
• Who will complete what next step tasks by when?

Action Item: Working Group members will discuss future tasks and activities needed to complete draft report.
2:30-2:45 Public Comment
(Parties interested in making comment to the Working Group should sign up in advance of this session at the materials/sign-in table – see a RESOLVE staff person with questions.)

2:45-3:00 Summary and Closing Remarks
• Summary and acknowledgments
• Final questions and comments

3:00 Adjourn Meeting