

FY 07-09 EPA / WDNR ENPAA -- APPENDICES

APPENDIX A - ROLES AND RESPONSIBILITIES FOR REGION 5 AND WDNR

A. Shared Responsibilities

Region 5 and WDNR have complementary missions to protect and restore the environment. In order to accomplish these missions, Region 5 and WDNR must maximize their resources and minimize activities that do not contribute to these objectives. Shared responsibilities include implementation of many federal programs. The success of these programs relies on provision for adequate resources, clear distinction of roles, and a high degree of cooperation between agencies. The involvement of stakeholders and opportunity for public participation is also a key shared responsibility and equally as critical to successful development and implementation of these programs.

During this EnPPA, Region 5 and WDNR will work toward a goal of optimizing the use of the agencies' combined resources to assure compliance. In order to best employ the full benefits of their partnership relationship, Region 5 and WDNR will identify targets for compliance and enforcement activities and share the responsibility for initiating appropriate enforcement actions.

Region 5's and WDNR's compliance assistance efforts will be measured and reported.

Region 5 and WDNR will mutually and openly share information on enforcement and compliance assistance activities.

The following two sections detail the roles and responsibilities of each agency in providing quality environmental programs which protect public health and Wisconsin's environment.

B. USEPA/Region 5 Roles and Responsibilities

The Federal government has a fundamental responsibility to protect the integrity of the nation's environment and health of its diverse citizenry. Both USEPA and individual states conduct environmental protection activities. USEPA carries out an important role by directly implementing some Federal programs, taking enforcement against violators, delegating or approving Federal programs for State operation and reviewing and evaluating State program performance. USEPA has a fiscal and statutory responsibility to ensure that Federal programs are carried out consistently across the country. In this capacity, its program review role incorporates a variety of activities in general, from annual meetings with State program managers to file reviews. USEPA also builds the capacity of States and other partners by offering training and technical assistance, sharing work efforts, and conducting scientific and policy research.

Because pollution does not respect political boundaries, USEPA must ensure that a consistent level playing field exists across the nation. USEPA performs this vital function by providing leadership when addressing environmental problems that cross state, regional and national borders and by ensuring a consistent level of environmental protection for all citizens. The Agency fulfills these responsibilities by working with its many partners - other federal agencies, states, tribes and local communities - to address high priority environmental problems. USEPA is committed to promoting and supporting environmental justice with a goal

of eliminating disproportionate environmental impacts on low-income and people of color. To the maximum extent possible, Region 5 will take environmental justice into account in carrying out its responsibilities and commitments under this EnPPA. The Agency is also committed to people having access to good data for informed decision-making, both inside and outside the Agency.

Specific compliance and enforcement activities to be accomplished during the term of this EnPPA are included in the media-specific appendices. However, Region 5 and WDNR believe it is appropriate to highlight the federal role in compliance and enforcement in this EnPPA. Although WDNR is authorized to implement many of the federal environmental programs, both agencies agree that there is an ongoing federal role in environmental protection. Under this EnPPA, Region 5 and WDNR retain their respective authorities and responsibilities to conduct enforcement and compliance assistance activities.

Region 5 will continue to maintain a federal enforcement and compliance presence in Wisconsin and Region 5 in order to support State enforcement and compliance activities and to serve as an incentive to compliance.

Both federal and state enforcement activities serve to ensure that regulated entities which violate environmental requirements do not gain a competitive advantage over those expending the resources to comply with environmental laws. Region 5 will focus on national and regional priorities including, but not limited to, multi-media inspections, national companies with multi-state non-compliance, selected priority sectors, and prosecution of criminal violations. Region 5 will also assist WDNR in conducting inspections, enforcement actions and in providing compliance and technical assistance to the State and its regulated entities. Region 5 will continue to take enforcement actions, where appropriate, to ensure implementation of federal programs, and will coordinate with and inform WDNR when such actions are being considered. Specific federal enforcement and compliance assistance responsibilities are outlined in the existing USEPA guidance documents.

While individual media program activities will be coordinated on a program-specific basis, multi-media activities will be coordinated through Region 5's Office of Enforcement and Compliance Assurance and WDNR's Office of Environmental Enforcement.

C. WDNR Roles and Responsibilities

WDNR is responsible for implementing State and State-authorized, approved or delegated federal programs that protect and enhance Wisconsin's natural resources and for coordinating the many State administered programs that protect the environment and provide a full range of outdoor recreational opportunities.

WDNR's environmental management responsibilities focus on improving and protecting the quality of Wisconsin's air, land, surface water and groundwater to support a diverse environment and protect fish and other aquatic life, wildlife and human health. WDNR, in cooperation with Region 5, prevents waste generation, pollution and spills; implements programs to manage waste and by-products and directs the cleanup at contaminated sites and groundwater. This is done through its wastewater management, water quality, safe drinking water, waste management, remediation and redevelopment and air quality activities.

In achieving its responsibilities to protect human health and the environment, WDNR works in partnership with citizens, communities, businesses, advocacy groups, other state agencies and the federal government. In addition to working in partnerships, the interrelationships among our air, land and water resources require an integrated approach to ecosystem management. In its organization WDNR has established geographic management units, based mostly on major river basins, which will be the focus of an interdisciplinary approach to environmental and natural resource management. Direct citizen participation in setting goals and priorities within these geographical management units is key to WDNR natural resource and environmental decision-making.

D. Role of the Public

Since the Conservation Act of 1927, which established citizen oversight of natural resource policy, Wisconsin has viewed the direct involvement of its public as essential to responsibly managing the State's natural resources. Citizen members of the Natural Resources Board; the Conservation Congress; participants at public meetings and hearings; advisory groups and all others who comment are directly involved in natural resource management and environmental protection.

With the 1996 reorganization of WDNR, this long-standing commitment to public involvement continues as well as continuous quality principles of Plan, Do, Check and Adapt.

It is important to note that this PPA is built around a system of public participation that will accomplish several important public policy goals, namely:

- Establish environmental priorities based on local, place-based needs.
- Increase public confidence in the national and state environmental management systems.

USEPA illustrates its commitment to public involvement in decision-making with the Community-Based Environmental Protection (CBEP) model. CBEP's goals are to assess and manage the quality of air, water, land and living resources in a place as a whole, to better reflect regional and local conditions, and to work more effectively with our many partners in environmental protection, both public and private.

Both partners in this PPA understand the importance of early public involvement. Communities, including all types of stakeholders and agencies, are viewed as equal partners in the dialogue on environmental issues. The Region 5 Senior Management and WDNR Department Leadership Team (DLT) have actively looked for ways to improve stakeholder outreach, striving to get more involvement in environmental decision-making. Some shared guiding principles for public outreach and involvement include:

- Encourage and promote the active participation of communities and stakeholders by giving them a voice in all aspects of environmental decisions which affect their lives.
- Institutionalize public participation, with recognition of the value of community knowledge, and the underlying promise that the public's contribution will influence decisions.
- Utilize cross-cultural formats and exchanges in order to assure that the interests and needs of all participants are understood.
- Provide equal access to decisions made about the environments in which people live. Maintain honesty, integrity and scientific professionalism in the process of articulating goals, expectations and limitations.

Both agencies are committed to making this EnPPA a meaningful collaboration in the work they share. Both hope to garner increased public confidence in their efforts to improve the environment. To invite public comment on this EnPPA, public availability sessions will be held and public review sought at critical stages in the Agencies' planning and decision-making process. News releases and fact sheets will keep the Wisconsin public informed.

E. Principles of WDNR/EPA Compliance/Enforcement Relationship

WDNR and USEPA share a commitment to protect Wisconsin's citizens and environment. Achieving and maintaining compliance with environmental requirements is a major part of this shared commitment. To guide the agencies in this shared responsibility, USEPA and WDNR agree on the following objectives as guiding principles:

- Manage for environmental results which support agency goals.
- Encourage and maintain compliance through the most effective application of the full spectrum of tools.
- Use our respective resources and abilities as efficiently as possible.
- Institute joint, advance planning for the most effective coordination.
- Enhance open and honest communication between our agencies.

Joint Planning, Priority-Setting, and Sharing Responsibilities for Enforcement & Compliance Assurance

Our goal is to promote greater joint planning, priority-setting, and sharing of responsibilities between USEPA and WDNR in order to achieve more efficient deployment of resources, higher levels of coordination, and greater compliance with environmental laws. To accomplish this goal, USEPA and WDNR agree to:

- Use the EnPPA process to determine compliance and enforcement priorities and work sharing arrangements.
- Seek opportunities for sharing work and resources, as specified in the specific program work plans.
- Share expertise, as part of work sharing and coordinated planning, to address areas of concern or lack of expertise in specific sectors.
- Tailor compliance and enforcement priorities to address environmental needs in Wisconsin as well as USEPA regional and national priorities. WDNR will identify its needs to USEPA by specific program. USEPA will identify regional and national enforcement priorities to WDNR.
- Identify needs so that USEPA and WDNR can work alongside and support each other efforts.
- Recognize that state and national program directions may shift during the course of this EnPPA, and commit to discussing any needed shifts, the feasibility of implementation and possible disinvestment needed to accommodate any shifts.

Consultation on Enforcement and Compliance Assurance Activities

Ongoing communication and consultation between USEPA and WDNR is critical for a smooth and productive working relationship. Our goal is to improve communication and consultation between our agencies. To accomplish this goal WDNR and USEPA agree to improve communication and coordination to foster an atmosphere of early and meaningful communication between USEPA and WDNR for discussing priorities and providing notification between WDNR and USEPA of any upcoming significant inspection or enforcement action.

To emphasize that compliance and enforcement activities and priorities are clearly communicated between USEPA and WDNR senior and mid-level management, the following responsibilities are identified:

- Planning and priority-setting is accomplished at the respective section chief level during negotiation of this EnPPA and as needs arise, during the EnPPA.
- Routine communication is a program-to-program responsibility at the respective section chief level.
- Sensitive communication, defined as multi-media, high profile, conflict-based, that requires a policy interpretation or which is an emergency, is the responsibility of the respective USEPA Branch Chief to communicate with WDNR's Division of Enforcement and Science Administrator, or respective designee.
- USEPA will take enforcement actions in Wisconsin as necessary and appropriate to ensure implementation of federal programs and as a deterrent to non-compliance, in accordance with the communication and coordination activities outlined above. There may be emergency situations or criminal matters that require USEPA to take immediate action (e.g., seeking a temporary restraining order). In those circumstances, USEPA will consult with the State as quickly as possible following initiation of the action.
- Coordinate compliance and enforcement actions, on an ongoing basis, to ensure efficient and effective use of resources.
- Ensure effective communication between senior and mid-level management to ensure that USEPA and WDNR front-line staff receive consistent messages.
- Communicate, as regulatory agencies, the message that escalated enforcement is neither a positive or negative issue for the agencies and should be considered when non-compliance occurs. There is a need for deterrence and the need to punish violators even when they achieve compliance or when there is criminal activity.
- Recognize that EPA has a responsibility to foster consistency among State enforcement programs.

APPENDIX B – ADMINISTRATION OF THE PPA AND CONFLICT RESOLUTION

A. Needed Changes in the EnPPA

Region 5 and WDNR both recognize that most multi-year EnPPAs need change to make them current, relevant, and supportable. Since both Agencies also support continuous quality improvement (plan, do, check and adapt), it is important to designate a process to review the EnPPA and propose changes. These changes would then be implemented through the Amending the Agreement process (see Section V. G.).

In order to facilitate the formal review of the EnPPA, Region 5 and WDNR individual programs must have some type of dialog to identify problems and issues. This dialog needs to occur no later than the end of February of each year. This information needs to be shared with the EnPPA program contacts, in both Agencies, so that they can share the information and deal with those issues as well as multi-program issues at the routine program to program discussions.

At least one formal program review and discussion, between the two Agency EnPPA teams, needs to occur during March of each year. It is intended that the meeting focus on progress, new issues, and solutions and that by the close of the meeting, proposed changes would have been developed in draft form. The EnPPA team leaders would then route the proposed EnPPA changes to Agency programs for comment. Proposed changes must be agreed to and approved by June 30.

This formal process is not intended to limit program to program discussion nor does it preclude additional changes agreed to by both Agencies. The overall philosophy of this EnPPA is to encourage dialog and partnering.

B. Conflict Resolution

Region 5 and WDNR realize that disagreements may occur, that differing perspectives are a normal part of the state/federal relationship, and that timely resolution of disagreements is in the public's and both Agencies' best interests. Accordingly, Region 5 and WDNR are fully committed to using a mutually agreeable dispute resolution process to handle the conflicts that may arise as we implement environmental programs. We also agree to view the conflict resolution process as an opportunity to improve our joint efforts rather than as an indication of failure to achieve goals. To that end, we endorse the following negotiation principles:

Approach disagreement as a mutual problem requiring efforts from both Agencies to resolve.
Approach the discussion as an opportunity to improve work activities and relationships in developing products through joint efforts.

Empower staff; i.e. aim for resolution at the staff level, while keeping management informed.
Consider all issues raised, but establish priorities to ensure that significant issues receive attention first.

Observe reasonable time frames, elevate disputes as quickly as practicable; in any event the negotiation process should not exceed 90 days for formal conflict / non-emergency situations.

In keeping with these principles, both Agencies agree to attempt to resolve conflicts at the lowest possible staff level when disputes occur between WDNR and Region 5. This is balanced

with recognition that elevation is encouraged and appropriate when timely resolution is not forthcoming.

Informal Conflict Resolution

Conflict can develop at all levels, from disagreements over wording in a report to significant differences over implementing federal policy. Region 5 and WDNR will strive to implement the following principles to resolve conflicts as they arise:

- Encourage staff to identify issues that they can resolve immediately; recognize and identify those issues that are caused by a larger system and need broader input to resolve.
- Diagnose the underlying cause of the problem or conflict and involve those who can affect the outcome.
- Promptly disclose underlying assumptions, frames of reference and other driving forces.
- Clearly differentiate positions and check understanding of content and process with all appropriate or affected parties to assure acceptance by all stakeholders.
- Document discussions and decisions to minimize future misunderstandings,
- Keep Region 5 and WDNR EnPPA program and team contacts informed as to the resolution.
- If a dispute cannot be resolved at the staff level, with proper input from involved managers and participants, the dispute is elevated to the formal dispute process.

Formal Dispute Resolution

The formal dispute resolution process is invoked when the informal process does not result in a resolution acceptable to all parties or if it fails to resolve all issues associated with a dispute. To elevate an issue for formal dispute resolution the following procedure should be followed:

- Involved staff must clearly define the dispute including background information, options for resolving and pros and cons thereof.
- Involved staff must define the dispute resolution process including the time frame that will be used to continue to elevate a dispute until it is resolved.

If a dispute can't be resolved at the staff level, the dispute can be elevated to the first line supervisory level. Either party may elevate the issue and the other party will respect the decision and continue to work to resolve this issue. The supervisory referral and resolution process will continue to the level of the Region 5 Regional Administrator and WDNR Secretary, if necessary. If an agreement still cannot be reached, Region 5 Regional Administrator and WDNR Secretary can agree to jointly refer the dispute to the appropriate Assistant Administrator at USEPA Headquarters for resolution. If there is no joint agreement by the Regional Administrator and WDNR Secretary to elevate the dispute, the conflict resolution process terminates. Another alternative is for WDNR to initiate the formal grant dispute procedures outlined in the Code of Federal Regulations 40 CFR 31.70. Both Agencies agree that no legal rights are given up in agreeing to this dispute resolution process.

The aim is to resolve disputes as quickly as possible and, if unresolved at the end of three weeks, the issue should be elevated to the next level in each organization. Escalation should be to comparable levels in each organization and accompanied by an issue paper. The issue paper should be updated at each level, in each Agency, and include the information above, and document the actions and decisions that were and were not taken. A conference call and/or other consultation arrangement are strongly encouraged should it become necessary to elevate the dispute to the next management level.

Shortly after completing a formal dispute resolution process, both agencies should briefly document which elements or processes in the negotiation were most and those least effective in reaching agreement. These observations should be shared between the Agencies. This documentation will serve as a foundation for refinements and improvements in the conflict resolution process.

C. Amending the EnPPA

Region 5 and WDNR have complementary responsibilities to protect and enhance Wisconsin's environment. In order to accomplish these responsibilities our agencies must efficiently use the institutional resources we have available. Both Agencies recognize that in order to help manage work efforts, we must agree on how and when applicable State and Federal guidance will be handled. We agree that federal program guidance must be received on a timely basis in order to be considered in WDNR work planning. We also agree that the WDNR must share its work planning guidance with Region 5 in a timely manner. For purposes of this EnPPA, only the USEPA National Program Guidance and other Region 5 guidance received by WDNR by May 1 will be considered in WDNR work planning for the first year of EnPPA. It is intended that guidance received after May 1st and prior to the next May 1st will be considered as part of the Agreement adjustment process for the last 15 months of the agreement. This doesn't preclude adjustment to protect the public health and the environment where both Agencies agree.

It is recognized that important needs will arise during this EnPPA cycle that must be addressed. Refinements to portions of the EnPPA, such as conflict resolution, self-assessment and Joint Priority implementation, should be initiated and implemented as needed at any time. Also, amendments to grants or carrying out EnPPA implementation activities which do not require adjustments, should also proceed with documentation but without a formal amendment.

An appropriate time to formally adjust this EnPPA is when the self-assessment is completed or at the mid-course evaluation phase. Any adjustments will need to be identified and agreed to by June 30th for formal incorporation into the EnPPA beginning July 1. It is recognized that USEPA National Guidance is often not available by May 1st of each year; WDNR will make reasonable attempts to accommodate this whenever possible during the second year of the EnPPA. There are two types of modification, minor and significant.

Minor modifications are Region 5 to WDNR program adjustments, only impact a single program, and both programs agree to the change. These changes can occur at any time and need to follow this process:

Document the problem and revise the activities format or appropriate section in the EnPPA. Provide the revision documentation to the EnPPA Agency sponsors and team leaders. EnPPA team leaders will see that the change is added to the master copies of the EnPPA that are maintained by both Agencies.

Significant modifications are those modifications that impact more than one Region 5 or WDNR program and need to have the EnPPA formally modified. This formal modification process is as follows:

1. Region 5 and WDNR programs develop a short discussion paper to identify the need for the modification, impacts on the programs and present a proposed modification. The proposal will be routed to the EnPPA Agency sponsors and team leaders, along with a memo requesting the formal modification.
2. At WDNR, the proposed modification will be shared with the appropriate Bureau Directors and approval requested.
3. At Region 5, the proposed modification will be shared with the appropriate Division Director and approval requested.
4. After the modification has been approved by the appropriate WDNR Bureau Director and Region 5 Division Director, the EnPPA co-sponsors will develop and jointly sign a letter approving the modifications.
5. The formal modification approval letter will then be sent to the programs and a copy sent to the both Agency EnPPA teams. The both Agency EnPPA team leaders will add the modification to the master EnPPA that are maintained by both Agencies.

D. EnPPA Cycle

During the time covered by this EnPPA, Region 5 and WDNR will be implementing this EnPPA as well as planning for the next PPA. In order to accommodate these dual schedules, a 24-month cycle will be followed. This cycle parallels the WDNR's IWPS which is based on the "Plan, Do, Check, and Adapt"

APPENDIX C – WDNR / Region 5 Contacts

WDNR EnPPA, Program and Quality Assurance Contacts

Agency EnPPA Sponsor (AD/5)	Allen Shea, Air & Waste Division - Division Adm. (608) 266-5896
Agency EnPPA Team Leader (MB/5)	Barbara Zellmer, Management and Budget (608) 266-8724
WDNR Divisions	
Air & Waste Division (A&W)	Allen Shea, Administrator (608) 266-5896
Enforcement and Science Services Division (E&ISS)	Vacant – Administrator (608) 266-0015
Customer & Employee Services Division (C&ES)	Vance Rayburn, Administrator (608) 266-2241
Land Division	Laurie Osterndorf, Administrator (608) 267-7552
Water Division	Todd Ambs – Administrator (608) 264-6278
Quality Management System	
<ul style="list-style-type: none"> Documentation Agency Contact Air and Waste Division Contact Water Division Contact Enforcement and Science Services Division Contact (including laboratory services) 	<ul style="list-style-type: none"> Barb Zellmer, Section Chief, Management and Planning Programs - (608) 266-8724 Ed Lynch,, Natural Resources Program Manager, Air and Waste Division (608) 266-3084 Roger Larson, Assistant Director, Watershed Management Bureau - (608) 266-2666 Dave Webb, Section Chief, Environmental Science Services - (608) 266-0245
Quality Management System Bureau contacts are the Bureau Directors (unless delegated) – Technical Level QA contacts and roles are listed within Bureaus	
Air Management (AM/7) / A&W Division	
PPA AM contact	Sheralynn Stach, Section Chief, Monitoring (608) 266-1058
Bureau Director	Kevin Kessler, Director (608) 266-0603
Quality Management System Bureau contact and coordinates Administrative rules (and website) and VOCs	Bob Eckdale (608)266-0653
<u>Environmental Analysis & Outreach Section</u> This section is responsible for analyzing air quality issues, including air toxics, health impacts and air quality trends. It is also responsible for public information and outreach activities.	Caroline Garber, Section Chief (608) 267-7547
<u>Monitoring Section</u> Responsible for ambient air quality monitoring, atmospheric deposition monitoring, and evaluation of the impacts.	Bruce Rodger, Acting, Section Chief (608) 266-1058
Quality Assurance contact, coordinates technical assistance for: Air monitoring	Steve Scheunemann (608) 267-7578
<u>Compliance & Enforcement Section</u> This section coordinates the Air Management Program's efforts to ensure that industries and others comply with clean air laws. This includes: Working with U.S. EPA Region 5 and WDNR Air Program	Bill Baumann, Section Chief (608) 267-7542

<p>compliance staff to assure that rules, policies, and guidance are applied consistently statewide Evaluating how well the program accomplishes its statewide compliance and enforcement goals; and Keeping the data in the Wisconsin Air Compliance Database (WACD) up to date.</p>	
<p>Quality Assurance contact, coordinates technical assistance for: Compliance</p>	<p>Martha Makholm (608)267-4231</p>
<p><u>Permits & Stationary Source Modeling Section</u> This section: Meets with industry representatives to discuss permitting issues and negotiate permit conditions Does computer modeling to determine how air pollutant emissions will affect air quality Writes construction permits and operation permits for air pollution sources</p>	<p>Jeff Hanson, Section Chief (608) 266-6876</p>
<p>Quality Assurance contact, coordinates technical assistance for: Permits</p>	<p>Joydeb Bhattacharyya (608)267-7544</p>
<p><u>Emission Inventory & Small Sources Section</u> This section: Manages the annual Air Emissions Inventory, which is DNR's process for getting annual reports of air pollutant emissions from industries across the state. Coordinates DNR's activities related to asbestos, refrigerant recovery, Stage 2 vapor recovery, and small emission sources (such as dry cleaners, asphalt plants, and crushers and quarries). Works with the Small Business Clean Air Assistance Program on issues of mutual concern.</p>	<p>Pat Kirsop, Section Chief (608) 266-2060</p>
<p>Quality Assurance contact, coordinates technical assistance for: Emissions inventory</p>	<p>Ralph Patterson (608) 267-7546</p>
<p><u>Regional Pollutant and Mobile Source Section</u> This section is responsible for developing State Implementation Plans (SIPs) for regional air pollutants such as ground-level ozone, particle pollution and haze. The section also develops plans and programs related to motor vehicles and motor vehicle fuels.</p>	<p>Larry Bruss, Section Chief (608) 267-7543</p>
<p>Management Section This section prepares budgets and workplans, administers grants, and handles finance, rules oversight, data and personnel management.</p>	<p>Sheri Stach, Section Chief (608) 264-6292</p>
<p>Community Financial Assistance (CF/8) / C&ES Division</p>	
<p>Bureau Director</p>	<p>Debra Martinelli, Bureau Director (608) 266-7566</p>
<p><u>Environmental Loans Section</u> Questions involving the Environmental Improvement Fund and loan programs.</p>	<p>Bob Ramharter, Section Chief (608) 266-3915</p>
<p><u>Environmental Financial Assistance Section</u> Questions involving financial assistance for the nonpoint source program, well compensation, recycling and recycling</p>	<p>Mary Rose Teves, Section Chief (608) 267-7683</p>

demonstrations, dry cleaning, forestry, land, recreation, and lake grants.	
Cooperative Environmental Assistance (CO/7) / A&W Division	
PPA contact, Grants Coordinator and Quality Management System Bureau contact Responsible for managing bureau budgets, measuring program success using environmental indicators, developing workplans, helping to assure efficient and consistent program implementation, developing and implementing public outreach strategies	Carla Wright, Grant and Budget Specialist (608) 267-7407
Bureau Director Memorandum of Agreement/Innovative Strategies Joint Priority	Mark McDermid, Director (608) 267-3125
Drinking Water/Ground Water (DG/2) / Water Division	
PPA Drinking Water and Groundwater Contact	James McLimans, Adm. Services Manager (608) 266-2726
Bureau Director	Jill Jonas, Director (608) 267-7545
<u>Public Water Supply Section</u>	Lee Boushon, Section Chief (608) 266-0857
<u>Private Water Systems Section</u>	Mark Putra, Section Chief (608) 267-7649
<u>Groundwater Management Section</u>	Mike Lemcke, Section Chief (608) 266-2104
Quality Assurance contact, coordinates the following: Groundwater Data Consistency Well and Test Result Data System	Deb Lyons-Roehl, Administrative Support Coordinator (608) 267-9350
Quality Assurance contact, coordinates Water monitoring -- groundwater	Jeff Helmuth, Hydrogeologist Program Coordinator (608) 266-5234
Environmental Enforcement (LE/5) / E&SS Division	
Section Chief Statewide enforcement.	Steve Sisbach, Chief (608) 266-7317
Enforcement Coordinator	Marty Ringquist (608) 267-7440
Quality Assurance contact	N/A
Fisheries Management (FH/4) / Water Division	
PPA FH Contact Grant Management Activities for 319 Incremental and other EPA special grants Workplanning and Budgeting Performance Partnership Grant	Suzan Acre, Grant and Budget Specialist (608) 267-7613
Bureau Director	Mike Staggs, Director (608) 267-0796
<u>Fish and Aquatic Resources</u> (Activities are covered under SFR Grant with US Fish & Wildlife, including Trout and warmwater habitat restoration; coldwater and warmwater production and stocking; and fisheries policy development; etc.)	Steve Hewett, Section Chief (608) 267-7501
<u>Management Services Section</u> Grant Oversight	Dennis Schenborn, Section Chief (608) 267-7591

Budgeting and Work Planning.	
Watershed Management (WT) Water Division	
PPA WT Contact Operations and Maintenance Awards Program Bureau Quality Management System contact	Roger Larson, Assistant Director (608) 266-2666
Bureau Director	Russ Rasmussen, Director (608) 267-7651
Watershed Policy Coordination & Integration Coordinates the following: National Policy Development including TMDL & Watershed Approach. Coastal Zone (CZARA). Farm Bill Programs including CREP.	Jim Baumann, Bureau Director Special Assistant (608) 266-9277
Quality Assurance contact, coordinates Water monitoring – Great Lakes	Jim Baumann, Bureau Director Special Assistant (608)266-9277
Quality Assurance (Also Office of Great Lakes) Coordinates the following: QAPP Reviews for Water Projects (including Great Lakes) Pre-QAPP development consultation Liaison with Region 5 and GLNPO staff on Quality Assurance Issues	Elisabeth Harrahy (608) 264-6260
<u>Runoff Management Section</u> Coordinates the following: Animal Waste including AFO/CAFO. Section 319 Grants Activities. Stormwater Permits. Priority Watershed / Targeted Runoff Management Planning. Nonpoint Source Coordination Activities with Wis. Dept. of Agriculture Trade and Consumer Protection and Counties.	Gordon Stevenson, Section Chief (608) 267-2759
<u>Water Quality Standards Section</u> Coordinates the following: Surface Water Quality Standards. Surface Water Quality Classification. Water Quality Effluent Limits. Total Maximum Daily Loads (TMDL). Impaired Waters List [303(d)]. Great Lakes Initiative Implementation. Biomonitoring and Whole Effluent Toxicity. Outstanding & Exceptional Resource Waters. Wasteload Allocations and Modeling.	Bob Masnado, Section Chief (608) 267-7662
Quality Assurance contact, coordinates Water monitoring – citizen monitoring	Kris Stepenuck (608)
Quality Assurance contact, coordinates Water monitoring – water quality	Ken Schreiber, Water Resources Management Specialist (715)839-3798
Quality Assurance contact, coordinates Water monitoring – Great Lakes	Jim Baumann, Bureau Director Special Assistant (608)266-9277

<p><u>Wastewater Permits and Pretreatment Section</u> Coordinates the following: Discharge Permit Issuance for Specialized Permits including Paper Industry Permits. Permits Policy Development. Groundwater Discharge Permits. Water Permits Enforcement Activities. Pretreatment Program. CSO/SSO Policy</p>	<p>Duane Schuettpelz, Section Chief (608) 266-0156</p>
<p><u>Permits Section</u> Coordinates the following: Statewide Discharge Permit Activities and Policy Development. Permit Data Coordination including PCS. Biosolids Management. POTW Operation and Maintenance. Wastewater Security Issues. Area-wide Water Quality Planning & Water Basin Plans. 604 (b) (3) activities including Sewer Service Areas approvals. SFR Facility Plan and Design Reviews. Aquatic Exotics Species. 305 (b) Report for Wisconsin</p>	<p>Susan Sylvester, Section Chief (608) 266-1099</p>
<p><i>Quality Assurance contact, coordinates</i> DMR-QA</p>	<p>Tom Muga, Wastewater Engineer (608) 266-7420</p>
<p><u>Water Quality Modeling Section</u> Coordinates the following: Fox (Wisconsin) River Activities. Contaminated Sediment Project Investigation. Contaminated Sediment Monitoring. Contaminated Sediment Transportation Modeling.</p>	<p>Greg Hill, Section Chief (608) 267-9352</p>
<p><u>Dam Safety, Floodplain and Shoreland Management Section</u> Coordinates the following: Floodplain, Shoreland Planning & Zoning. Dam Safety and Removal. Federal Emergency Management Agency</p>	<p>Richard Wedepohl, Section Chief (608) 267-9352</p>
<p><u>Administration Section</u> Coordinates the following: Grants Management Activities for 104, 106, 319 and other special EPA grants. Information Technology. Work Planning and Budgeting. Performance Partnership Grant.</p>	<p>Vacant, Section Chief (608) 266-9252</p>
<p>Quality Assurance contact, coordinates Water monitoring -- rivers</p>	<p>Brian Weigel, Research Scientist (608)221-6326</p>
<p>Quality Assurance contact, coordinates Water monitoring – water quality</p>	<p>Ken Schreiber, Water Resources Management Specialist (715)839-3798</p>
<p><u>Monitoring Section</u> Surface Water Quality Monitoring. Water Quality Trends and Conditions. Fish Consumption Advisory. Maintain STORET Database for WI. Implement Statewide Monitoring Strategy.</p>	<p>Mike Talbot, Section Chief (608) 266-0832</p>

Quality Assurance contact, coordinates Water monitoring – data management	Nancy Nate, Statewide Fisheries Database Coordinator (608)267-9665
Quality Assurance contact, coordinates Water monitoring -- streams	Mike Miller, Water Resources Management Specialist (608)267-2753
Quality Assurance contact, coordinates Water monitoring -- lakes	Tim Simonson, Fisheries/Lake Sampling Coordinator (608)266-6222
<u>Rivers and Regulations</u> Issue Water Quality Certifications. Waterway and Wetland Permitting. River and Stream Planning and Protection.	Mary Ellen Vollbrecht, Section Chief (608) 264-8554
<u>Lakes and Wetlands</u> Self-Help Citizen Lake Monitoring. Coordinate Wisconsin Lakes Partnership. Coordinate Clean Lake Planning & Implementation. Wisconsin Wetland Inventory Updates. Lake and Wetland Policy Development.	Jeff Bode, Section Chief (608) 266-0502
Quality Assurance contact, coordinates Water monitoring -- wetlands	Tom Bernthal, Water Resources Management Specialist (608) 266-3033
Quality Assurance contact, coordinates Water monitoring -- rivers	Brian Weigel, Research Scientist (608)221-6326
Office of Great Lakes – Water Division	
This office serves as a focal point for Great Lakes issues and is the lead for interagency, interstate and international Great Lakes management initiatives. This office also manages the Great Lakes protection and restoration funds.	Chuck Ledin, Office Director (608) 266-1956
Quality Assurance contact, coordinates: QAPP Reviews for Great Lakes Projects Pre-QAPP development consultation Liaison with GLNPO staff on Quality Assurance Issues	Elisabeth Harrahy 608-264-6260
Quality Assurance contact, coordinates Water monitoring – Great Lakes	Jim Baumann, Bureau Director Special Assistant (608)266-9277
Science Services (SS/WB) / E&SS Division	
Bureau Director	Jack Sullivan, Director (608) 267-9753
Quality Management System Bureau contact and coordinates Department-wide QA under NR 149 for: Lab certification program Data verification and validation Analytical methods Data quality assessment	Dave Webb, Section Chief, Environmental Science Services (608) 266-0245
Quality Assurance contact, liaison for/coordinates: State Laboratory of Hygiene Field procedures and methods Agency-wide analytical services	Ron Arneson, Chemist (608)
Fish and Habitat Research	Vacant, Fish and Habitat Research Section Chief (608)221-6334
Wildlife and Forestry Research	Vacant, Forestry and Wildlife Research Section Chief (608)221-6344
Science and Information Research	Dreux Watermolen, Science Information Services

	Section Chief (608)266-8931
Remediation & Redevelopment (RR/3) / A&W Division	
PPA RR Contact	Dick Kalnicky, Administrative Policy Coordinator (608) 267-7554
Bureau Director	Mark Giesfeldt, Director (608) 267-7562
Quality Management System Bureau contact and coordinates QA technical assistance	Mark Gordon, Policy and Technical Resources Section Chief (608) 266-7278
LUST Grant Liaison for Federal LUST Program issues.	Mark Gordon, Policy and Technical Resources Section Chief (608) 266-7278
RCRA Corrective Action and Closure Covers investigation and remediation of sites: 1) that are being addressed under the RCRA corrective action program, 2) where a release of hazardous waste has occurred, and 3) where management of media defined as hazardous waste is necessary. This also includes general hazardous waste administrative activities such as work planning, reporting, data management, and rule development.	Mark Gordon, Policy and Technical Resources Section Chief (608) 266-7278
Superfund Remedial/Core Covers the investigation and remediation of State and RP lead Superfund sites; providing support to U.S. EPA on Federal lead sites; and general Superfund administrative activities such as: work planning, reporting, contract management, and data management. Superfund Site Assessment including traditional site assessments as well as coordination of removals.	Mark Gordon, Policy and Technical Resources Section Chief (608) 266-7278
Brownfields Includes all brownfields related activities such as policy development, budget implementation, outreach, Brownfields Study Group, brownfields financial assistance / expertise, brownfields tax credit, and brownfields pilots, Section 128A State Response Program, brownfields revolving loan program, and brownfields assessments.	Darsi Foss, Brownfields and Outreach Section Chief (608) 267-6713
QA assistance concerning (See SS Bureau): Lab certification program Data verification and validation Analytical methods Data quality assessment	Dave Webb, Section Chief, Environmental Science Services (608) 266-0245
Waste Management (WA/3) / A&W Division	
PPA WA contact	Primary Contact Pat Chabot, Hazardous Waste Program Coordinator (608) 264-6015 Secondary Contact Joanie Burns, Section Chief (608) 267-0545
Bureau Director	Suzanne Bangert, Director (608) 266-0014

<p><i>Bureau Quality Management System contact</i></p>	<p>Suzanne Bangert, Director (608) 266-0014</p>
<p><u>Communication Team</u> Responsible for evaluating and responding to customer feedback and needs, measuring program success using environmental indicators, developing workplans, helping to assure efficient and consistent program implementation, developing and implementing public outreach strategies, and ensuring incorporation of pollution prevention techniques.</p>	<p>Kate Cooper, Communication Team Leader (608) 267-3133</p>
<p><u>Business Support and IT Section</u> Responsible for support function for waste management subprogram. Functions include; records management, management of the licensing for solid and hazardous waste facilities, data management, clerical support for central office services, budget development, financial management and fiscal support, financial responsibility tracking for solid and hazardous waste facilities, hardware and software support services for central office staff, and safety and training coordination, laboratory coordination and laboratory quality assurance/quality control expertise.</p>	<p>Colleen Storck, Section Chief (608) 267-7515</p>
<p>Hazardous Waste Program Lead responsibility for overseeing the implementation of Wisconsin's hazardous waste program. Functions include: serve as a group that develops hazardous waste policies, administrative rules and guidance with state-wide applicability, communicate issues with staff and managers with hazardous waste responsibilities, and seek to achieve consistency in the state-wide application of the hazardous waste regulatory program.</p>	<p>Patricia Chabot, Hazardous Waste Program Coordinator (608) 264-6015</p>
<p>Special Waste Program Coordinates regulatory and outreach efforts for solid wastes which may be hazardous, but because of factors such as special characteristics or overlapping waste requirements, require special consideration to encourage better management.</p>	<p>Joanie Burns, Section Chief 608-267-0545</p>
<p><u>Hazardous Waste Prevention and Management Section</u> Responsible for hazardous waste policy development. Functions include: legislative coordination, administrative rules and guidance development, hazardous waste plan review, guidance development, federal authorization maintenance, priority assessments, and federal grants development.</p>	<p>Joanie Burns, Section Chief (608) 267-0545</p>
<p><u>Solid Waste and Recycling Section</u> Responsible for providing a core of technical experts to support and supplement solid waste program responsibilities in the regions. Functions include: expertise in innovative waste management technologies, solid waste facility construction and performance expertise, recycling expertise, and specialized expertise for solid waste plan review.</p>	<p>Dennis Mack, Section Chief (608) 267-9386</p>
<p>Quality Assurance contact, coordinates the following: Chemistry data Laboratory analyses</p>	<p>Dave Parsons, Chemist (608) 266-0272</p>

USEPA – REGION 5 PPA, PROGRAM and QA CONTACTS

To be completed by USEPA. Reserved.

APPENDIX D – WI/U.S.EPA ENFORCEMENT ACTION COMMUNICATIONS PLAN (OCTOBER, 2007)

Background: Region 5 and WDNR have authority to enforce environmental laws. As a result, federally initiated enforcement actions can and do occur in the State of Wisconsin for both delegated and non-delegated programs. Region 5 and WDNR have identified a concern that advance notification of Federal enforcement actions has not always occurred consistently and, as a result, WDNR is at times caught unaware when the public or news media contact them regarding a Region 5 enforcement action. WDNR and Region 5 agree to improve communications regarding enforcement actions by developing this plan.

Purpose: Communication on enforcement program activities generally occurs at a couple of stages: 1) prior to an EPA decision on planned enforcement actions and 2) after a decision has been made to initiate enforcement. There is still some concern that the pre-decision communications are not always occurring satisfactorily, for the purposes of this plan, there was a decision to focus on the second communications need as it deals more directly with the issue raised by the State Director.

Communications Plan: Region 5 will notify the designated WDNR enforcement contacts in a timely manner on agreed upon types of enforcement cases in the State whether delegated or not. Types of enforcement actions covered by this communications plan include:

- Administrative Actions: Finding of Violations & Notice of Violation
- Administrative Compliance Orders (on consent or unilateral)
- Administrative Penalty Order Complaints
- Consent Agreement and Final Order (CAFO)
- Civil Judicial Actions: Judicial Complaints
- Judicial Consent Decrees (CD)
- Emergency Removal Actions

Each Region 5 Program Office Branch or Section Chief shall make a phone call no later than two days in advance of the action to the identified State contacts. If WDNR contacts are not available, a voice mail message will be left. See the Designated State Contacts Table below for information regarding WDNR contacts. This notification shall include the following information:

- Facility name and location;
- Date action is to take place;
- Type of action being taken (e.g., administrative, judicial,...);
- Value of the action (e.g., penalty amount, whether there is injunctive relief or a SEP);
- EPA contact; and
- Whether there will be a press release and the timing of any planned press releases. (Note: Where appropriate, EPA should work with the State to include language in the press release regarding state coordination/participation.)

Confidentiality: Region 5 and WDNR agree that communication on enforcement matters in advance of filing or settlement are enforcement confidential and as such, they are not to be shared with respondents/defendants or the public, until Region 5 takes its final action.

Designated State Contact		
Notification Provided to	Notification Provided by	Preferred Mechanism for Communication
Steve Sisbach (WDNR) Dir. of Environmental Enforcement (LE-5) Phone: 608/266-7317 Fax: 608/266-3696 Email: sisbas@dnr.state.wi.us Pat Henderson (WDNR) Deputy Secretary (AD-5) Phone: 608/264-6266 Fax: 608/266-6983 Email: Patrick.Henderson@Wisconsin.gov	Program Branch/Section Chief	Telephone Telephone