



IDDE Committee Meeting Minutes
Monday, February 16, 2009
1:30 to 3:30 p.m.
OMNI Associates, Inc.

Attendees: Elizabeth Marks, Peter Schleinz, Sue Olson, Dena Mleziva, James Rabe, Brian Wayner

Excused: Matthew Heckenlaible, Keith Marquardt, Allen Davis

Meeting minutes taken by: Diana Peterson, NEWSC Coordinator

I. Meeting Called to Order at 1:30 p.m.

II. Review of Minutes from Last Meeting

- a) Motion to approve by Brian Wayner.
- b) 2nd by Peter Schleinz.
- c) Minutes approved with changes to the word minutes and update to powerpoint scenarios.

III. Review PermiTrack MS4 website

The IDDE presentation scenarios have been attached to the NEWSC Stormwater Plan.

Recommendation:

- 1) Peter and Diana will work with the committees for completion of the NEWSC Stormwater Management Plan.

IV. Review NEWSC.org website

Dena created a new header titled IDDE Training Presentations on the NEWSC.org website. The IDDE Presentation – November 2007 is not working. Any future document needs to be in PDF format. The City of Green Bay and Appleton concrete and carpet cleaner sample letters will be deleted. The NEWSC carpet cleaner and concrete supplier letters will be on the website.

Recommendation:

- 1) Obtain Matt's IDDE powerpoint presentation from August 2008.
- 2) Dena will place a link from the NEWSC.org to the members only info site for the concrete and carpet cleaner sample letters.

V. Review NEWSC.info website

NEWSC.info would be the NEWWaterWisconsin.org site. The website is to have the green haired guy and the brand on the first page. The committees are to work on the respective elements on the "At Home" site. The IDDE committee is to assist in writing the components to the runoff to streams and lakes portion of the site. Grass Clippings is also another component.

IDDE reviewed the Response section. There should be a NEWSC members section to this page. Brian suggested to provide a link on the In My Community tab.

Recommendation:

- 1) The IDDE committee will assist in writing the components for the Runoff to Streams and Lakes, Lawn Clippings, Car Care, Fertilizers and Pesticides, Grass Clippings, and Pet Waste. (Did You Know: What Can You Do and Why Sections)
- 2) Dena will summarize information in all sections.
- 3) Brian and James will assist in providing pictures to Dena.
- 4) Diana will work with Amy to get the 2009 membership list on the In My Community tab. Diana will contact Amy and Janet to provide a link of the membership contacts. Place near the end of In My Community tab, near contact your local community.

VI. I & E PSA's - Elizabeth

Elizabeth met with the I & E committee. The I & E committee agrees to assist with the PSA's as long as the IDDE committee provides the IDDE written narrative. The key to writing a PSA is to assist in becoming an environmental consumer. The tip sheets are to assist in showing the community social responsibility with carpet cleaning. Elizabeth recommended distributing fall PSA's on swimming pool and spa illicit discharge.

Recommendation:

- 1) Elizabeth will provide an update to the I & E committee on the IDDE PSA's.
- 2) The IDDE will assist in writing swimming pool and spa illicit discharge PSA's at the next meeting.
- 3) The I & E Committee should create a topic packet for Carpet Cleaners and Swimming Pools.

VII. Concrete Truck Washout Research - Diana

Diana handed out a brochure on Concrete Washout from lowastormwater.org. James discussed about erosion control management and the effects to concrete washouts.

Recommendation

- 1) Diana will submit the articles she found to the IDDE committee.
- 2) The I & E Committee should create a topic packet for Concrete Truck Washout.
- 3) James and Brian will assist in providing pictures of concrete truck wash.

VIII. Carpet Cleaner Procedures

The key to carpet cleaning procedures is to assist in asking key questions to assist both concrete suppliers and homeowners.

IX. Other Topics

Matt is currently working on the IDDE powerpoint scenarios. There are six more IDDE scenarios to be created. Elizabeth will look up more information on the swimming pool and the concrete washout. This will assist with the top three key points to all three areas of swimming pool, carpet cleaner and concrete washout. Another topic is creating powerwashing PSA's. Commercial dumpsters are also another topic for discussion.

Recommendation:

- 1) Elizabeth will email the Yuba County Carpet Cleaning brochure to Dena to rework the tri-fold in Microsoft Publisher.
- 2) Elizabeth will design the swimming pool and spas tip sheet.
- 3) Dena will work on the carpet cleaning tri-fold tip sheet.
- 4) Sue will work on the carpet cleaning PSA.
- 5) James and Brian will continue research the EPA/DNR requirements on the Concrete Washout.
- 6) James will provide pictures of a local powerwashing facility.

X. Action Items Recapped / Agenda for Next Meeting

- 1) PermiTrack Update
- 2) NEWSC.org website
- 3) NEWSC.info website
- 4) Swimming Pool and Spa Discharge Requirements Topic Packet - Elizabeth
- 5) Carpet Cleaning Tri-Fold Tip Sheet – Goal is complete the letter, flyer and PSA.
- 6) Concrete Truck Washout Topic Packet
- 7) Powerwashing – James/Diana
- 8) Concrete powerwashing - Diana

Next meeting set for **Tuesday, March 17, 2009** at 1:30 pm – 3:30 pm at **OMNNI Associates, Inc.**

XI. Meeting Adjourned

Adjourned at 3:20 p.m.