

Combined Air Emissions Short-Term Wins Project Description

1. Project Name: Combined Air Emissions Implementation Plan

2. Project Participants:

Ron Evans, EPA/OAR/OAQPS/AQAD, Co-Lead
Michael Burton, Arizona DEQ, Co-Lead
Marc Houyoux, EPA/OAR/OAQPS/AQAD representing NEI
Ketan Patel, EPA/OAR/OAQPS/SPPD representing CEDRI
Michael Barrette, EPA/OECA ECHO Clean Air Reporting Tool
TBD, EPA/OEI, prototype liaison
Kong Chiu, EPA/OAP
Juan Parra, EPA/OEI/TRI
Chun Yi Wu (MN)
Heinz Braun (AR)
Mark Gibbs (OK)
Mark Wert (MA)
Jeff Merrell (VT)
Christopher Swab (OR)
Justin Haynes (OR)

3. Project Funding: \$75K

4. How project fits within the larger Combined Air Emissions “to be” state

There are multiple goals for the final “to be” state. These include:

- Reduce industry burden for air emissions reporting
- Improve timeliness and transparency of data
- Create consistent information across air emissions programs
- Improve data quality
- Make data more accessible and useable
- Support more timely decision making

Following the Lean event, our team estimated that that roughly \$14M would be needed to achieve the “to be” state. To achieve the “to be” state will require the development of an implementation plan and refinement/documentation of resource needs and schedule. This project will provide those materials.

5. Goals: *What are the key objectives of this project, which will be met using the expected work products?*

- Goal 1: Refine the “to be” state providing a common understanding of the end goals of the project and significant questions which need to be addressed during the development

- Goal 2: Develop list of tasks needed to achieve “to be” state including emphasis on other E-Enterprise projects (e.g. Master Facility ID and Portal) which are in the critical path for reaching the “to be” state.
- Goal 3: Develop resource needs and schedule
- Goal 4: Combine products from previous 3 goals into document providing policy and resource justifications for building toward “to be” state.

6. Project description: *Include a summary and a list of expected tasks needed to get to the work products. Include paragraphs to elaborate on the tasks and work products, which should match those listed in the table below.*

The Combined Air Emissions team developed a vision for the “to be” state for this project during its February 2015 LEAN event. During our discussions of the development of the ROI and early wins, it has become obvious that the “to be” state needs to be fleshed out and further discussed. Once the “to be” State is more fully characterized, an implementation plan can be developed taking into account other complementary work (e.g. a revised Facility ID system) and laying out other elements of the Project Plan & Tracking document developed by the EELC Coordinating Committee. Advice will be provided from the 18f organization to developing the “to be” state and approaches to best realize it.

A key feature of this project is the development of 2 conceptual prototypes (similar in concept to that created for the E-Enterprise notional portal) to the process for developing the implementation plan.

- 1) Develop prototype (conceptual design) of the data entry portal for which a regulated entity would see with components for CROMRR, Master facility ID, an emissions data entry form etc (obviously there is a lot of intersection with the E-Enterprise portal, for the prototype it would only focus on our use).
- 2) Develop a prototype (conceptual design) of the public facing website showing how the data could be displayed, nominally based on ECHO Clean Air Reporting Tool or Envirofacts to start unless the people developing the prototype have something better in mind
- 3) Arrange and facilitate discussions with industry and other stakeholders on the “to be” state and its design and implementation

7. Key Challenges: *List any known or anticipated challenges, including information gathering from states or others, and how you expect to address those. Note any need for EPA management involvement to help meet those challenges.*

- **Challenge 1: Understanding “to be” state:** It was obvious during discussions following the LEAN event that a fuller characterization of the “to be” state was needed in a facilitated meeting format. With assistance from 18f, will include mock-ups of industry reporting portal and public facing website with comprehensive air emissions data. A key feature will be respecting the diversity of State programs and systems in place.

- **Challenge 2: Leveraging separate Master Facility ID and Portal shared services:** The “to be” state is dependent upon a single reporting portal for regulated entity submission of emissions information. For the single portal to work, there must be a common master facility ID to allow a facility to be recognized by all EPA and State programs. The Master Facility ID and Portal IPTs must incorporate the needs of the “to be” state in the early development of their systems. We believe these are relatively common requirements across all programs which need these shared services for facility reporting of any kind. The E-Enterprise Leadership Council could be needed to help prioritize the needs of the “to be” state for these IPTs.
- **Challenge 3: Refine resource and scheduling needs:** After the “to be” state is more completely characterized, there is a challenge of refining resource and schedule estimates reflecting 4 EPA programs and associated State programs. Team members will need to work closely to develop estimates which reflect coordinated development and implementation.

8. Expected workload for team participants: *indicate frequency of meetings, general expectations of work tasks outside of meetings. Does not need to be a list of every last thing someone would do on the project.*

The plan is to rely on contractor assistance to collect questions and issues for the development of the “to be” state. Roughly monthly meetings to discuss elements of “to be” state, utilization of shared services and development of resource estimates & schedules are expected through the spring of 2016.

9. Quality Assurance: *If applicable, list quality assurance issues that might arise during this project and how quality review will be included to ensure the best outcomes. Add work products if needed to ensure any potential quality problems will be addressed.*

NONE

10. Project work products and expected completion dates:

Task	Work product	Expected completion date
Task 1	Refine “to be” State	Feb 2016
Task 2:	Requirements analysis for Master Facility ID and emissions Portal IPT shared services effort	Feb 2016
Task 3:	Develop implementation plan including resource and schedule for achieving “to be” state	Spring 2016