

Interagency Committee on Chemical Management
ICCM/Technical Team Meeting
Meeting Minutes: March 28, 2018
Winooski Room, 1 National Life Drive, Montpelier VT 05620
Facilitated by Peter Walke, ANR Deputy Secretary

1. Presentation of Unified Chemical Reporting System

A diagram and narrative outline of the unified chemical reporting system that was developed during the 3-day Lean event was sent to the technical team members ahead of the meeting. ADS (PJ Telep) presented and explained details of ICCM Chemical Reporting System Architecture.

Elements of system design:

- Pre-reporting website
- Authentication and Account Management – ADS is still considering what existing state system can we utilize to populate this information (e.g., SOS)
- Forms Platform
- Forms Database (collects info from Forms Platform)
- Local agency databases (Notes: Not all agencies/programs currently have a local database. Costs will be contingent on developing and modernizing databases prior to integrating them into the unified system)
- External Reporting Sites (These are existing databases that would not onboard to the new “Forms Database”, but would still be accessible from the new Pre-Reporting Website)
- Data Warehouse (Serves State stakeholders)
- Chemical Discovery Website (Serves public stakeholders. CBI/privileged information would not be presented to public)

Other features/notes of the proposed system that were discussed:

- The proposed design encompasses 14 reporting systems and addresses all required elements from the Lean “Kano” exercise.
- Agencies may need to agree to basic data standardization for similar reporting requirements (i.e., chemical identities “cross-walk”, customer/reporter information).
- Possibilities for development of system (or portions thereof) include vendor development or use of a customer relations management tool.

AAFM (Linda Boccuzzo) explained that AAFM is already moving forward with own reporting database that will encompass several reporting “customers”. This means that pesticide users would report through external reporting site feature.

2. Voting and Consensus

The group agreed to seek consensus of participants. Where there is not a consensus, the group will report out where consensus was not reached based on an agreed-to format.

3. EO Provisions (III) – Legislative Recommendations Update

The Technical Team presented a draft set of recommendations regarding statutory and regulatory changes to enable the state to better assess risk of chemical usage on public health and the environment. In summary, the draft recommendations include (in summary);

- Rec. 1: Provision of expanded State authority to require reporting chemicals used in the work place;
- Rec. 2: State-wide assessment of occurrence of chemicals (naturally-occurring and man-made) in drinking water throughout the State; and
- Rec. 3: Ensure ongoing work of the ICCM to be able to make assessments to list and regulate chemicals

The group discussed the scope of these recommendations and agreed that the most important task was to develop a clear process for the ICCM to review requests to evaluate these types of proposals, both changes to reporting and recordkeeping and specific chemical management actions. The specific actions recommended in the Technical Team proposal would then be evaluated as part of that process. ANR (Peter Walke) will take the lead on this effort; DOL, VDH, and DPS have all offered to assist.

4. Next Steps

The group will present the proposed reporting system design recommendations (noting change related to AAFM reporting database) and recommendations for TURA to the full Committee/CAP at the April 11 meeting. If recommendations regarding 4 EO Provision III(3) and a general process for assessment of chemicals are ready, those will also be discussed at the April 11 meeting.

ICCM and Technical Team Members in Attendance:

Sarah Vose, Traci Dolan, *Department of Health*

Linda Boccuzzo, *Agency of Agriculture, Food & Markets*

Peter Telep, *Agency of Digital Services*

Scott Meyer, *Department of Labor*

Peter Walke, *Agency of Natural Resources*

Christopher Herrick, *Department of Emergency Management and Homeland Security*

Agency Staff in Attendance:

Chuck Schwer, *Agency of Natural Resources*

Ellen ParrDoering, *Agency of Natural Resources*

John Zaikowski, *Agency of Natural Resources (facilitator)*

Neil Kaman, *Agency of Natural Resources*

Tami Wuestenberg, *Agency of Natural Resources*

Jordan Gonda, *Agency of Natural Resources*

Bryan Redmond, *Agency of Natural Resources*

Karen Clark, *Agency of Natural Resources*

Lynn Metcalf, *Agency of Natural Resources*

Eamon Twohig, *Agency of Natural Resources*

Casey Mock, *Agency of Commerce and Community Development*