

Interagency Committee On Chemical Management  
ICCM/Technical Team  
Meeting Minutes: September 11, 2019  
Winooski Room, 1 National Life Drive, Montpelier, VT 05620  
Facilitated by John Zaikowski, ANR

**1. Welcome and Agenda Review**

Zaikowski welcomed members and provided brief overview of agenda

**2. Review and approval of July meeting minutes**

No comments, questions, or changes to the July minutes. Motion by Meyer to approve July meeting minutes. Seconded by Herrick. July meeting minutes approved.

**3. ICCM Website flow**

The ICCM and technical team briefly reviewed the current ICCM website. The methods for directing a member of the public to the nomination form while creating additional opportunities for providing chemical information were discussed. Options include placing a widget on the ICCM's main page to link directly to the chemical nomination form, a widget that links to a landing page that has a link to the nomination form as well as links to helpful information, a widget on the main page for "frequently asked questions," and a widget on the main page to "learn more about chemicals." The ICCM identified that the flow needs to be logical and easy for the public to navigate while not burying either chemical information or the nomination form too far into the website. The ICCM will pursue creation of a main page widget that links to a landing page containing the nomination form link as well as links to helpful information, and creation of a main page "learn more about chemicals" widget. A subgroup of the ICCM will begin developing content for the "learn more about chemicals" widget. The ICCM also discussed potential ways to logically group that information, such as by activity, regulatory sector, or agency. The subgroup's work will also inform the content for the chemical nomination form landing page, and whether a separate FAQ widget is needed.

Next steps: Metcalf, Barth, Vose, Herrick, and Twohig will work on the content for the "learn more about chemicals" widget, and will present their draft work to the ICCM at its next meeting.

**4. Nomination review process**

The ICCM discussed the nomination review process, as outlined in its December 2018 bi-annual report in greater detail in order to begin establishing a review procedure. The ICCM is initially proposing that a nominated chemical will be placed on the ICCM's agenda for review at its next available regular monthly meeting. At that meeting the ICCM will review the submission and if issues or deficiencies are identified, will provide feedback to the submitter via email using an email account specifically created for the nomination process. Following review and approval of a nomination, the ICCM would

request technical team review as described in the December bi-annual report. The ICCM is initially proposing standing members for the Technical Team, made up of one member from each Agency, with the ability to request additional assistance or expertise as needed. The December bi-annual report details the remaining steps in the process generally, but will need to be further detailed in the review procedure.

Next steps: Tami Wuestenberg will develop a draft procedure based on the discussions thus far for the ICCM to review at its next meeting.

**5. Agency legislative/policy updates**

DPS/DOL/ACCD – advised of Commissioner and Secretary changes within each agency  
DOH – they have been receiving inquiries regarding methylene chloride, which Vose discussed generally. Vose will contact Barth on public outreach options. Vose generally discussed Chemicals in Children’s Products requirements, and identified that DOH will be issuing recommendations on banning/labelling certain products in late fall/early winter.

ANR – Schwer advised that the Agency has submitted an MCL for PFAS to ICAR.

**6. CAP November meeting reminder and wrap up**

Zaikowski reminded the ICCM that is has an upcoming meeting with the CAP in November, and to begin thinking about items or issues to discuss at that meeting.

Motion to adjourn by Herrick, seconded by Meyer. The ICCM voted to adjourn.

**ICCM Members in attendance:**

John Zaikowski, on behalf of Peter Walke, Agency of Natural Resources  
Ken Jones, Agency of Commerce and Community Development  
Scott Meyer, Department of Labor  
Chris Herrick, Department of Public Service  
Sarah Vose, Department of Health

**Agency Staff in attendance:**

Marcella Dent, Agency of Natural Resources  
Ethan Johnson, Agency of Natural Resources  
Eamon Twohig, Agency of Natural Resources  
Chuck Schwer, Agency of Natural Resources  
Lynn Metcalf, Agency of Natural Resources  
Tami Wuestenberg, Agency of Natural Resources  
Stephanie Smith, Agency of Agriculture, Food, and Markets  
Pam Wadman, Department of Health  
Shawn Barth, Department of Labor