AGENDA

With
MINUTES ADDED (in *italics*)

SAM Study: Mobile Businesses, Stormwater Source Control, and Multi-Jurisdiction Coordination

Technical Advisory Committee, May 31, 2022, 13:00-15:00

Teams video call: [Click here to join the meeting](#)
Video Conference ID: 113 087 422 7
Or call in (audio only) +1 425-653-6586, Audio ID: 749 559 691#

WELCOME AND INTRODUCTIONS, 1 PM

Attendees:

Ben Parrish	*City of Covington*
Heather Martin	*City of Kent*
Laura Haren	*City of Kent*
Kenneth R. Waldo	*City of Redmond*
Scott McQuary	*City of Redmond*
Brett Raunig	*City of Vancouver (on behalf of Nikki)*
Bob Patterson	*Clark County*
Andy Maher	*Ecology PPA Program*
Todd Hunsdorfer	*King County*
Heidi Siegelbaum	*Washington Stormwater Center*
James Packman	*Aspect Consulting*
Parker Wittman	*Aspect Consulting*

SURVEY FINDINGS MEMORANDUM (Task 2), 1: 10 PM

- Key findings
- Working definition of Mobile Business
- Outreach & Technical Assistance
- Barriers to Waste Handling

Discussion:
- *Definition of mobile businesses (Questions 3 and 5)*
  - *Include travel outside of a jurisdiction*
  - *Function vs service*
  - *Who is the service for?*
  - *Tax implications*
  - *Some may be inspected by other programs (such as construction or industrial permit programs)*
- *Barriers to compliance with waste handling (Question 8)*
  - *Waste water/process water not captured in survey question*

- *Coordination with other programs or agencies (Question 9)*
    - *Information sharing may be limited by systems compatibility if different*
- *Outcomes that will help the Study*
    - *For Best Practices Document (Task 5)*
        - *Revised (better) definition of mobile businesses*
        - *Consider flow chart or decision tree to help determine if a business should be added to an inventory*
        - *Ideas for coordinating across departments of jurisdictions*
        - *Outreach and technical assistance topics for mobile businesses*
    - *For Pilot Study (Task 6)*
        - *Understanding potential limits on how much jurisdictions can easily share information or coordinate on mobile businesses*

IDDE DATA ANALYSIS MEMORANDUM (Task 4), 1: 45 PM

- Data trends and key outcomes
- Just Mobile Business data (n=65)
- How this information is used for this Study

Discussion:
- *Distribution of permittees*
    - *Many not represented – didn't submit IDDE data for 2020*
    - *Skews results toward Kirkland for Phase IIs and Tacoma for Phase Is*
    - *May reflect different interpretations of data submittal by permittees*
    - *May reflect required vs optional workflow under the WQIDDE intake form*
- *Mobile businesses (as a pollutant source)*
    - *Almost all responses from one permittee*
    - *Slightly different distribution of pollutants, which Soap or Cleaning Chemicals occurring relatively more often*
- *Outcomes that will help the Study*
    - *For Best Practices Document (Task 5)*
        - *Better understanding of pollutants, sources, outreach, and correction methods associated with mobile businesses*
        - *Similarities between 2014 and 2020 in the ways permittees report IDDE data*
- *Next*
    - *Comments on draft IDDE memo due from TAC by Friday June 3*
    - *Integrate feedback and comments into memo and prepare a final version*

BUSINESS INVENTORY PROCESS (Task 3), 2: 15 PM

- State Department of Revenue discussions
- What we think is possible
    - Spreadsheet tool to make the source control site inventorying procedure easier
- Next Steps

- o Obtain data from DOR for BLS partner jurisdictions
- o Obtain data from individual jurisdictions for non-BLS partners[1] (some? all?)
- o Develop a text query protocol to develop fingerprint(s) of mobile businesses
- o Create spreadsheet tool for creating source control inventory from business license data

Discussion:
- *How fine of a "sieve" do we build?*
  - o *Lets through too much and mobile businesses are missed, or*
  - o *Retains too much and is extra work to verify businesses*
- *BLS partners vs. non-partners*
  - o *Ideally, the spreadsheet tool will be agnostic to the data source and can work with data from BLS or other sources (e.g. FileLocal)*
- *Leave room for the range of permittee approaches to including mobile businesses, e.g. select which search terms to use (not mandatory to use all)*
- *Next*
  - o *Screenshare with City of Redmond for BLS system interface*
  - o *Obtain data from DOR for BLS partners*
  - o *Develop keyword search criteria and "fingerprints" of mobile businesses of interest to source control*
    - ▪ *Based on Endorsement type, Product Description, and business name*
    - ▪ *Request TAC feedback on keyword search approach*
  - o *Develop and test spreadsheet tool*

WRAP-UP & NEXT MEETING, 2:50 PM

TAC comments on IDDE memo due: Friday, June 3
   Survey memo comments welcome but not required
Next TAC meeting: September 2022, date TBD

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[1]Cities of Bellevue, Des Moines, Kent, Lake Forest Park, Renton, Seattle, Shoreline, and Snoqualmie.