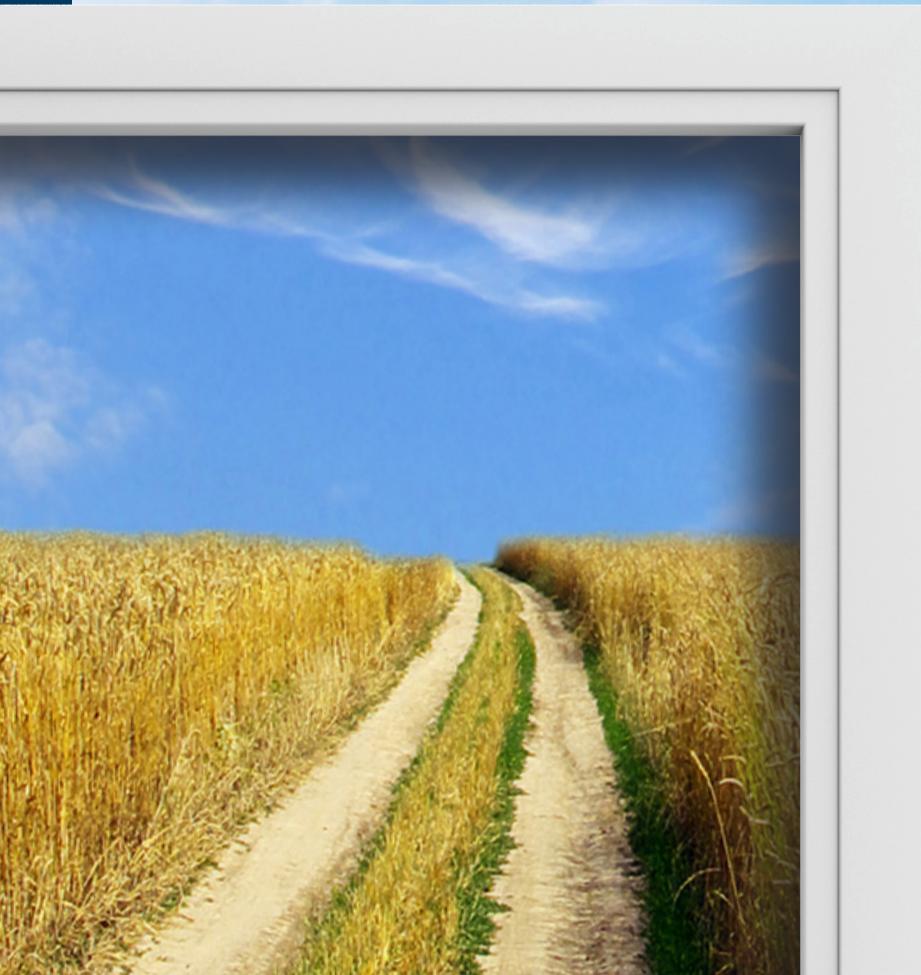




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Letter from the Executive Director

The focus of this report is to showcase the Oklahoma Department of Environmental Quality's (DEQ) dedication to the protection of Oklahomans and the environment and its commitment to ensure a healthy future for generations to come. In order to achieve this goal, it is imperative that we work continuously to meet the stringent environmental laws designed to provide us with a clean environment. In this report, you will read about the numerous programs DEQ has which address a myriad of environmental issues. These programs, and the associated staff, are instrumental in maintaining and improving the air we breathe, the land we live on, and the water we drink.

DEQ is fortunate to have a staff dedicated to environmental stewardship, a staff committed to the ideas upon which DEQ was founded, and staff with the knowledge and experience to accomplish the challenging tasks before them. The men and women who make up DEQ know that the work they are doing now will benefit Oklahomans today, tomorrow and into the future.

Over the years, we have made it our priority to find new and innovative ways to conduct business. Many of our reporting requirements are completed online, our monitoring systems have become more sophisticated, and our website houses a collection of constantly updated information important to the public. These efforts not only streamline our processes, but also tie into our mission to protect the environment by reducing paper usage and creating a more efficient workplace.

This report will give you a clear understanding of the people, the programs, and the processes within DEQ and how it all relates to our environment and our future.



*Steven A. Thompson, Executive Director,
Oklahoma Department of Environmental Quality.*

DEQ Employees Recognized for **Achievements**

DEQ employees who demonstrate exceptional performance are recognized each quarter by the Employee Recognition Committee. These employees are selected for exceeding standards in service to the agency and the citizens of Oklahoma. They are identified as having superior customer service, teamwork, problem solving, and leadership skills.

The Employee of the Quarter is nominated by co-workers. The Employee of the Year is chosen by DEQ Division Directors from one of the four Employees of the Quarter.

Florence Fields



Florence Fields was chosen Employee of the Quarter for the third quarter of state fiscal year (FY) 2011 and then chosen by division directors as FY 2011 Employee of the Year. As an administrative assistant in the Water Quality Division (WQD), Fields oversees all travel claims, airfare requests, requisitions, invoicing, purchase orders, and inventory of physical assets for the division. She is

responsible for preparing loan commitment letters for the Drinking Water State Revolving Fund (DWSRF) and serves as back-up to several other administrative staff.

Fields was nominated by eight different co-workers. A few of the comments from her co-workers were, "In all

areas, she is an exceptional employee and contributes greatly to the smooth-running efficiency of the division. Always ready to help, Florence exhibits patience, trustworthiness and a willingness to adjust to situations that arise in the course of business. She has long been recognized in Water Quality for her teamwork, attitude and commitment to excellence in the quality of her work. Florence demonstrates respect of co-workers, management, and the public by providing quality and timely service with a smile."

Sean Walker was chosen Employee of the Quarter for the first quarter of FY 2011.

Walker works in the Enforcement Section of the Air Quality Division. In his role as an environmental programs specialist, Walker has taken on a leadership position for the Leak Detection and Repair (LDAR) program. He is the primary reviewer for all LDAR semiannual reports submitted by facilities. Due to his knowledge of these reports, he has worked to create a new LDAR reporting form that is both user-friendly and detailed.

Sean Walker



Walker's co-worker wrote, "There is a level of respect shown by Sean and to Sean that highlights his professionalism and the respect he has earned among industry representatives. Despite his own work load, he is willing to participate in inspections conducted by others and lend support whenever necessary."

Brad Cook



Brad Cook was selected Employee of the Quarter for the second quarter of FY 2011.

Cook works in WQD. Cook, an environmental programs specialist, is the Capacity Development Coordinator for DWSRF. He is responsible for overseeing several programs, including the DWSRF Engineering Planning and Design Grant Program, Davis-Bacon implementation and small system technical assistance contracts.

Cook's nomination form stated, "Brad has a great attitude and a 'can do' way of thinking. Brad is highly motivated and approaches his work with energy and enthusiasm. Brad puts a personal touch on everything he does and takes great pride in doing a good job. He goes the extra mile to follow through to get things done in a timely manner. He makes multi-tasking, staying focused, and meeting deadlines look easy."

Vicki Reed was selected as the Employee of the Quarter for the fourth quarter of FY 2011.

Reed serves as the program coordinator for DWSRF. She coordinates all aspects of the implementation and compliance for DWSRF including grant agreements, interagency agreements, work plans, contracts, audits, annual reports and the Project Priority List. She is the liaison with the Environmental Protection Agency (EPA) on all programmatic issues and is responsible for ensuring all data is provided to EPA in a timely and accurate manner.

Reed's nomination form states, "She has worked for Water Quality for over 10 years and has been an invaluable asset to the Drinking Water State Revolving Fund Program. She is well respected by management, staff, the Oklahoma Water Resources Board, and EPA. Her quality of work and work ethic are well known by upper management. She is nice, capable, has a great attitude, always there to help, very professional, and can work with anyone."

DEQ's employees of the quarter serve as a great example of the work being done in state government. DEQ is proud to have them on its team. ■



Vicki Reed

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Environmental Quality Board Report

The Environmental Quality Board (EQB), which is the rulemaking body for DEQ, is a 13-member body appointed by the Governor with the advice and consent of the Senate. Members of the board are drawn from a variety of industrial, commercial, governmental and public interest backgrounds. During FY 2011, the board took rulemaking actions affecting 20 of the existing 27 chapters of DEQ rules.

Rule proposals were reviewed and recommended by the appropriate advisory council before presentation

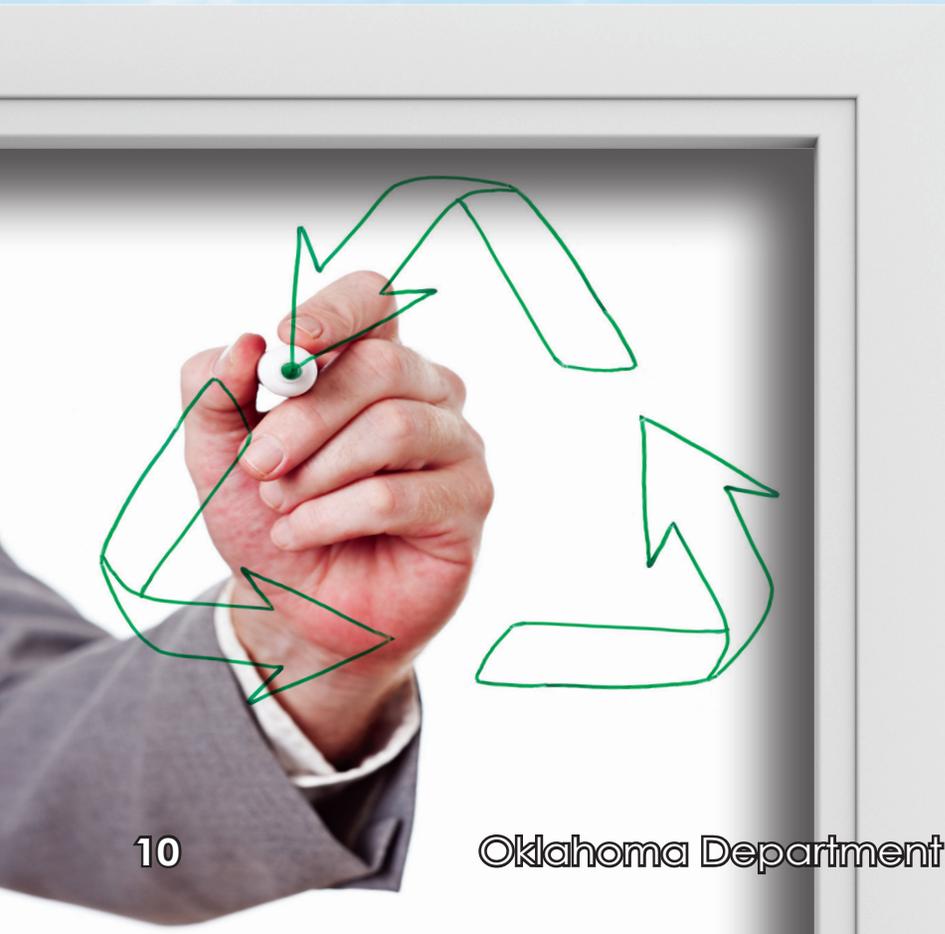
to the board for adoption. Each advisory council is comprised of nine* individuals representing a broad range of perspectives, all of whom have substantial experience and/or interest in those areas within the purview of that advisory council. Prior to action on any rule proposal, the councils offer the opportunity for written and oral comments by individuals and entities interested in the rule. The level of public participation is often high and helps to significantly shape the rule proposals that are eventually presented to the board.

To become effective, rules adopted by the board must be affirmatively approved by the Governor, and not disapproved by the state Legislature. All rules adopted by the board in FY 2011 received affirmative gubernatorial and tacit legislative approval.

The table on page 11 summarizes rulemaking actions by the board in FY 2011.

* (The Solid Waste Management Advisory Council now has 10 members.)

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Environmental Quality Board

*Chair

**Vice Chair

Member	Professional Realm	Appointing Official	Term Expires
Brita Haugland Cantrell	Nonprofit Statewide Environmental Organization	Governor	1/31/2013
Mike Cassidy	Agriculture Industries	Governor	1/31/2015
Anthony "Tony" Dark	Water Usage	Governor	1/31/2014
Bob Drake	Rural Water Association	Governor	1/31/2012
Jennifer Galvin	Petroleum Industry	Governor	1/31/2014
David Griesel	Solid Waste Industry	Governor	1/31/2012
Jerry Johnston*	Local Governing Board of City or Town	Governor	1/31/2015
Steve Mason	Hazardous Waste Industry	Governor	1/31/2011
Sandra Rose	Nonprofit Statewide Environmental Organization	Governor	1/31/2014
Karol "Terri" Savage	Nonprofit Statewide Environmental Organization	Governor	1/31/2012
Kerry Sublette	Environmental Professional	Governor	1/31/2013
John Wendling**	Manufacturing Representative	Governor	1/31/2013
Richard Wuerflein	Conservation District Representative	Governor	1/31/2011

Environmental Quality **Board Members**



Brita Haugland Cantrell



Mike Cassidy



Anthony "Tony" Dark



Bob Drake



Jennifer Galvin



David Griesel



Jerry Johnston



Steve Mason



Sandra Rose



Karol "Terri" Savage



Kerry Sublette



John Wendling



Richard Wuerflein

Environmental Quality Board **Rulemaking Activities**

Chapter	Council	Subject	Adopted	Type	Effective
4	HWMAC	Revocation of Brownfields Tier permitting system.	August 24, 2010	Emergency	9-17-10
4	HWMAC	Revocation of Brownfields Tier permitting system.	August 24, 2010	Permanent	7-1-11
100	AQAC	Incorporation of control technology requirements for biomedical waste incinerators.	August 24, 2010	Permanent	7-1-11
220	HWMAC	Revocation of Brownfields rules that were inconsistent with new state law.	August 24, 2010	Emergency	9-17-10
220	HWMAC	Revocation of Brownfields rules that were inconsistent with new state law.	August 24, 2010	Permanent	7-1-11
221	HWMAC	Adoption of Brownfields rules that are consistent with new state law.	August 24, 2010	Emergency	9-17-10
221	HWMAC	Adoption of Brownfields rules that are consistent with new state law.	August 24, 2010	Permanent	7-1-11
100	AQAC	Ensure state rules are not more stringent than federal Greenhouse Gas (GHG) rules and exclude GHG from minor facility permitting program. Implement NSR for PM 2.5.	November 16, 2010	Emergency	12-27-10
205	HWMAC	Incorporation by reference.	November 16, 2010	Permanent	7-1-11
100	AQAC	Ensure state rules are not more stringent than federal Greenhouse Gas (GHG) rules and exclude GHG from minor facility permitting program. Implement NSR for PM 2.5.	February 25, 2011	Permanent	7-1-11

continued on next page ...

Chapter	Council	Subject	Adopted	Type	Effective
100	AQAC	Revision to fee structure for certain area sources.	February 25, 2011	Permanent	7-1-11
100	AQAC	Amend Appendix A to correct inaccuracies.	February 25, 2011	Permanent	7-1-11
100	AQAC	Amend Appendix E to maintain consistency with NAAQS.	February 25, 2011	Permanent	7-1-11
301	LSAC	Laboratory Accreditation – Revoked.	February 25, 2011	Permanent	Withdrawn 7/28/11
302	LSAC	Field Laboratory Accreditation – New.	February 25, 2011	Permanent	7-1-11
303	LSAC	TNI Laboratory Accreditation – New.	February 25, 2011	Permanent	7-1-11
410	RMAC	Increase of fees for licensing and permitting for radiation management.	February 25, 2011	Permanent	7-1-11
606	WQMAC	Increase of OPDES permit fees, allow for electronic filing of documents, establish stream monitoring requirements.	February 25, 2011	Permanent	7-1-11
611	WQMAC	Establish application fees for 401 certifications.	February 25, 2011	Permanent	7-1-11
616	WQMAC	Increase fees for industrial tank systems, surface impoundments and land applications.	February 25, 2011	Permanent	7-1-11
619	WQMAC	Increase annual fees for non-industrial total retention lagoon systems and land application sites.	February 25, 2011	Permanent	7-1-11

Chapter	Council	Subject	Adopted	Type	Effective
621	WQMAC	Implementation of SB 1695 concerning ownership of small public sewage treatment systems.	February 25, 2011	Permanent	7-1-11
623	WQMAC	Establish a fee for the review and issuance of permits to industries that discharge to Central Treatment Trust.	February 25, 2011	Permanent	7-1-11
624	WQMAC	Establish a fee schedule to cover the costs of operating the Minor Public Water Supply Systems program.	February 25, 2011	Permanent	7-1-11
626	WQMAC	Increase fees for public water supply construction permits.	February 25, 2011	Permanent	7-1-11
631	WQMAC	Incorporate federal rules by reference.	February 25, 2011	Permanent	7-1-11
641	WQMAC	Implements SB1765 – requires actual wastewater flow to be recorded. SB 1695 – establishes small public sewage treatment systems ownership requirements.	February 25, 2011	Permanent	7-1-11
656	WQMAC	Increase municipal wastewater construction permit application fees.	February 25, 2011	Permanent	7-1-11
690	WQMAC	Clarify testing procedures and require municipalities and industries to report control tests in accordance with federal regulations.	February 25, 2011	Permanent	7-1-11

AQAC refers to the Air Quality Advisory Council; HWMAC refers to the Hazardous Waste Management Advisory Council; RMAC refers to the Radiation Management Advisory Council; LSAC refers to the Laboratory Services Advisory Council; and WQMAC refers to the Water Quality Management Advisory Council.

Air Quality Advisory Council

*Chair

**Vice Chair

Member	Professional Realm	Appointing Official	Term Expires
David Branecky	Utility	Governor	6/15/2013
Montelle Clark	General Public	Governor	6/15/2012
Gary Collins	Agriculture	Governor	6/15/2017
David Gamble	Petroleum	Governor	6/15/2012
Jim Haught**	Transportation	Governor	6/15/2014
Laura Lodes*	Engineering	Governor	6/15/2013
Robert Lynch	Higher Education	Governor	6/15/2011
Sharon Myers	General Industry	Governor	6/15/2016
Pete White	Local Government	Governor	6/15/2015

The Air Quality Advisory Council is authorized by the Oklahoma Clean Air Act to review air quality issues and hold public hearings as part of the state's rulemaking process. Once approved by the nine-member panel, proposed rules are recommended to the Environmental Quality Board (EQB). Upon EQB adoption, the rules proceed to the state Legislature and Governor for final approval and adoption.

Advisory Council members are appointed by the Governor for seven-year terms and represent a range of related professions as set forth in the Oklahoma Statutes.

This year the council voted to retain Laura Lodes, a representative of the engineering profession from Benham Companies LLC, as chair, and Jim Haught, a representative of the transportation sector from ONEOK, Inc., as vice chair for the 2011 calendar year.

At the October 2010 meeting, the Air Quality Advisory Council recommended adopting an emergency revision to assure that state rules affected by recent changes to the EPA's policies and programs for greenhouse gas emissions are not more stringent than the corresponding federal requirements. The revision also added the

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definition of greenhouse gas to the rules. Additionally, emergency revisions were recommended to prevent more stringent rules for greenhouse gas emissions at state minor permitted facilities based on recent changes to EPA's policies and programs.

EQB adopted all of the emergency rules at the November 2010 meeting, and the emergency rules became effective December 27, 2010, upon the Governor's signature.

Permanent rules to replace the emergency rules were recommended by the council at the January 2011 meeting and were subsequently adopted by EQB at the February 2011 meeting.

The permanent rules included modifications to incorporate EPA's Prevention of Significant Deterioration (PSD) and Nonattainment New Source Review (NSR) implementation rule for the PM 2.5 National Ambient Air Quality Standards (NAAQS). The amendments established a major source threshold, significant emissions rate, offset ratios, interpollutant trading for offsets, applicability of NSR to PM 2.5 precursors, Significant Impact Levels (SILs) and a Significant Monitoring Concentration (SMC) that are consistent with those in federal regulations. In conjunction with the PM 2.5 amendments, DEQ added the 24-hour and annual PM 2.5 PSD increments to the rules. These amendments will bring the state's PSD and nonattainment NSR programs up-to-date on PM 2.5 and will enable DEQ to maintain delegated authority for the full NSR program.

At the January meeting, the council voted to recommend a new annual operating fee for area sources that are subject to National Emission Standards for Hazardous Air Pollutants (NESHAP) but not subject to permitting requirements. The new area source annual operating fees would affect sources that are currently regulated by DEQ but have not paid air quality program fees. Also, the area source fee proposal includes a separate fee schedule for sources that provide gasoline to fuel mobile sources such as cars and trucks.

The council voted to increase permit application fees, a sum that has not changed substantially in more than a decade. Provisions in the agency's rules would allow for these fees to be discounted if other funds should become available.

Other action by the council this year included recommendation of amendments which change the primary ambient air quality standards for nitrogen dioxide and sulfur dioxide to be consistent with the NAAQS. Also the Allowable Emissions for Incinerators section was modified to correct numerical inaccuracies. Both proposals were recommended by the council for passage to EQB and were subsequently passed at the February 2011 meeting.

More information on the council's activities can be accessed on DEQ's website at www.deq.state.ok.us/AQDnew/council_mtgs/index.htm.

Hazardous Waste Management Advisory Council

*Chair

**Vice Chair

Member	Professional Realm	Appointing Official	Term Expires
Earl Hatley	Nonprofit Environmental Organization	Governor	3/1/2012
Steven Bogdahn	Political Subdivision	Governor	3/1/2011
Bob Kennedy	Industry	Governor	3/1/2011
Wesley Anderson	Industry Generating Hazardous Waste	Pro Tempore	2/13/2012
Marsha Slaughter	Political Subdivision	Pro Tempore	3/11/2012
Michael D. Graves	General Public	Pro Tempore	3/11/2012
Terry Vandell	Geology	Speaker of the House	4/3/2013
Ray Reaves**	Engineering	Speaker of the House	4/2/2012
Lee Grater*	Controlled Industrial Hazardous Waste Industry	Speaker of the House	3/31/2014

The Hazardous Waste Management Advisory Council (HWMAC) serves as the initial rulemaking body for the Land Protection Division and operates under the authority of the Oklahoma Hazardous Waste Management Act. HWMAC holds public hearings, reviews hazardous waste issues, and provides expertise about various hazardous waste issues. All hazardous waste rules and regulations must first be reviewed and

approved by HWMAC before being recommended to EQB. Once approved by EQB, the rules proceed to the state Legislature and the Governor for final approval. The council is composed of nine members who represent specific areas of expertise as described by 27A O.S. § 2-2-201 (D), in the Oklahoma Environmental Quality Code.

Radiation Management Advisory Council

*Chair

**Vice Chair

Member	Professional Realm	Appointing Official	Term Expires
Karen Jennings	Environmental Organization	Governor	7/1/2012
Steve Woods*	Engineering Profession	Governor	7/1/2011
Christopher Honigsberg	Manufacturing/Processing	Governor	7/1/2013
Nadine Barton	General Public	Pro Tempore	1/3/2011
Wayne Conway	Industrial Radiography	Pro Tempore	3/3/2013
George MacDurmon**	Higher Education	Pro Tempore	1/3/2012
Eric Mitchell	Transportation Industry	Speaker of the House	6/30/2013
Shawn Heldebrandt	Medical Industry	Speaker of the House	6/30/2012
Chad Mashburn	Petroleum Industry	Speaker of the House	6/30/2011

The Radiation Management Advisory Council (RMAC) serves as the initial rulemaking body for the Land Protection Division and operates under the authority of the Oklahoma Radiation Management Act. RMAC holds public hearings, reviews radiation management issues, and provides expertise about various radiation management issues. All radiation management rules and regulations must first be reviewed and approved by RMAC before being recommended to EQB. Once approved by EQB, the rules proceed to the state Legislature and the Governor

for final approval. The council is composed of nine members who represent specific areas of expertise as described by 27A O.S. § 2-2-201 (F), in the Oklahoma Environmental Quality Code. RMAC met in Tulsa June 10, 2010. Steve Woods was re-elected as chair, and George MacDurmon was re-elected as vice chair. DEQ staff made a presentation on a proposal to increase license and permit fees. The council and members of the public discussed the proposed rulemaking. The council voted unanimously to recommend the proposed fee increase to the Environmental Quality Board.

Solid Waste Management Advisory Council

*Chair

**Vice Chair

Member	Professional Realm	Appointing Official	Term Expires
Traci Phillips	Statewide Environmental Organization	Governor	3/1/2013
Jay Stout	General Public	Governor	3/1/2011
Ralph Triplett, Jr.	County Commissioner	Governor	3/1/2012
Steve Landers	Industry Generating Solid Waste	Pro Tempore	3/17/2014
Jim Linn	Political Subdivision	Pro Tempore	3/1/2013
Bill Torneten	Geology	Pro Tempore	3/1/2012
Donald W. Fletcher**	Transportation Industry	Speaker of the House	6/2/2014
M. Todd Adcock	Solid Waste Disposal Industry	Speaker of the House	3/7/2014
Jeff Shepherd*	Field of Engineering	Speaker of the House	10/31/2013
James Lee	Solid Waste Incineration, Waste-to-Energy Industry	Governor	12/15/2013

The Solid Waste Management Advisory Council (SWMAC) serves as the initial rulemaking body for the Land Protection Division and operates under authority of the Oklahoma Solid Waste Management Act. One regular meeting of the council was convened during the fiscal year. No rulemaking proposals came before the council.

SWMAC holds public hearings, reviews solid waste issues, and provides expertise about various solid waste

issues. All solid waste rules and regulations must first be reviewed and approved by SWMAC before being recommended to EQB. Once approved by EQB, the rules proceed to the state Legislature and the Governor for final approval. The council is composed of nine members who represent specific areas of expertise as described by 27A O.S. § 2-2-201 (E), in the Oklahoma Environmental Quality Code.

Waterworks and Wastewater Works Advisory Council

*Chair

**Vice Chair

Member	Professional Realm	Appointing Official	Term Expires
Robert Carr	OK Municipal League	Governor	6/30/2012
Bill Clark*	Environmental Training Center/Higher Education	Governor	6/30/2013
Jim Pumphrey	Waterworks Operator	Governor	6/30/2011
Alan Coffin	OK Water & Pollution Control Association	Pro Tempore	6/30/2013
Arnold Miller**	OK Water & Pollution Control Association	Pro Tempore	6/30/2012
Donald Spence	OK Rural Water Association (Retired)	Pro Tempore	6/30/2011
Allen McDonald	Waterworks Operator	Speaker of the House	6/27/2013
Karl Potochnik	OK Rural Water Association	Speaker of the House	7/8/2011
Jon Nelson	Wastewater Works Operator	Speaker of the House	6/30/2012

The Waterworks and Wastewater Works Advisory Council (WWWAC) is comprised of nine citizens, each appointed for three-year terms. The Speaker of the House, President Pro Tempore of the Senate, and the Governor each appoint three members to the council. WWWAC typically meets three times a year in January, July and October. However, additional

meetings are sometimes scheduled in order to address a rule change that does not fit the regular meeting schedule. The primary responsibility of WWWAC is to recommend rules changes to EQB. WWWAC covers issues that govern the licensing of individuals that operate water and wastewater treatment plants.

Water Quality Management Advisory Council

*Chair

**Vice Chair

Member	Professional Realm	Appointing Official	Term Expires
Stephen Greetham	General Public	Governor	3/1/2011
Michel J. Paque**	Environmental Organization	Governor	3/1/2012
Jeffrey E. Short	Engineering	Governor	3/1/2013
Jim Rodriguez	Industry	Pro Tempore	3/16/2014
Steve Sowers	Oil Field Related	Pro Tempore	3/1/2012
Duane L. Winegardner	Geology	Pro Tempore	2/18/2012
Debbie Wells	Rural Water District	Speaker of the House	8/20/2013
Lowell Hobbs*	Agriculture	Speaker of the House	6/30/2013
Rick Westcott	Local Government	Speaker of the House	6/30/2013

The Water Quality Management Advisory Council (WQMAC) reviews and approves water quality rules and recommends changes to EQB. The council is made up of nine members, who are appointed for three-year terms and who represent local government, industry, oil and gas, geology, engineering, agriculture, rural water districts, environmental groups and the general public. Three members are appointed each

by the Governor, the Speaker of the House, and the President Pro Tempore of the Senate. WQMAC typically meets three times a year in January, July and October. However, additional meetings are sometimes scheduled in order to address a rule change that does not fit the regular meeting schedule.

This council reviews and recommends rules governing water quality to EQB. Currently, 15 chapters of rules

are under the authority of WQMAC. These include regulations for public water supply, industrial and municipal wastewater construction, treatment and discharge, pretreatment, biosolids, Drinking Water State Revolving Fund, small public and private systems, underground injection control and implementation of water quality standards.

During FY 2011, WQMAC passed rule changes to Chapters 606, 611, 616, 619, 621, 623, 624, 626, 631, 641, 656 and 690. More information on WQMAC activities is available at <http://www.deq.state.ok.us/WQDnew/wqmac/index.html>.

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Lowell Hobbs (left), one of the original members of the Water Quality Management Advisory Council, received a plaque from DEQ Executive Director Steve Thompson (right) at a 2011 Environmental Quality Board meeting. Hobbs was recognized for his 19 years of distinguished service, during which time he was instrumental in the passage of several key water quality rules. After nearly two decades, Hobbs is leaving his post on the Water Quality Management Advisory Council.



Laboratory Services Advisory Council

*Chair

**Vice Chair

Member	Professional Realm	Appointing Official	Term Expires
Brian Duzan*	Private Laboratory	Governor	7/1/2012
James W. Engman	Permit Holder	Governor	7/1/2004
Randall Ross**	Field of Hydrogeology	Governor	7/1/2011
Scott Haas	Private Laboratory	Pro Tempore	9/9/2012
William J. Janacek	Public Laboratory	Pro Tempore	2/13/2012
Elaine Stebler	Microbiology	Pro Tempore	9/9/2011
Anthony Bright	Environmental Chemistry	Speaker of the House	2/1/2013
Kenneth Crawford	Private Laboratory	Speaker of the House	3/7/2014
Rodney Wiedemann	Permit Holder	Speaker of the House	3/7/2014

The Laboratory Services Advisory Council (LSAC) held two meetings to discuss and adopt by reference The NELAC Institute (TNI) 2009 National Environmental Laboratory Accreditation Program (NELAP) standard into the DEQ rules. The council also discussed and adopted rules for a new accreditation program for wastewater discharge facilities that do not wish to be in the TNI program. The new program is a field

accreditation program which includes limited laboratory testing only for those compounds that must be analyzed on site immediately after collection. These rules were adopted by EQB and submitted to the state Legislature and Governor for review. Both of these programs have a January 1, 2013, effective date to give laboratories time to become compliant with the new rules.

Laboratory Accreditation

Laboratory accreditation is the program which helps ensure that laboratory data submitted to DEQ is of known and documented quality and therefore suitable for use in environmental decision-making. The laboratory accreditation program is preparing to apply to TNI for national Accreditation Body recognition. The first step of this process is development of a TNI accreditation body application checklist. As a result of the adoption of the TNI standard, the program has been working on several agency and program standard operating procedures to meet TNI requirements.

The laboratory accreditation program will continue to help laboratories meet the TNI standard by listing recommendations in inspection reports so all laboratories are aware of the TNI requirements well in advance of the January 1, 2013, implementation date. Outreach meetings are being developed with TNI representatives to further aid the laboratories wishing to become TNI compliant.

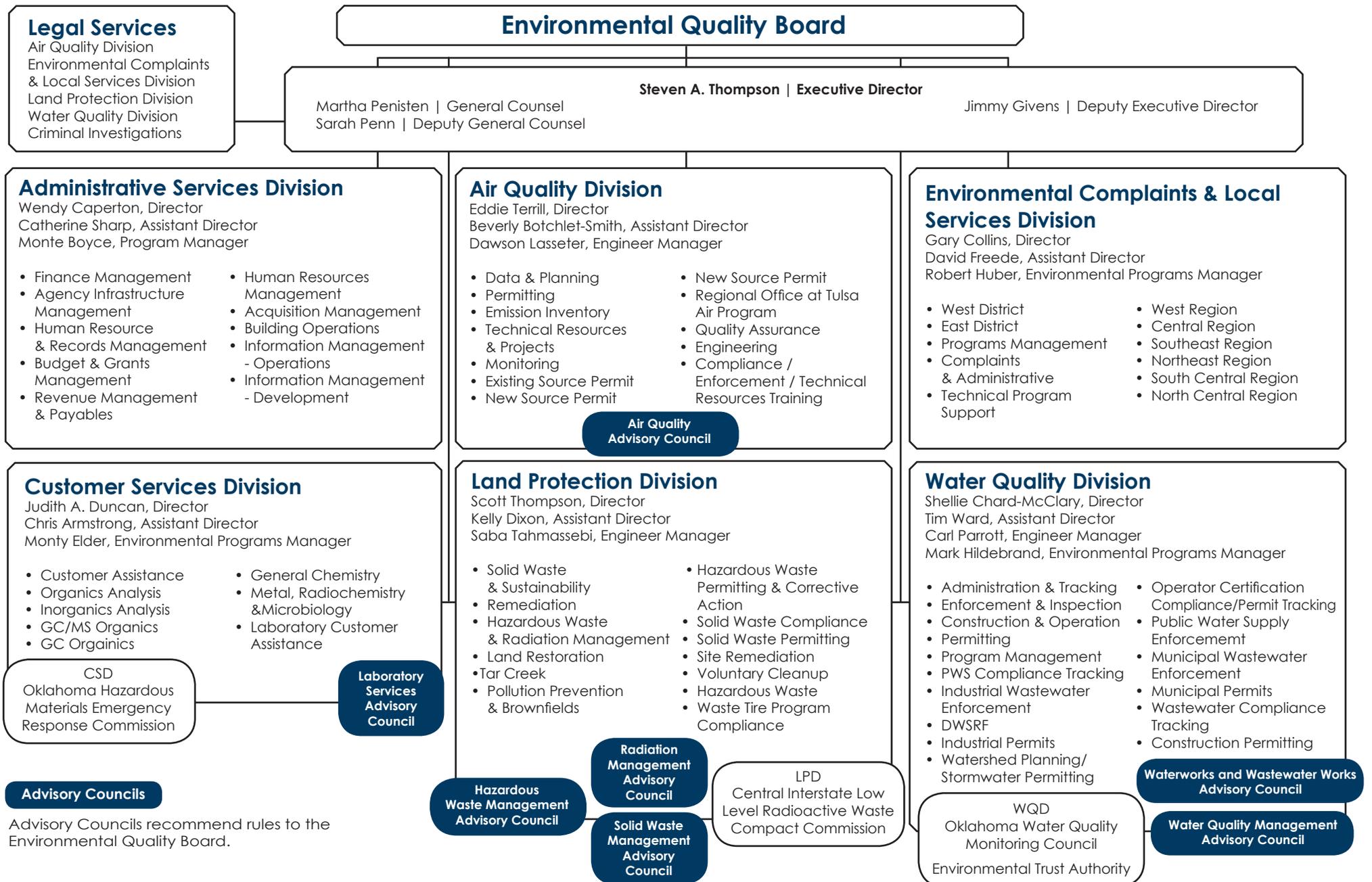
Implementation of the new field accreditation program will have little impact on current operations of the accreditation program because the field program is limited to the old accreditation program language without including TNI specific requirements.

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DEQ Organizational Chart



Mission Statement

The Department of Environmental Quality

... to enhance the quality of life in Oklahoma and protect the health of its citizens by protecting, preserving and restoring the water, land and air of the state, thus fostering a clean, attractive, healthy, prosperous and sustainable environment.

Fiscal Year 2011 Goals

Goal One:

Solve problems through effective processes and customer services approaches.

Goal Two:

Provide standardized, effective, timely and enforceable permitting processes.

Goal Three:

Provide services to citizens, businesses and local governments on issues within the Department's mission.

Goal Four:

Solve problems through a responsive, equitable and timely environmental complaints process and emergency response system.

Goal Five:

Provide consistent inspection, monitoring and enforcement within the bounds of the Department's statutory jurisdiction.

DEQ Implements **PeopleSoft Asset Management System**

One of the most important administrative things DEQ does is track the purchase of all the agency's fixed assets. DEQ is committed to being fiscally responsible and complying with state law in this area.

In March 2010, DEQ was the first Oklahoma state agency to implement the asset management module of PeopleSoft, a part of the statewide financial system. The agency coordinated directly with the Office of State Finance (OSF) to configure the asset management module to meet agency and comprehensive annual financial report requirements. This system is a complete asset life-cycle solution. It provides the agency the capacity to add, transfer, depreciate, adjust and retire assets by integrating with other PeopleSoft modules including accounts payable, purchasing and project costing, as well as future functionalities of the system.

Agency personnel can record and track asset physical information and capture procurement information through purchasing and accounts payable integration. The system has the ability to set up and track parent-child relationship/component assets and track all funding information, including federally purchased assets. The reporting and review features cover integration details, history, depreciation, accounting entries, transfers, retirement and the asset net book value.

The agency continues to move forward in assuring complete functionality of the system. This new system provides more accountability and reduces the possibility of manual errors. ■



PeopleSoft: Timesheets

The State of Oklahoma began implementing PeopleSoft, the state's integrated central financial system, in 2002. In 2010, DEQ was the first state agency to begin using employee self-service timesheets and manager self-service timesheets with projects.

The new timesheets replaced DEQ's previous time and effort sheets, which were done through our Oracle T&E program. The previous T&E system required that employees enter their time, print a hard copy for manager's signature, and then submit to Human Resources (HR) to be entered into PeopleSoft. Timesheets are now completed online and are paperless.

Employees enter time worked and any leave taken. Managers are able to see their employees' timesheets

and have the capability to approve or disapprove online. Once approved, the information is automatically sent to payroll.

In order to make this transition successful, HR began working with OSF in August 2010. The HR staff spent many hours testing and entering data, and by October, HR was able to begin training all DEQ employees and managers on the new timesheet system. This intensive training process took place over a two-month period. DEQ went live using the PeopleSoft timesheets with projects December 1, 2010.

DEQ continues to make great strides in moving toward modernization and efficiency by converting to a paperless, online timekeeping system. ■

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Reported Hours: 0.00 Hours Scheduled Hours: 40.00 Hours

From Monday 06/06/2011 to Sunday 06/12/2011

Timesheet		Overrides		FEED							
Mon 6/6	Tue 6/7	Wed 6/8	Thu 6/9	Fri 6/10	Sat 6/11	Sun 6/12	Total	Time Reporting Code	Taskgroup	Business Unit	Combo Code
8.00	8.00	8.00		8.00				REGHR - Regular	292DEFAULT	29200	
			8.00					ANLVP - Annual Leave Taken	292DEFAULT	29200	
									292DEFAULT	29200	

A weekly timesheet.

Online System Makes Tracking Education Easier

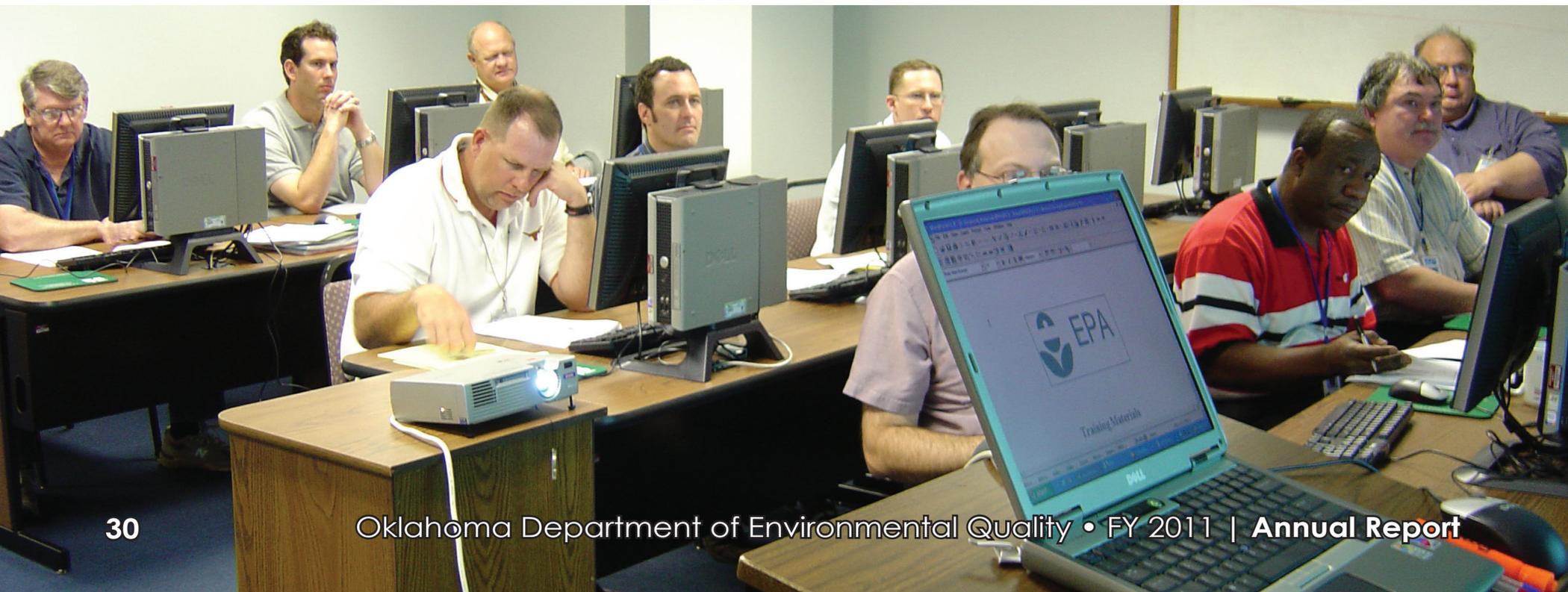
DEQ believes that continuing education is an important element in ensuring technical proficiency for all DEQ employees and is vital to fostering the agency's mission. DEQ employees are required to obtain annual training in their respective fields of work.

The State of Oklahoma adopted the Enterprise Learning Management (ELM) system, an Oracle-PeopleSoft module. ELM is an internet-based system that enables agencies to plan, schedule, track, deliver and view records regarding training taken by employees. This online system allows agencies to track an employee's progress and certification requirements. ELM is proving to be instrumental in tracking all training

and certifications and ensuring that employees receive the required number of annual training hours. This is the first time a centralized method of tracking the various venues of training has been developed and used by Oklahoma state agencies.

In 2010, DEQ became the first state agency to implement ELM. DEQ is a partner on the State of Oklahoma Human Capital Management Advisory Board for ELM. Currently, five state agencies have followed DEQ's lead, including the Office of Personnel Management with its Human Resource Development Services courses. DEQ continues to provide guidance to those agencies implementing ELM. ■

DEQ employees receive annual training.



Continuing Education and Training for DEQ Employees

DEQ considers its managers to be among the best in the state. These men and women are relied upon to provide leadership and direction to a diverse work force. The technical expertise shown by our managers is first-rate. However, our management team is not only expected to be knowledgeable about environmental health, but they must also excel as problem-solvers, be mentors to their staff, and have strong leadership skills.

The agency's managers are required to complete a minimum of 12 hours of continuing education each year, in addition to the requirements of their specific

professions. In 2010, Assistant Director of Administrative Services Catherine Sharp recognized the need to expand the managers' skills by adding newer subject matter to the curriculum. As a result, the manager training focused more heavily in five core areas: team building, communication skills, public speaking, emotional intelligence and overall leadership.

The refocused training was a success in 2010. DEQ leaders believe that by sharpening these skills, the DEQ workforce, as well as the citizens of Oklahoma, will be better served. ■

DEQ managers attend required annual training.



Transitioning Hard Copy Files to the Electronic Age

On January 1, 2011, DEQ implemented Phase I of the day forward imaging plan, which is the process of transitioning hard-copy files to electronic files. All DEQ documents currently being sent to the Central Records section for filing will be imaged in the new day forward process. Once the plan is fully implemented, it will allow immediate electronic access to the documents by multiple customers while eliminating the need for hard copy filing.

Day forward imaging will be implemented agency-wide, with Phase I expected to be in place for all divisions by June 2011. Subsequent phases of the plan include the imaging of all historical hard copy documents and implementing the automated processes for electronically submitted documents and e-mails.

DEQ is excited to be moving ahead with this plan, which promises to be more efficient in numerous ways. One of the main features will be the imaging of large documents, including construction plans and specifications, large maps, and aerial photos, which take up large amounts of storage space in the file rooms. The plan will also allow immediate access to electronic files and creates a long-term electronic storage solution for agency records. ■

Our **Environment.** Our **Future.**



Employees in the Central Records Section scan hard copies as part of DEQ's effort to transition to electronic files.