

APPENDIX F
Summaries of NARPM Committee Meetings

This section of the report presents summaries of the NARPM Committee meetings held during lunch on May 22. These meetings are held at the training conferences to provide opportunities for the committee members to discuss committee business, share knowledge and expertise to help enhance the RPM position, network and, in some instances, meet other committee members in person for the first time.

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Summary of the NARPM Career Development Committee

The 2007 NARPM Career Development Committee members are identified in the box on the right. The committee met to discuss its goals and brainstorm potential committee activities. The participants focused on using the NARPM Web site to post the committee's work products and information, so that they would be available to all RPMs. Other activities and action items discussed at the meeting include:

2007 NARPM Career Development Committee

- Shelley Brodie, EPA RPM, Region 7
- Sandra Burgeois, EPA RPM, Region 8
- Nadia Hollan Burke, EPA RPM, Region 9 (Co-Chair Contact)
- Camille Hueni, EPA RPM, Region 6
- Byron Mah, EPA RPM, Region 1
- Pete Mannino, EPA RPM, Region 2
- Karen Mason-Smith, EPA RPM, Region 5 (Chair)

- Post a copy of the committee's "Three Levels of Training for RPMs List" on the NARPM Web site and QuickPlace Web page for updating.
- Create a list of tips for developing career objectives to help prepare Individual Development Plans.
- Update the "What Does an RPM Do?" fact sheet.
- Create a QuickPlace Web page for the Career Development Committee to exchange information, manage documents for reviews, and hold discussions.
- Create a "Job Site Message Board" on the NARPM Web site to post updated information on job promotion opportunities;
- Post detailed descriptions of positions in HQ (PAVE Web page) and regional offices that are open to EPA nationwide.
- Develop a "NARPM Mentor Folder" and program for new RPMs. This mentoring program would be specific for RPMs, in addition to the general one each region currently has.
- Work with OSRTI CEC Manager, Gary Turner, to help develop a project management certification (i.e., PMP) program for RPMs.

Summary of the NARPM Policy and Guidance Committee

The 2007 NARPM Policy and Guidance Committee members are identified in the box on the right. During the committee meeting, members expressed a desire to have more advanced notification when draft guidance or policy is pending to help plan work load. A member reminded others that comments on the Draft Operations and Maintenance Checklist were due soon. Several members suggested identifying members to confirm their interest in the committee and soliciting additional members in regions where there has not been much perceived participation.

2007 NARPM Policy and Guidance Committee

- Pankaj Arora, EPA RPM, Region 9
- Sheri Bianchin, EPA RPM, Region 5
- Brad Bradley, EPA RPM, Region 5
- Tim Brincefield, EPA RPM, Region 10
- Rafael Casanova, EPA RPM, Region 6
- Fran Costanzi, EPA RPM, Region 8
- Greg Fraley, EPA RPM, Region 4
- Howard Fribush, EPA Headquarters
- Mark Granger, EPA RPM, Region 2 (Chair)
- Kim Hoang, EPA RPM, Region 9
- Camille Hueni, EPA RPM, Region 6
- Byron Mah, EPA RPM, Region 1
- Karen Mason-Smith, EPA RPM, Region 5 (Co-Chair Contact)
- Gwen Massenberg, EPA RPM, Region 5
- Dion Novak, EPA RPM, Region 5
- Andy Palestini, EPA RPM, Region 3
- Gary Riley, EPA RPM, Region 9
- Bernie Schorle, EPA RPM, Region 5
- Rob Stites, EPA RPM, Region 8 (Co-Chair Contact)
- Debbie Vaugh-Wright, EPA RPM, Region 4
- Dan Wall, EPA RPM, Region 7
- Martin Zeleznik, EPA RPM, Region 9

Summary of the NARPM Training Committee

The 2007 NARPM Training Committee members are identified in the box on the right. Participants discussed general observations and their immediate feedback on the training courses and sessions they attended. This discussion generated the following list of recommendations:

- Explore the use of a QuickPlace site set up specifically for training reviews, including: courses; workshops; and panels.
- Provide better directions and criteria for panel sessions. Develop an issue paper on these panel requirements.
- Follow up with panel discussions for specific recommendations, especially if session was well-attended with a lively question and answer session.
- Ensure that panels establish a liaison for relevant question and answer discussions.
- Determine the necessity of a follow up workgroup; if it is needed, set it up as soon as possible.
- Develop a track for RPMs interested in membership in the RSC. Conduct an information session on RSC requirements and highlight the various training opportunities for RSC members.
- Bring NARPM training to the regions with an emphasis on the 40-hour COR requirements.
- Develop a training track for new, intermediate, and advanced RPMs.
- Create a global database that tracks the training received by individual RPMs.
- Create a more functional way of soliciting training input from RPMs.
- Improve coordination with managers.
- Ensure enough time is available for a topic to prevent presentations from being rushed.
- Incorporate time for open discussion on a variety of topics throughout the conference to stimulate more RPM exchange.
- Develop a draft training agenda as early as possible. Make it simple and user-friendly.
- Use a QuickPlace site for the Training Committee to provide training comments.
- Develop a general list of topics with detailed abstracts that may be expanded from year-to-year.

2007 NARPM Training Committee

- Diane Baily, EPA RPM, Region 7
- Sheri Bianchin, EPA RPM, Region 5
- Patricia Bowlin, EPA RPM, Region 9 (Co-Chair Contact)
- Brad Bradley, EPA RPM, Region 5
- Shelley Brodie, EPA RPM, Region 7
- Rosemarie Caraway, EPA RPM, Region 9
- Betsy Donovan, EPA RPM, Region 2
- Damian Duda, RPM, Region 2 (Chair)
- Jeff Gore, EPA RPM, Region 5
- Yvonne O. Jones, EPA RPM, Region 4
- Bob Lim, EPA RPM, Region 1
- John Lucey, EPA RPM, Region 9
- Karen Mason-Smith, EPA RPM, Region 5 (Co-Chair Contact)
- Dion Novak, EPA RPM, Region 5