

**STAPPA/ALAPCO
Training Committee
Questionnaire
Of
State and Local Air Quality
Training Providers**

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1. How does your training plan (e.g., course offerings) address the air quality training needs identified in the most recent biannual STAPPA/ALAPCO training needs assessment?

SWEET Center primarily serves a region comprised of the states of Texas, Arkansas, Oklahoma, New Mexico, Louisiana, Colorado, Missouri and Arizona. Two sources of information are used in determining the courses most needed in our region. One of these sources is the most recent STAPPA/ALAPCO training needs assessment. The other is an annual training needs survey we conduct. Each year, survey forms are sent to 32 federal, state and local agency offices within the region asking them to indicate the courses they need most in the coming year and the number of students they anticipate sending to each course. Courses are then scheduled based on expected demand and availability of funds.

2. What is your historical “off-the-top” Section 105 grant funding level? Do not include in the amount any base Section 105 grants provided by state and local agencies or other extraneous sources of funding that support your program.

SWEET Center funding for FY2002 is \$155,000. For FY2001, it was also \$155,000, and for FY2000 it was \$149,675.

3. Is your current request for “off-the-top” Section 105 funds:

Greater than last year?

Less than last year?

Why?

We are preparing a proposal for next year that will request funding of \$180-185,000. Each year the demand for training courses in our region is greater than what can be presented with the available funding. Historically, we have presented 12-14 courses each year. With the additional funding requested, we will be able to increase this number. The additional funding will also help cover increased costs for personnel, contract services and operating expenses.

4. When you hire external training consultants to provide training, what process or criteria do you use to ensure the cost-effective use of those funds?

UTA has operated an air pollution training program for EPA since 1989. From 1989 to 1998, it operated the Air Pollution Training Center, and from 1992 to the present, it has operated the Air Pollution Training Academy. Over the years, we have identified instructors for our recurring courses that are knowledgeable of the subject matter, excellent teachers, and highly rated by the students. For each of these courses, a proposal is requested from the instructor and reviewed by the Program Manager to assure that the cost is reasonable. For new courses, available instructors are identified by the Program Manager and cost and experience information is requested from each of them. Training programs that have utilized the instructors are contacted and asked to evaluate their course presentations. The instructor is then selected based on cost, experience, and quality of instruction.

5. Who may attend your training courses?

Only member agencies

National audience

Generally describe who attends your courses and the area where your courses are offered.

The following is a summary of the affiliation category of students attending our courses from 1993-2001:

USEPA	391
State Agencies	1,985
Local Agencies	298
Tribal Governments	21
University Staff	8
Industry and Consultants	87
Military and Other Federal	36
TOTAL	2,826

Because of its central location and lower facility costs, most courses are presented at the SWEET Center. When there is a special need and sufficient demand, courses are presented at other locations. In past years, courses have been presented in Houston, Austin, Little Rock, Santa Fe, Albuquerque, Baton Rouge, Denver, Kansas City and Jefferson City.

6. Describe your infrastructure (e.g., training staff, training facilities, training network/consultants) for providing air quality training to state and local air agencies.

The SWEET Center is located on the western edge of the UTA campus in a separate building of about 3,000 square feet floor area. The main training room will hold 50 students at tables and is provided with comfortable seating and variable lighting. A smaller room adjacent to the main training room is used primarily as a break area. When needed, it also serves as a meeting area for smaller groups and as a lab area for the source sampling course. Satellite down-link connections are available in the main classroom, the break area and the visiting faculty office. Additional space includes a reception area, two offices for resident staff, an office for visiting faculty, two storage areas and restrooms. The building has its own parking lot for about 20 cars and is wheelchair accessible. The Center is within walking distance of air pollution laboratories in Civil Engineering, a computer laboratory and additional classroom space in Continuing Education, a cafeteria in University Center, and athletic facilities. Some hotels provide shuttle service for travel to and from the Center each day and to and from the airport.

Management of SWEET Center operations and much of the course instruction is provided by Jerry W. Crowder under a contract with UTA. Dr. Crowder is a consultant with Crowder Environmental Associates, Inc., and an Adjunct Professor of Civil Engineering at UTA. He holds B.S. and M.S. degrees in chemical engineering and a Ph.D. in environmental engineering and is a registered professional engineer. During the past twenty-four years, Dr. Crowder has presented over three hundred APTI short courses. He is co-author of the 1984 revision of Course 423, "Dispersion of Air Pollution--Model Applications," co-author of the revised Course 444, "Air Pollution Field Enforcement," and author of Course 345, "Emission Capture and Gas Handling System Inspection." He is the script writer and technical content advisor for nine MACT inspection videos being prepared for USEPA by The University of Tennessee at Knoxville. He is currently preparing a training manual and slide set for Course 482, "Sources and Control of Volatile Organic Air Pollutants" and revisions to Course 413, "Control of Particulate Matter Emissions," Course 415, "Control of Gaseous Emissions," Course 445, "Baseline Inspection Procedures," and Course 455, "Advanced Inspection Techniques."

Additional course instruction is provided by nationally and internationally recognized air pollution experts. Consultants currently presenting courses at the SWEET Center include Kenneth E. Noll of

Illinois Institute of Technology, Taylor Beard of The University of Virginia, James Jahnke of Source Technology Associates, Jerry Winberry of Envirotech Solutions, Bill Franek and Louis DeRose of Cook County Department of Environmental Control, and Gary McCutchen of RTP Environmental Associates.

Daily operation of the Air Pollution Training Academy is the responsibility of Lou Rene Garcia. Ms. Garcia is an Administrative Specialist at SWEET Center and has over sixteen years of academic experience at the secretary and administrative assistant levels. For the past thirteen years she has been responsible for the daily activities of the Air Pollution Training Center and Air Pollution Training Academy and related grants.

7. Identify whether you primarily facilitate the delivery of existing training and/or develop training materials and courses, and your process for revising/improving training courses.

The courses presented by the Air Pollution Training Academy are primarily the existing courses developed by EPA. Occasionally, when there is a special demand, non-APTI courses are presented. Most instructors augment the training materials provided by EPA, either by extending the lecture material or by adding additional lectures. Each instructor is responsible for keeping course content current. Between EPA course revisions, instructors update their presentations and prepare any needed handout materials.

The Air Pollution Training Academy also develops and revises courses for EPA, using consultants that are expert in the subject matter. Courses that have been revised in recent years include Course 474, "Continuous Emission Monitoring," Course 444, "Air Pollution Field Enforcement," Course 482, "Sources and Control of Volatile Organic Air Pollutants" Course 413, "Control of Particulate Matter Emissions," Course 415, "Control of Gaseous Emissions," Course 445, "Baseline Inspection Procedures," and Course 455, "Advanced Inspection Techniques."

8. Have you tracked your past performance in delivering training to state and local air agency staff? Please identify your previous reporting practices (e.g., to EPA) and summarize the number of state and local air agency staff trained per course/topic and the number of courses offered during the last calendar year. If you have statistics for earlier years, provide them too.

Per EPA instructions, registration forms, testing results and student critiques are maintained in course files at the SWEET Center. Reports are prepared for each calendar year showing the attendance in each course and the affiliation category of students attending each course. Also shown in the report is the total attendance and affiliation category breakdown for each year from 1993 to the year of the report. These annual reports are submitted to UTA administrators and are used in UTA's annual reports to the Southern Association of Colleges and Universities. The reports are also available to anyone requesting information on our training activities. We also prepare reports for the Texas Natural Resource Conservation Commission showing the training activities of their employees.

The following tables summarize the courses presented by the Air Pollution Training Academy for the past three years and the number of state and local agency staff attending each course:

1999 Attendance		
No.	Course Title	State/Local
400	Introduction to Air Toxics	21
445	Baseline Inspection Techniques	20
413	Control of Particulate Emissions	16
446	Inspection Procedures and Safety	35
482	Sources and Control of Volatile Organic Air Pollutants	21
415	Control of Gaseous Emissions	34
450	Source Sampling for Particulate Pollutants	21
452	Principles and Practice of Air Pollution Control	32
427	Combustion Evaluation	32
380	Fugitive VOC Leak Detection	32
444	Air Pollution Field Enforcement	21
452	Principles and Practice of Air Pollution Control	31
482	Sources and Control of Volatile Organic Air Pollutants	20
455	Advance Inspection Techniques	11

2000 Attendance		
No.	Course Title	State/Local
400	Introduction to Air Toxics	36
413	Control of Particulate Emissions	23
461	Intermediate Permitting	24
454	Effective Permit Writing	14
445	Baseline Inspection Techniques	13
450	Source Sampling for Particulate Pollutants	14
452	Principles and Practice of Air Pollution Control	28

2000 Attendance (cont'd)		
450	Source Sampling for Particulate Pollutants	9
415	Control of Gaseous Emissions	23
427	Combustion Evaluation	8
444	Air Pollution Field Enforcement	17
446	Inspection Procedures and Safety	20
474	Continuous Emission Monitoring	27
380	Fugitive VOC Leak Detection	12
345	Emission Capture and Gas Handling System Inspection	4
482	Sources and Control of Volatile Organic Air Pollutants	16
455	Advance Inspection Techniques	11

2001 Attendance		
No.	Course Title	State/Local
400	Introduction to Air Toxics	15
413	Control of Particulate Emissions	21
380	Fugitive VOC Leak Detection	12
461	Intermediate Permitting	24
445	Baseline Inspection Techniques	17
452	Principles and Practice of Air Pollution Control	30
415	Control of Gaseous Emissions	13
444	Air Pollution Field Enforcement	19
427	Combustion Evaluation	17
446	Inspection Procedures and Safety	16
474	Continuous Emission Monitoring	27
482	Sources and Control of Volatile Organic Air Pollutants	14
455	Advance Inspection Techniques	10

9. Do you request course evaluations from trainees and do you track the results?

Student critiques are collected for each course presented by the Air Pollution Training Academy. The form we use requests the student's evaluation of the course materials, the course presentation, the instructor's preparation and knowledge of the subject, and the training facility. The completed critiques are reviewed by the course instructor and by the Program Manager and are maintained in the files of the SWEET Center.

10. How do the state and local air directors in your area, as well as your EPA regional manager(s), rate your training program?

The Air Pollution Training Academy, like the Air Pollution Training Center before it, is a successful operation. Over the past 8 years, we have taught 2,826 students; and, for the past 3 years, have averaged 22 students per class. Judging from the number of students from agencies within and outside of our region that continue to attend our courses, we can only conclude that we are highly rated by their respective training directors. Occasionally, we receive letters from students that have attended our courses praising the course instructors, the classroom facilities, and our support staff.