

Memorandum To : Assistant Executive Director - Operations  
From : Director, Region VI  
Subject : Request for Clarification  
Reference : (a) Assistant Executive Director - Operations memo of February 4, 1987, Subject: Miscellaneous  
              (b) Director, Region VI memo of January 20, 1987, Serial No. 038-87, Subject: Recommendations for Control of Coal Dust  
Date : February 5, 1987  
Serial No. : 070-87

Clarification of reference (a) is requested.

1. What transpired?
2. Since we rehearsed each agenda item on January 27 and followed the script on February 2 how could we have gone so far wrong (Executive Director's outline attached).

Reference (b) forwarded to you our draft Board Agenda Item which was not used. I was unaware of the change until late Friday, January 30, 1987 at which time I protested to you by telephone. At no time in face to face conversations and telephone conversations with you, Jim Sydnor and Dick Cook was it ever hinted that the Board would not be provided the back up report. The Richmond prepared agenda item clearly states that the Board will be provided the report separately. The report was hand carried to you on January 20 and it was clearly understood that it would be copied and distributed by the Richmond office. It was clearly understood that we had ten working copies for us and those who participated in the study (ie: Coal Terminals, Simpson Weather Service).

On January 27 in the rehearsal with you, Dick Cook, Jim Sydnor and Paul Pitts I was told it was O.K. to give the report to Senator Scott and Delegate Maxwell and Mrs. Beverly Mann. I was directed to provide the report to Newport News City officials.

I agree that there are numerous people limping from self inflicted wounds in the foot but the one in my back is not self inflicted and this band aid is not stopping the bleeding.

*Ramon P. Minx*  
Ramon P. Minx,  
Director, Region VI

RPM/cf

## COAL DUST STUDY

### I. Brief Description of Facility and Operation (Slides)

### II. Problem (Why do anything?)

- A. Health Potential (PM-10)
- B. Ambient Air Quality STD (Total Suspended Particulate)
- C. Quality of Life
- D. Economic Development

### III. Solution

- A. Mechanism Causing Fugitive Coal Dust
- B. Spray System to Reduce Fugitive Coal Dust
- C. Analysis of Results - Before and After Use of Spray System
- D. Other Sources of Fugitive Dust

### IV. Coal Transportation As A Source of Air Pollution

### V. Conclusion and Recommendations

COMMONWEALTH of VIRGINIA

*State Air Pollution Control Board*

**INTRA-AGENCY MEMORANDUM**

**TO :** Regional Directors and Division Directors

**FROM :** Assistant Executive Director - Operations

**SUBJECT :** Miscellaneous

**DATE :** February 4, 1987

As the last Board meeting clearly indicates, whenever we have an agenda item to prepare for a Board meeting, it appears that we will have to go back to ground "0" in preparation of the document. This will take extra work on our part, but it's the only way I know how to do it if we are to avoid an occurrence of what transpired on Monday. Please keep this in mind the next time that you are responsible for an agenda item.

Enclosed is another document that will help us all in the definition of areas of responsibility. As an add-on to what's included in the attachment, I would like to suggest that we also consider things that we are doing that maybe we should not do and, also, things that we should do that we are not now doing.



John M. Daniel, Jr.

JMDJr/jh

Attachment

## DEFINITION OF AREAS OF RESPONSIBILITY

### OBJECTIVE

Enhance the effectiveness and efficiency of the Agency by developing a mutual understanding of the areas of responsibility of each division within the Agency.

### APPROACH

1. Using the 3/28/84 document Gail gave us as the starting point, each division shall define its area of responsibility, also noting areas of joint responsibility with other divisions. One description of regional office responsibility appropriate to all regions shall be prepared.
2. Areas where responsibility is not clear, where there are conflicting overlaps or where there is no assignment of responsibility should be noted so that decisions can be made. Wherever possible, the ~~divisions~~ involved in overlaps, lack of clarity or the absence of responsibility should work together to develop a recommended resolution.
3. Once the information in "1" and "2" above is compiled, it will be reviewed by the Executive Director and his immediate staff to determine if any changes or additions are to be made.
4. When the review and revisions are completed, the information will be compiled in a format suitable for dissemination throughout the Agency.

PRIMARY RESPONSIBILITY - Gail Straus

\*\*\*OCR\*\*\*

The following pages contain the Optical Character Recognition text of the preceding scanned images.

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a x

Director, Region VI

RPM/cf

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COMMONWEALTH of V iRGINIA

State Air Pollution Control Board

INTRAGENCY MEMORANDUM

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FROM Assistant Executive Director - Operations

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