Interagency Committee On Chemical Management
ICCM/Technical Team
Meeting Minutes: December 11, 2019
Winooski Room, 1 National Life Drive, Montpelier, VT 05620
Facilitated by Peter Walke, ANR

1. **Welcome and Agenda Review**
   Walke welcomed members and provided brief overview of the agenda.

2. **Review and approval of October and November meeting minutes**
   No comments, questions, or changes to the October or November minutes. Motion by
   Jones to approve the October and November meeting minutes. Seconded by Barth.
   Walke abstained from November motion. October and November meeting minutes
   approved.

3. **CAP comments on materials from November meeting**
   The ICCM reviewed four (4) sets of comments received on the November meeting
   materials. Each set of comments is taken in turn.

   Hirtz: ICCM agrees to add ways to minimize exposure – subgroup previously tasked
   with website content page to incorporate comments

   Wignall/ICF:
   - Learn About Chemicals Content – the ICCM generally agrees with these
     comments and will look to update the webpage and content.
   - Nomination Process –
     o The ICCM notes that timing may be impacted by the scope or
       complexity of the nomination and is hesitant to prescribe specific
       timelines during the technical review period. A timeframe for
       determining administrative completeness can be considered.
     o The ICCM will also look at whether it is feasible and appropriate to
       assign roles.
     o The ICCM also notes that the system will have some automated
       processes built in.
     o With respect to the comment on including language regarding the
       "next available agenda," the ICCM prefers to keep the process as-is to
       ensure each nomination is tracked from meeting to meeting. If there is
       inadequate time to review, the ICCM will state such and move the
       nomination to the next meeting agenda.
     o The ICCM will re-visit steps 3 and 4, as some of the steps in each are
       duplicative, and determine if they can be combined.

   AIV:
   - With respect to the comments regarding Step 3 of the nomination review
     process, the ICCM does not believe the system would be able to automatically
     identify duplicate submissions. The ICCM envisions having a dashboard that

lists all prior nomination submissions, and the burden would be on the submitter to determine if there is duplication. The ICCM will look at including a reminder to look at the dashboard before engaging in the submission process.
- With respect to the comment regarding Step 5, the process identifies the ICCM's ability to bring in expertise, and the ICCM will look at incorporating language that identifies necessary perspectives and input.
- With respect to the final comment, the ICCM is currently looking at ways to test the system, including eliciting assistance from CAP members who can speak to the various perspectives of the regulated community and the public.

VLS/VNRC/TAC:
Nomination Review Process -
- First bullet: The ICCM believes nominations need to move in a timely fashion, and additional redundant review will extend the process. It therefore does not anticipate including additional review by the CAP or notification prior to a decision to reject at this step.
- Second bullet: the ICCM plans to provide justification for rejection and post it publicly.
- Third and fourth bullet: the ICCM anticipates it can publish its prioritization as well as submitted nomination forms, but is not contemplating comments on prioritization at this time. Given this is a new process, the ICCM plans to keep its timing of review as-is. If through experience the ICCM determines it is capable of reviewing more, the ICCM will adjust as needed.
- Fifth bullet: The ICCM notes that timing may be impacted by the scope or complexity of the nomination and is hesitant to prescribe specific timelines during the technical review period. A timeframe for determining administrative completeness can be considered.

Learn More About Chemicals –
- First bullet: The ICCM will look to provide additional background on the purpose and scope of the webpage, but the ICCM needs to be mindful of the purpose of this specific webpage, and not create any confusion.

Next steps: Each of the subgroups will update the materials based on the ICCM's discussion.

4. **ICCM review of proposed federal actions**

Gonda and Metcalf discussed tracking changes in federal regulation as part of the ICCM's charge, the general framework and process of TSCA review, the impact of TSCA review, and preemption issues. The ICCM will continue to discuss at future meetings how tracking will be conducted.

5. **Agency legislative/policy updates**

    Due to time limitations, updates were not discussed. The ICCM will pick up legislative and policy updates at its next meeting.

    Motion to adjourn by Vose, seconded by Herrick. The ICCM voted to adjourn.

ICCM Members in attendance:
Peter Walke, Agency of Natural Resources
Ken Jones, Agency of Commerce and Community Development
Shawn Barth, Department of Labor
Chris Herrick, Department of Public Service
Sarah Vose, Department of Health
PJ Telep, Agency of Digital Services

Agency Staff in attendance:
John Zaikowski, Agency of Natural Resources
Lynn Metcalf, Agency of Natural Resources
Jordan Gonda, Agency of Natural Resources
Tami Wuestenberg, Agency of Natural Resources
Erica Cummings, Agency of Agriculture, Food, and Markets
Pam Wadman, Department of Health