



Edmund G. Brown Jr.
Governor

Matthew Rodriguez
Secretary for Environmental Protection

Certified Mail: 7015 1730 0001 0036 7050

December 9, 2016

Mr. Rick Bandelin
CUPA Manager
Ventura County Division of Environmental Health
800 South Victoria Avenue
Ventura, California 93009-1730

Dear Mr. Bandelin:

The Ventura County Environmental Health Division Certified Unified Program Agency (CUPA) has been selected for an evaluation in **2017**. The evaluation process has changed since the last evaluation took place.

To facilitate this new process, you will be required to submit the following documents to California Environmental Protection Agency (CalEPA) by February 10, 2017.

- Inspection and Enforcement Plan
- Facility Files (Enclosure)
- Self Audit Reports for Fiscal Year (FY) 2014-2015 and 2015-2016
- California Accidental Release Prevention (CalARP) Performance Audit for FY 2013-2014 through 2015-2016
- CalARP dispute resolution procedure
- CUPA Administrative procedures
 - public participation,
 - records maintenance,
 - information request response,
 - business plan information forwarding,
 - permitting,
 - financial management (includes the single fee system, fee accountability program, and surcharge collection and reimbursement program),
 - fee dispute resolution,
 - participating agency withdrawal or removal,
 - data management.

- Fee accountability program documents including record/budget spreadsheet for FY 2014-2015 and 2015-2016 (documentation should show CUPA specific revenue and itemized direct and indirect costs)
- Surcharge Transmittal Reports (Report 1) from FY 2013-2014 through the second quarter of FY 2016-2017
- Single fee invoices from FY 2013-2014 through the second quarter of FY 2016-2017 (Please ensure that at least one invoice is provided for each of the following facility types per fiscal year: CalARP, Underground Storage Tank, Aboveground Petroleum Storage Act (APSA), Hazardous Materials Business Plan, Hazardous Waste Generator)
- Participating Agencies Memorandum of Understanding
- Area Plan
- Staff training records for each CUPA staff
 - Health and Safety Training Certification with current refresher
 - International Code Council Certifications
 - APSA Inspector Training Certificates
 - Ongoing training Documentation (past 3 years)
- 2-3 recently closed formal enforcement case files (within the last 2 years)
- List of all APSA facilities that have a petroleum storage capacity of 10,000 gallons or greater
- CUPA Organization Chart

Several methods, including a Secure File Transfer Protocol (SFTP) site are available to convey information listed above to CalEPA. The CalEPA Team Lead will follow up with you, and provide information on how to access the SFTP site. If for any reason the SFTP site is not compatible with a CUPA's system, evaluation documentation may also be submitted via email katrina.valerio@calepa.ca.gov or mail using electronic storage media (thumb drives or DVDs) to:

CalEPA Unified Program
Attention: Katrina Valerio
P.O. Box 2815
Sacramento, California 95812-2815

As necessary, the Department of Toxic Substances Control (DTSC), California Governor's Office of Emergency Services (Cal OES), CALFIRE - Office of the State Fire Marshal (OSFM), and State Water Resources Control Board (State Water Board) evaluators may contact you to schedule oversight inspections.

Mr. Rick Bandelin
Page 3

Please remember to provide the documents listed above and in the enclosure by February 10, 2017. Should you have any questions regarding the evaluation process, please contact Loretta Sylve, Unified Program Supervisor, at (916) 327-5097 or email loretta.sylve@calepa.ca.gov.

Sincerely,

Original Signed by Loretta Sylve for John Paine

John Paine
Unified Program Manager

Enclosure

cc's sent via email

Mr. William C. Stratton, Director
Ventura County Division of Environmental Health
800 South Victoria Avenue
Ventura, California 93009-1730

Ms. Laura Fisher, Chief
State Water Resources Control Board
P.O. Box 100
Sacramento, California 95812-0100

Ms. Diana Peebler
Senior Environmental Scientist, Supervisor
Department of Toxic Substances Control
700 Heinz Avenue, Suite 210
Berkeley, California 94710-2721

Mr. Greg Andersen, Chief
CAL FIRE - Office of the State Fire Marshal
P.O. Box 944246
Sacramento, California 94244-2460

Mr. Larry Collins, Chief
California Office of Emergency Services
3650 Schriever Avenue
Mather, California 95655-4203

Mr. Jack Harrah
Senior Emergency Services Coordinator
California Office of Emergency Services
3650 Schriever Avenue
Mather, California 95655-4203

Intentionally Blank

**Facility File Request
Ventura County Environmental Health Division CUPA**

Please submit documentation for each facility file listed below that includes the following:

- Last two routine inspection reports with summaries of violations/notices to comply/notices of violation
- Correspondences related to returning the facility to compliance
- Return to compliance documentation
- Current Unified Program Facility Permit
- For Tiered Permit facilities, please submit the applicable Tiered Permit notifications
- For the Underground Storage Tank facilities, please submit the following additional information:
 - Last three (3) Annual Inspection Reports
 - Last three (3) Monitoring Certification Reports
 - Last three (3) Spill Bucket Tests
 - Last two (2) Secondary Containment Test Reports
 - Tank Lining Certifications (as appropriate)
 - Last three (3) Tank and Piping integrity tests (as appropriate)
 - Enhanced Leak Detection test results (as appropriate)
- For CalARP Facilities, please submit the following additional information:
 - CalARP Program Level
 - Current Risk Management Plan (RMP) Date
 - Statement of whether an RMP audit was conducted

Cal OES Requested Facilities

CERS ID, Facility Name

- 10419121, Central Plaza Union
- 10599088, Nouvelle Labs
- 10331797, Saticoy Foods Corporation
- 10629331, Spears Manufacturing Santa Paula
- 10335742, Port Hueneme Ice
- 10151587, Southern Calif. Gas Co. - Somis Station
- 10590040, 805 Suspension & Motoworks
- 10331815, Holliday Rock - Ventura
- 10331716, Spragues' Ready Mix
- 10404925, Toyota of Simi Valley

CalARP Facilities

CERS ID, Facility Name

- 10333108, CSUCI Power Plant
- 10333993, Ventura Water Reclamation
- 10333468, San Miguel Produce
- 10333471, Driscoll's Strawberry Assoc.
- 10334776, Baker Petrolite, LLC.
- 10335742, Port Hueneme Ice

OSFM Requested FacilitiesCERS ID, Facility Name

- 10002046, California Department of Transportation/Caltrans-Camarillo & West Region
- 10151773, NBVC – San Nicolas Island
- 10158123, SCE Thousand Oaks Service Center
- 10332025, Calleguas Municipal Water Dist.
- 10332301, Channel Island Aviation, Inc.
- 10332649, Western Oil Spreading Services, Inc.
- 10332652, CSU, Channel Islands
- 10334401, State Ready Mix
- 10338106, Granite Construction, Co.
- 10335868, Sawyer Petroleum

DTSC Requested FacilitiesCERS ID, Facility Name

- 10116382, Skyworks Solutions, Inc.
- 10152403, Valex Corporation
- 10200676, Alliance Finishing & Mfg
- 10331743, Liberty Inspectoin Co Inc.
- 10333678, AMGEN Inc.
- 10151705, Baxter Bioscience
- 10151703, Automotive Racing Products, Inc.
- 10152075, Johanson Technology, Inc.
- 10151779, Teledyne Scientific Company
- 10331578, NANOFILM
- 10331530, Multilayer Prototypes, Inc.
- 10443709, RSA Engineered Products LLC
- 10408987, Silicon Recycling Services
- 10337578, Titan Metal Fabrications
- 10335982, Semtech Corporation
- 10152075, Johanson Technology, Inc
- 10337995, Pegasus Transit, Inc
- 10337539, Daisy's Tire Corp & Wheel
- 10615045, CalPipe Industries, Inc.
- 10331917, Hansen Pest Control, Inc.
- 10336030, Santa Paula Transmission
- 10334236, Peck Oil Corp
- 10333909, Ford of Ventura Body Shop
- 10333126, Honda of Thousand Oaks
- 10331956, Adolfo Camarillo High School
- 10333237, Advanced Photonix, Inc.
- 10331896, Angelus Block

DTSC Requested Facilities (Continued)CERS ID, Facility Name

- 10333504, Auto Body Unlimited
- 10334032, Lee's Radiator & Automotive Repair
- 10334011, Buena High School
- 10334584, A Automotive & Mechanical

Please also provide complaint records for the following DTSC referred complaints:

- CASE #: 14-0814-0428
- CASE #: 16-0216-0105
- CASE #: 15-0215-0073

State Water Board Requested FacilitiesCERS ID, Facility Name

- 10331866, E J Harrison & Sons, Inc.
- 10333225, ST. John's Pleasant Valley Hospital
- 10332355, Tapo Canyon Investors, LLC
- 10332955, West Lake Chevron
- 10332064, R.J.R. Enterprises
- 10333396, Thousand Oaks Chevron
- 10333045, Universal Camarillo, Inc.
- 10335439, El Rio Vineyard Shell & Food Mart
- 10333042, Tesoro (USA) 68115
- 10331518, Neftin VW / Mazda
- 10332337, Conwjo Valley 76
- 10332340, Rolling Oaks 76
- 10331521, Golden State Enterprises 256728
- 10180373, Circle K Stores Inc. Site #2211126
- 10333570, Wendy Drive Chevron
- 10334233, Fastlane 76
- 10331860, 7-Eleven, Inc. Store # 38012
- 10332628, Moorpark College
- 10141597, Verizon California, Inc.; Newbury Park BRPC
- 10334239, Construction Trucking Service