



Edmund G. Brown Jr.
Governor

Matthew Rodriguez
Secretary for Environmental Protection

Certified Mail: 7015 1730 0001 0036 8194

December 8, 2017

Mr. Joel Martens
CUPA Program Manager
Tulare County Environmental Health
5957 S. Mooney Boulevard
Visalia, California 93277-9394

Dear Mr. Joel Martens:

The performance evaluation of the Tulare County Environmental Health Certified Unified Program Agency (CUPA) is scheduled to occur beginning December, 2017, through April, 2018. The CUPA performance evaluation process has changed since the last CUPA evaluation took place.

To facilitate the new remote performance evaluation process, the CUPA must electronically submit documentation requested as listed within the enclosures to the California Environmental Protection Agency (CalEPA) by February 27, 2018. Such requested documentation includes administrative and standard operating procedures, documents specific to program elements and information from select facility files representative of the regulated facilities from each of the program elements. The enclosures list the specific facility file information to be provided electronically from each of the facility files requested (Enclosure 2).

A Secure File Transfer Protocol (SFTP) site has been made available by CalEPA to enable the CUPA to electronically provide the information requested above. The CalEPA Team Lead, Marc Lorentzen will provide information on how to access the SFTP site. If for any reason the SFTP site is not compatible with the local CUPA electronic information system, the requested documentation may be submitted via email to Marc.Lorentzen@calepa.ca.gov or by mailing electronic storage media (thumb drives or DVDs) to:

CalEPA Unified Program
Attention: Marc Lorentzen
1001 I Street, 2nd Floor, MS 2D
Sacramento, California 95814-2828

As necessary, DTSC, and the State Water Resources Control Board (State Water Board) performance evaluators may contact the CUPA to schedule oversight inspections.

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Should you have any questions regarding the remote CUPA performance evaluation process, please contact Melinda Blum, Acting Unified Program Supervisor, at (916) 327-9560 or email melinda.blum@calepa.ca.gov.

Sincerely,

Original signed by John Paine

John Paine
Unified Program Manager

Enclosures

cc via email

Ms. Nilsa Gonzalez, Director
Tulare County Environmental Health
5957 S. Mooney Boulevard
Visalia, California 93277-9394

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. Ben Ho, 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

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cc via email

Mr. Fred Mehr
Environmental Scientist
California Office of Emergency Services
3650 Schriever Avenue
Mather, California 95655-4203

Mr. Kevin Abriol
Environmental Scientist
Department of Toxic Substances Control
700 Heinz Avenue, Suite 210
Berkeley, California 94710-2721

Mr. Sean Farrow
Environmental Scientist
State Water Resources Control Board
P.O. Box 100
Sacramento, California 95812-0100

Mr. Glenn Warner
Senior Environmental Scientist, Specialist
CAL FIRE – Office of the State Fire Marshal
P.O. Box 944246
Sacramento, California 94244-2460

Ms. Melinda Blum
Acting Senior Environmental Scientist, Supervisor
California Environmental Protection Agency

Mr. Kareem Taylor
Acting Senior Environmental Scientist, Specialist
California Environmental Protection Agency

Mr. Marc Lorentzen
Unified Program Evaluation Team Lead
California Environmental Protection Agency

Please provide the following CUPA documentation electronically to CalEPA:

Administrative Documents:

- Inspection and Enforcement Plan
- Self Audit Reports [last three Fiscal Years (FYs)]
- Surcharge Transmittal Reports (Report 1) (last three FYs and through current quarter of this FY)
- Single Fee Invoices (last three FYs and through current quarter of this FY)
 - For each FY, ensure at least one invoice is provided for each program element: California Accidental Release Prevention (CalARP), Underground Storage Tank (UST), Aboveground Petroleum Storage Act (APSA), Hazardous Materials Business Plan, Hazardous Waste Generator
- Fee Accountability Program Documents
 - Record/budget spreadsheet (last two FYs), including revenue and expenditures (itemized direct and indirect costs)
- Staff Education and Training Records (last three FYs)
 - Health and Safety Training Certification with current refresher
 - International Code Council Certifications
 - APSA Inspector Training Certificates
 - Ongoing training documentation
- Three Formal Enforcement case files (closed within the last two years)
- CUPA Organization Chart

Administrative/ Standard Operating Procedures:

- Public Participation
- Records Maintenance
- Information Request Response
- Financial Management (including the single fee system and surcharge collection and reimbursement program)
- Memorandum of Understanding with each Participating Agency, including procedures for Withdrawal or Removal, if applicable
- Data Management
- Fee Dispute Resolution
- Permitting Procedures
- Business Plan Information Forwarding
- Records for Department of Toxic Substances Control (DTSC) referred complaints, if requested

Program Element Specific Documents:

- Area Plan
- CalARP Program Dispute Resolution Procedure
- CalARP Program Performance Audit Reports (last three FYs)

Please submit the following documentation for each facility file listed on Enclosure 2:

- Last two routine inspection reports, including summaries of violations, notices to comply, and notices of violation
- Return to Compliance documentation
- Correspondence related to returning the facility to compliance
- Current Unified Program Facility Permit(s)
- For CalARP facility files requested by CalOES, please also include:
 - CalARP Program Level
 - Current Risk Management Plan (RMP) date
 - Statement of whether or not an RMP audit was conducted
- For Tiered Permit facility files requested by DTSC, please also include:
 - Applicable Tiered Permit notifications
- For APSA facility files requested by OSFM, if not in CERS, please also include:
 - Most recent "Tank Facility Statement" or Business Plan
 - If including the Business Plan, include the most recent site map and most recent Emergency Response and Training Plans
- For UST facility files requested by the State Water Board, please also include:
 - Last three Annual Inspection Reports
 - Last three Monitoring Certification Reports
 - Last three Spill Bucket Tests
 - Last two Secondary Containment Test Reports
 - Tank Lining Certifications, as appropriate
 - Last three Tank and Piping Integrity Tests, as appropriate
 - Enhance Leak Detection test results, as appropriate

**Tulare County Environmental Health CUPA
Facility File Request**

CalARP Facility Files Requested by Cal OES

- California Dairies Inc FA0005523 11/5/2017
- 10610374 Four Star Fruit Inc FA0005736 11/16/2017
- 10610392 Legacy Packing & Cold Storage FA0005668 10/3/2017
- 10611199 Saputo Cheese USA Inc FA0005162
- 10611208 Scully Packing Company LLC FA0003528 3/7/2017
- 10611610 Monarch West FA1350585
- 10627831 Kraft Foods – Tulare CA FA0000898
- 10684234 Nestle Dreyer's Ice Cream FA0001304
- 10684393 Saputo Cheese USA Inc – Paige FA0005716 1/11/2017
- 10745476 Pacific Dry Ice 10/3/2017
- 10747843 Calgren Renewable Fuels LLC FA1348561 10/12/2017

Facility Files Requested by OSFM

- 10645411 Lemon Cove HMA
- 10684420 Roche Oil Inc – Bulk Plant
- 10134724 Flyers #284
- 10605736 Woodlake Airport
- 10608751 Don Rose Oil Co – Bulk Plant
- 10611577 Best Truck Stop
- 10605430 Empire Ag Transport, Inc
- 10610119 Cain Trucking Inc
- 10607722 Wileman Bros & Elliott
- 10605640 Gillespie Ag Service
- 10422139 Delano Energy Center, LLC
- 10605136 City of Exeter – Corp Yd
- 10607668 V & S Commodities
- 10607662 Tulare Co Road Subyard – Pixley
- 10606447 Western Utilities Trans
- 10474228 Blanc Vineyards – Cold Storage #1

Facility Files Requested by DTSC

- 10455919 Dryvit Systems, Inc
- 10500259 Cal Graphics, LLC
- 10603786 Reese Hydraulics Inc
- 10604419 Visalia Custom Chrome, Inc
- 10604752 California Wire Cloth

- 10605022 Hamilton Ranches, Inc
- 10605610 Visalia Ford
- 10605856 Bedford Steel Construction
- 10606339 Exeter Specialties
- 10606357 A-Plus Automotive
- 10606447 Western Utilities Trans
- 10606486 Montecito Lake Resort
- 10606582 Hardcore 4 X4
- 10606981 Melvins Tire & Auto
- 10607437 RB & J Ind
- 10607623 Country Plastics, Inc
- 10607668 V & S Commodities
- 10609342 Kings River Golf & Country Club
- 10610572 Lemon Cove Granite

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

- 15-1215-0649 Automotris Calixto, 32660 Road 124 Ste. C, Visalia, CA 93921
- 15-0415-0173 Central Valley Business Forms, 7500 West Sunnyview Ave, Visalia, CA
- At least one or 10% of hazardous waste or DTSC related complaints referred by CalEPA since April, 2016.

Facility Files Requested by State Water Board

- 10603798 Qwik Stop
- 10398781 Rhodes Kwik Korner
- 10457998 Quick Trip – BW #101
- 10606675 Willie's Market
- 10134430 Flyers #81
- 10127797 UPS
- 10155745 Fastrip 7702
- 10165899 7-Eleven Inc #22014
- 10608058 Orosi Food Mart
- 10476724 Visalia 76
- 10415896 Tesoro/USA #68126
- 10149239 Walmart Distribution Center #6021
- 10124101 Orange Belt Stages
- 10154805 #7780 Fastrip #20
- 10445326 AT&T California – SD035
- 10603447 Mota's Mini Mart
- 10603756 Circle 7 Liquor – Tanks
- 10603846 Chase Mobil