

# **Deficiency Progress Report- Update 1**

Submitted: October 21, 2010

To complete the evaluation process, Cal/EPA requires the CUPAs to submit Deficiency Progress Reports that explain the CUPA's progress towards correcting the identified deficiencies. Deficiency Progress Reports are due every 90 days after the evaluation date until all deficiencies have been corrected.

**CUPA:** Orange County Environmental Health Department  
**Evaluation Date:** March 9 & 10, 2010  
**Evaluators:**  
Cal/EPA: Mary Wren-Wilson (now Ernie Genter)  
SWRCB: Sean Farrow  
CalEMA: Fred Mehr  
OFSM: Jennifer Lorenzo

**Date Update 1 submitted:** October 21, 2010  
**Deficiencies corrected with Update 1:** 1 and 2 have been corrected  
**Deficiencies remaining:** 3 remains outstanding  
**Next Update due date:** February 5, 2011

**Date Update 2 submitted:**  
**Deficiencies corrected with Update 2:**  
**Deficiencies remaining:**  
**Next Update due date:**

**Deficiency 1:** The CUPA is not accurately reporting information requested on the Annual Enforcement Summary Report 4.

**Preliminary Corrective Action(s):** Beginning March 10, 2010, the CUPA and PA staff will review the instructions for the Annual Summary Reports. Instructions may be found on the Cal/EPA Unified Program Web site at <http://www1.calepa.ca.gov/CUPA/Publications/>.

By the first progress report due June 8, 2010 the CUPA will develop, submit, and implement a process to ensure that the information required on the Annual Summary Reports are obtained and reported as accurately as possible. For any discrepancies, explanations should be noted as footnotes at the end of the report and/or summarized in the annual self-audit.

By September 30, 2010, the CUPA will submit its Annual Summary Reports to Cal/EPA.

**CUPA Corrective Action, (Update 1):**

On April 13, 2010, Orange County provided training to the Participating Agencies on the following topics:

- Review of evaluation deficiency
- Review of Orange County's Inspection and Enforcement Plan
- Review of Summary Report 4's instructions
- Tracking Inspection and Enforcement Activities
- Resolution of Deficiency

Agenda and PowerPoint are attached to this report.

In July, Orange County will forward a request to the Participating Agencies to complete Summary Reports 3 & 4 by early September. CUPA staff will review the reports and inform the PA of any concerns with the data. If necessary, adjustments will be made to the PA's reports and/or footnotes added to the CUPA Summary Reports

**Cal/EPA Response:** *Based on review of the 09/10 Annual Summary Reports and the above corrective action, Cal/EPA considers this deficiency corrected*

**Deficiency 2:** 80% of the files reviewed did not meet the minimum requirements for the California Annotated Site Map.

**Preliminary Corrective Action(s):** Beginning March 10, 2010, the CUPA shall begin reviewing all subsequently submitted site maps for compliance with the minimum requirements.

With the first progress report due June 8, 2010, the CUPA shall submit an update outlining the process used to ensure proper review of submitted maps.

**CUPA Corrective Action, (Update 1):**

Orange County CUPA receives site plot plan submittals through our electronic portal. As part of the submittal process businesses are provided with guidelines on the minimum standards required for plot plans. These minimum standards were recently updated on the portal by our vendor to reflect the minimum standards required for the California annotated site map (CCR, Title 19, Division 2, Article 4, Section 2729.2 (a)(3)). The minimum standards now serve as the review criteria for plot plan submittals for OC CUPA. Staff have received training on the review process to ensure we maintain the review standards set forth in Title 19. Below is a screen shot of the amended help page from the Esubmit Portal.

#### GUIDELINES

- Site maps are required to assist emergency response crews in locating hazardous materials, appraise the risk during an emergency, assist you in the training of employees and assist you in drafting your emergency response plans. For larger sites, provide a general layout.
- A site and facility [map example](#), and a list of map symbols are included to assist you. If it is necessary to use other symbols on the map(s), include a reference for the symbol.
- Engineered drawings are not required.
- Facility maps can be drawn in programs such as Microsoft Visio, PowerPoint or Google Sketch up. Any picture or image file can be uploaded.

#### ANY MAP MISSING THE FOLLOWING REQUIRED ITEMS, WILL BE REJECTED:

##### Site Layout

- Scale of map
- Site orientation (North, South, etc)
- Parking lots
- Internal roads
- Loading areas
- Storm drains and sewers
- Adjacent property use
- Locations and names of adjacent streets and alleys
- Access and egress points
- The labels and writing should be readable from left to right

##### Facility

- Location of each hazardous material storage area
- Location of each hazardous material handling area
- Location of emergency response equipment. For example, equipment for fire suppression, approach and mitigation, protective clothing, medical response, etc.
- Location of nearest fire hydrant, fire pumps, risers, fire department connections
- Electrical panel, natural gas and water shut-off
- Knox box location

**CalEMA Response:** *Cal EMA considers this deficiency corrected.*

**Deficiency 3:** The CUPA is not collecting all of the new UST data elements for permit renewals that came into effect in December 2007. File review indicates that UPCF forms are either outdated or missing.

**Preliminary Corrective Action(s):** Immediately, the CUPA will start to collect the new UST data elements.

With the first progress report due June 8, 2010, the CUPA shall submit three sets of submitted UPCF Forms A, B, and D.

#### **CUPA Corrective Action, (Update 1):**

Following the march CUPA Evaluation all OC CUPA staff attended a meeting where they were briefed on the new UST data elements and instructions were given to only approve the latest state approved version of Forms A, B and D. Attached are three copies of forms A, B and D that have been received from UST facilities in Orange County since the CUPA Evaluation.

#### **SWRCB Response:**

- *UPCF B for Galaxy Harbor Chevron (Premium and Diesel with Joor tank) installation date is unknown, but the way the UPCF reads, it is a VPH system. UPCF D not signed and approved by CUPA (Premium and Diesel only).*
- *UPCF D for Big Pappa's Oil LLC- incomplete and/or filled out incorrectly. Applicant states that the tanks are both double walled and single walled. Pipe monitoring does not indicate if alarms trigger any response. Without this, is a pipe integrity test required? UDC is being monitored how? BOE number is missing from UPCF A. UPCF Bs seem to be incomplete or filled out incorrectly. Not sure on installation dates and tank Manufacturers, type of fill components installed, steel component protection, etc to determine if accurate.*
- *All American Asphalt is missing its BOE number on UPCF A. UPCF E is missing the CUPA approval and signature. UPCF D is incomplete.*

*On the next progress report, please submit three different sets of UPCF forms (if received) or correct and resubmit the same three.*