

**Resource Conservation and Recovery Act
Facilities Investigation Remedy Selection Track (FIRST)
EPA Region 3 States Toolbox Training DRAFT**

December 13, 2017

EPA Region 3 Philadelphia, PA

Agenda Wednesday December 13, 2017	
9:00 – 9:15 AM	Welcome, Safety Brief and Introduction <i>Martha Shimkin, Acting Director</i> <i>Land and Chemicals Division EPA Region 3</i>
9:15-9:30 AM	Why We Are Here: The RCRA 2020 Universe /Lean Results/RCRA FIRST <i>Paul Gotthold Luis Pizarro Joel Hennessy EPA Region 3</i> <ul style="list-style-type: none"> ■ Overview of Region 3 Corrective Action Universe ■ Lean events – what happened? ■ New Perspectives on Business Process applied to RCRA CA
9:30-10:15 AM	Discussion of Root Cause(s) of Inefficiency / Group Exercise/Survey Results <ul style="list-style-type: none"> ■ Root Causes – group exercise ■ Root Causes Revealed/ Introduction to the contents of the RCRA FIRST Toolbox
10:15-10:30AM	Break
10:30 -11:15 AM	Overview of the RCRA FIRST Approach / Introduction to the RCRA FIRST Toolbox <ul style="list-style-type: none"> ■ How to use the Toolbox resources to incorporate elements of RCRA FIRST into your corrective action process, including how to get started, and where within the process tools are applicable/ addressing the root causes Major Tools – A Closer Look <ul style="list-style-type: none"> ■ RCRA FIRST Tools Explained ■ Highlighted: CAF Meeting, CAF Template, Elevation, RSP Meeting, RSP Template
11:15 AM-12:30 PM	Lunch
12:30-1:00 PM	Case Studies of Successful RCRA FIRST projects- Group Exercise Set Up <ul style="list-style-type: none"> ■ Examples of Effective Corrective Action Objectives ■ Available Support- Follow Up
1:00 -2:00 PM	Developing Effective Corrective Action Objectives <i>Joel Hennessy, EPA Region 3</i> <ul style="list-style-type: none"> ■ Understand how to improve Corrective Action Objectives to prevent process delays ■ Group Discussion: walk through a scenario to develop Corrective Action Objectives
2:00-2:15 PM	Break
2:15 - 3:30 PM	Exercise: Remedy Selection Process Meeting <ul style="list-style-type: none"> ■ Breakout Groups develop Corrective Action Objectives
3:30PM-4:30 PM	Presentations from Groups/Discussion of Outcomes <ul style="list-style-type: none"> ■ Discussion and Q&A - Make Sense? Answers Revealed!
4:30 PM	<ul style="list-style-type: none"> ■ Review the Day / Tool 13