From: CURTIS Andrea
To: DOWNING Kevin
Subject: RE: RM-DESLGRNT - Draft temporary rule report for team review
Date: Tuesday, July 23, 2013 11:09:38 AM
Attachments: Example.Emails.docx

Kevin,

For the Notice:

- The Notice says there was no EQC Involvement. I suggest we give EQC a heads up about the temporary rule at either the August EQC (via the Director's Dialogue) or in September (via the DEQ's monthly email report to EQC). Work with Uri and Stephanie Caldera on the best approach and verbiage. Then, please mention what we do in the Notice, in the EQC Involvement section.
- Please draft an email to Legislators. Upload your message to SharePoint and ask Margaret and Uri for approval. Also get approval from Margaret on the Legislators we'll send the message to. Put these Legislator email addresses in the draft email. Please either CC me or email me the approvals because I will be the one to email Legislators.
- Draft an email to GovDelivery subscribers. Upload your message to SharePoint and CC me or email me Uri's approval. I will be the one to send the message through GovDelivery.
- If you'd like example messages, see attached.
- You mention in the Notice that DEQ will notify affected parties by email about EQC's adoption. Does this mean you will email folks? Or are you thinking we'd send another GovDelivery message to the diesel group after EQC adoption?

For the proposed rules:

- I renamed the SharePoint document to align with our new naming conventions.
- I added the title of the division, but I didn't track changes because I didn't want reviewers to be confused; since it's not new rule language.

Thanks!
Andrea

From: DOWNING Kevin
Sent: Monday, July 22, 2013 5:26 PM
To: GARRAHAN Paul; KNIGHT William; PAPISH Uri; GINSBURG Andy; CURTIS Andrea; ROOT Jenny; VANDEHEY Maggie
Subject: RM-DESLGRNT - Draft temporary rule report for team review

You have been selected to be part of the clean diesel grant temporary rule review team.

At this point in the rulemaking process, you are welcome and encouraged to review the draft public notice documents and provide comments. The documents are posted on SharePoint (LINK). The deadline for reviewing the documents and providing comments is Wednesday, July 31, 2013. This is a temporary rule with a permanent rule slated for consideration in March 2014. The review consists of only the staff report and the actual proposed rule itself.

Checking out and reviewing a document: To review a document, you first have to check it out by clicking the arrow just to the left of the date the document was last modified and then choosing "Check Out". After you have checked the document out, click on the name of the document to open it. Please make sure track changes is turned on when editing the document and/or providing comments. Be aware that only one person can check out a document at a time. If the document is already checked out, check back later to see if it is checked back in.

Checking a document back in: If you have made edits to the document or added comments, please save the document once you have completed your review. When you close the document, you will be asked if you want to check the document back in, you would respond yes. If you did not make any edits or added any comments, you will need to check the document back in by again clicking the arrow just to the left of the date the document was last modified and choose "Check In".

Thank you.

Kevin Downing
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