



# Small Business/Community Assistance Program (SB/CAP)

Marissa Jimenez  
Environmental Scientist  
Capital Region





# Mission

To provide environmental regulatory assistance and information to small businesses and small communities





# Small Business

- **Definition of a Small Business**
  - A business that has 100 or fewer employees
  - Independently owned, not dominant in their field, and
  - Not a major stationary source of pollutants for any media

**Note:** Businesses that do not meet these requirements will be assisted at the discretion of DEQ and the SB/CAP





# Technical Assistance Activities

- Conduct compliance consultations
- Determine regulatory applicability, and how regulations affect a business or community
- Prepare permit applications, reports, registrations, and other forms
- Develop pollution prevention plans
- Disseminate information through newsletters and mail-outs
- Give presentations for industry and civic groups





# Technical Assistance Activities

## Air Quality

- Identifying emission sources and pollutants from industrial processes
- Estimating/calculating emissions from each source
- Preparing Minor Source/Miscellaneous Activity Permit Applications and Exemption determinations
- Assisting with NESHAP/NSPS applicability and compliance determinations





# Technical Assistance Activities

## Water Quality

- Preparation of the following:
  - Notice of Intent (NOI), including Site Diagrams and TOPO Maps
  - Storm Water Pollution Prevention Plans (SWPPPs)
  - Notice of Change (NOC-1) forms
  - Notice of Termination (NOT)
- Assistance in CDX and NetDMR Registration, including submitting NetDMRs





# Examples of Businesses Assisted by SB/CAP

- Auto Body Shops
- Dry Cleaners
- Gas Stations
- Seafood Processing
- Oil & Gas Production
- Air Curtain Incinerators
- Concrete, Rock, & Asphalt Crushers
- Ready Mix Concrete/Hot Mix Asphalt Plants
- Shipyards and Surface Coating Operations/Abrasive Blasting
- Carwashes
- Churches
- Convenience Stores
- WWTPs
- Mobile Home Parks
- Office/Warehouse

-and many more...





# Services NOT Provided

- Work requiring a PE stamp
- UST remediation plans
- Asbestos, lead, or radiation issues
- Environmental assessments
- Groundwater remediation plans or permits







# Disqualification for Assistance

- Criminal activity (intentional violators)
- Serious hazard to health or the environment present
- Repeat violators of regulations
- DEQ/EPA pending enforcement action
- The SB/CAP deems that their limited resources could be better utilized for other purposes.





# Confidentiality Policy

- Because of Right-to-Know law, correspondence cannot be confidential.
- Operates in accordance with the Confidentiality option provided by the EPA Enforcement Response Policy, effective August 12, 1994, regarding Section 507 of the Clean Air Act. Under this policy, violations detected through assistance will be kept confidential.
- No information will be volunteered to the enforcement and surveillance sections.
  - Exception: Situations deemed hazardous to human health and the environment





# Disclaimer

- Small Business/Community Assistance Program(SB/CAP) services are provided as a courtesy of the LDEQ. The SB/CAP claims no responsibility for any omissions or inaccuracies in values or information presented to the LDEQ Administrative Authority by small businesses seeking compliance with state environmental regulations.
- The LDEQ Administrative Authority alone determines when compliance is achieved, and small businesses are ultimately responsible for satisfying all requirements of such Authority.

small business / community  
**ASSISTANCE**  
PROGRAM



# SB/CAP in 2018

## Regional Personnel



### Environmental Manager:

Linda Piper - 225.219.3954

### Headquarters:

Marissa Jimenez\*\* - 225.219.3963

### Acadiana Region:

Jeff Jackson\*\* - 337.262.5582

Mike Savoy\* - 337.262.5591

### Northeast Region:

Faith Stephens\*\* - 318.362.5429

### Central Region:

Jason Dewitt\*\* - 318.487.5528

### Southeast Region:

Kevin Cousins\*\* - 504.736.7753

My Trinh\* - 504.736.7768

Kurt Wilson\* - 504.736.7767

### Southwest Region:

Markle Farber\* - 337.491.2804

Ella Barbe\*\* - 337.491.2723



\*- Regional Engineers

\*\* - Regional Scientists



# Small Business Parish Assignments/ Regional Contacts

## Marissa Jimenez - (225)-219-3963 - Headquarters

Ascension (0180)	Iberville (1280)	St. James (2560)
Assumption (0200)	Livingston (1740)	West Baton Rouge (3120)
East Baton Rouge (0840)	Pointe Coupee (2260)	West Feliciana (3160)
East Feliciana (0880)	St. Helena (2540)	

## Kurt Wilson - (504)736-7767 and My Trinh - (504)736-7768 – Southeast Regional Office - Harahan

Jefferson (1340)	Plaquemines (2240)	St. John the Baptist (2580)
Lafourche (1560)	St. Bernard (2500)	Terrebonne (2880)
Orleans (2140)	St. Charles (2520)	

## Kevin Cousins – (504)736-7753 – Southeast/Northshore Regional Office

St. Tammany (2680)	Washington (3060)	Tangipahoa (2840)
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# Small Business Parish Assignments/ Regional Contacts

## Markle Farber - (337) 491-2804 and Ella Barbe (337) 491-2723 – Southwest Regional Office

Allen (0060)

Calcasieu (0520)

Jefferson Davis (1360)

Beauregard (0320)

Cameron (0560)

Vernon (2960)

## Mike Savoy - (337) 262-5591 and Jeff Jackson - (337) 262-5582 – Acadiana Regional Office

Acadia (0040)

Iberia (1260)

St. Landry (2600)

St. Martin (2620)

Evangeline (0920)

Lafayette (1520)

St. Mary (2662)

Vermillion (2940)





# Small Business Parish Assignments/ Regional Contacts

## **Faith Stephens - (318) 362-5429 – Northeast Regional Office - Monroe**

Bienville (0360)	Franklin (1000)	Morehouse (1920)	Union (2920)
Caldwell (0540)	Jackson (1300)	Ouachita (2160)	Webster (3080)
Claiborne (0620)	Lincoln (1720)	Richland (2460)	West Carroll (3140)
East Carroll (0860)	Madison (1780)	Tensas (2860)	

## **Jason Dewitt – (318) 487-5528 – Kisatchie Central Office - Pineville**

Avoylles (0220)	Concordia (0640)	Natchitoches (1980)	Winn (3240)
Bossier (0400)	De Soto (0760)	Rapides (2360)	
Caddo (0500)	Grant (1120)	Red River (2420)	
Catahoula (0580)	La Salle (1680)	Sabine (2700)	





# Contacts

- **HOTLINE:** 1-800-259-2890
- **EMAIL:** [SBAP@la.gov](mailto:SBAP@la.gov)
- **WEBSITE:**  
<http://deq.louisiana.gov/page/outreach-and-small-business-assistance>







# **The Best Part About the SB/CAP**

- FREE!
- REGIONAL!
- MULTI-MEDIA!
- NON-ENFORCEMENT!

