



**IOWA**  
Department of  
Natural Resources



# Overview of the EMS Program

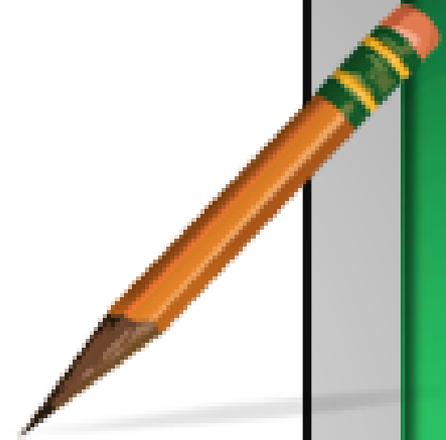
Tier 1 Kickoff Meeting



**Gresham  
Smith**

# Agenda

- ❑ Introductions/Iowa's EMS Program
- ❑ EMR and Core Team
- ❑ Management Support
- ❑ Gap Analysis with Exercise
- ❑ EMS Fenceline With Exercise
- ❑ Environmental Policy Statement with Exercise



# The Background of EMS

- ① House File 2570 – legislation passed into law in 2008 – Iowa Code 455J: A voluntary alternative to Comprehensive Planning
- ① 567 IAC 111 – rule implementation in 2011/12 Implements the Annual Report/Elements



Stakeholders, legislators and Department staff crafted the Iowa Solid Waste Environmental Management System legislation

# The Basics of EMS

- Systematic Process for *Managing Environmental Risks* and *Continually Improving Environmental Performance*



# What is an EMS?

## ◎ EMS is...

- A Business System Applied to the Environmental Impacts of the Organization
- Includes Policies, Management Processes, Training and Procedures
- Not Exclusively Focused on Compliance Requirements
- Strives for Reviewing, Analyzing, Controlling and Reducing Impacts
- Requires Ongoing Implementation and Continuous Improvement



# EMS Benefits for Your Organization

- Improved Environmental Compliance
- Reduced Environmental Impacts
- Clarity of Responsibilities and Expectations
- Fewer “Fire Drills”
- Cost Avoidance and Increased Efficiency
- Increased Understanding and Awareness of Environmental Requirements and Impacts by Staff
- Positive Recognition

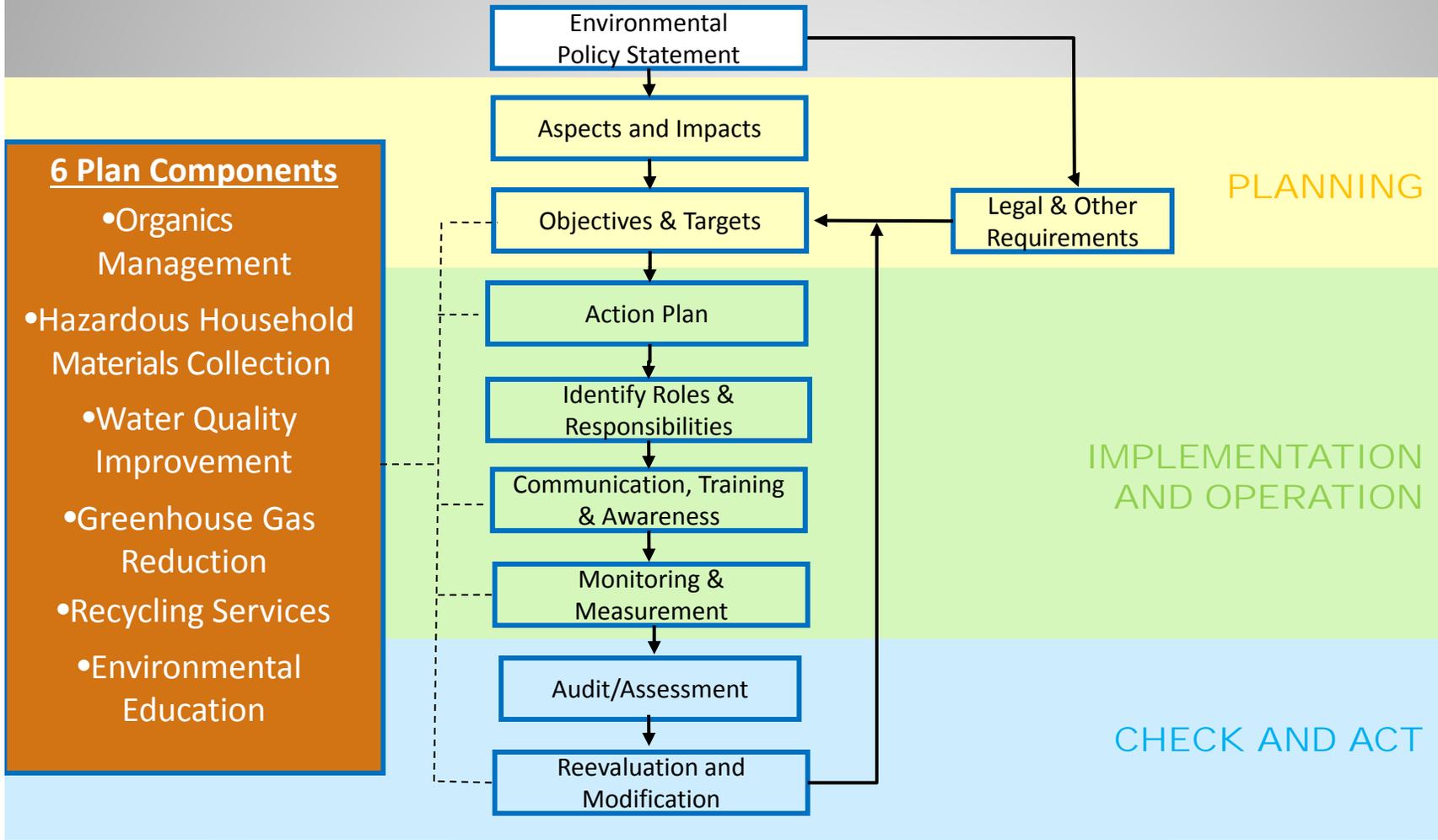


# EMS 10 Elements

- *Environmental Policy Statement*
- *Environmental Aspects and Impacts*
- *Legal and Other Requirements*
- *Objectives and Targets*
- *Action Plan*
- *Identify Roles and Responsibilities*
- *Communication/Training/Awareness*
- *Monitoring and Measurement*
- *Audit/Assessment*
- *Reevaluation and Modification*



# Iowa EMS Framework

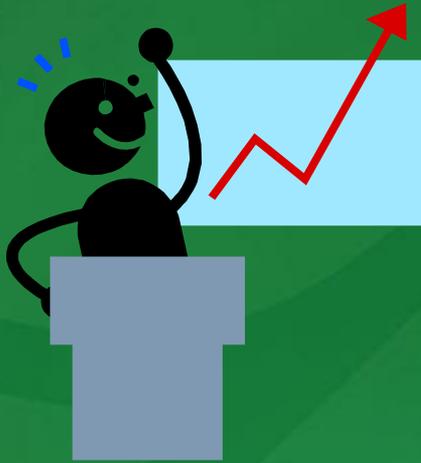


*First 3 elements are overarching; final 7 are completed for each of the six component areas*

# EMS Tier I Program Details

# EMS Program Quick Overview

- ◎ Guidelines from 455J and 10 EMS Elements
- ◎ *Role of DNR & EPC*
  - Approve Program Applicants
  - Oversee Program Implementation and Oversight
  - Training, Assistance and Guidance
- ◎ *Role of Participants*
  - Successfully Complete EMS Implementation
  - Share Ideas, Networking, Success Stories
- ◎ *Role of Consultant*
  - Training, Assistance, Coaching, Examples
  - Documents Troubleshooting and Guidance



**Goal**

Successfully Implement an  
Environmental Management System  
(EMS)

# “Successful Implementation”

- ◎ 10 Elements of the EMS are in Place and Functioning
  - Perfection is Not Expected!
  - Process of Continual Improvement is Implemented
- ◎ EMS is Providing Real and Measurable Environmental Improvements
  - With a Focus on the Six Plan Components

**Organics Waste Management  
Hazardous Household Material  
Collection  
Water Quality Improvement  
Greenhouse Gas Reduction  
Recycling Services  
Environmental Education**

# EMS Participants Plan

- ◎ DNR and Consultant Will Coach Participants Through the 10 Elements of an EMS as Defined by Iowa
  - Balance Group Training with Individual Coaching
- ◎ Components of the Plan
  - Kickoff Meeting
  - Webinar Trainings
  - On-Site Meetings
  - Annual Conferences (November)
  - Auditor Training
  - Monthly Conference Calls
  - Many Examples and Templates

# Webinars and Conference

- Provide Training on Each of the 10 Elements of the EMS
  - Lecture with Power Point Presentations
  - Exercises
  - EMS Examples
  - Field Exercises, as Appropriate
  - Sharing Between Participants
  - Discussion of Lessons Learned and Successes
  - “Homework” Between meetings



# Topics Covered in Kick Off Webinar

- ◎ EMS Elements Covered
  - ◎ Brief Intro to the EMS
  - ◎ EMR and EMS Core Team
  - ◎ Senior Management Support
  
- ◎ Other Topics to Support Elements
  - ◎ EMS Gap Analysis
  - ◎ EMS Fenceline
  - ◎ Environmental Policy Statement
  
- ◎ Identifying Next Steps



# EMS Project Milestones & Guidance

# Project Implementation Milestones

Summer

- EMR and EMS Core Team
- Management Support
- Fenceline
- Gap Analysis
- Environmental Policy

Summer

Submit Environmental Policy  
Environmental Aspects and Impacts

Summer

- Identify Environmental Aspects and Impacts Site Visit

Late  
Summer

- Setting Objectives and Targets
- Action Plans
- Monitoring and Measurement

# Project Implementation Milestones

Fall

- Submit Annual Report (Modified Version for 1<sup>st</sup> Year)

Fall

- Annual Conference with Tier 1's and Tier 2's

Winter

- Communication, Training and Awareness
- Roles and Responsibilities
- Legal and Other Requirements

2020

- Internal EMS Auditor Training

June 2020

- Complete Tier 1 EMS Implementation!

# Periodic Conference Calls

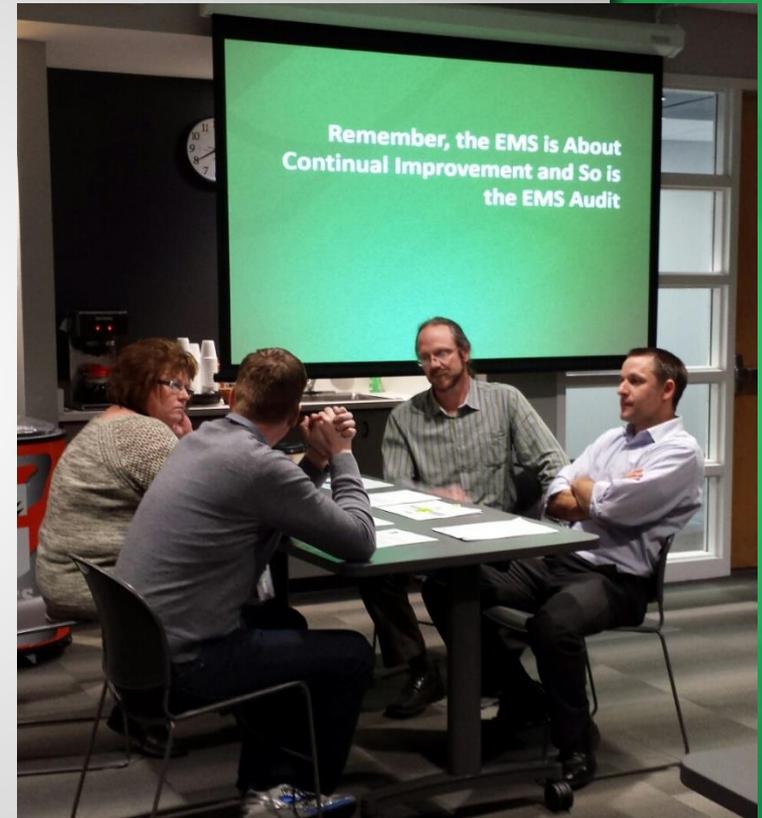
- ⦿ Individual Conversation with the EMS Core Team
- ⦿ Problem and Roadblock Discussions
- ⦿ One-on-one Assistance with Issues
- ⦿ Discussion of Homework Review
- ⦿ Documentation of Lessons Learned and Successes



***Let's Agree on a Regular Calls***

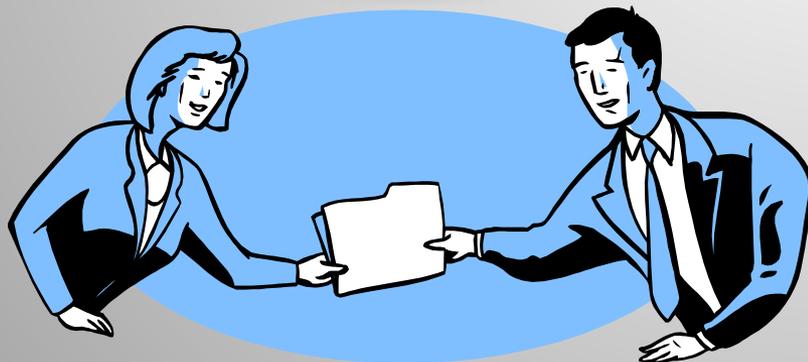
# Site Visits

- ◎ Consultant/DNR will Conduct Site Visits
- ◎ Focus on Specific Areas of Needed Assistance:
  - Aspects and Impacts
  - Training for EMS Core Team/Staff
  - Areas of Difficulty
  - Audit/Assessment and Re-Evaluation



# Sharing Resources

- ◉ Schedules With Milestone Due Dates
- ◉ “Homework” Assignments
- ◉ Links, Examples, Templates and Other Resources



# Best Practices



- ① Make Use of Conference Calls
  - Prepare a List of Questions/Concerns/Comments
- ① Stay On Track with Homework
  - Communicate Difficulties in Advance
- ① Plan Site Visits Accordingly to Individual Needs
  - Setting up EMS Core Team
  - Identification of Aspects & Impacts
  - Assessments
- ① Ask for Help !!!
  - Share the Good, Bad, and Ugly



Looking forward to good things to come!





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# Questions?

SOLID WASTE **E**nvironmental  
**M**anagement  
**S**ystem

*Committed to Continuous Improvement*

 **Gresham  
Smith**