

Ms. Morrow



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3:14

Vanecha

Dr. 65

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EPA – DEP meeting – Feb. 3, 2003

Statistics

Time frame

Calls to completed by two weeks.

HVAC / Exhaust evaluation to be completed in 3 weeks

Project completion date April 15, 2003

More jobs to be done/day in order to achieve the target date

Implementation of Cancellation policy

Converting 'Test only' to 'Clean & test'

→ *Tracking*

Is there any reason for not going ahead with completing "test only" requests

Air monitoring techs need to stay in the apt. while air monitoring

Status of contacts, cleanups, testing, etc from mcs.

Who removes the request from the computer? Only EPA or monitoring contractor

Invoices

How many days does EPA need to sign off on invoices

Cleaning checklist

ATC

Poor response for phone calls

Seem to have some tracking problems

Status on HVAC / Exhaust evaluation

31 HVAC inspections were conducted (no Exhaust systems inspections)

Originally made 780 calls but did not track or ..

ATC has only one person making and responding to calls

Cole

No tracking

HVAC inspections

Warren

PM only one