DRAFT FOR PUBLIC HEARING Adequacy Determination of the Connecticut State Implementation Plan for Clean Air Act Section 110(a) Infrastructure Elements: 2008 Ozone National Ambient Air Quality Standards

On March 12, 2008, the U.S. Environmental Protection Agency (EPA) revised the primary and secondary national ambient air quality standards (NAAQS) for ozone. Specifically, EPA established identical primary and secondary 8-hour standards at a level of 75 parts per billion, based on the 3-year average of the fourth-highest value of the yearly distribution of 8-hour daily maximum concentrations. EPA finalized <u>initial designations</u> on April 30, 2012, assigning two marginal nonattainment areas in Connecticut: the Greater Connecticut Nonattainment Area (Hartford, Litchfield, New London, Tolland and Windham Counties and Mashantucket Pequot and Mohegan Tribes of Connecticut); and the New York-Northern New Jersey-Long Island NY-NJ-CT Nonattainment Area (a multi-state area including Connecticut's Fairfield, Middlesex and New Haven Counties).

Pursuant to Clean Air Act (CAA) Section 110(a)(l) and (2), all states are required to submit any necessary revisions to their State Implementation Plans (SIP) to provide for the implementation, maintenance and enforcement of any revised or new NAAQS. States are required to maintain a comprehensive air quality management infrastructure, including enforceable emission limitations, an ambient monitoring program, an enforcement program, air quality modeling, and adequate personnel, resources, and legal authority. Section 110(a)(2)(D)(i) also requires each SIP to prohibit emissions from within the state that contribute significantly to nonattainment or maintenance areas in any other state, or which interfere with programs to prevent significant deterioration of air quality or to achieve reasonable progress toward the national visibility goal for Federal class I areas (national parks and wilderness areas).

The ozone infrastructure SIP revisions were due in March 2011. However, the 2008 ozone NAAQS was subject to legal review and subsequent EPA reconsideration, leaving the level of the standard and the designations unknown in March 2011. The Connecticut Department of Energy and Environmental Protection (DEEP) deemed it ineffective and inefficient to submit an infrastructure SIP until the level of the standard and the designations were known.

DEEP hereby reviews its program infrastructure in relation to the revised 2008 ozone NAAQS for each of the required CAA section 110(a)(2) infrastructure elements. Details of how Connecticut's SIP now satisfies or will, after revision, satisfy the infrastructure requirements are set out in Table 1 below.

Recognizing the need for a regulatory update with respect to recent NAAQS revisions, DEEP is drafting revisions to section 22a-174-24 of the Regulations of Connecticut State Agencies (RCSA). Such a revision will ensure consistency between the state and Federal ambient air quality standards, including the 2008 ozone NAAQS. DEEP commits to pursue adoption of such regulatory revisions and seeks to complete the adoption by September 30, 2013.

The interstate air pollution transport provisions of CAA section 110(a)(2)(D) require additional clarification. Based on available modeling conducted by the Ozone Transport Commission, Connecticut and other states in the Northeast will require additional emission reductions from national control programs to address transported emissions and attain the ozone NAAQS. Connecticut has adopted a suite of control measures to limit in-state ozone precursor emissions, as set out in Table 1. Connecticut continues to update existing measures while looking for new opportunities to cost effectively limit in-state ozone precursor emissions. In addition, with both energy and environmental issues now under the purview of DEEP, Connecticut is refocusing efforts to increase renewable energy generation and reduce energy demand.¹ DEEP has also released a draft Comprehensive Energy Strategy², the focus of which is increased utilization of natural gas to replace more costly and higher polluting fossil fuels. Significant multi-pollutant reductions are associated with these initiatives, including reductions in nitrogen oxides emissions (NOx), an ozone precursor. Connecticut will continue to do its part. However, the remaining options for local emissions controls are limited and those that are available are much more expensive than what EPA generally accepts as highly cost effective. It is imperative for EPA to adopt more stringent national/regional measures for both stationary and mobile sources. EPA must also ensure upwind state transport SIPs contain all cost effective control programs.

Connecticut calls on EPA to:

- Reconsider the designations, classifications and geographic scope of current nonattainment areas. The use of more recent air quality data is critical to address the 2008 ozone NAAQS efficiently as several upwind states now violate the 2008 ozone NAAQS;
- Issue guidance for implementation of the "good neighbor" provisions of the Clean Air Act;
- Develop a transport strategy based on, among other things, proportionate modeling so that states are able to identify and address their obligations under the 75 ppb ozone NAAQS and any subsequent ozone NAAQS;
- Finalize a court-acceptable CAIR replacement rule that fully addresses transport for both the 1997 and 2008 ozone NAAQS;
- Adopt national low sulfur gasoline standards and Tier 3 motor vehicle standards; and
- Adopt a national industrial, commercial and institutional boiler rule, as this sector represents a significant portion of the nitrogen oxide emissions left to regulate.

¹ See, e.g., <u>2012 Integrated Resource Plan for Connecticut</u>

² 2012 Comprehensive Energy Strategy for Connecticut: Draft for Public Comment

TABLE 1

Overview of How Connecticut's State Implementation Plan Satisfies the CAA Section 110(a)(1) and (2) Program Infrastructure Elements for Ozone $(O_3)^3$

CAA Section	Required CAA Element	Corresponding Connecticut Program Element(s)
110(a)(2)(A)	"include enforceable emission	CGS Section 22a-6(a)(1) The commissioner is empowered to "[a]dopt, amend or
Emission limits	limitations and other control measures,	repeal such environmental standards, criteria and regulations as are necessary
and other	means, or techniques (including economic	and proper to carry out his functions, powers and duties." It is under this general
control	incentives such as fees, marketable	grant of authority that the Commissioner has adopted emissions standards and control
measures	permits, and auctions of emissions rights),	measures for a variety of sources and pollutants.
	as well as schedules and timetables for compliance"	 CGS Section 22a-174 Establishes the Commissioner's general authority to adopt regulations and issue permits to control air pollution. CGS Section 22a-174e Gasoline vapor recovery systems. Regulations. CGS Section 22a-174g California motor vehicle emissions standards (for model year 2008 and later vehicles).
		 The sections of the air quality regulations that specify or are used to establish emissions limits related to the control of the precursors of ozone (nitrogen oxides and volatile organic compounds) include RCSA sections: 22a-174-3a(i) - (l) Prevention of significant deterioration and nonattainment new source review 22a-174-20 Control of organic compound emissions 22a-174-22 NO_x emissions 22a-174-22 CAIR ozone season trading program 22a-174-24(i) Ambient air quality standards for ozone⁴ 22a-174-27 Periodic motor vehicle inspection and maintenance

³ CAA refers to the Clean Air Act.

Ozone Infrastructure SIP Table 1, Page 1

CGS refers to the <u>Connecticut General Statutes</u>.

RCSA refers to the <u>Regulations of Connecticut State Agencies</u>.

CFR refers to the Code of Federal Regulations.

DEEP refers to the Connecticut Department of Energy and Environmental Protection.

Commissioner refers to the Commissioner of the DEEP.

⁴ DEEP is currently drafting revisions to Section 22a-174-24 of the Regulations of Connecticut State Agencies (RCSA) to ensure consistency with the 2008 ozone NAAQS, as well as other NAAQS recently revised by EPA. DEEP commits to pursue adoption of these regulatory revisions, with a goal of completion by September 30, 2013. In the interim, pursuant to 40 CFR 52.14, DEEP will observe the 2008 ozone NAAQS.

CAA Section	Required CAA Element	Corresponding Connecticut Program Element(s)
		 22a-174-30 Dispensing of gasoline/ Stage I and II vapor recovery 22a-174-32 VOC RACT 22a-174-36 Low emission vehicles program 22a-174-36b Low emission vehicles II program⁵ 22a-174-38 Municipal waste combustors 22a-174-40 VOC Content Limits for Consumer Products. 22a-174-41 VOC Content Limits for Architectural Coatings. 22a-174-44 Adhesives and sealants.
		Update to NOx and VOC Orders, submitted to EPA November 23, 2011, to address non-CTG major sources of NOx and VOC.
110(a)(2)(B) Ambient Air quality Monitoring/data system	"provide for establishment and operation of appropriate devices, methods, systems, and procedures necessary to (i) monitor, compile, and analyze data on ambient air quality, and (ii) upon request, make such data available to the Administrator."	 CGS Section 22a-174(d) Provides the commissioner with all incidental powers necessary to control air pollution. 40 CFR 53; 40 CFR 58 Establishes ambient air monitoring reference and equivalent methods and ambient air quality surveillance requirements. States are required to submit a comprehensive air quality monitoring plan to EPA each year. DEEP's 2012 Annual Air Monitoring Network Plan was submitted on July 12, 2012. DEEP previously submitted the required Ambient Air Monitoring 5-Year Network Assessment on August 9, 2010.
110(a)(2)(C) Program for enforcement of control measures	"include a program to provide for the enforcement of the measures described in subparagraph (A), and regulation of the modification and construction of any stationary source within the areas covered by the plan as necessary to assure that national ambient air quality standards are achieved, including a permit program as required in parts C and D;"	 CGS Section 22a-6(a)(5) "The commissioner may in accordance with constitutional limitations, enter at all reasonable times, without liability, upon any public or private property, except a private residence, for the purpose of inspection and investigation to ascertain possible violations of any statute, regulation, order or permit administered, adopted or issued by him and the owner, managing agent or occupant of any such property shall permit such entry" CGS Section 22a-6b Imposition of civil penalties by the commissioner. CGS Section 22a-7(d) Civil actions. CGS Section 22a-171 "The commissioner shall (4) adopt, amend, repeal and enforce regulations and do any other act necessary to enforce the provisions of this chapter" (which encompasses CGS Sections 22a-170 through 22a-206). CGS Section 22a-175 Penalties for violations. CGS Section 22a-176 Consideration in making regulations and issuing orders. CGS Section 22a-177 Enforcement of Regulations. Complaints.

⁵ DEEP is currently pursuing adoption of California's low emission vehicle, phase 3 standards (CALEVIII).

CAA Section	Required CAA Element	Corresponding Connecticut Program Element(s)
		CGS Section 22a-178 Orders to correct violations.
		CGS Section 22a-180 Penalty for violations of orders. Injunctions.
		 RCSA section 22a-3a-6(c) Orders, rulings and decisions - procedures in contested cases. RCSA section 22a-174-2a Specifies administrative requirements for the new source review (NSR) program, including notification concerning major sources permits and modifications. RCSA section 22a-174-3a Permit to construct and operate stationary sources. This section sets out DEEP's NSR permit program requirements. Connecticut's NSR program is SIP approved. RCSA section 22a-174-12 Violations and Enforcement of the Regulations of Connecticut State Agencies. This section provides that "The Commissioner shall designate employees of DEP to be known as enforcement personnel, who shall, acting with or without complaints, conduct investigations and ascertain whether the Commissioner's regulations are being complied with."
110(a)(2)(D) Interstate transport	" contain adequate provisions - (i) prohibiting, consistent with the provisions of this title, any source or other type of emissions activity within the State from emitting any air pollutant in amounts which will - (I) contribute significantly to nonattainment in, or interfere with maintenance by, any other State with respect to any such national primary or secondary ambient air quality standard, or (II) interfere with measures required to be included in the applicable implementation plan for any other State under part C to prevent significant deterioration of air quality or to protect visibility,	RCSA section 22a-174-3a Prevention of significant deterioration and nonattainment new source review requirements. Connecticut's Regional Haze SIP was submitted to EPA on November 18, 2009. EPA has not acted on that submission.

CAA Section	Required CAA Element	Corresponding Connecticut Program Element(s)
	(ii) insuring compliance with the applicable; requirements of sections 126 and 115 (relating to interstate and international pollution abatement);"	RCSA section 22a-174-2a includes administrative requirements for the new source review (NSR) program, including notification concerning major sources permits and modifications ⁶ .
110(a)(2)(E) Adequate Resources	"provide (i) necessary assurances that the State (or, except where the Administrator deems inappropriate, the general purpose local government or governments, or a regional agency designated by the State or general purpose local governments for such purpose) will have adequate personnel, funding, and authority under State (and, as appropriate, local) law to carry out such implementation plan (and is not prohibited by any provision of Federal or State law from carrying out such implementation plan or portion thereof), (ii) requirements that the State comply with the requirements respecting State boards under section 128, and (iii) necessary assurances that, where the State has relied on a local or regional government, agency, or instrumentality for the implementation of any plan provision, the State has responsibility for ensuring adequate implementation of such plan provision;"	 CGS Section 22a-171 Duties of the Commissioner of Environmental Protection. "shall (1) initiate and supervise programs for the purposes of determining the causes, effect and hazards of air pollution; (2) initiate and supervise state-wide programs of air pollution control education; (3) cooperate with and receive money from the federal government and, with the approval of the Governor, from any other public or private source; (4) adopt, amend, repeal and enforce regulations as provided in section 22a-174 and do any other act necessary to enforce the provisions of this chapter and section 14-164c; (5) advise and consult with agencies of the United States, agencies of the state, political subdivisions and industries and any other affected groups in furtherance of the purposes of this chapter." Air Quality Implementation Plan, Chapter 11, Parts A-E (March 3, 1972). Describes the (A) existing organizations; (B) manpower; (C) funding; (D) physical resources and (E) local agencies. It stated, in part, "The Department of Environmental Protection will secure appropriations sufficient, in conjunction with federal assistance, to maintain the projected state funding levels." CGS section 1-85 CAA section 128(a)(2) requires SIPs to contain adequate provisions requiring the DEEP commissioner to disclose any potential conflicts of interest. Connecticut has in place conflict of interest provisions that are broader than EPA's minimum requirements, which are set out in section 1-85 of the Connecticut General Statutes (CGS), prevent DEEP's commissioner from acting on a matter when a substantial conflict of interest exists. <u>CGS section 1-85</u> is attached for approval by EPA as a part of this SIP revision. DEEP is the sole authority implementing the SIP and does not rely on local or regional governments or agencies to carry out this responsibility.

⁶ DEEP recently finalized revisions to RCSA 22a-174-2a explicitly requiring notice to nearby states, consistent with CAA section 126 and 40 CFR 51.166(q). Ozone Infrastructure SIP Table 1, Page 4

CAA Section	Required CAA Element	Corresponding Connecticut Program Element(s)
110(a)(2)(F)	"require, as may be prescribed by the	CGS Section 22a-6(a)(5) "The commissioner may, in accordance with constitutional
Stationary	Administrator - (i) the installation,	limitations, enter at all reasonable times, without liability, upon any public or private
source	maintenance, and replacement of	property, except a private residence, for the purpose of inspection and investigation to
monitoring	equipment, and the implementation of	ascertain possible violations of any statute, regulation, order or permit administered,
system	other necessary steps, by owners or	adopted or issued by him and the owner, managing agent or occupant of any such
	operators of stationary sources to monitor	property shall permit such entry"
	emissions from such sources, (ii) periodic	CGS Section 22a-174(c) Various powers of the commissioner related to permitting,
	reports on the nature and amounts of	inspections, and recordkeeping.
	emissions and emissions-related data from such sources, and (iii) correlation of such reports by the State agency with any emission limitations or standards established pursuant to this Act, which reports shall be available at reasonable times for public inspection;"	 RCSA section 22a-174-4 Source monitoring, record keeping and reporting. Paragraph (d)(1) states: "The commissioner may, by written notice, require the owner or operator of any source to create, maintain and submit data, records or reports of monitoring data and other information deemed necessary by the commissioner to evaluate compliance with chapter 446c of the Connecticut General Statutes and regulations promulgated thereunder. Such information shall be recorded, compiled and submitted on forms furnished or prescribed by the commissioner. The written notice shall provide the date by which such data, records or reports shall be submitted to the commissioner." RCSA section 22a-174-5 Methods for sampling, emission testing, sample analysis, and reporting. Subsection (e)(1) states: "The owner or operator of a stationary source of air pollution with maximum uncontrolled emissions of any particular air pollutant greater than one hundred (100) tons per year shall be required to carry out emission tests as prescribed by the Commissioner. Such test or tests shall be conducted at such intervals as the Commissioner may specify for an individual stationary source." Subsection (e)(2) states: "In addition tothe emission tests required in subdivision 22a-174-5(e)(1), the commissioner may require the owner or operator of any stationary source to conduct emission tests of emissions." RCSA section 22a-174-10 Public availability of information. Paragraph (a) states: "Any records, reports or other information obtained by the Commissioner or on file with the department shall, pursuant to the provisions of sections 1-7 through 20 of the
		General Statutes, as amended, be made available to the public."
110(a)(2)(G)	"provide for authority comparable to	CGS Section 22a-181 Emergency action to protect public health or safety.
Emergency	that in section 303 and adequate	
Power	contingency plans to implement such	RCSA section 22a-174-6 Air pollution emergency episode procedures. This section
	authority;"	describes the existing emergency episode procedures in place, which are consistent with the significant harm levels as indicated in 40 CFR Part 51.151.
		-

CAA Section	Required CAA Element	Corresponding Connecticut Program Element(s)
110(a)(2)(H)	"provide for revision of such plan - (i)	CGS section 22a-174(d) The Commissioner is authorized with all incidental powers
Future SIP	from time to time as may be necessary to	necessary to control and prohibit air pollution.
revisions	take account of revisions of such national primary or secondary ambient air quality standard or the availability of improved or more expeditious methods of attaining such standard, and (ii) except as provided in paragraph (3)(C), whenever the Administrator finds on the basis of information available to the Administrator that the plan is substantially inadequate to attain the national ambient air quality standard which it implements or to otherwise comply with any additional requirements established under this Act;"	 Air Quality Implementation Plan, Chapter 13, (March 3, 1972). "This implementation plan is intended to be dynamic, not static. To this end, it will be revised when necessary." DEEP has made numerous SIP revisions addressing the NAAQS. Most recently, DEEP submitted revisions to its notification requirements for the PSD program on September 27, 2012 and to add PM2.5 to the NSR program on October 9, 2012.
110(a)(2)(I) Nonattainment area plans	" in the case of a plan or plan revision for an area designated as a nonattainment area, meet the applicable requirements of part D of this subchapter (relating to non attainment areas)."	EPA does not take action on nonattainment-related provisions ⁷ , such as those required by CAA section 110(a)(2)(I), as part of infrastructure SIP submittals because these submittals are required beyond the date (3 years from NAAQS promulgation) that section 110 infrastructure submittals are required.
110(a)(2)(J) Consultation with government officials	"meet the applicable requirements of section 121 (relating to consultation)"	 CGS Section 22a-171 Duties of Commissioner of Environmental Protection. " (5) advise and consult with agencies of the United States, agencies of the state, political subdivisions and industries and any other affected groups in furtherance of the purposes of this chapter." CGS Section 22a-174(d) "The commissioner shall have all incidental powers to carry out the purposes of [Chapter 446c, entitled "Air Pollution Control," which encompasses Conn. Gen. Stat. Sections 22a-170 through 22a-206] CGS Chapter 54 Uniform Administrative Procedures Act. State Implementation Plan Revision Advisory Committee (SIPRAC) Established in 1972 and generally meets each month.

⁷ For further explanation, see EPA's July 23, 2012 proposed Federal Register approval of Connecticut's PM2.5 Infrastructure SIP (at page 43026), finalized on October 16, 2012.

CAA Section	Required CAA Element	Corresponding Connecticut Program Element(s)
110(a)(2)(J)	"meet the applicable requirements of	CGS Section 4-168 Notice prior to action on regulations.
Public	section 127 (relating to public	CGS Section 22a-171 Duties of Commissioner of Environmental Protection"(2)
notification	notification),"	Initiate and supervise state-wide programs of air pollution control education;"
		CGS Section 22a-174(d) "The commissioner shall have all incidental powers to
		carry out the purposes of [Chapter 446c, entitled "Air PollutionControl," which
		encompasses Conn. Gen. Stat. Sections 22a-170 through 22a-206]
		RCSA section 22a-174-2a(b) Procedural requirements for new source review and
		Title V permitting. Public notice.
		RCSA section 22a-174-2a(c) Procedural requirements for new source review and Title V permitting. Public Comment and Hearings.
		The v permitting. Fublic Comment and Hearings.
		AQI Forecasting and Reporting. Pursuant to 40 CFR 58.50, DEEP provides daily air
		quality forecasts to the public via EPA's AirNow and Enviroflash programs, as well
		as via DEEP's website and air quality information telephone line.
110(a)(2)(J) PSD	"meet the applicable requirements of	RCSA section 22a-174-2a includes administrative requirements for the new source
and Visibility	part C (relating to prevention of	review (NSR) program, including notification concerning major sources permits and
Protection	significant deterioration of air quality and	modifications ⁸ .
	visibility protection);"	RCSA section 22a-174-3a(k) Permit Requirements for Attainment Areas:
		Prevention of Significant Deterioration of Air Quality (PSD) Program.
		EPA has interpreted the CAA Section 110(a)(2)(J) provision on visibility as not being
		'triggered' because the visibility requirements in Part C are not changed by a new
		NAAQS ⁹ .
110(a)(2)(K) Air	"provide for - (i) the performance of	CGS section 22a-5. Duties and powers of the commissioner. "The commissioner
Quality	such air quality modeling as the	shall carry out the environmental policies of the state and shall have all powers
modeling/data	Administrator may prescribe for the purpose of predicting the effect on	necessary and convenient to faithfully discharge this duty. In addition to, and consistent with the environment policy of the state, the commissioner shall (a)
	ambient air quality of any emissions of	promote and coordinate management of water, land and air resources to assure their
	any air pollutant for which the	protection, enhancement and proper allocation and utilization; (e) provide for the
	Administrator has established a national	provention and abatement of all water, land and air pollution including, but not
	ambient air quality standard, and (ii) the	limited to, that related to particulates, gases, dust, vapors, noise, radiation, odors,
	submission, upon request, of data related	nutrients and cooled or heated liquids, gases and solids;"
	submission, upon request, of data related	I numerus and cooled of neated liquids, gases and solids;

⁸ DEEP recently finalized revisions to RCSA 22a-174-2a explicitly requiring notice to nearby states, consistent with CAA section 126 and 40 CFR 51.166(q).

⁹ For example, see EPA's July 23, 2012 proposed Federal Register approval of CT's PM2.5 Infrastructure SIP, finalized on October 16, 2012.

CAA Section	Required CAA Element	Corresponding Connecticut Program Element(s)
	to such air quality modeling to the Administrator;"	RCSA section 22a-174-3a(i) Ambient Air Quality Analysis: "The commissioner may request any owner or operator to submit an ambient air quality impact analysis using applicable air quality models and modeling protocols approved by the commissioner." DEEP continues to be a partner in regional modeling efforts conducted by members of the Ozone Transport Commission.
110(a)(2)(L) Permitting fees	"require the owner or operator of each major stationary source to pay to the permitting authority, as a condition of any permit required under this Act, a fee sufficient to cover - (i) the reasonable costs of reviewing and acting upon any application for such a permit, and (ii) if the owner or operator receives a permit for such source, the reasonable costs of implementing and enforcing the terms and conditions of any such permit (not including any court costs or other costs associated with any enforcement action), until such fee requirement is superseded with respect to such sources by the Administrator's approval of a fee program under title V;"	 CGS Section 22a-6(a)(10) "The commissioner may by regulations adopted in accordance with the provisions of chapter 54 require the payment of a fee sufficient to cover the reasonable cost of reviewing and acting upon an application for and monitoring compliance with the terms and conditions of any state or federal permit, license, registration, order, certificate or approval required" CGS Section 22a-174(g) "The commissioner shall require, by regulations adopted in accordance with the provisions of chapter 54, the payment of a permit application fee sufficient to cover the reasonable costs of reviewing and acting upon an application fee sufficient to cover the reasonable costs of reviewing and acting upon an application for, and monitoring compliance with the terms and conditions of, any state or federal permit, license, order, certificate or approval required pursuant to this section" RCSA section 22a-174-26(c)(1) "Each person to whom the commissioner issues a permit, or a modification or renewal thereto, under section 22a-174-3a, section 22a-174-19 of the Regulations of Connecticut State Agencies shall pay a permit fee as prescribed in the fee schedule in subdivision (2) of this subsection." The fee schedule is set forth in Table 26-1 of subsection 2. RCSA section 22a-174-33(j)(1)(Z) Requires Title V source to pay all fees due under RCSA section 22a-174-26 (Approved as satisfying 40 CFR 70.6(a)(7). See 67 FR 31966 (May 13, 2002))
110(a)(2)(M) Consultation /participation by affected local entities	"provide for consultation and participation by local political subdivisions affected by the plan."	 CGS Section 4-168 Notice prior to action on regulations. Connecticut Air Quality Implementation Plan, Chapter 12 "Intergovernmental Relations" (March 3, 1972) "The State will take immediate action in coordinating and delegating new responsibilities to local agencies that are prepared to accept the responsibility." State Implementation Plan Revision Advisory Committee (SIPRAC) Established in 1972 and generally meets each month.