

## **Section 8.0 – Public Record**

### **8.1 Scope and Application**

The Tribe must establish and maintain a public record system to enable meaningful public participation as a requirement for Section 128(a) funding. This public record system must be maintained and updated, at least annually, or more often as appropriate. The public record must include: 1) the name and location of sites at which response actions have been completed during the previous year; 2) the name and location of sites at which response actions are planned in the next year; and 3) identify whether or not the site, upon completion of the response action, will be suitable for unrestricted use. The public record must identify any institutional controls applied as part of the cleanup and include relevant information concerning the entity responsible for oversight, monitoring, and/or maintenance of the institutional and/or engineering controls.

The following documents must be included in the public record:

- Phase I ESA
- Phase II ESA
- QAPP
- Site-Specific Risk Assessment
- ABCA
- Cleanup Action Plan
- Environmental Covenants
- Cleanup Closure report
- Certificate of Cleanup Completion or No-Further Action

The public record is distinct from the survey and inventory described in Section 2.2 in that the public record addresses sites at which response actions have been completed or will be completed, while the inventory identifies brownfields sites regardless of planned or completed actions.

The public record must be easily accessible. The Tribe should ensure that all affected communities have appropriate access to the public record by making it available on-line, in-print at libraries, or at other community gathering places.

The public record must be maintained on a long-term basis (more than one year) for sites at which response action has been completed. Subject to EPA regional office approval, the Tribe may include development and operation of systems that ensure long-term maintenance. The public should be informed on the performance of institutional controls. A public record provides accountability to the entity responsible for oversight, monitoring, and/or maintenance of the institutional and engineering controls is implementing those activities in their work plans.

### **8.2 References**

Funding Guidance for State and Tribal Response Programs Fiscal Year 2021. U.S. Environmental Protection Agency, 2020. EPA-5600F-20-001.

Brownfields Program Community Outreach Relations Plan, Revision 1. June 30, 2020.

### **8.3 Role and Responsibilities**

- TRP Manager – is responsible for completing the public record requirements of the 128(a) Grant.
- Advisory Group – Makes recommendations on methods and tool used for the public records and community outreach

## **8.4 Reporting and Documentation**

The EPO is fulfilling the Public Record requirements of the 128(a) grant program by utilizing a variety of methods for a repository and media outreach. The following are the current and future planned methods utilized for availing public records.

### **8.4.1 Tribe's EPO Website**

The EPO Brownfields webpage offers an overview of the program, information on planned and completed site-specific activities (the Public Record), and contact information. Future additions should include links to technical documents and reports. The webpage could be designed to provide easy access to documents related to brownfields sites and a convenient way for the community to submit concerns and comments.

The site can be accessed at this link [INSERT LINK TO WEBSITE]

### **8.4.2 Development of Flyers, Brochures, and Posters**

The public distribution of information via flyers, brochures, and posters can be very effective when used in conjunction with other media outreach. Brochures informing the public about the Tribal Brownfields Program along with site-specific fact sheets, posters, and looping video displays are to be developed. The materials can be made available at Tribal offices, especially the Natural Resource office, and on display during community events.

### **8.4.3 Tribe's [INSERT NAME] Newspaper**

A widely used means of communication about EPO activities is through media outlets including the Tribal Council Fires newspaper and the Tribe's Facebook page. Information and updates about the TRP will continue to be disseminated through the local media.

The site can be accessed at this link [INSERT LINK TO WEBSITE]

### **8.4.4 Coordination and Collaboration with Local Schools**

The EPO works with the Tribal Education office to seek opportunities and involve students in learning about the environment. A member of the Tribal Department of Education sits on the Brownfields Advisory Group and coordinates community outreach with the local schools. School field trips and programs involving environmental aspects can incorporate Brownfield site-specific activities into the program to education students. Additional media can be developed from these field trips, especially video, to be used for the EPO website, Council Fires newspaper, or other media type.

### **8.4.5 Community Events**

The EPO can organize community outreach for the annual Tribal Brownfield Program public meeting and other community events. The Newspaper and Facebook page can be used to invite the Reservation-wide community to Tribal Brownfield Program public meetings and/or workshops. The EPO can setup an information booth while utilizing flyers, brochures, and posters at other community events at schools and public venues. These events would inform the community of the process and advantages of the Tribe's Brownfields Program while encouraging people to suggest potential sites where they have concerns.

### **8.4.6 Other Public Communication Methods**

In the future, the Tribe could utilize the public library or an office at the Natural Resource department as a repository. Also, social media is very effective tool for public outreach. A narrated video in conjunction with social media can be power tool to reach the public with the Brownfield message.