



# 2023 MS4 Employee Training and Contractor Collaboration

*May 16, 2023*





- Requirements
- Municipal employee training
- Implementation
- Contractor collaboration



- 4.7 SWQMP, Municipal Operations Pollution Prevention & Good Housekeeping MCM
  - (m) Develop, document, and implement an annual training program for employees directly involved in implementing good housekeeping for MS4 owned and/or operated infrastructure and facilities.



- 4.7 (m) The program, at a minimum must include:
  - (1) Topics that are directly related to an employee's responsibilities and covers new technology, operations, fueling spill prevention and clean-up, other responsibilities that arise during the year, site specific stormwater run-off issues, permit requirements that apply to the staff being trained, and review of the SWPPP.



- 4.7 (m) (2) Training must be provided to:
  - (A) New full-time and part-time hires within the first two months of their hire date
  - (B) Seasonal employees within the first 30 days



# WAYS TO PROVIDE TRAINING



- In person
- Hybrid
- Watching videos
- Recorded training presentations
- Field



- Recorded training presentations
  - Provides flexibility
  - Best fit for new employees
  - Best for continued education and more effective than annual training
  - Messages can be specific for the season or current issues





- Field Training
  - Provides hands-on training
  - Best fit for inexperienced employees with inspection included as a responsibility
  - Customizable learning



- MS4 Operator  
(Examples Include: Mayor, Town President, and Commissioners)
- Directors and department management
- Technicians, field staff, inspectors



- It's not just the requirements, right?
  - Discuss why
  - Discuss how each position Represented In the audience is impacted by the regulation



- Set clear expectations
  - Who is conducting the quarterly inspections?
  - Where are the reports filed?
  - Who is responsible for completing the corrective action?
  - What to expect during a regulatory inspection?



- Requirement:
  - 4.7 (j) Establish procedures to ensure contractors or third-party entities hired by the MS4 entity to perform maintenance or other operational activities associated with the stormwater system are required to comply with stormwater good housekeeping practices and facility-specific stormwater management policies and procedures.



- Provide contractors with training
- Include a vetting process for contractors
- Share the responsibility with contractors
- Staff supervision

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# Questions ?

For Additional Information Contact

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