

INAFSM Annual Conference – September 2022

Meeting MS4 Training Requirements



Local Technical
Assistance Program



CHRISTOPHER B. BURKE ENGINEERING, LLC

Meet your speakers...



Jennifer L. Sharkey, PE
Lead Research Engineer
Indiana Local Technical Assistance Program



Lori Gates, CPESC, CPSWQ, CPMSM, CESSWI
Senior Project Manager
Christopher B. Burke Engineering, LLC.

Goals of this session...

1. Learn about **Indiana LTAP** and how we can assist the MS4 community
2. Highlight **4 resources** you can access and utilize today to better manage stormwater
3. Dive into the **MS4 training requirements** and resources for MCM 6 – Pollution Prevention & Good Housekeeping





GOAL #1

Indiana Local Technical Assistance Program (LTAP)

PURDUE.EDU/INLTAP

LTAP Mission

To foster a safe, efficient, and environmentally sound transportation system by improving the skills and knowledge of local transportation providers through training, technical assistance, and technology transfer.



Who we are...



Communications



Research



Training

Asset Management

Innovation

Safety



Why LTAP?

- What is MS4 and what does it regulate?



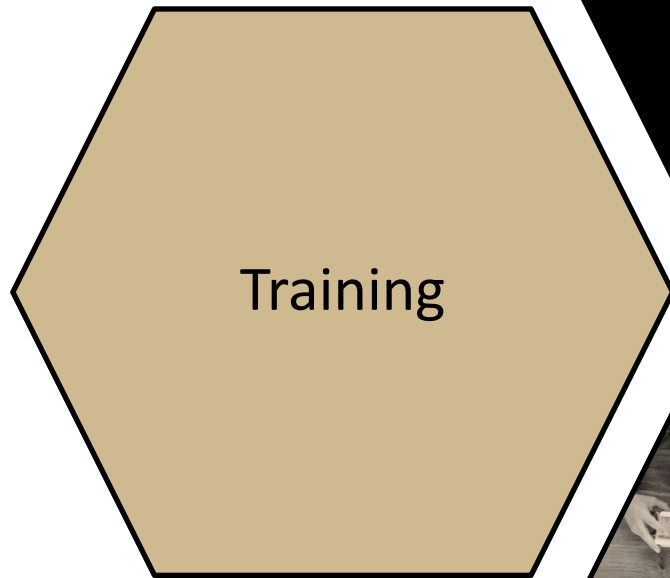
- Who maintains these facilities and needs to be trained?



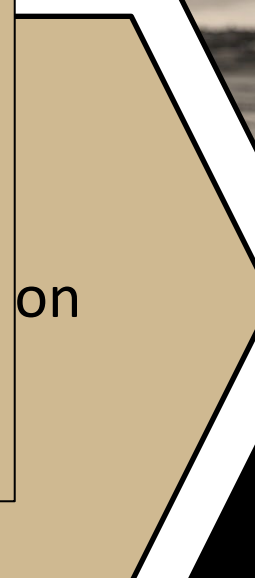
- How easy is it to train these individuals?



Who we are...



Training





GOAL #2

LTAP MS4 Resources



Local Technical Assistance Program (LTAP)

Our Journey Starts Here

The mission of the Indiana Local Technical Assistance Program (LTAP) is to foster a safe, efficient, and environmentally sound transportation system by improving the skills and knowledge of local transportation assistance, and technology transfer.

LTAP ONLINE LEARNING & TRAINING RECORDS

LOCAL ROAD & BRIDGE DASHBOARD

DATA MANAGEMENT SYSTEM



NEW MS4 Program

Equipment Loan Program

Upcoming Training Events

Roadway Safety


Staff Directory

Work Zone Safety



LTAP MS4 Webpage

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Local Technical Assistance Program (LTAP)

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Our Journey Starts Here

The mission of the Indiana Local Technical Assistance Program (LTAP) is to foster a safe, efficient, and environmentally sound transportation system by improving the skills and knowledge of local transportation providers through training, technical assistance, and technology transfer.

[LTAP ONLINE LEARNING & TRAINING RECORDS](#)

[LOCAL ROAD & BRIDGE DASHBOARD](#)

[DATA MANAGEMENT SYSTEM](#)

[Upcoming Training](#)

[Mobile Application](#)

[Training Records](#)

[Training Materials](#)

[LTAP MS4 Program](#)

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LTAP MS4 WEBSITE



Annotated IDEM Permit



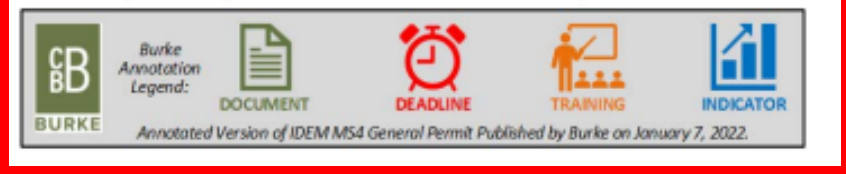
LTAP Model Stormwater Management Ordinance



LTAP Model Stormwater Technical Standards Manual



MCM 6 Training Modules on LTAP LMS



Indiana Department of Environmental Management
Office of Water Quality
100 North Senate Avenue
IGCN, Room 1255
Indianapolis, Indiana 46204
(317) 232-8670
Toll Free (800) 451-6027
www.idem.IN.gov

In compliance with the provisions of the Federal Water Pollution Control Act, as amended by the Clean Water Act of 1977 (33 U.S.C. 1251, et seq., the "Act"), Title 13 of the Indiana Code, Articles 5 and 15 of Title 327 the Indiana Administrative Code, and regulations adopted by the Environmental Rules Board, the Indiana Department of Environmental Management (IDEM) is issuing this National Pollutant Discharge Elimination System (NPDES) general permit to regulate discharges of stormwater from designated Municipal Separate Storm Sewer System (MS4) entities into waters of the State of Indiana.

This permit is issued on: **December 9, 2021**

This permit is effective on: **December 18, 2021**

This permit expires on: **December 17, 2026**

In accordance with IC 13-15-3-6, 40 CFR 122.6, and 123.25, the conditions of this permit remain fully effective and enforceable after the expiration date of this permit if the permittee has submitted a timely notice of intent for coverage under this permit and IDEM has not, through no fault of the person, issued a new permit on or before the expiration date of this permit.


Martha Clark Mettler
Assistant Commissioner
Office of Water Quality

Annotated IDEM Permit

Provides highlighted areas throughout the permit that pertain to:



#01 Document needs/preparation



#02 Submittal or training deadlines

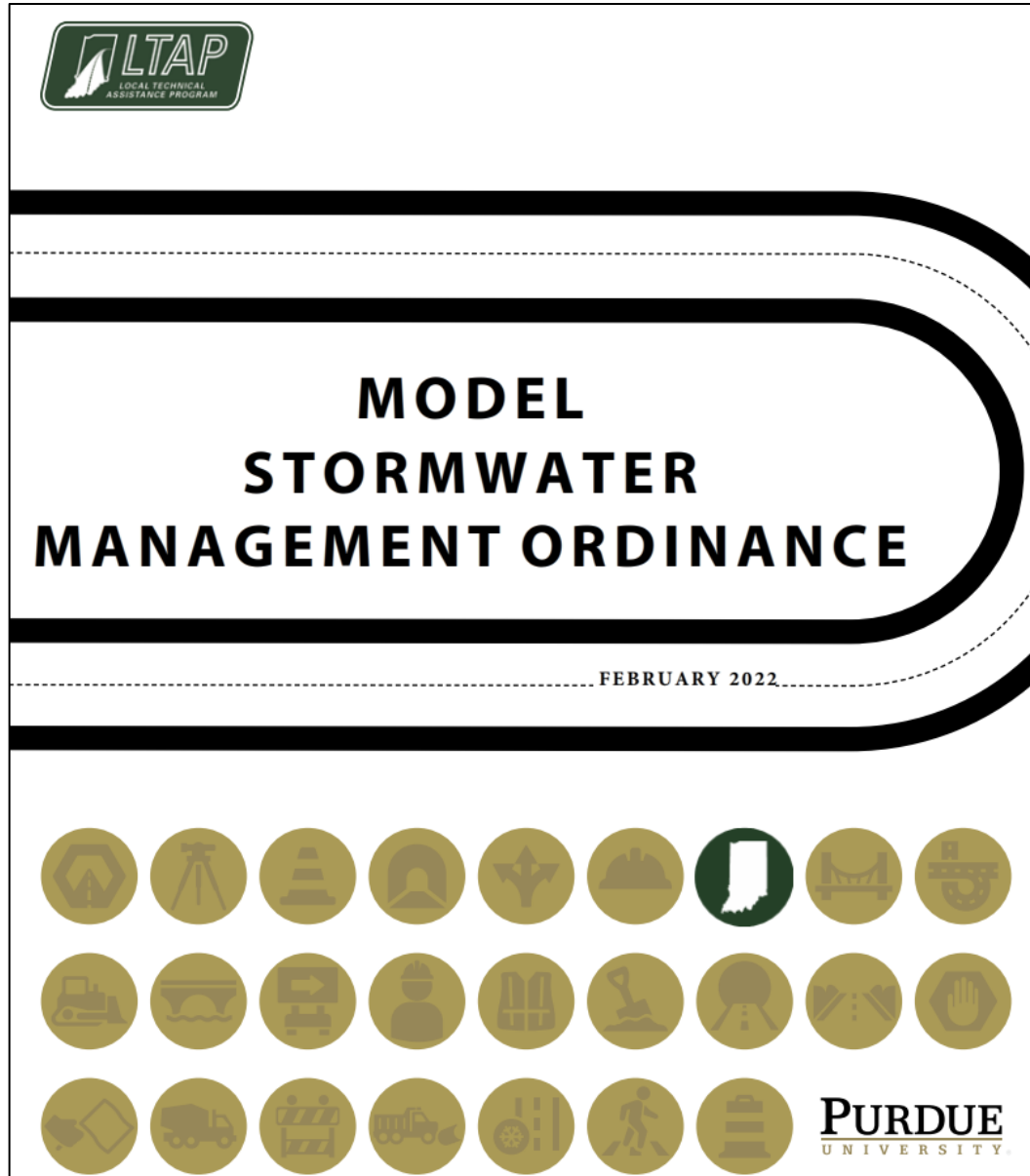


#03 Training requirements



#04 Progress indicators

LTAP Model Stormwater Management Ordinance & LTAP Model Stormwater Technical Standards Manual



Jurisdiction Entity
Stormwater Management Ordinance

Version 1.1 (February 2022)

Replace "Jurisdiction Entity" throughout the document to the name of the community

Change date as appropriate

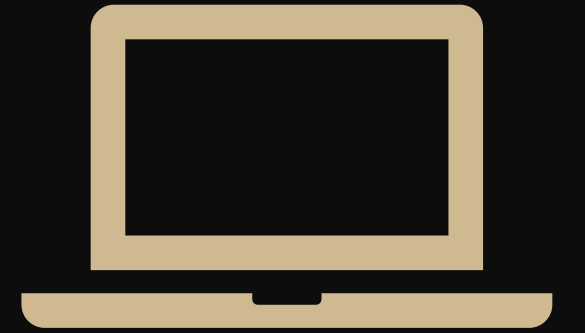
Abbreviated Table of Contents

Section	Title
1	GENERAL INFORMATION
2	Prohibited Discharges and Connections
3	Stormwater Quantity Management
4	Stormwater Pollution Prevention for Construction Sites
5	Stormwater Quality Management for Post-Construction
6	Permit Requirements and Procedures
7	Compliance and Enforcement
Appendices	
A	Abbreviations and Definitions

Sections 2, 4, and 5 have been specifically developed to meet IDEM's requirements for entities that have MS4 designation. However, these provisions are prudent and recommended to be adopted by all entities regardless of federal or state mandates.

Non-MS4 communities who do not wish to proactively regulate the water quality or prohibited non-stormwater flows in their communities can delete the sections highlighted in green.





GOAL #3

***MCM 6 Training
Requirements &
LTAP LMS Modules***

Project Background

Need

- New IDEM permit training requirements

Benefit

- Assist local agencies with MS4 permit training requirements
- Save local agencies time and money

Deliverables

- MS4 Training Program Road Map
- MCM 6 - Good Housekeeping & Pollution Prevention Training Module

Project Team

Purdue University – School of Civil Engineering

- Dr. Cary Troy – Principle Investigator
- Graduate Student – Technical Support

Christopher B. Burke Engineering, LLC

- Lori Gates – Subject Matter Expert

Indiana Local Technical Assistance Program (LTAP)

- Jennifer Sharkey – Project Manager
- Meredith Camp – Technical Support

Beta Test Team

- IDEM – Randy Braun, Stormwater Coordinator; Staci Goodwin, MS4 Coordinator
- MS4 Agencies – Howard County, City of Lafayette, City of Warsaw, City of Angola, City of Evansville, City of Terre Haute, City of Kendallville, Purdue University, Town of Cedar Lake

New **MANDATORY** Training Requirements

MCM	Title	Training Requirement	Compliance Schedule
1	Public Education & Outreach	Employees responsible for this MCM	Annually
2	Public Participation/Involvement	Employees responsible for this MCM	Annually
3	Illicit Discharge Detection & Elimination (IDDE)	Employees responsible for this MCM	Annually
4 & 5	Construction Site Runoff Control & Post-Construction Runoff Control	Builders, developers, contractors, engineers, etc. related to MCMs 4 & 5	Annually
		Employees responsible for this MCM	Annually
6	Good Housekeeping & Pollution Prevention (GH & PP)	Seasonal employees	Within the first 30 days of hire
		New full time and part time employees	Within the first 60 days of hire
ALL		MS4 staff - 12 hours of training with 8 hours distributed among the MCMs for which they are responsible for administering	Annually

Project Process

Task A – Develop Road Map Outlining Overall MS4 Training Program



Task B – Research and Compile Existing MS4 PP&GH Materials



Task C – Create Detailed Category and Level of Expertise Criteria Matrix



Task D – Use Matrix to Determine PP&GH Materials to Develop



Task E – Create New Training Materials to Complete a PP&GH Module

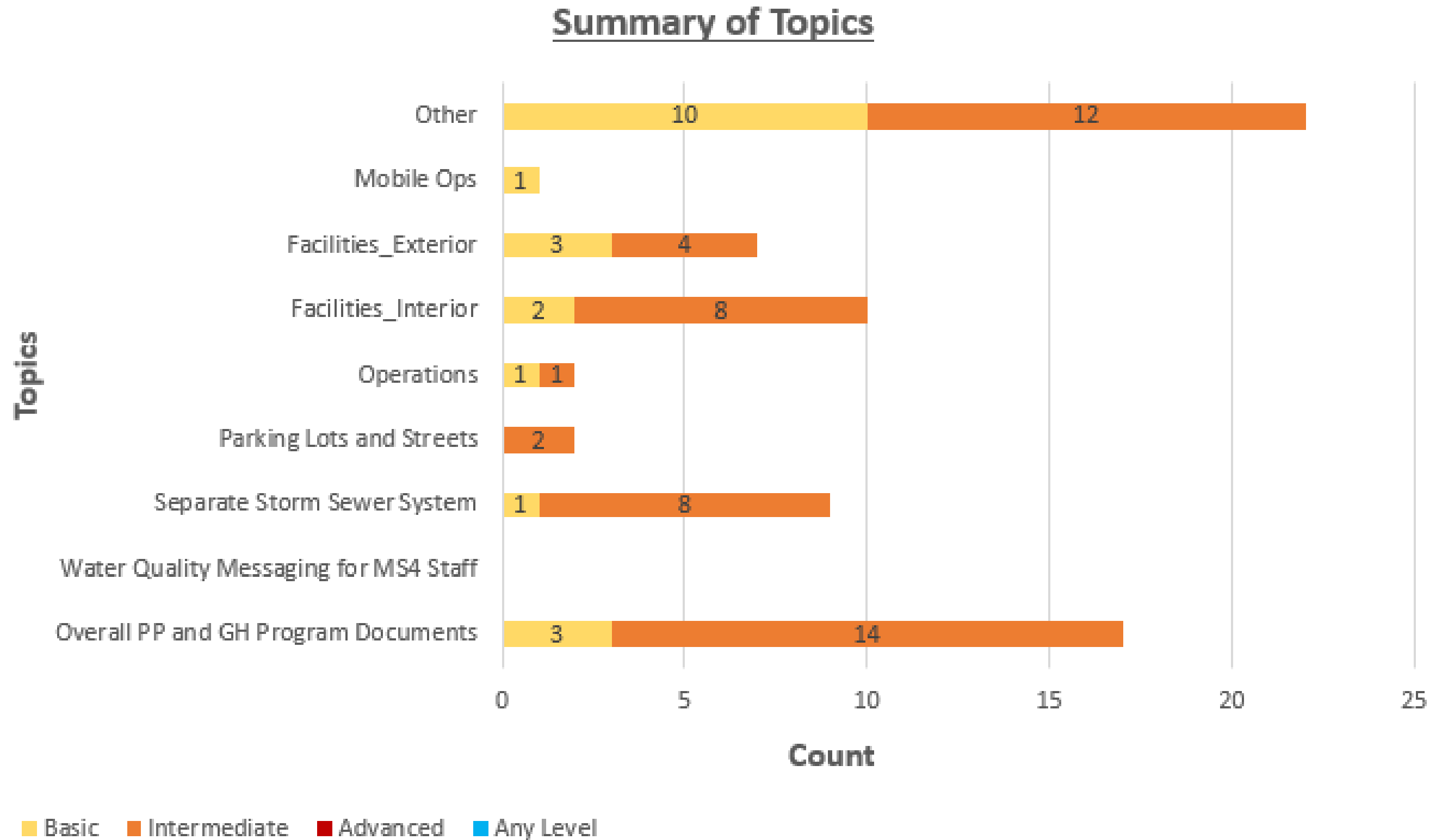
Does this really work?

“That is pretty cool. I didn’t even know they were doing this. I am pretty impressed. That is really neat. I love it. Good work. 😊 I love that they are so involved in providing educational benefits to the municipalities.”

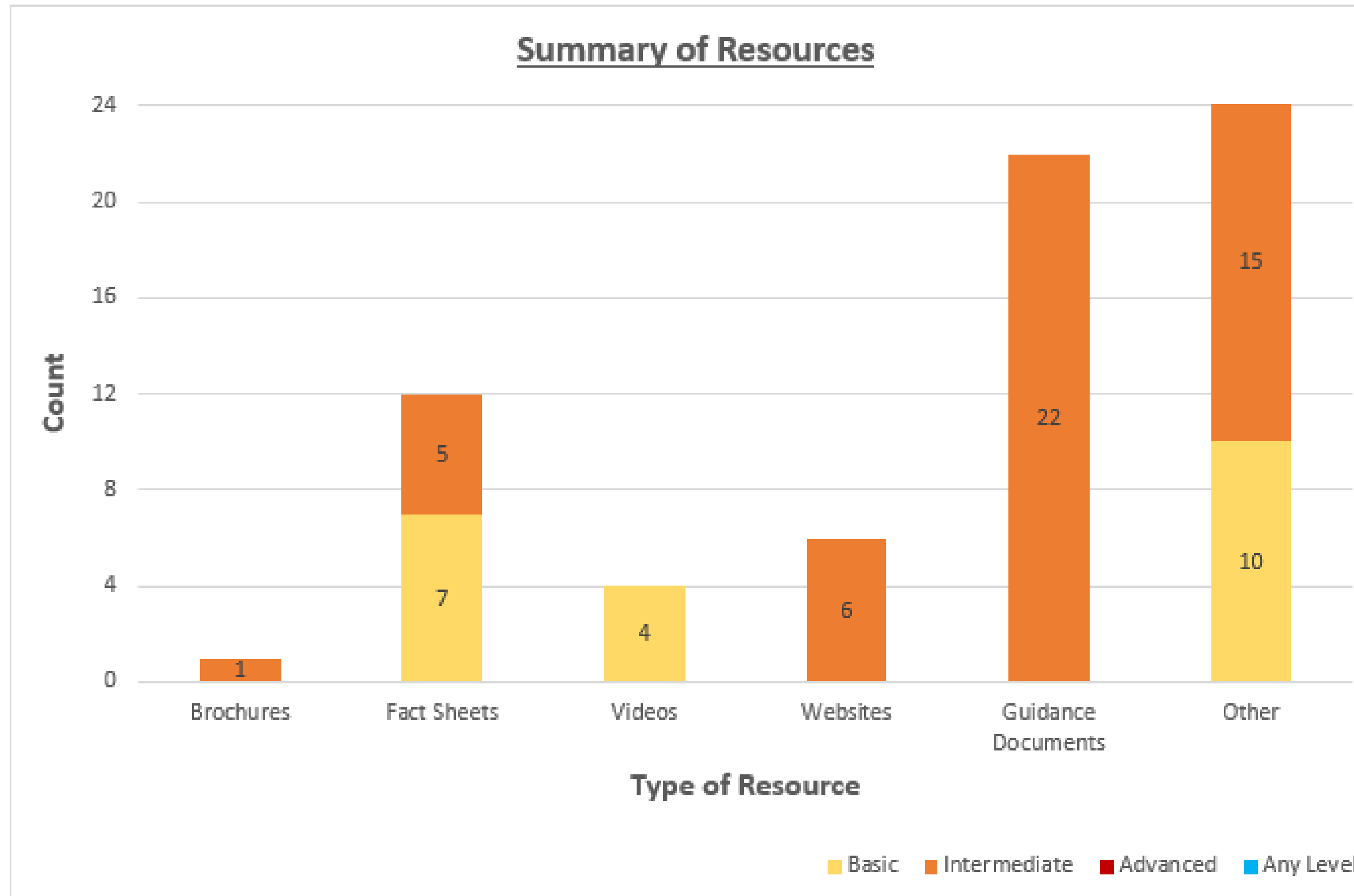
“I thoroughly enjoyed this training and would value more like it! I found each section was clear and easy to understand and provided information that generally gets lost in the verbiage in the permit, at least for me.”

“This was a lot of great information, and I love the format! This will be very helpful in accomplishing our new requirements.”

Literature Review Research – Matrix Topics Summary



Literature Review Research – Matrix Resources Summary



MCM 6 TRAINING MODULES



#01 Background of Stormwater Pollution

#02 How to Identify the Problem (Pollution Risks)

#03 Assess, Identify, and Evaluate Hazards

#04 How to Control the Problem (Risk Management)

#05 Cleanup

#06 Spill Prevention, Control, and Countermeasures (SPCC)

Quick facts on the LTAP MS4 Training Modules...

Module 1: Background of Stormwater Pollution Prevention

THE MS4 TRAINING MODULE SERIES

To assist MS4 entities meet their IDEM MS4 General Permit training requirements, LTAP has developed a series of MS4 Training Modules that cover Municipal Operations Pollution Prevention & Good Housekeeping (Section 4.7 of the IDEM MS4 GP). Six Training Modules have been created as part of this MS4 Pollution Prevention series (see list below). These training resources are available at no cost to the user and are available on-demand via the LTAP website: www.purdue.edu/intlap/



MODULE 1: BACKGROUND OF STORMWATER POLLUTION PREVENTION

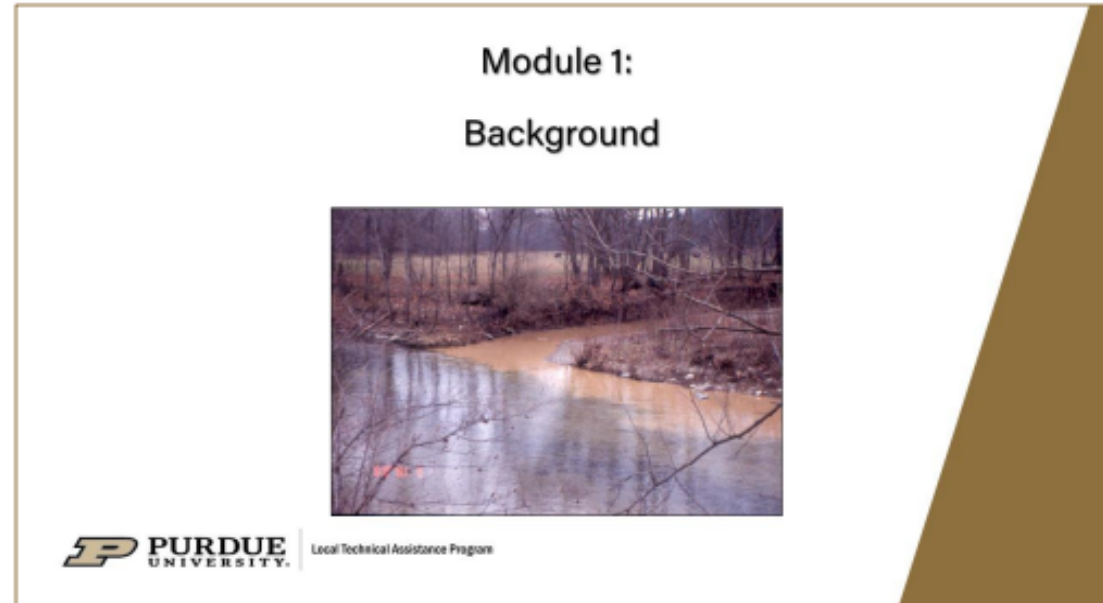
MODULE 2: HOW TO IDENTIFY THE PROBLEM

MODULE 3: ASSESS, IDENTIFY, AND EVALUATE HAZARDS

MODULE 4: HOW TO CONTROL THE PROBLEM

MODULE 5: CLEANUP (WHAT DO I DO WITH THIS STUFF?)

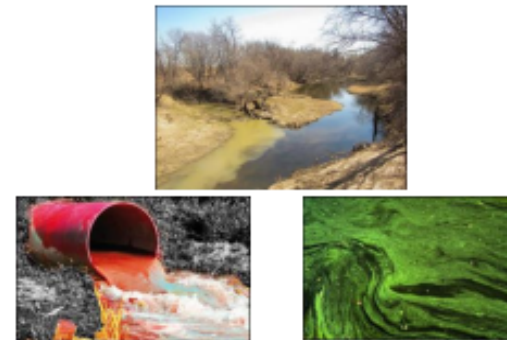
MODULE 6: SPILL PREVENTION, CONTROL AND COUNTERMEASURE



This introductory module provides trainees with a basic background of stormwater definitions and requirements. Across Indiana, publicly owned stormwater conveyance systems include pipes, ditches, curbs, gutters, inlets, and ponds. Our MS4 systems are designed for **transporting stormwater**; they are not designed or managed to **treat runoff**. Therefore, a **critical assumption** is that the stormwater runoff conveyed through local stormwater conveyance systems is **uncontaminated**. Keeping pollutants from entering stormwater runoff is the most efficient and cost-effective method to improve water quality

By training municipal employees to keep pollutants from entering stormwater runoff, we can restore and maintain the chemical, physical, and biological integrity of the nation's waters to a condition where they are swimmable, drinkable, and fishable without risk to the general public.

CURRENT CONDITIONS:



DESIRED CONDITIONS:



Learning Objectives of Training Module 1 include:

1. Reviewing the need for the NPDES MS4 regulatory program
2. Identifying stormwater quality and quantity concerns
3. Identifying stormwater pollutant impacts

Module 1 – Background of Stormwater Pollution Prevention

Learning Objectives:

- Reviewing the need for the NPDES MS4 regulatory program
- Identifying stormwater quality and quantity concerns
- Identifying stormwater pollutant impacts

Module 2 – How to Identify the Problem (Pollution Risks)

Learning Objectives:

- Examining and evaluating potential pollutant generating areas of MS4 facilities
- Recognizing the effects of pollutants in stormwater runoff


Quick facts on the LTAP MS4 Training Modules...

Module 2: How to Identify the Problem (Pollution Risks)


THE MS4 TRAINING MODULE SERIES


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 **MODULE 1: BACKGROUND OF STORMWATER POLLUTION PREVENTION**

 **MODULE 2: HOW TO IDENTIFY THE PROBLEM**

 **MODULE 3: ASSESS, IDENTIFY, AND EVALUATE HAZARDS**

 **MODULE 4: HOW TO CONTROL THE PROBLEM**

 **MODULE 5: CLEANUP (WHAT DO I DO WITH THIS STUFF?)**

 **MODULE 6: SPILL PREVENTION, CONTROL AND COUNTERMEASURE**

Module 2:

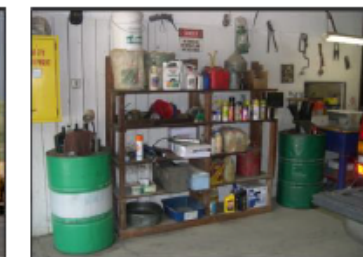
How to Identify the Problem



After the background information provided in Training Module 1, remaining modules 2 through 6 transition into training on implementing the Pollution Prevention and Good Housekeeping program. Training Module 2 focuses on how to identify potential problems: potential risks for pollutants contaminating stormwater runoff.

To be able to identify pollution problems, trainees are educated on the importance of municipal employees knowing how operational facilities are used, what activities are conducted there, what products and chemicals are being stored, and what risk factors could lead to a discharge of harmful pollutants into the municipal stormwater system and/or leave the facility's boundary/perimeter.

IF A FACILITY USES OR STORES HARMFUL CONTAMINANTS, THEY ARE SUBJECT TO MS4 PROGRAM REQUIREMENTS SUCH AS SECONDARY CONTAINMENT AND REGULAR INSPECTIONS



Learning Objectives of Training Module 2 include:

1. Examining and evaluating potential pollutant generating areas of MS4 facilities
2. Recognizing the effects of pollutants in stormwater runoff

Quick facts on the LTAP MS4 Training Modules...

Module 3: Assess, Identify, and Evaluate Hazards

THE MS4 TRAINING MODULE SERIES

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MODULE 1: BACKGROUND OF STORMWATER POLLUTION PREVENTION



MODULE 2: HOW TO IDENTIFY THE PROBLEM



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MODULE 4: HOW TO CONTROL THE PROBLEM






MODULE 5: CLEANUP (WHAT DO I DO WITH THIS STUFF?)



MODULE 6: SPILL PREVENTION, CONTROL AND COUNTERMEASURE

**Module 3:
Assess, Identify, and Evaluate Hazards**

Local Technical Assistance Program

After learning pollution risk identification in Training Module 2, trainees will learn strategies for assessing, identifying, and evaluating hazards posed by the identified risks in Module 3. The identification and communication of potential hazards at facilities and across facility grounds are an important part of the Pollution Prevention and Good Housekeeping program. Measures should be taken to prevent an incident before it happens. The identification of hazardous products is key to proper management.

THERE ARE SEVERAL TYPES OF HAZARDS THAT REQUIRE ASSESSMENTS AND POLLUTION PREVENTION MEASURES

Petroleum Hydrocarbons (PCHs)



Used Materials



Liquid and Dry Chemicals



Electronic Waste



Paint and Paint Tools



Learning Objectives of Training Module 3 include:

1. Assessing potential hazards at MS4 facilities
2. Identifying practices to manage potential hazards
3. Evaluating proper handling and disposal of material

Module 3 – Assess, Identify, and Evaluate Hazards

Learning Objectives:

- Assessing potential hazards at MS4 facilities
- Identifying practices to manage potential hazards
- Evaluating proper handling and disposal of material

Module 4 – How to Control the Problem (Risk Management)

Learning Objectives:

- The contents of typical Stormwater Pollution Prevention Plans (SWPPPs) issued by local MS4 entities
- Comparison of practices that mitigate stormwater pollutants
- Application of these newly learned practices and knowledge to managing vehicle maintenance areas


Quick facts on the LTAP MS4 Training Modules...


Module 4: How to Control the Problem (Risk Management)


THE MS4 TRAINING MODULE SERIES

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 **MODULE 1: BACKGROUND OF STORMWATER POLLUTION PREVENTION**

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 **MODULE 3: ASSESS, IDENTIFY, AND EVALUATE HAZARDS**

 **MODULE 4: HOW TO CONTROL THE PROBLEM**

 **MODULE 5: CLEANUP (WHAT DO I DO WITH THIS STUFF?)**

 **MODULE 6: SPILL PREVENTION, CONTROL AND COUNTERMEASURE**

Module 4:

How to Control the Problem



 Local Technical Assistance Program

Module 4 trains municipal employees on controlling risks. The goals of this module are for participants to be able to identify the potential problems at a facility, learn how to control these problems, and then have a plan for when problems do arise.

Of critical importance are the **site-specific** plans that help to minimize pollutants from getting into stormwater runoff are called stormwater pollution prevention plans or SWPPPs. These plans contain information specific to each facility that is owned or operated by an MS4 entity. The SWPPP highlights the highest areas of concern, outlines routine inspections, and reduces the risk of pollutants leaving the site through the use of site-specific pollution prevention best management practices (BMPs).

TYPICAL MAP INCLUDED IN A SWPPP TO ASSIST STAFF IN MANAGING RISKS & HAZARDS



Learning Objectives of Training Module 4 include:

1. The contents of typical Stormwater Pollution Prevention Plans (SWPPPs) issued by local MS4 entities
2. Comparison of practices that mitigate stormwater pollutants
3. Application of these newly learned practices and knowledge to managing vehicle maintenance areas

Quick facts on the LTAP MS4 Training Modules...

Module 5: Cleanup (What do I do with this Stuff?)

THE MS4 TRAINING MODULE SERIES

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MODULE 2: HOW TO IDENTIFY THE PROBLEM



MODULE 3: ASSESS, IDENTIFY, AND EVALUATE HAZARDS



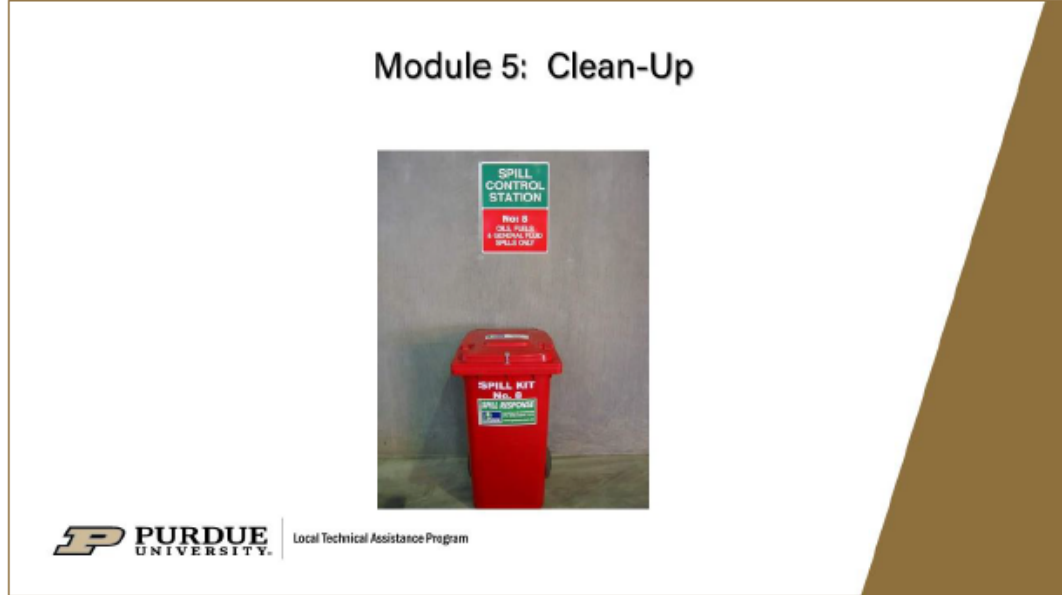
MODULE 4: HOW TO CONTROL THE PROBLEM



MODULE 5: CLEANUP (WHAT DO I DO WITH THIS STUFF?)

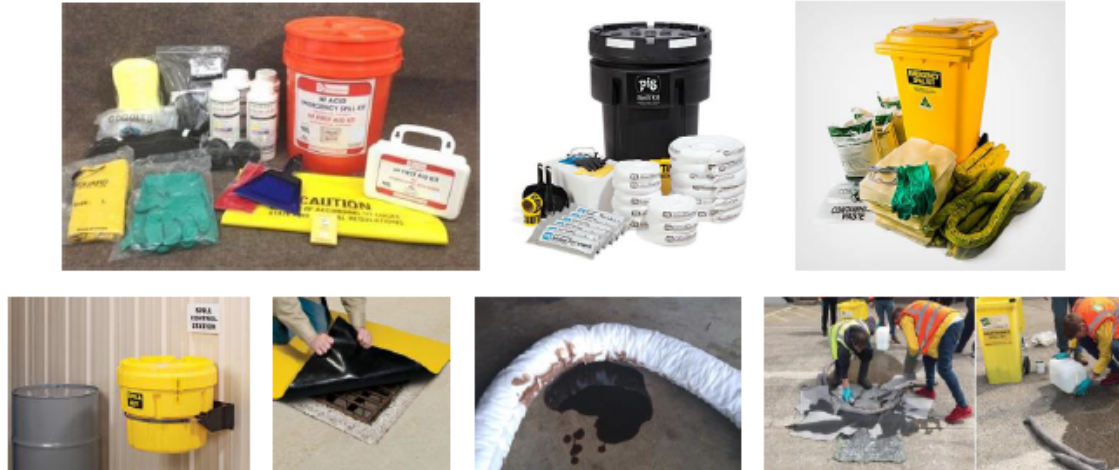


MODULE 6: SPILL PREVENTION, CONTROL AND COUNTERMEASURE



Controlling pollution does not end at knowing how to stop a spill; one must know how to properly dispose of spilled material as well. Training Module 5 addresses spill kits and absorbent material, including labeling and signage, selecting the proper spill kit, spill kit locations, and spill kit contents. The management of collected material such as stockpiles and proper disposal is also covered. There are a wide variety of spill kits, spill control agents, and spill containment products. The facility SWPPP should identify the types of products and practices to use at a facility, based on the chemicals and risk factors within the facility and throughout the facility grounds.

TYPICAL SPILL KITS AND SPILL CONTROL AGENTS/PRODUCTS



Learning Objectives of Training Module 5 include:

1. Explanations and instructions on how to control a spill
2. Classifying methods to dispose of solid and liquid materials

Module 5 - Cleanup

Learning Objectives:

- Explanations and instructions on how to control a spill
- Classifying methods to dispose of solid and liquid materials

Module 6 – Spill Prevention, Control, and Countermeasure (SPCC)

Learning Objectives:

- Review EPA's SPCC regulatory program
- Illustrate plan requirements on map exhibits
- Describe SPCC plan implementation

Quick facts on the LTAP MS4 Training Modules...

Module 6: Spill Prevention, Control, and Countermeasures (SPCC)

THE MS4 TRAINING MODULE SERIES

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MODULE 5: CLEANUP (WHAT DO I DO WITH THIS STUFF?)



MODULE 6: SPILL PREVENTION, CONTROL AND COUNTERMEASURE

Module 6: Spill Prevention, Control, and Countermeasure



 Local Technical Assistance Program

Certain stormwater runoff pollutant risk exposures may be classified as low to medium risk. However, the presence of petroleum products raises the level of risk to a higher degree and can require additional measures, above and beyond MS4 program requirements. This module addresses the USEPA's SPCC regulatory program.

The SPCC rule is part of the federal oil pollution prevention regulations controlled by USEPA that are issued under the Clean Water Act. The intent of these regulations is to prevent the discharge of oil in harmful quantities into or upon the navigable waters or adjoining shores of the United States. A site specific SPCC contains guidance for proper oil storage, is a tool for spill prevention, identifies facility inspection and tank testing requirements, and is a resource during emergency response to control, contain, and clean up an oil release.

A FACILITY'S SPCC PLAN IDENTIFIES OIL STORAGE LOCATIONS ALONG WITH CONTENTS (TYPE) AND VOLUMES



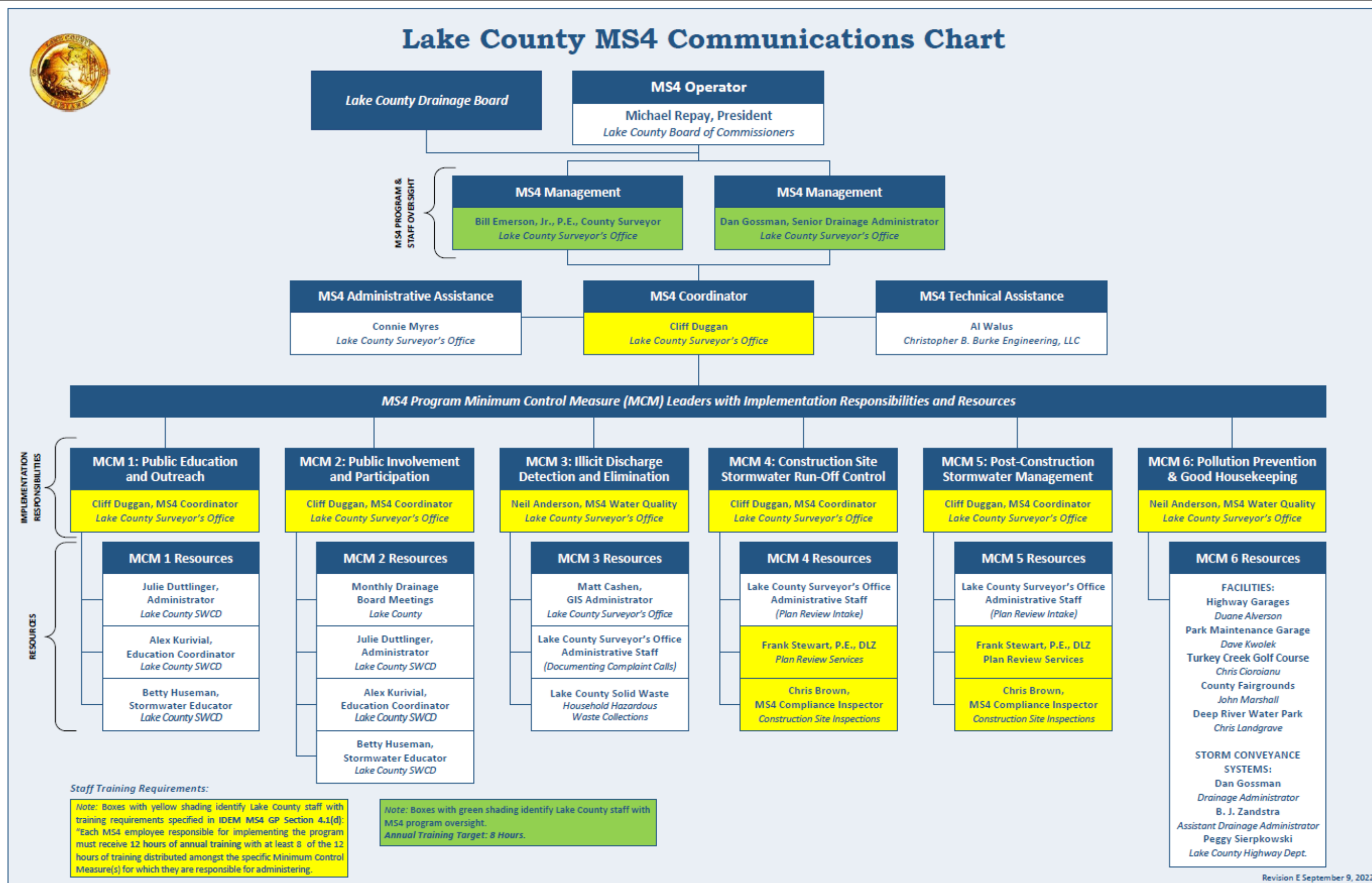
Learning Objectives of Training Module 6 include:

1. Review EPA's SPCC regulatory program
2. Illustrate plan requirements on map exhibits
3. Describe SPCC plan implementation

New **MANDATORY** Training Requirements – ALL

MCM	Title	Training Requirement	Compliance Schedule
1	Public Education & Outreach	Employees responsible for this MCM	Annually
2	Public Participation/Involvement	Employees responsible for this MCM	Annually
3	Illicit Discharge Detection & Elimination (IDDE)	Employees responsible for this MCM	Annually
4 & 5	Construction Site Runoff Control & Post-Construction Runoff Control	Builders, developers, contractors, engineers, etc. related to MCMs 4 & 5	Annually
6	Good Housekeeping & Pollution Prevention (GH & PP)	Seasonal employees	Within the first 30 days of hire
		New full time and part time employees	Within the first 60 days of hire
ALL		MS4 staff – 12 hours of training with 8 hours distributed among the MCMs for which they are responsible for administering	Annually

Which staff must meet the MANDATORY Training Requirements?



LTAP Learning Management System (LMS)

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Local Technical Assistance Program (LTAP)

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Our Journey Starts Here

The mission of the Indiana Local Technical Assistance Program (LTAP) is to foster a safe, efficient, and environmentally sound transportation system by improving the skills and knowledge of local transportation providers through training, technical assistance, and technology transfer.

LTAP ONLINE LEARNING & TRAINING RECORDS

LOCAL ROAD & BRIDGE DASHBOARD

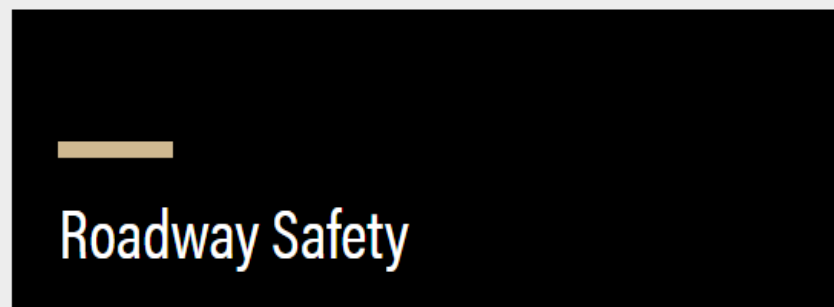
DATA MANAGEMENT SYSTEM



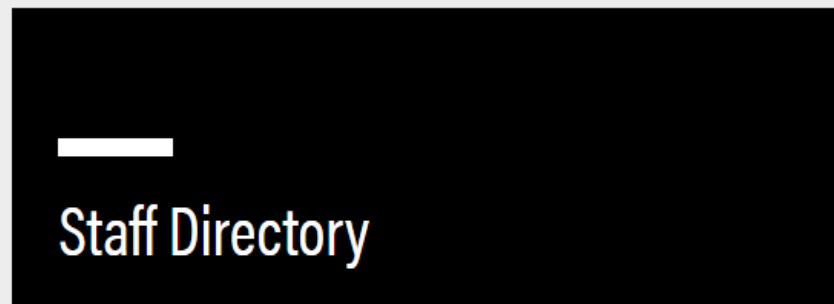
NEW MS4 Program

Equipment Loan Program

Upcoming Training Events



Roadway Safety



Staff Directory



Work Zone Safety



LTAP Learning Management System (LMS)



Home

LTAP Direct

Directory

Learning Mgmt System

My Account

Log Out



Directory of State, County, City and Town Officials
Lists updated contact information for Indiana officials responsible for road work.



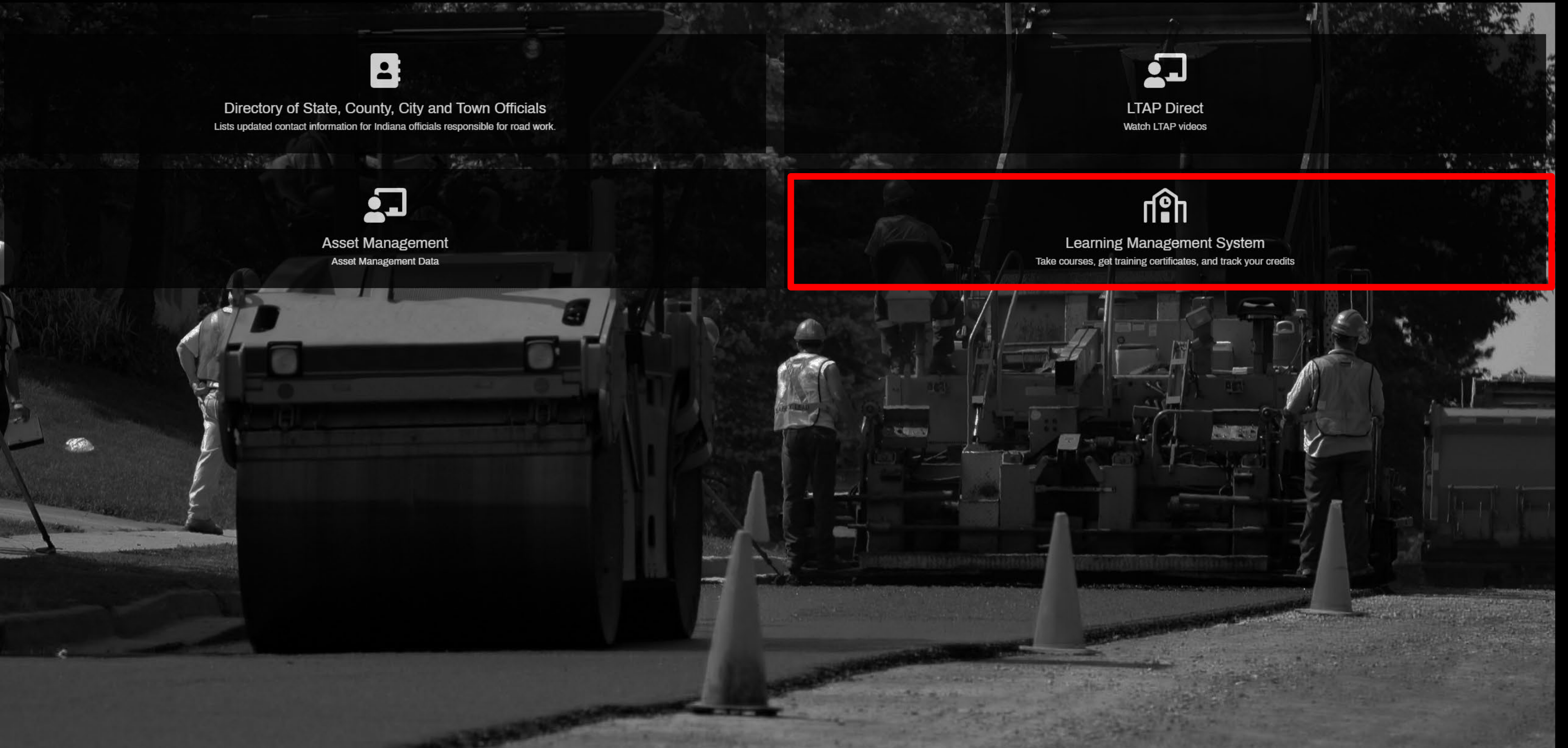
LTAP Direct
Watch LTAP videos




Asset Management
Asset Management Data



Learning Management System
Take courses, get training certificates, and track your credits



LTAP Learning Management System (LMS)

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WELCOME, JENNIFER!

 **PURDUE UNIVERSITY** | Local Technical Assistance Program

- My Information**
Email: jlsharke@purdue.edu
Agency: Indiana LTAP (since May 2021), Steuben County (since January 2013)
- My Stats**
 - 532 TOTAL CREDITS
 - 290 EMPLOYMENT CREDITS
 - 242 COURSE CREDITS
- My Certifications**
 - ROAD BUILDER

Road Builder | 300/300 Credits | 12/12 Courses | You completed this!

Master Road Builder | 532/600 Credits

My Upcoming Events (0): You are not currently signed up for any events.

My Pending Credits (0): You are not currently have any credits awaiting verification.

My Online Education (5) [TO E-LEARNING](#)

Type	Name	Last Accessed	RS Credits	PDH Credits	CEU Credits	Status
Course	Temporary Traffic Control for Local Roads: Managing the Job Site Webinar	Not Started	1.0	1.0	0.1	not started
Course	Temporary Traffic Control for Local Roads: Planning and Design Webinar	Not Started	1.0	1.0	0.1	not started
Course	Core Course # 3 Highway Funding	Jun 15, 2022	3.0	3.0	0.3	started
Course	Core Course # 11 Road and Bridge Plan Reading	Dec 14, 2021	3.0	3.0	0.3	completed
Course	Core Course # 7 Temporary Traffic Control	Dec 14, 2021	3.0	3.0	0.3	completed

LTAP Learning Management System (LMS)



- DASHBOARD
- E-LEARNING
- EVENTS
- EDUCATION
- MY CREDITS
- MY PROFILE
- CONTACT
- DIRECTORY
- LTAP DIRECT
- LOG OFF

Education Catalog

Refine Your Search

- Programs & Courses
- Programs Only
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Viewing All Programs & Courses

Viewing 12 of 12 results

Core Course # 11 Road and Bridge Plan Reading

Purchased

Learn vocabulary, symbol definitions, and specifications for bridges and roads.

[VIEW COURSE](#)

Core Course # 3 Highway Funding

Purchased

Learn the inner workings of the Motor Vehicle Highway (MVH) account, Local Road and Street (LRS) account and several other local and federal sources of highway and street revenue.

[VIEW COURSE](#)

Core Course # 7 Temporary Traffic Control

Purchased

Learn the safety requirements for developing a temporary traffic control plan for worksites, as well as implementation and design of a work zone.

[VIEW COURSE](#)

Core Course #12 Estimating Local Road Maintenance Work

\$0.00

A math refresher followed by lessons in calculating area, volume, quantities and costs.

[VIEW COURSE](#)

Core Course #6 Basics of a Good Road

\$0.00

Learn the fundamentals of road design, how to select concrete and asphalt materials, and basic drainage laws

[VIEW COURSE](#)

Core Course #8 MUTCD

\$0.00

Learn how to use the Indiana Manual on Uniform Traffic Control Devices

[VIEW COURSE](#)

MS4 GOOD HOUSEKEEPING & POLLUTION PREVENTION TRAINING

\$0.00

To assist MS4 entities meet their IDEM MS4 General Permit training requirements, LTAP has developed a series of MS4 Training Modules that cover Municipal Operations Pollution Prevention & Good Housekeeping (Section 4.7 of the IDEM MS4 Six Training Modules have been created as part of this MS4 Pollution Prevention series.

[VIEW COURSE](#)



LTAP Learning Management System (LMS)

Welcome, Jennifer!

PURDUE UNIVERSITY Local Technical Assistance Program

- My Information**
jsharke@purdue.edu
Agency: **Indiana LTAP** (since May 2021)
Steuben County (since January 2013)
- My Stats**
532 TOTAL CREDITS
290 EMPLOYMENT CREDITS
242 COURSE CREDITS
- My Certifications**
ROAD BUILDER

My E-Learning

PURDUE UNIVERSITY Local Technical Assistance Program

My Programs & Courses

PROGRAMS & COURSES Search my programs and courses

Type	Name	Last Accessed	RS Credits	PDH Credits	CEU Credits	
Course	MS4 GOOD HOUSEKEEPING & POLLUTION PREVENTION TRAINING	Not Started	3.0	3.0	0.3	START
Course	Temporary Traffic Control for Local Roads: Managing the Job Site Webinar	Not Started	1.0	1.0	0.1	START
Course	Temporary Traffic Control for Local Roads: Planning and Design Webinar	Not Started	1.0	1.0	0.1	START
Course	Core Course # 3 Highway Funding	June 15, 2022	3.0	3.0	0.3	CONTINUE
Course	Core Course # 11 Road and Bridge Plan Reading	December 14, 2021	3.0	3.0	0.3	DOWNLOAD CERTIFICATE REVIEW
Course	Core Course # 7 Temporary Traffic Control	December 14, 2021	3.0	3.0	0.3	DOWNLOAD CERTIFICATE REVIEW

LTAP Learning Management System (LMS)

 DASHBOARD

 E-LEARNING

 EVENTS

 EDUCATION

 MY CREDITS

 MY PROFILE

 CONTACT

 DIRECTORY

 LTAP DIRECT

 LOG OFF

MS4 GOOD HOUSEKEEPING & POLLUTION PREVENTION TRAINING

1 Background START

Background

Knowledge Check

Fact Sheet

2 How to Identify the Problem

3 Assess, Identify, and Evaluate Hazards

4 How to Control the Problem

5 Clean-up

6 Spill Prevention, Control, and Countermeasure

Reference Materials

download all

A GUIDANCE DOCUMENT OF BEST MANAGEMENT PRACTICES AND INSPECTION CHECKLISTS

Aboveground Petroleum Tanks: A pictorial guide

Additional Information On Used Oil

Assessing your MS4 Pollution Prevention & Good Housekeeping Program

CATCH BASIN CLEANING ACTIVITIES GUIDANCE

Complying with Indiana's Used Oil Rule 329 IAC 13

EPA 2-8 (2018 version)

EPA 2-8 (Original Phase II version)

Field Guide for Maintaining Rural Roadside Ditches

GUIDELINE FOR MUNICIPAL MANAGEMENT PRACTICES FOR STREET SWEEPINGS & CATCH BASIN CLEANINGS

INAFSM MCM 6 Resources (June 2021)

INAFSM PP&GH Resource Guide

Indiana LTAP Stormwater Drainage Manual

Maintenance for Storm Water (Pocket) Guide

Management of Dumpsters & Trash

MDEQ

Mobile Power Washing

MS4 (Audit) Program Evaluation Guidance

MS4 (Audit) Program Evaluation Guidance Appendix B

MS4 Permit Improvement Guide

MS4 Videos and Resources

Municipal Operations & Pollution Prevention Guide

Municipal Pollution Prevention/Good Housekeeping Practices

Municipal Pollution Prevention/Good Housekeeping Practices HSI Form


Potential Pollutants at Municipal Facilities


PP/GH for Municipal Facilities and Operations

Preventing Stormwater Pollution from Municipal Operations

ROADSIDE LITTER CONTROL: A SURVEY OF PROGRAMS AND PRACTICE





LTAP Learning Management System (LMS)

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Local Technical Assistance Program (LTAP)

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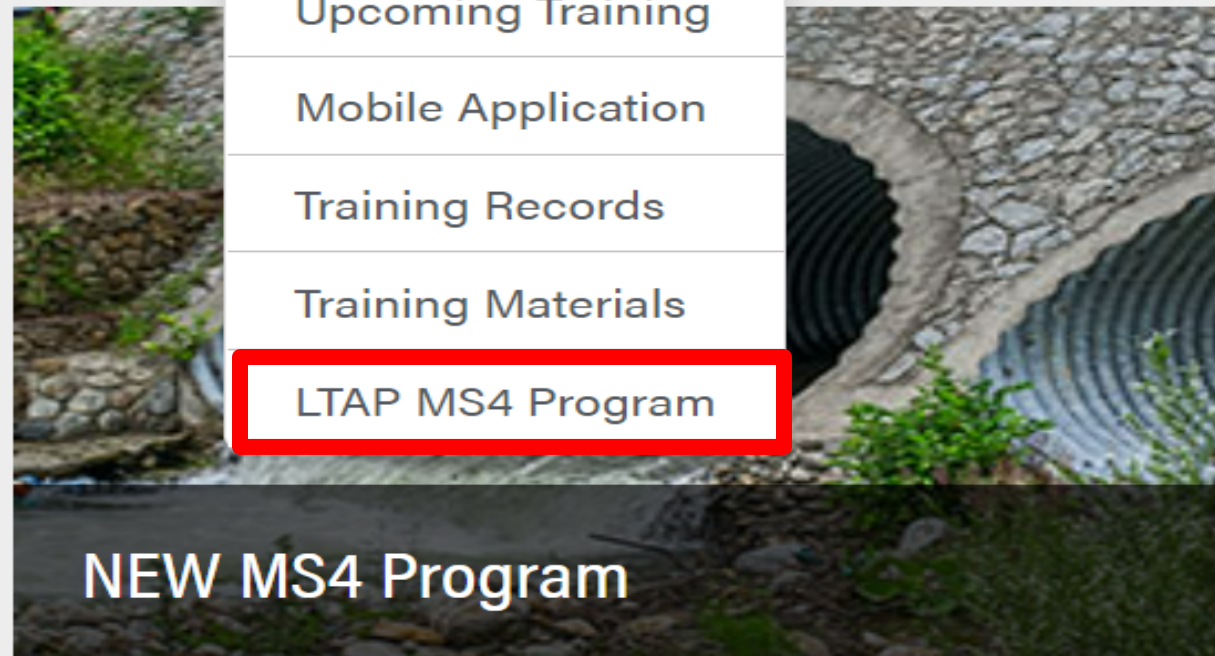
Our Journey Starts Here

The mission of the Indiana Local Technical Assistance Program (LTAP) is to foster a safe, efficient, and environmentally sound transportation system by improving the skills and knowledge of local transportation providers through training, technical assistance, and technology transfer.

LTAP ONLINE LEARNING & TRAINING RECORDS

LOCAL ROAD & BRIDGE DASHBOARD

DATA MANAGEMENT SYSTEM



NEW MS4 Program

Upcoming Training

Mobile Application

Training Records

Training Materials

LTAP MS4 Program

Equipment Loan Program

Upcoming Training Events

Roadway Safety

Staff Directory

Work Zone Safety



LTAP LMS - Tracking

My Credits

You have no pending events to verify for credit ?

Submit Credits

Event Name

Event Month Event Year

RS Credits PDH Credits CEU Credits

Upload Documentation

My Stats






















249
ROAD SCHOLAR

233
PDH

43.7
CEU

My Transcript

[Download as CSV](#)

Type	Class Name	Date	RS Credits	PDH Credits	CEU Credits	Actions
	Intro to Water AM Training (IN)	August 9, 2022	7	7	0.7	   
	Webinar: SS4A for Locals	August 2, 2022	1	1	0	   
	New Safety Funding for Locals	August 2022	1	0	0	  
	Stormwater Drainage Conference	February 10, 2022	5	5	0.5	   
	Core Course # 11 Road and Bridge Plan Reading	December 14, 2021	3	3	0.3	
	Core Course # 7 Temporary Traffic Control	December 14, 2021	3	3	0.3	

How to Track MS4 Required Training

Any document or PDF certificates can be uploaded to keep track of for each individual

Training is broken down to categories: Total, MS4 General, MCM 1 & 2, MCM 3, MCM 4, MCM 5, MCM 6.
For each category, there are Required, Targeted, and Completed columns. The individuals required to have training will have hours appearing in the Required Column whereas individuals who are not required to have training will have hours in the Target Column. Completed hours are updated automatically via a form on the Staff Training Logs Worksheet.

Name of individual to track training

Drop down "Yes, No" list to tag whether training is required for an individual or not

Name	MS4 Related Certificates	Does staff have Implementing Responsibilities per 4.1(d)?	TOTAL HOURS:			MS4 GENERAL			MCM 1 & 2			MCM 3		
			Required	Target	Completed	Required	Target	Completed	Required	Target	Completed	Required	Target	Completed
Person 1		--			3			1						
Person 2		--			2			1			1			
Person 3		--			2			1			1			

Worksheet developed to track staff training for each MCM

Staff Training Form dynamically updates Training group list based on current name list in Name Column. Photos and documents can be added to form submission to show what training was about.

Training Submission

Training Group

Date

HOURS COMPLETED IN:

MS4 General

MCM 1 & 2

MCM 3

MCM 4

MCM 5

MCM 6

Supporting Documents

(2022) MS4 TEMPLATE Template ★

Staff Training Logs Filter Sort Group 1 2 9 Automations

A1:M1 f(=)

A B - Training Group C - Date D - Total E - MS4 Ge F - MCM 1 G - MCM 2 H - MCM 3 I - MCM 4 J - MCM 5 K - Supporting Documents L - Notes M - Submitted By

1 Drag files here

2 Training Submission Form <https://app.spreadsheets.com>

3	Training Group	Date	Total	MS4 General	MCM 1 & 2	MCM 3	MCM 4	MCM 5	MCM 6	Supporting Documents	Notes	Submitted By
4	Person 1	2022-07-26	3	1			1		1			Martin Estrada Jr
5	Person 2											
	Person 3	2022-07-26	2	1	1							Martin Estrada Jr

+ Add 100 more rows at bottom.

IMPLEMENTATION PLAN IDEM Audit Items Staff Training Tracker Staff Training Logs

Access and complete form through shareable link.

Submitted Forms appear as new rows which can be edited or deleted as necessary to ensure accurate tracking of training

How do I implement?



City of Lebanon MS4 New Hire Training

As part of the City of Lebanon MS4 General Permit you are required to watch the following short videos. These will provide a brief understanding of the Municipal Separate Storm Sewer System and your role as a city employee.

Blue is the New Green. <https://www.youtube.com/watch?v=CtZESzaReps>

What is an MS4? <https://www.youtube.com/watch?v=JAqV4dPpAT8>

I acknowledge I have watched the above videos as part of my new hire training.

Printed Name

Date

Signature

City Department

Hire Date

Stormwater originates from all corners of our community, and we all share in the responsibility of keeping our waterways clean. I ask that we each do our part in reporting pollution or suspicious activities within the city. For more information or online links to the videos please see the MS4 Stormwater Program, Training and Education page on the city website.

<https://lebanon.in.gov/ms4training-education/> If you have any questions or concerns, do not hesitate to contact me.

Sincerely,

Scott Calvert
MS4 Coordinator – Inspector
P 765.482.8845 C 317.296.0586
scalvert@lebanon.in.gov

In summary...

- Indiana LTAP has a dedicated resource page for MS4 and stormwater management
- Resources that you can access and utilize today include:
 - Annotated IDEM Permit
 - LTAP Model Stormwater Management Ordinance
 - LTAP Model Stormwater Technical Standards Manual
 - LTAP LMS Good Housekeeping & Pollution Prevention Training
- New mandatory training requirements for MCM 6
 - Seasonal employees within 30 days of hire
 - New full-time or part-time employees within 60 days of hire
 - Modules housed on LTAP's Learning Management System



THANK YOU

JENNIFER SHARKEY, PE
Lead Research Engineer
Indiana LTAP

EMAIL ADDRESS
jlsharke@purdue.edu

PHONE NUMBER
(765) 496-6584

LORI GATES, CPESC, CPSWQ, CPMSM, CESSWI
Senior Project Manager
Christopher B. Burke Engineering, LLC.

EMAIL ADDRESS
lgates@cbbel-in.com

PHONE NUMBER
(317) 266-8000