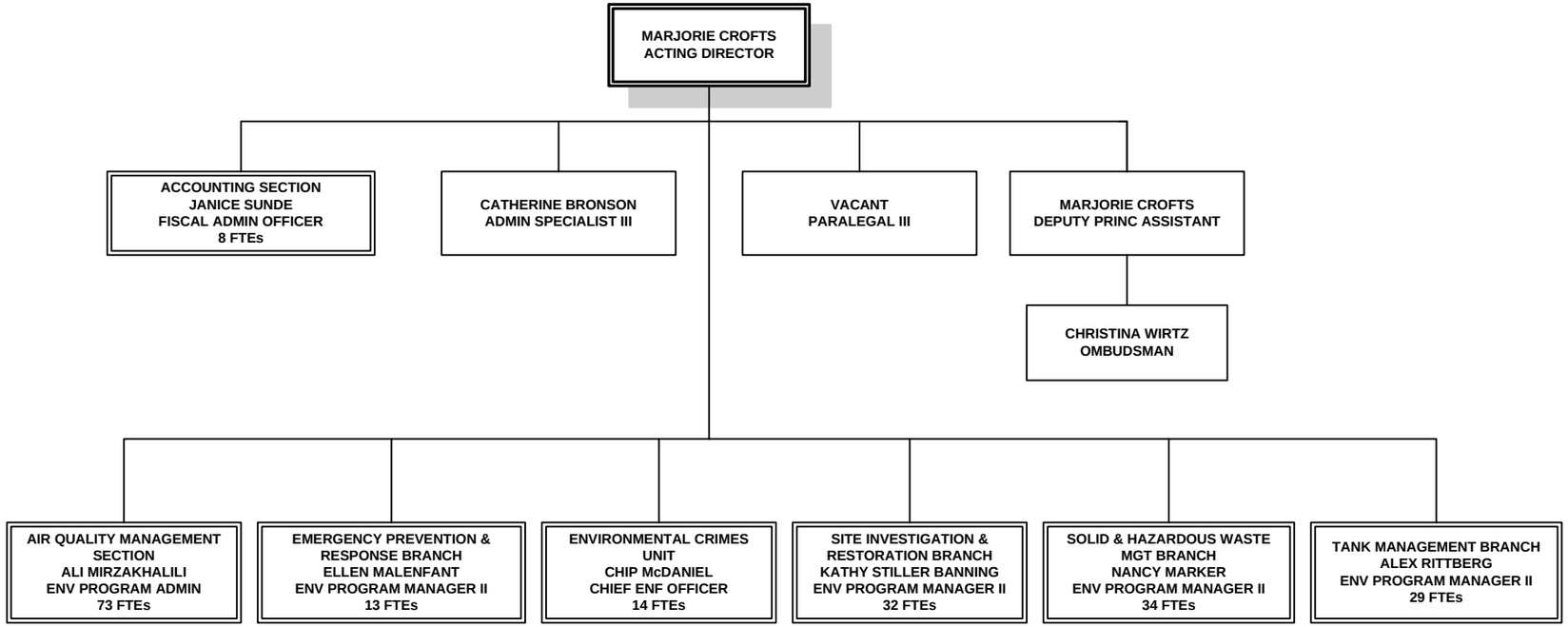
DIVISION OF AIR & WASTE MANAGEMENT
DIRECTOR'S OFFICE
JULY 2009



DIRECTOR'S OFFICE

- Administer and direct the operations of the Division of Air and Waste Management's Air Quality Management, Waste Management, Enforcement, and Environmental Response Sections.
- Meet with legislators, members of the regulated community, and the public to discuss sensitive environmental issues/problems to reach a safe, successful resolution.
- Maintain close working relationships with the regulated community to assist it in complying with Delaware's laws and regulations pertaining to environmental protection and conservation.
- Present testimony in court and in the Environmental Appeals Board hearings for cases involving environmental violations in order to prevent repeat violations and to levy fines to pay for cleanup of violations.
- Carry out cost recovery procedures to recoup State monies expended in the cleanup of environmental violations and emergency incidents.
- Develop and implement policies and procedures for the Division.
- Coordinate grant work plan development, implementation, and performance measurement for federal and state budgeting purposes.
- Coordinate development of Division budgets and strategic budget planning.
- Facilitate intra-divisional communications and program improvements.
- Provide all Division accounting services
- Performs outreach to communities affected by air and waste management issues, using a dedicated community outreach ombudsman to improve the Division's ability to communicate with surrounding community residents and other citizens of Delaware.
- Issues a quarterly newsletter, "Air and Waste Matters," on the Division's air and waste success stories in the community; and an informational bimonthly electronic newsletter, "E-News Update," with information on upcoming air and waste public meetings, hearings, workshops, and other events. The E-News Update also provides information on air and waste program documents available for public comment or appeal, as well as pertinent Secretary's Orders and enforcement information.
- Maintains updated Divisional website with the latest information on the Division's air and waste management programs and services, as well as new reports, studies, and events.
- Responsible for coordinating various Division programs in the Preliminary Land Use System to ensure consistency with State Livable Delaware goals and other statutory mandates.