

**From:** Mike Kitchen  
**Sent:** Tuesday, August 23, 2022 5:30 PM  
**To:** Cox, Michael (EGLE)  
**Subject:** RE: Records Request for July 14th inspection

Michael,

I appreciate your time this morning to discuss the violation notice dated August 2, 2022.

**Explanation of causes:**

1. I was not available on July 14<sup>th</sup>, 2022 the date the Department of Environment, Great Lakes, and Energy Air Quality Division conducted an inspection of the Comfort Research located at 1719 Elizabeth Avenue NW, Grand Rapids, Michigan.
  - a. The person who was available was not knowledgeable on what was required or being requested
  - b. There was not an available back up that was properly trained on the requirements
2. I missed the e-mail's that were sent on July 15<sup>th</sup> and on July 21<sup>st</sup> regarding the violation notices
  - a. I subsequently just received the hard copy letter dated August 2<sup>nd</sup>, 2022 on August 22<sup>nd</sup>
3. We have experienced a few key personnel turnovers in the last 6-8 months that is in part the explanation of cause
  - a. During this time of key departures our focus was on getting a backup properly trained to submit our annualized MEARS reporting
    - i. We have successfully completed this, along with hiring outside consultation to ensure we meet all applicable local, state and federal air quality emissions regulatory requirements moving forward.
  - b. Regarding the onsite inspection that observed the failure to update, maintain and provide records for VOC emissions per 12-month rolling time period in accordance with our permit and have these records made available for review upon request by the AOD staff
    - i. We have the data that was requested on July 14<sup>th</sup>, and we will submit the data per the required 21 calendar days from the date of the letter.
      1. Both electronically and a hard copy response to EGLE, AOD, Grand Rapids District office, at 350 Ottawa Avenue NW, Unit 10, Grand Rapids, Michigan 49503
      2. We will also provide a hard copy to the Enforcement Unit Supervisor at EGLE, AOD at EGLE, AOD, PO Box 30260, Lansing's, Michigan, 48909.
    - ii. We are in the process of reorganizing our electronic filing system by September 31<sup>st</sup> to ensure that when requested we have trained personally that can readily obtain the data

We apologize for the inconvenience and oversight. We are confident moving forward that the actions will ensure we meet all compliance requirements in a timely manner.

Kind regards

Mike Kitchen



**Mike Kitchen // VP of Operations**

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