

Water-Related Permits Process Improvement Team (WRPPIT)

Making clear whether and how a project gets to YES & transitioning to a consolidated state permit system.

MEETING RECORD

October 13, 9-noon, Director's Conference Room , L&I Building, Salem

Members Present:

Christine Svetkovich, DEQ (by phone)
 Laura Leshar, Project Manager, Office of
 Regulatory Streamlining (RSL)
 Patty Snow, ODFW
 Kim Grigsby, Water Resources
 Kirk Jarvie, DSL

Members Absent:

Pat Allen, Office of Regulatory
 Streamlining (RSL)
 Kevin Moynahan, DSL
 Jas Adams, DOJ
 Gary Lynch, DOGAMI

Intermittent Members Not Present:

Ken Franklin, ODOT
 Tony Stein, OPRD
 Susan White, SHPO

<u>TIME</u>	<u>AGENDA ITEM</u>	<u>LED BY</u>
9:00	Approve Sept 29 and October 2 meeting records Reminder assignments Updates	Laura
9:10	Update on MOA progress Next steps for MOA	All
9:30	Finalize reports	All
10:00	BREAK	
10:50	Communication Planning	Laura
11:30	Stakeholder/legislative outreach planning (Pat was not available so item was moved to October 16 agenda)	Pat
11:55	Next Meeting: Monday, October 16, 2006 1 to 4 p.m.	

*Current MOA Finalization Schedule

<i>September 25</i>	<i>WRPPIT Team members finalize MOA. Jas reviews MOA for legal sufficiency; note to all agencies</i>
<i>October 15</i>	<i>Agency review and approvals as needed: - Division Head - Agency Administrative Division - Director</i>

1. Prior Meeting Record. The September 29 and the October 2 meeting notes were approved with edits.

2. Updates. DSL held its annual water permits meeting with the City of Portland, the Corps and NMFS staff. DSL plans to reinstate regular updates/training for consultants. These forums may be semi-annually or quarterly.

Pat met with Katie Fast of the Farm Bureau as part of the stakeholder updates on the project. Her response was generally favorable.

For the JALC hearing the electronic copy of the WRPPIT Project Executive Summary will need to be to the JLAC Committee Administrator's Office on or before November 7th. Hard copies will need to be delivered on or before November 13th.

The editor at DCBS has completed Section I and II of the User's Guide. Kirk will meet with her next week to review it prior to sending it out to the agencies for their final review. Christine, Patty, Kim, Tony Dale and Susan will review for accuracy of links and guidance content in their specific areas of review and authorizations.

Everyone will return their changes/edits to Kirk within 7 to 10 days of receipt. Kirk has completed Section 3 on stream bank stabilization and will send it the editor next week.

DSL will be meeting with Jones and Stokes on the electronic application work that Washington has done and Oregon can duplicate. Eric Metz will lead this effort and the electronic interactive guide (Wizard) with DCBS related to the User's Guide.

PMT members identified by the participating agencies include:

Sally Puent- DEQ

Patty Snow- ODFW

Kevin Moynahan- DSL

Kirk Jarvie- DSL

Eric Metz- DSL

Dwight French- WRD==Tim Wallin as TPC- WRD

Gary Lynch- DOGAMI

Dale Blanton- DLCD

Susan White and Tony Stein- OPRD

3. Project Reports. In the Final report Project Report, the Team added a section on challenges regarding differences in mission, policy and culture to the report memo to assist other agencies and states in multi-agency efforts. In addition, the appendices section was shortened and parts of it will be reformatted.

The team edited and clarified the comparison table in the Executive Summary.

The group discussed the stakeholder response in the Executive Summary and began drafting that section. This will be worked with Pat and Kirk prior to the JLAC committee due date.

4. Communications Planning was discussed. When the Executive Summary and Final Reports are done the messages/talking points will be crafted. In addition to last meetings communication plan, DSL will be using the reports as part of their communications efforts for over 75 consultants. This will include the ERT Liaison working the WRPPIT process for ERT projects and other implementation details. Laura will draft communication plan and distribute to Team.

5. Implementation Planning – The workshop outcomes were discussed and clarified. The implementation plan will be documented and distributed to the Team for additional work on Monday, October 16th. In order to prepare for the implementation Kirk will need to given information and training by the participating agencies so he can make completeness determinations and ensure the project proponents provide sufficient detail for the pre-application conferences, checklist, etc. Kirk will be setting up meeting with participating agency staff to better understand the program goals and follow-up with specific requests for training and/or information.

6. Next Meetings

Monday, October 16, 2006 – 2:30 p.m. to 4p.m., in the L&I 2nd Floor Conference Room.
Meeting canceled on Friday, October 27th

Last Meeting Monday, October 30, 2006 1p.m. to 4 p.m., in the L&I 2nd Floor Conference Room.

Water Related Permits Process Improvement Team

Meeting Schedule

October 18 , 2006

October 27	Friday	9-noon	CANCELED
October 30	Monday	1-4	User Guide Launch Complete or report on reminder assignments Celebrate
November 8	Monday	8-4	First meeting of the Pilot Management Team (PMT) Team Purpose/Values session Operating documents: Work plan/schedule/ roles
November 14	Tuesday	1-4	
November 20	Monday	1-4	
November 28	Tuesday	1-4	
December 4	Monday	1-4	
December 12	Tuesday	1-4	
December 18	Monday	1-4	

Subsequent Work:

MOA Implementation work

- Continue communications/outreach plan
- Pilot implementation planning
- Users Guide ongoing maintenance
- Wizard implementation
- Training
- Rule changes
- Project impact measurement/evaluation plan development
- Implement application package concept
- Other items identified for future work from 32 Recommendations
- DSL - Implement NS4