

MEETING RECORD

final

October 5, 2005

9 - noon, DEQ Offices, Portland

Team Members Present	Intermittent Team Members Present:	Guests Present:
Pat Allen, RSL Kirk Jarvie, DSL Christine Svetkovich, DEQ Jenny Carmichael, Carmichael Consulting	Vicki McConnell, DOGAMI Gary Lynch, DOGAMI Jim Johnson, ODA	Lauri Aunan, Manager, Water Quality Division, DEQ Greg Aldrich, Government Relations Manager, DEQ

- Budget Note.** Please see Attachment A for the Budget Note. The purpose of discussing the budget note at this meeting was to identify potential deliverables that could meet the intent of the note related to DOGAMI. Gary Lynch and Vicki McConnell were present from DOGAMI. Working with Jenny Carmichael they created a process map for the “DOGAMI Operating Permit” (DOP). Please see Attachment B for the process map that was developed. Gary indicated that each project requiring a DOGAMI Operating Permit may also require the following permits:
 - DOGAMI 1200a General Stormwater Permit (on behalf of DEQ through a memorandum of understanding)
 - Water Right Determination by DOGAMI (on behalf of Water Resources – statutorily authorized)
 - Land Use Authorization (local, state or federal)
 - DSL Removal-Fill Permit (approximately 50%)
 - 401 Water Quality Certification
 - Air Quality _____ (contaminant discharge)
 - Corps 404
 - Coastal Zone
 - County Sign off for Land Use
 - ODFW Comments
 - Forestry Practices Act
 - NMFS
 - National Fish and Wildlife
 - ODA Concurrence for a 1010 Plan – if ultimate use is agriculture

Vicki indicated that the inclusion of DOGAMI in the budget note occurred in response to legislative interest in moving DOGAMI into a larger agency.

Relationship of the DOGAMI Operating Permit Process to WRPPIT

Approximately 50% of the DOGAMI Operating Permits are sent to DSL for a Removal-Fill Permit. Many of the same additional permits required in a DSL Removal-Fill permit are also required conditions of a DOGAMI permit – water right, ODFW comments,

coastal zone, etc. DSL's agency involvement process is almost identical and may be a complete repeat of the DOGAMI agency involvement process. To see the relationship of the Removal-Fill process to the DOP process, one would insert the Removal-Fill process at Step 6 – agency review and comment. Some redundancies can also occur at step 1 – submit application, and step 2 – pre-application conference.

DOGAMI is concerned about the duplicative efforts of federal and local jurisdictions in the DOP process. It was noted that the WRPPIT process is not going to address streamlining of the local or federal government aspects of resource protection approvals.

Potential Deliverables to Respond to the DOGAMI aspect of the Budget Note:

- Streamline the DOP process for at least the DOPs that require a Removal-Fill Permit. Address duplicate aspects of both processes.
- Examine streamlining solutions adopted by WRPPIT's for possible application to the DOP process. In particular look at:
 - 1) strategies for being clearer at the beginning of a project as to whether and how a project can get to YES,
 - 2) strategies for transitioning to a consolidated permit system, and
 - 3) strategies addressing the difficulty of responding to ODFW comments that are not clear permit requirements.
- Identify streamlined aspects of the DOP that could be considered during the WRPPIT process redesign. For example – DOP does not require a totally new application if only one page of many pages is incorrect.
- Examine opportunities for more one-stop shopping in the DOGAMI Operating Permit Process, e.g. air quality. This effort would be an entirely separate project from WRPPIT, except that the effort would be reported to the Audit Committee. The work could involve creating new memorandums of understanding with appropriate agencies.

The team believes the budget note does not require a link to the Department of Agriculture.

Follow-Up Plans

- Kirk Jarvie from DSL will attempt to identify Removal-Fill permits that were needed in relationship to a DOGAMI Operating Permit.
- Jenny will circulate a write-up of the possible deliverables related to the DOGAMI aspect of the budget note to meeting participants and to other WRPPIT members. Once approved, a sub-group will meet with Rich Angstrom to see which deliverables will meet his expectation of the budget note. This group will include at least Pat Allen, John Lilly, and Gary Lynch.
- Once deliverables that satisfy the budget note are identified, Laura and Jenny will be in touch with Vicki McConnell to determine next steps in conjunction with WRPPIT.

2. **Approval of Prior Meeting Record.** The September 21 meeting record was approved.
3. **Reminder Assignments.** The reminder assignments were reviewed.
4. **Update – Customer Service Training.** Christine reported that the first customer service training on October 4th was the best one Nina had ever done. There was lots of good participation by all attendees. Because expectations of staff regarding how they work

together within agencies, between agencies, and with applicants are not consistent Nina would like to ask for a meeting of directors to talk about the need for developing consistent expectations. Pat recommended that this might be an appropriate topic for a Natural Resources Cabinet meeting. Christine and Nina will follow up. Pat and Laura would like to be involved in this meeting.

5. **Stakeholder Involvement.** The team reviewed the notes from the September 26 and 30 information meetings. The team agreed that most participants indicated the planned deliverables were the right things to be working on and that they would improve the process for applicants. Liz Frankel from the League of Women Voters emphasized the need for attention to public process issues in any redesign. Bobby Cochran from the Defenders of Wildlife would like to see any cost savings from the redesign be invested in natural resources. Several participants expressed an interest in serving on a multi-cluster Advisory Group that would meet every 2-3 months. The group would be briefed on the project as it evolves. Further discussion is needed about the membership of the group and how to keep the larger groups informed. It will be important to continue to emphasize the parameters of this project: 1) focus is on streamlining the process, not changing protection standards and 2) the project will not address local and federal processes. It will also be important to talk about the focus of this project on reducing paperwork and duplication.

The team will be asked to review the invite list to determine if any group that was unable to attend an information meeting should be contacted one-one by a member of the WRPPIT team. Christine and Lauri Aunan had identified some groups that DEQ will contact to give them a heads up about this project. Jenny will contact other team members to find out which groups each will be responsible to contact.

6. **User's Guide.** Kirk Jarvie presented a work plan for the User's Guide. Please see Attachment C. The work plan looked good to the team members present. Christine suggested that Kirk meet with the leads from each agency in a sack lunch follow-on meeting to a WRPPIT meeting. This could occur as early as October 19. Kirk will put this together. Kirk asked whether the guidance from September 14 and 21 is adequate or whether further parameters need to be set by WRPPIT. Jenny will work with Kirk to bring a project framing document outline for the guide to the team for completion. The team also felt that running the guide by both the Advisory Committee and a selected focus group would be useful at different points in the development of the guide.
7. **Directors Update.** Team members will send suggested edits to Laura or Jenny to reflect changes that are expected between now and October 19. Team members offered updates to the critical path.

Water Related Permits Process Improvement Project
Budget Note
August, 2005

The following provision has been added to the 05-07 budget of the agencies named in the note:

The Department of Environmental Quality, the Department of Geology and Mineral Industries, the Department of State Lands, the Department of Fish and Wildlife, the Department of Land Conservation and Development, and the Water Resources Department will work with the Office of Regulatory Streamlining on one or more projects to streamline the delivery of water-related permitting programs and projects including water-related permitting associated with removal-fill projects and on permitting associated with aggregate mining activities.

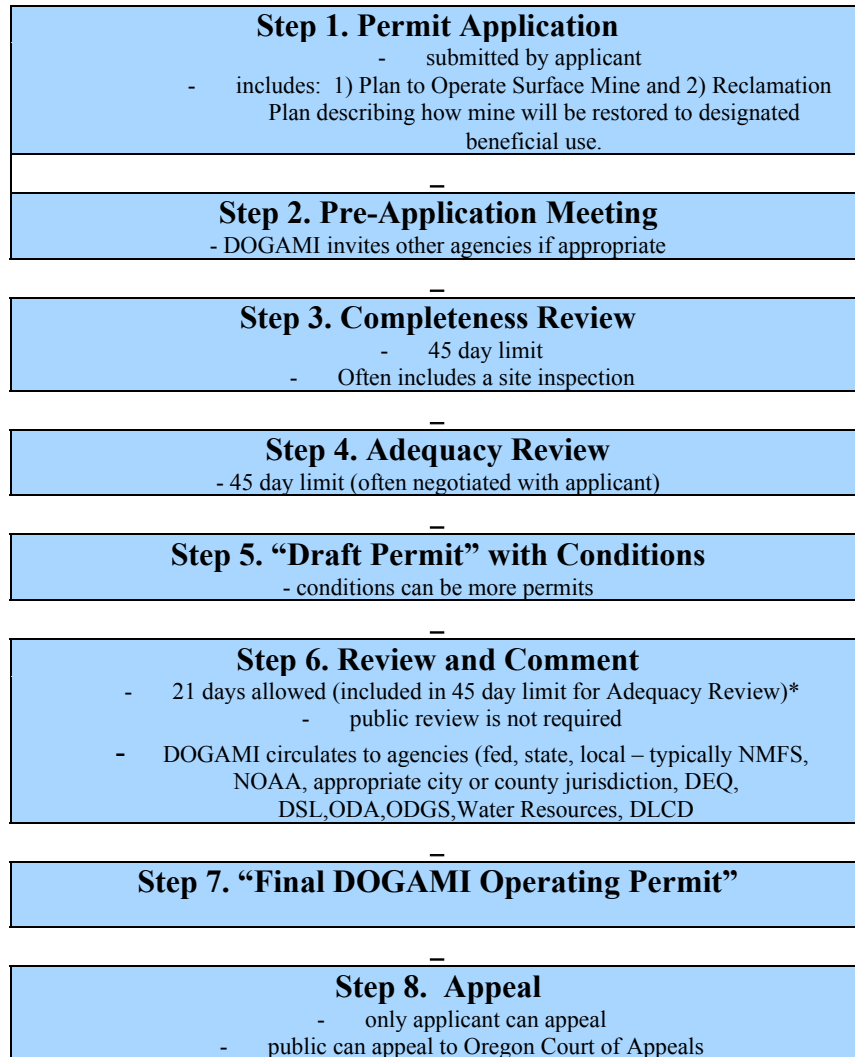
The agencies will report back on their plans and progress to the Joint Legislative Audit Committee not later than April, 2006 and December 31, 2006. To the greatest extent practical, the Office of Regulatory Streamlining will involve the co-chairs of the Joint Legislative Audit Committee, or their designees, in any work group activities needed to implement this budget note.

PROCESS MAP

DOGAMI Operating Permit

October 5, 2005

- 40 to 60 permits a year, depending on the economy
- Approximately 50% of these require a Removal-Fill Permit from DSL (Note: DSL also sends the applicant out to state agencies for review)
 - Permit is for the life of the mine
 - \$635 base fee for the permit
- Applicant costs to maintain permit: bond, monitoring, percentage production fee, etc.
- Public review of aggregate mining occurs during land use process. DOGAMI confirms appropriate land use designation is in place before reviewing DOGAMI Operating Permit Application. DOGAMI permit covers only HOW mining will be conducted. Land Use Permit authorizes use of the land for mining.



Enforcement?

USER'S GUIDE WORK PLAN 9/30/05 draft

Task	Lead	Assist	2005				2006				
			Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Develop work plan	KJ/LWD		X								
Define product objectives and scope *	Team		X	X							
Collect resource material	KJ	Assigned team members	X	X							
ID resources for drafting, design, edit, reproduction, maintenance, web application	Team			X							
Prepare hi level outline	KJ/LWD			X							
Team review	Team			X							
Prepare annotated outline	KJ/LWD	Assigned team members			X						
Team review*	Team				X						
Content drafting & interim products review	KJ/LDW	Assigned team members				X	X	X			
Prepare complete formatted draft	Editor/KJ/LDW								X		
Team review *	Team								X	X	
Final editing – prepare printshop ready document	Editor									X	
Reproduction & dissemination	?										
Long-term document maintenance	?										-

*Focus Group input point??