

# 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

FINAL

December 9, 2005

8:00 – 11 am, DCBS, Conference A, Salem

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### Members Present:

Jas Adams, DOJ  
Pat Allen, RSL  
Dale Blanton, DLCD  
Kim Grigsby, Water Resources  
Kirk Jarvie, DSL  
Laura Leshar, Project Manager, RSL  
John Lilly, DSL  
Gary Lynch, DOGAMI  
Patty Snow, ODFW  
Tony Stein, OPRD  
Christine Svetkovich, DEQ  
Susan White, SHPO  
Donna Wimer, RSL  
Jenny Carmichael, Carmichael Consulting

### Members Absent:

Debbie Colbert, Water Resources

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### 1. Updates.

- a. The Director of ODFW has been appointed to head up DAS.
- b. Mike Morales and John Lilly are receiving comments on rule changes that address 60% of DSL's workload.
- c. John Lilly reported that SPGP is on track for a January 3 implementation.
- d. Christine Svetkovich, Nina Deconcini, Pat Allen, and Laura Leshar met with the Natural Resources Cabinet to discuss the customer service training on December 7. The Office of Regulatory Streamlining has been asked to develop an agency assessment tool that will inform agencies about standard practices and tools that are available to agencies to ensure effective customer service.

### 3. Confirm 2006 Meeting Schedule

The team discussed a preliminary 2006 meeting schedule. Further research is needed. Jenny will contact team members by e-mail.

### 4. Finalize Measurement Plan

The Measurement Sub-Group met on December 9 and again on December 21. They will be meeting again on January 4 to finalize the measurement plan before bringing and proposal to WRPPIT.

## **5. Review USER GUIDE Outline and Sample Chapter**

Kirk Jarvie presented an updated USER GUIDE Outline which incorporated suggestions from WRPPIT offered at the November 22<sup>nd</sup> meeting. He also presented a sample chapter. Both were well received by WRPPIT. The Steering Committee will continue to consider the order of the outline or perhaps other changes that could be made to present the guide from the reader's viewpoint versus an agency viewpoint. The Steering Committee will also look at the possibility of eliminating the need for a land use application for every agency.

The intended audience of the guide includes filers who have never had an interaction with the state before, frequent filers, as well as staff at all agencies involved in the process.

Both the outline and the sample chapter will be presented at the December 14 consultant meeting.

## **6. Preparation for December 14 Advisory Committee Meeting and Consultant Meeting**

### **a. Feedback regarding summary of Nov 22 high level process flow.**

All agreed that the draft process flow prepared by Jenny had extrapolated too many details. Jenny distributed a much leaner version of points made by the team on November 22. The team agreed this version also needed much more discussion.

The team indicated some directors are interested in discussing the redesign assumptions when we meet with them.

### **b. Advisory Committee and Consultant Meeting Materials**

The team reviewed all materials prepared for discussion and review with the Advisory Committee and Consultants for December 14 and made a number of revisions. Several items were deleted.

## **7. Next Meetings**

- December 14 am – with Advisory Committee
- December 14 pm – with Consultants
- December 21 am - WRPPIT