

# Oregon Removal-Fill Streamlining Team

Making clear what gets a project to YES & transitioning to a consolidated state permit system.

## MEETING RECORD

July 6, 2005

9 – 11 AM, DEQ, Portland, Conference Room 6A

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### Members Present:

Pat Allen, RSL  
Laura Leshner, Project Manager, RSL  
John Lilly, DSL  
Kirk Jarvie, DSL  
Christine Svetkovich, DEQ  
Jenny Carmichael, Project Facilitator/Consultant

Approved July 13, 2005
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### Members Absent:

Jas Adams, Attorney General's Office  
Debbie Colbert, Water Resources  
Jon Germond, DFW  
Jim MacCauley, DEQ

### Intermittent Members Not Present:

Bill Ryan, ODOT  
Dale Blanton, DLCD

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## 1. Organizational Items

### ▪ Updates

- Budget Note. 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 30, 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.*

Pat Allen indicated that work is underway to examine how the Department of Geology and Mineral Industries and the Department of Agriculture will be involved in the Removal-Fill Project based upon this direction from the Legislature.

- DSL Lead. John Lilly will be DSL's lead for all DSL deliverables for this project.

b. **Approval of Prior Meeting Minutes.** The record of the June 8 team meeting was approved. The record of the June 22 team meeting was approved with the following modifications:

- Agenda Item 2 - Change Project Success Criterion #3 as follows:  
"The time to go through the process was reduced in a demonstrable manner (e.g. process by countable steps and time intervals."
- Agenda Item 5 – Customer Service Training  
7 DSL "property" managers (not "waterway" managers)

c. **Assignment Check-In.** The status of action items identified at prior meetings will be reviewed at each team meeting. Progress will be noted on a separate ACTIVE ASSIGNMENTS LIST. Please see that list for a follow-up on action items from the June 22 meeting.

d. **Removal-Fill Project Team Website.** Laura Lesher shared an example of website materials the Office of Regulatory Streamlining has maintained for other inter-agency streamlining projects. The team agreed that this approach would work well for the Removal-Fill team. Laura Lesher will work with DCBS staff to implement a Removal-Fill Project Team website. To access the website take the following steps:

go to: [www.oregon.gov/SCBS/RSL/tools.shtml](http://www.oregon.gov/SCBS/RSL/tools.shtml)

Click on Removal-Fill Project

All team documents will be maintained at this site. Meeting minutes will not be posted until approved.

e. **Critical Path.** Clarifications to the draft critical path:

- project is an 18 month project beginning July 1, 2005 and ending December 31, 2006
- add legislative audit committee reports and additional leader meetings
- customer service training will be designed Jul and Aug, delivered Sep and Oct.

### 3. Customer Service Training - Christine

Updates:

- **need solid numbers by July 21**
- anticipate 80-90 staff total
- 2 trainings in Salem, 1 in Roseburg/Eugene, 1 in Bend, 1 in LaGrande
- 5ish hours
- 20 attendees per session
- mix of agencies at each session
- DSL will ask Salem folks to travel to other sites
- Christine will be firming up participants, dates, and locations with other agency leads on the R-F Team

Purpose of the Training

- we need the equivalent of a scope of work for Nina (DEQ's trainer). She wants to know what outcomes we expect to achieve

Director's Letter

- Jenny presented a draft letter from directors that could go out in advance of the training.

Several suggested changes were offered. Jenny will bring a redraft to the next meeting.  
Assignments – See Active Assignments List

#### **4. Stakeholder Involvement – Pat**

Present At Regularly scheduled meetings:

- TAC Advisory Committee – August, 2005 (use to test drive meeting agenda)
- Community Development Forum – once a month
- Agency Commissions – e.g. Land Board – DSL  
{Land Board meets Oct, Dec, Feb, Apr, Jun - plan to have Directors presentation Feb 06}
- House Water Committee
- League of Women Voters (Liz Frankel)

Interest Based Clusters: Invitations August, Meetings in September

- 2011 Advisory Committee
- Agricultural Interests (Farm Bureau, etc.)
- Developer Interests (including OCAPA)
- Environmental Interests (Water Watch, etc.)
- Government Interests: ODOT, Counties, Cities, Ports, Utilities, ACOE, AOC, LOC

Proposed agenda for Stakeholder Meetings:

- Project Briefing – including top 2 applicant concerns
- Recommendations
- Discussion
  - i. Are your key concerns about the Removal-Fill process addressed?
  - ii. Are these the right recommendations?
- How and when would you like to be involved in this project? Quarterly Briefings?

Assignments – see Active Assignments List

#### **5. Measure Project Impact – Jenny**

Jenny distributed draft survey questions for removal-fill customers .

Assignments – see Active Assignments List

#### **6. Multi-Agency Requirements Pamphlet - Laura**

Will be addressed at the next meeting.

Assignments – See Active Assignments List

#### **7. Meeting Wrap-Up**

Assignments - See Active Assignments List.

Debrief

Next Meeting - July 13, 9-11, at DCBS, Conference Room A (basement).