

# MEETING RECORD

August 17, 2005

9 – Noon, DCBS, Salem, Conference Room A – basement

---

**Members Present:**

Jim Brick, ODFW  
Jenny Carmichael, Carmichael Consulting  
Debbie Colbert, Water Resources  
Kirk Jarvie, DSL  
Laura Leshner, Project Manager, RSL  
John Lilly, DSL  
Christine Svetkovich, DEQ

**Members Absent:**

Jas Adams, Attorney General's Office  
Pat Allen, RSL  
Jim McCauley, DEQ

**Intermittent Members Present:**

**Guests:**  
Wayne Herrli, DCBS

**Intermittent Members****Not Present:**

Dale Blanton, DLCD  
Jon Germond, ODFW  
Jim Johnson, ODA  
Gary Lynch, DOGAMI  
Vicki McConnell,  
DOGAMI  
Mike Morales, DSL  
Bill Ryan, ODOT

---

## 1. Updates.

- a. The SPGP Process mapping work Laura has been helping DSL do has been very helpful. Next steps for DSL: identify resources to create the operational side of SPGP, several policy calls have been assigned and are being evaluated, develop process for responding to applications when they come in, and reach agreement with the Corps on jurisdictional issues – who will make which decision. A topic for later discussion with the Removal-Fill team is how SPGP fits into the Removal-Fill team's work.
- b. DSL will select its contractor to assist with SPGP around September 1.
- c. DSL will be using the EPA grant to pay a DCBS communications professional to serve a one year rotation to do all of the communications work around SPGP and removal-fill in general.
- d. DSL's reorganization will take effect September 1.
- e. Jim Brick's last meeting with us will be next week, August 24, since Patty Snow will be returning to the group on September 7.

## 2. Approval of Prior Meeting Record. The record of the August 10th meeting was approved.

## 3. Check-in: Assignments for Today's Meeting

Team members felt the list of assignments due before the next meeting was a helpful tool.

#### 4. Deliverable D – Customer Service Training

Invitation. The letter of invitation from Michael Carrier is ready to go. The *Oregon Plan for Salmon and Watersheds: Guiding Principles for Agency Communication and Coordination* will be attached.

Staff Input to Removal-Fill Project. The Removal-fill Project will be shared with staff who attend the customer service training as an information item. Removal-Fill Team members will set the context for the removal-fill training as it relates to the removal-fill project. Staff will be asked to direct their input regarding the team’s work to their agency liaison on the team.

August 25<sup>th</sup> planning meeting. At the August 25<sup>th</sup> planning meeting, Nina will establish expectations of agency liaisons regarding communication and messages to participants. The meeting is likely to run one hour instead of two. Christine will connect with agency liaisons who do not attend the weekly Removal-Fill meetings.

Forestry/Parks. The team will want to examine the role of the Department of Forestry and Parks and Recreation in this project at a future date. It is too late to try to bring these groups into the customer service training at this point. Certain levels of forest practices are exempted from removal-fill. There are instances where calls need to be made as to whether private lands are regulated under the Forest Practices Act or the Removal-Fill law.

#### Training Schedule

Day	Date	City	Place
Tuesday	October 4	Salem	
Wednesday	October 12	Bend	DEQ
Thursday	October 13	Roseburg	ODFW
Tuesday	October 18	Salem	
Thursday	November 10	Pendleton	DEQ
Tuesday	November 15	Salem	
Thursday	November 17 RESERVE MEETING	Salem	

Jim Brick will try to find an ODFW room for meetings in Salem that still need a place to meet. ODFW is preferred because parking will be free. If ODFW cannot locate a meeting room, Kirk Jarvie will try to arrange one at DSL. The meeting room needs to fit 25. Kirk will also investigate state parking passes. **The training will be from 8:30 – 1:30.** Participants will be asked to bring their lunch. Lunch will be a working lunch focused on e-mail etiquette.

Who will attend which training? Christine will send out a draft of how many slots each agency will have at each training. Maximum number of participants per training is 20. Priority will be given to having staff from each agency at every training and also to having staff attend a training in the geographic area they serve. Kirk will be Christine’s point of contact to schedule DSL attendees, with John weighing in.

#### R-F Team member participation at the training:

ODFW: Patti Snow at all trainings

DSL: DSL Manager at all trainings (Eric, Mike, Kirk, or John)

WR: Debbie at Salem and Region Person at others

ODA: only attend one

DOGAMI: only attend one  
DLCD: Christine will be clarifying who from DLCD needs to attend.  
DEQ: Christine will attend all but one.

## 5. Deliverable B – Involve Stakeholders: September Information Meetings

Invitations. Final changes were made to the invitation lists. Laura’s office will coordinate invitations.

Agenda and process guide. The highlighted bar will be removed on the draft agenda.

### Federal Agencies.

- 1) Federal regulatory agencies (Corps, NMFS, USFW, and EPA) will start regular meetings again soon. Christine will ask to have 10-20 minutes on an agenda to present this project.
- 2) Permit applicants – Forest Services, BLM, NRCS, USFW, Bureau of Reclamation, Parks Service, FHWA. The Removal-Fill will call a meeting of these representatives sometime on October. The ERT sometimes hosts a meeting of federal agencies (Gabriel Schiffer, Ray Neff). It may be that the removal-fill project could be one topic on a larger agenda of this meeting.

Wetland Consultants. DSL will include the Removal-Fill project presentation and opportunity for input as part of the SPGP roll-out to wetland consultants.

Placer Mining Applicants. Because these applications are not part of the project, there will be no outreach to these applicants.

Project Name. Invitations will not be sent out until the team has decided what to call itself. This topic will be scheduled for the August 24 meeting agenda. “Removal-Fill” may be too narrow because the focus of the project is to expedite related authorizations and permits from other state agencies in addition to streamlining the DSL removal-fill permit process. “Water-related permits” may be too broad because there are many state water-related permits that fall outside the scope of this project.

Who must attend the stakeholder meetings? Pat, John, Christine, Bob Baumgartner, Laura, Jenny.

Meeting Schedule. Laura will work with the mandatory attendees to identify preferred meeting dates the last couple of weeks of September. Preferred locations at this point will be to have the Environmental and Development cluster meetings in Wilsonville, one in the morning, one in the afternoon; and Agriculture and Public Entities meetings in Salem, one in the morning, one in the afternoon.

## 6. Deliverable B – Involve Stakeholders: August 18 Removal-Fill TAC Advisory Committee Meeting

Kirk and Laura will be making a 20 minute presentation on the Removal-Fill project to the Removal-Fill TAC Advisory Committee on the 18<sup>th</sup>. Team members have provided input to the updated slide presentation. Participants will be given a copy of the one pager and the budget note.

## 7. Deliverable E – Multi-Agency Requirements Pamphlet

Goals of the pamphlet are to answer these questions:

- do I need a permit? Which ones? Who do I contact?

### Agreements:

- include any permit/authorization that trips people up.
- provide only the first level of detail. Assume other levels of information will be provided on the website. The pamphlet is the first layer of information. Second layer drill downs will not be included in this pamphlet.
- Debbie will identify the best website address to use for Water Resources.

Changes. Several changes were identified for the pamphlet, however, the overall approach of providing an applicant information about potential requirements from local government, state government, and the federal government was affirmed.

## **8. Deliverable H - Legislative Package**

Kirk brought 3 samples of a DSL removal-fill permit:

- standard General authorization – streambed erosion
- standard Removal-Fill – small wetland fill
- large Removal-fill – controversial project, lots of input

Kirk distributed the large removal-fill permit sample. This permit includes requirements from DSL, ODFW, DEQ, and DLCD. It is an example of a removal-fill permit granted contingent on future permits that may not happen: the Corps' 404 permit, DEQ's 401 permit, and DLCD's coastal zone certification won't happen without the Corps' and DEQ's permits. DSL has cleared the project for its requirements, but other significant requirements must still be met.

Kirk indicated that invariably DSL will issue its Removal-Fill permit before the Corps issues its permit. That's what makes SPGP so beneficial, the Corps permit will be issued by DSL. Debbie will try to identify a reservoir siting project that would be a good example of a removal-fill permit that involves the Water Resources Department.

Further efforts to compile a notebook of all removal-fill related permits/authorizations will take place in the next few weeks. The purposes of a such a notebook are to:

- see the actual permits that are issued from all agencies
- review actual "standard condition" language from DSL
- create a visual record of the volume of permits/authorizations an applicant must have in hand today to be able to dig.

Jenny will also meet with Kirk sometime in the near future to compile a complete list of all potential hurdles/conditions that can remain for an applicant after a removal-fill permit is granted.

## **9. Deliverable K – Super Application**

Due to lack of time, this agenda item will be scheduled for a later meeting.

## **10. Deliverable C – Measure Project Impact**

Due to lack of time, this agenda item will be scheduled for a later meeting.

## **11. Meeting Wrap Up**

- Next Meeting: August 24, 2005, 9 – noon, DCBS, Salem, Conference Room A – basement
- Assignments for the next meeting will be circulated by e-mail.