

# 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

August 18, 9-noon, Conference Room A, L&I Building, Salem

### Members Present:

Pat Allen, Office of Regulatory Streamlining (RSL)  
Kirk Jarvie, DSL  
Laura Leshner, Project Manager, Office of Regulatory Streamlining (RSL)  
Gary Lynch, DOGAMI  
Kevin Moynahan, DSL  
Christine Svetkovich, DEQ (by phone)  
Patty Snow, ODFW

### Members Absent:

Jas Adams, DOJ  
Kim Grigsby, Water Resources

### Intermittent Members Not Present:

Dale Blanton, DLCD  
Ken Franklin, ODOT  
Tony Stein, OPRD  
Susan White, SHPO

### Consultant:

Jenny Carmichael, Carmichael Consulting

### AGENDA

<u>TIME</u>	<u>AGENDA ITEM</u>	<u>LED BY</u>
9:00	Approve prior meeting record Reminder assignments Updates	Jenny
9:10	User Guide and Wizard Update	Kirk
9:30	MOA <ul style="list-style-type: none"><li>- Approval Schedule and Sequence</li><li>- How Does it Get Moved Up the Approval Ladder?</li><li>- Talking Points</li></ul>	Laura
10:30	Project Summary – Draft #1	Jenny
10:50	<b>BREAK</b>	
11:00	Advisory Committee Meeting	Laura
11:30	Other Communications <ul style="list-style-type: none"><li>- within agencies</li><li>- outside agencies</li></ul>	Laura
11:55	Next Meeting	Laura

1. **Prior Meeting Record.** The August 8 meeting record was approved with minor modifications.
2. **Reminder Assignments and Updates.**
  - a. Meeting with DSL Managers. Kevin asked members of WRPPIT to attend his Managers meeting on August 21 to further discuss the Pilot. They have some questions and concerns that would be helpful to respond to. Their key concern is that DSL has 33 commitments in the MOA. Laura, Kirk, Patty and Jenny will attend.
  - b. Meeting with Representative Susan Morgan. Kevin reported on a recent meeting with Representative Susan Morgan. She responded positively to the Pilot concept but is interested in seeing that the concepts are adequately vetted with stakeholders and outreach occurs along with the way and continuously. She

did express concern that the redesign requested both more time and FTE to streamline. She did indicate approval for recent DEQ efforts to do things differently by transferring responsibility for DEQ stormwater work to DOGAMI. Her approach to environmental regulation is to find a middle ground where resources are protected and yet developments can go forward.

**3. User Guide.** Kirk Jarvie reported on the status of the User Guide.

The User Guide contains 3 sections:

Section 1 - Introduction/Background (this is written)

Section 2 - Individual Agency Requirements (this is written)

Section 3 - Projects examples from a customer perspective (integrating all agency requirements).

Four major tasks remain:

- a. Writing Section 3. The section has been outlined and 7 project types have been identified.
- b. Web Work. The User Guide needs to be web designed. The graphical displays (particularly Section 1 and the matrix) need to be drawn. And, links need to be lit up.
- c. Beta Testing.
- d. Maintenance

The team agreed that the User Guide should be completed.

- The audience for the User Guide is project proponents and state staff for all removal-fill projects, not just Pilot projects.
- The User Guide will offer significant value:
  - Most importantly, it will provide readers a single place to see and get concise information on range of requirements for their project. This presently does not exist.
  - Great training tool for staff, especially new staff.
  - It addresses many of the “34” recommendations in the RFPIT report.
  - It will be an important tool for the Pilot.
- It should be web-based.
- The User Guide should be **operational by the December, 2006 JLAC meeting. Part of the JLAC presentation will be to display the User Guide on a full screen to JLAC**
- Follow-up responsibilities:
  - Section 3 - Kirk and Patty.  
Will describe one project type – streambank stabilization.
  - Web Design – Laura and Kirk  
Laura will explore whether DCBS can assist with web design. Kirk will join her in the meeting. If DCBS cannot do it Laura and Kirk will meet with Wayne Herrli to explore options. DEQ does not have any extra money to support this.
  - Project Management – Laura and Kirk – they will define roles

**4. Wizard Update.** This item will be scheduled for a future meeting.

**5. MOA – approval schedule & sequence, how does it get moved up the approval ladder, talking points.** This item will be scheduled for a future meeting.

**6. Executive Summary– Draft #1.** The team spent time discussing a draft Executive Summary. The draft project summary will be discussed at a future meeting. Several edits were offered. Jenny will prepare and circulate the next draft.

**5. Advisory Committee Meetings.** Various members of WRPPIT will meet individually or in small groups to update Advisory Committee members on the proposed Pilot and to obtain their feedback. Meetings will be held as soon as possible and by mid-September. Meetings may be as long as 1.5 hours. Topics to be covered in these meetings include:

- Walk through history – meeting in March, how input was addressed
- The Pilot Concept

- What it is
- How it addresses advisory committee priorities
- Kirk - describe in an informal way how the process is different
- Ability for customers to opt in
- The value of doing a pilot – low risk.
- How the Pilot is different from SPGP
- Proposed legislation – pilot with flexible timelines, NRS4 bill, wetland fee bill
- What aspects of the proposal look good to you? what changes do you think are needed?
- Ask: will the pilot be a value add?

Prior to these meetings the advisory committee members should receive an executive summary and agenda.

**6. Other Communications – within agencies, outside agencies.** This item will be discussed at a future meeting.

**7. Next Meetings**

August 21: Laura and Kirk will be meeting with the DSL Management Team on Monday, August 21 from 8:30 – 9:30 at DSL to discuss the MOA.

August 21: The August 22 meeting scheduled for 1-4 has been moved to 9:30 – noon on Monday, August 21. The meeting will be held at DSL.

September 15, 9 – noon in the L&I 2<sup>nd</sup> Floor Conference Room.

The team will not be meeting on September 1 and 5.