Municipal Wastewater Permit Fees Advisory Committee

Kickoff Meeting Agenda

**Date:** Friday, July 15, 2022  
**Time:** 10:00 AM-3:00 PM  
**Location:**  
Lacey Community Center  
6729 Pacific Ave SE, Olympia, WA 98503  

**Meeting Materials:** available on our [committee webpage](#)

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Lead</th>
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<tbody>
<tr>
<td>9:55 a.m. - 10:10</td>
<td>Welcome and logistics</td>
<td>David Giglio, WQP, Facilitator</td>
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<td>Katie Bentley-McCue, WQP</td>
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<td>10:10-10:25</td>
<td>Group Introductions</td>
<td>Everyone</td>
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<td>• Name, organization, role, one thing you’re looking</td>
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<td>forward to with this committee</td>
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<td>10:25-10:40</td>
<td>Advisory Committee Context</td>
<td>Andrew Kolosseus, Section Manager, WQP</td>
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<td>Information sharing</td>
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<td>• Background: the Clean Water Act and delegated</td>
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<td>authority</td>
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<td>10:40-10:50</td>
<td>Advisory Committee Directive and Scope</td>
<td>David Giglio</td>
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<td>• Purpose: <a href="#">SB 5585</a> and <a href="#">RCW 90.48.165</a> require a</td>
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<td>self-funded program</td>
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<td>• Statutory backlog targets: 40% by 2025, 20% by 2027</td>
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<td>11:00-11:15</td>
<td>Problem Statements</td>
<td>Everyone</td>
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<td>Group exercise</td>
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<td>• How has the understaffing and backlog impacted your</td>
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<td>organization?</td>
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<td>• What is one problem you see that we have today</td>
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<td>because of that backlog?</td>
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<td>11:15-11:30</td>
<td>BREAK</td>
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11:30-11:40  Problem Statements (continued)
Group exercise
- Review the list of problems we are trying to solve

11:40-11:45  Meeting Logistics
Information sharing  
David Giglio
- EZView

11:45-12:15 p.m.  Ground Rules and Decision Making
Collaborative review
Review and adopt  
Everyone

12:15-12:45  LUNCH

Afternoon Pt. 1: The backlog and the future

12:45-1:00  Building a vision of the future
Group exercise  
Everyone
- What do we get if we remove the backlog and provide a higher service level?

1:00-1:20  Permit Management
Information sharing  
Shawn McKone, Municipal Permit Unit Supervisor, WQP Northwest Regional Office  
David Giglio
- What is involved in managing a permit and how that has changed

1:20-1:35  Ecology's current staffing situation
Information sharing  
David Giglio  
Andrew Kolosseus
- Staffing plateau vs. overstaffing
- Introduce Ecology’s staffing needs

1:35-1:55  Next Steps
Collaborative information sharing  
Everyone
- What questions does the group have?
- What additional information does the group need to prepare a workload analysis?
- Alternate ways to assess the need?

1:55-2:05  BREAK

Afternoon Pt. 2: Looking ahead

2:05-2:15  Related processes
Information sharing  
David Giglio
- Rulemaking and budget request

2:15-2:20  Timeline
Information sharing  
David Giglio
2:20-2:35  Next meeting  
*Collaborative review*  
David Giglio

2:35-2:50  Roundtable  
• Final questions, concerns, comments  
• Process check-in: how are you feeling about the process going forward?

Everyone

2:50-3:00 PM  Adjourn