



# 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](#)

Time	Topic	Lead
9:55 a.m. - 10:10	<b>Welcome and logistics</b>	<b>David Giglio</b> , WQP, Facilitator <b>Katie Bentley-McCue</b> , WQP
10:10-10:25	<b>Group Introductions</b> <ul style="list-style-type: none"><li>Name, organization, role, one thing you're looking forward to with this committee</li></ul>	<b>Everyone</b>
10:25-10:40	<b>Advisory Committee Context</b> <i>Information sharing</i> <ul style="list-style-type: none"><li>Background: the Clean Water Act and delegated authority</li></ul>	<b>Andrew Kolosseus</b> , Section Manager, WQP Southwest Regional Office <b>David Giglio</b>
10:40-10:50	<b>Advisory Committee Directive and Scope</b> <i>Information sharing</i> <ul style="list-style-type: none"><li>Purpose: <a href="#">SB 5585</a> and <a href="#">RCW 90.48.165</a> require a self-funded program</li><li>Statutory backlog targets: 40% by 2025, 20% by 2027</li></ul>	<b>David Giglio</b>
10:50-11:00	<b>Timeline &amp; Deliverables</b> <i>Information sharing &amp; collaboration</i> <ul style="list-style-type: none"><li>Workload analysis</li><li>Fee schedule recommendation</li><li>Communications materials (optional)</li></ul>	<b>David Giglio</b>
11:00-11:15	<b>Problem Statements</b> <i>Group exercise</i> <ul style="list-style-type: none"><li>How has the understaffing and backlog impacted your organization?</li><li>What is one problem you see that we have today because of that backlog?</li></ul>	<b>Everyone</b>
11:15-11:30	<b>BREAK</b>	

11:30-11:40	<b>Problem Statements (continued)</b> <i>Group exercise</i> <ul style="list-style-type: none"> <li>Review the list of problems we are trying to solve</li> </ul>	
11:40-11:45	<b>Meeting Logistics</b> <i>Information sharing</i> <ul style="list-style-type: none"> <li><a href="#">EZView</a></li> </ul>	David Giglio
11:45-12:15 p.m.	<b>Ground Rules and Decision Making</b> <i>Collaborative review</i> Review and adopt	Everyone

12:15-12:45 **LUNCH**

**Afternoon Pt. 1: The backlog and the future**

12:45-1:00	<b>Building a vision of the future</b> <i>Group exercise</i> <ul style="list-style-type: none"> <li>What do we get if we remove the backlog and provide a higher service level?</li> </ul>	Everyone
1:00-1:20	<b>Permit Management</b> <i>Information sharing</i> <ul style="list-style-type: none"> <li>What is involved in managing a permit and how that has changed</li> </ul>	Shawn McKone, Municipal Permit Unit Supervisor, WQP Northwest Regional Office David Giglio
1:20-1:35	<b>Ecology's current staffing situation</b> <i>Information sharing</i> <ul style="list-style-type: none"> <li>Staffing plateau vs. overstaffing</li> <li>Introduce Ecology's staffing needs</li> </ul>	David Giglio Andrew Kolosseus
1:35-1:55	<b>Next Steps</b> <i>Collaborative information sharing</i> <ul style="list-style-type: none"> <li>What questions does the group have?</li> <li>What additional information does the group need to prepare a workload analysis?</li> <li>Alternate ways to assess the need?</li> </ul>	Everyone

1:55-2:05 **BREAK**

**Afternoon Pt. 2: Looking ahead**

2:05-2:15	<b>Related processes</b> <i>Information sharing</i> <ul style="list-style-type: none"> <li>Rulemaking and budget request</li> </ul>	David Giglio
2:15-2:20	<b>Timeline</b> <i>Information sharing</i>	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**