

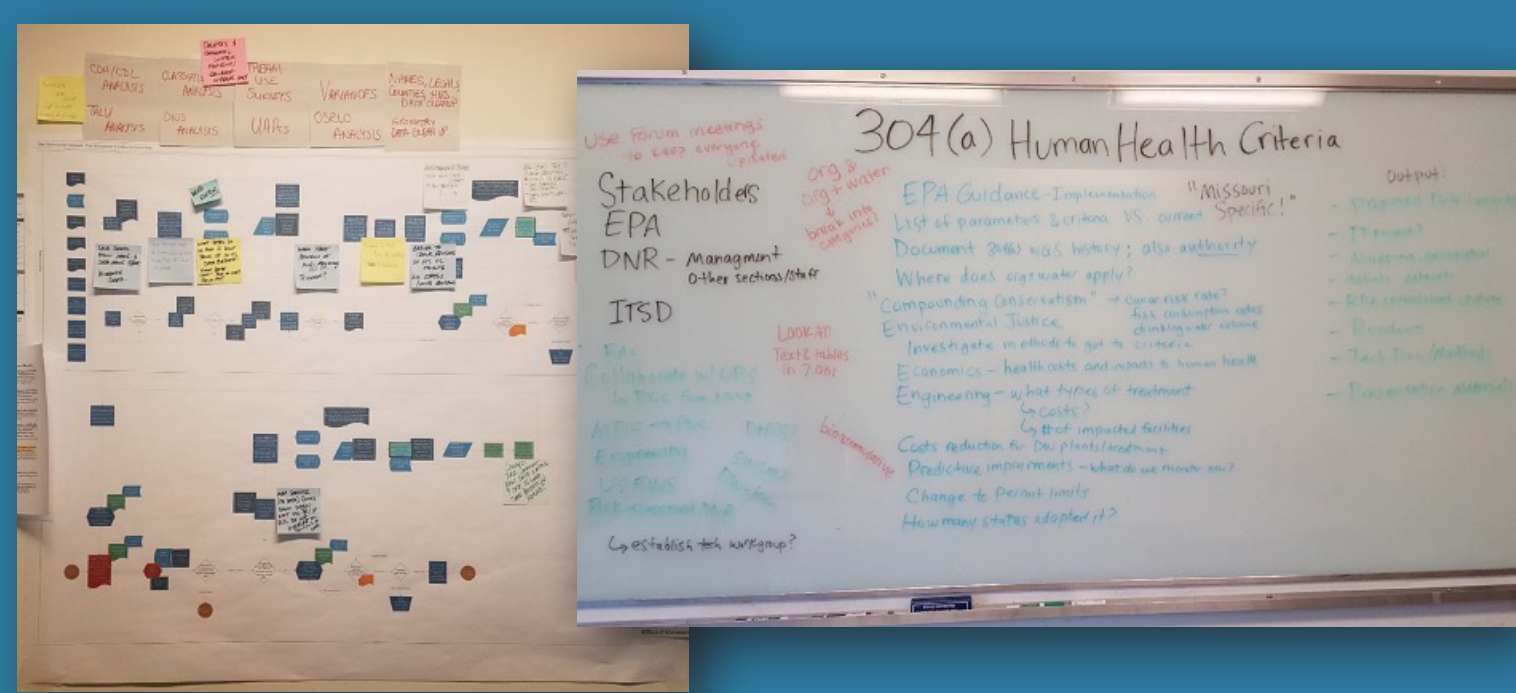
Coordinating Water Quality Projects with the Rulemaking Process

? PROBLEM STATEMENT

The unit was suffering through work items being dropped, strained stakeholder relationships, and several rounds of staff turnover causing a loss of knowledge about internal processes.

Q ANALYZE

Staff in survival mode – unknown internal processes, no centralized tracking system for tasks, no formal prioritization or planning occurring.



🎯 SCOPE

In: triennial review process, initiatives and their components, unit administration
Out: rulemaking process

TEAM

Angela Falls
Environmental Program Supervisor

Jessica Klutts
Environmental Program Analyst

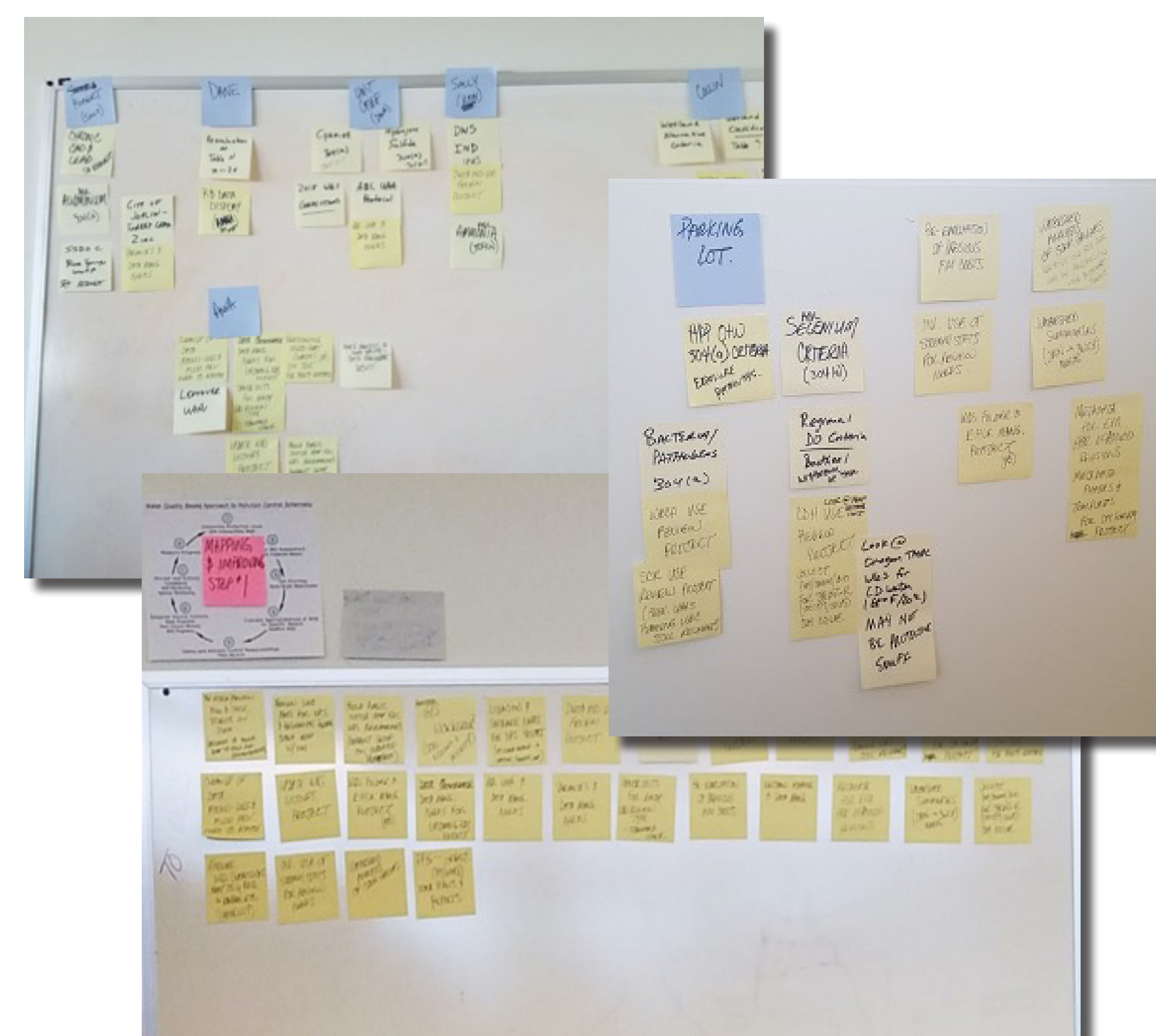
Collin Mackey
Environmental Program Analyst

Anna McElfresh
Environmental Program Specialist

Sally Zemmer
Environmental Program Analyst

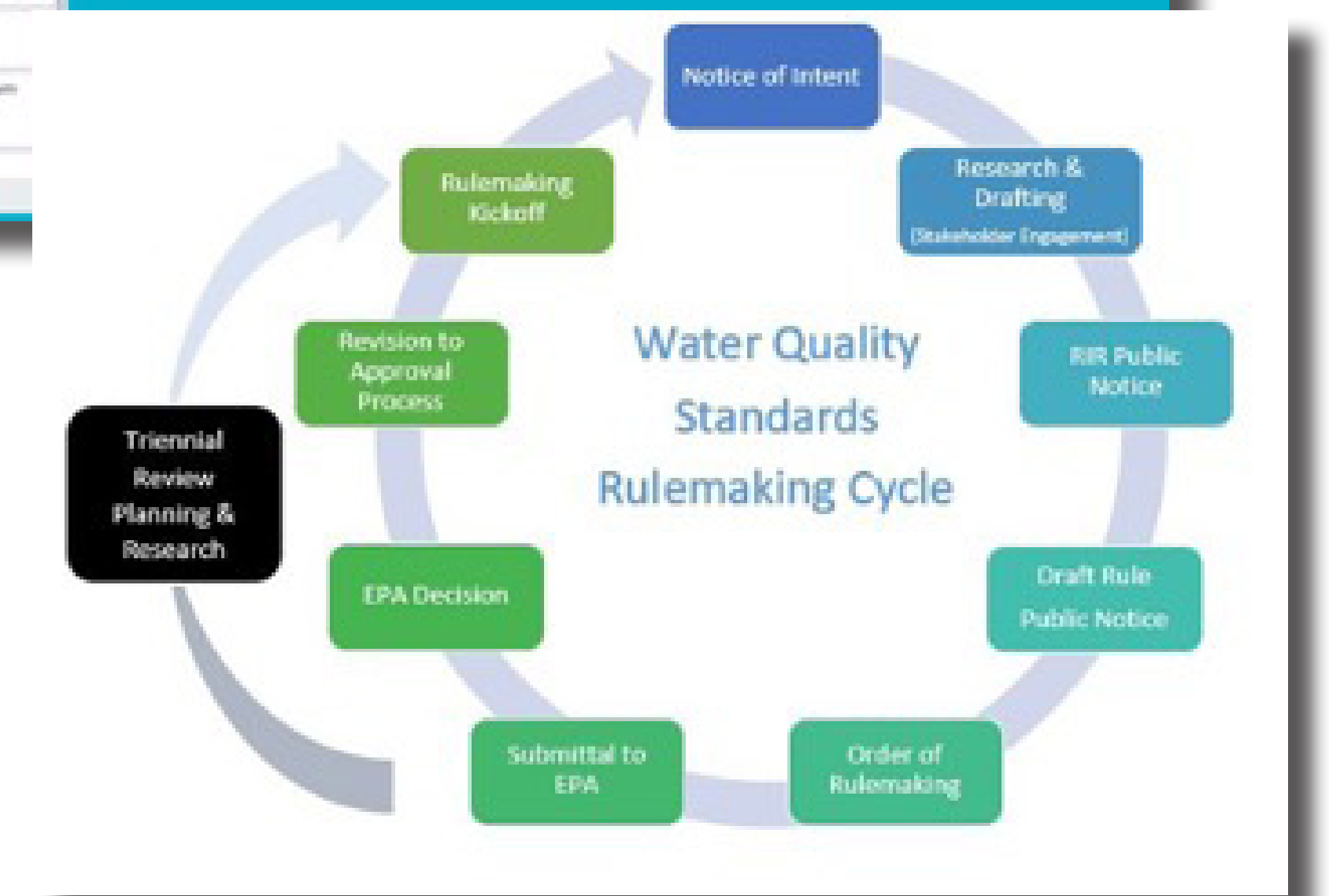
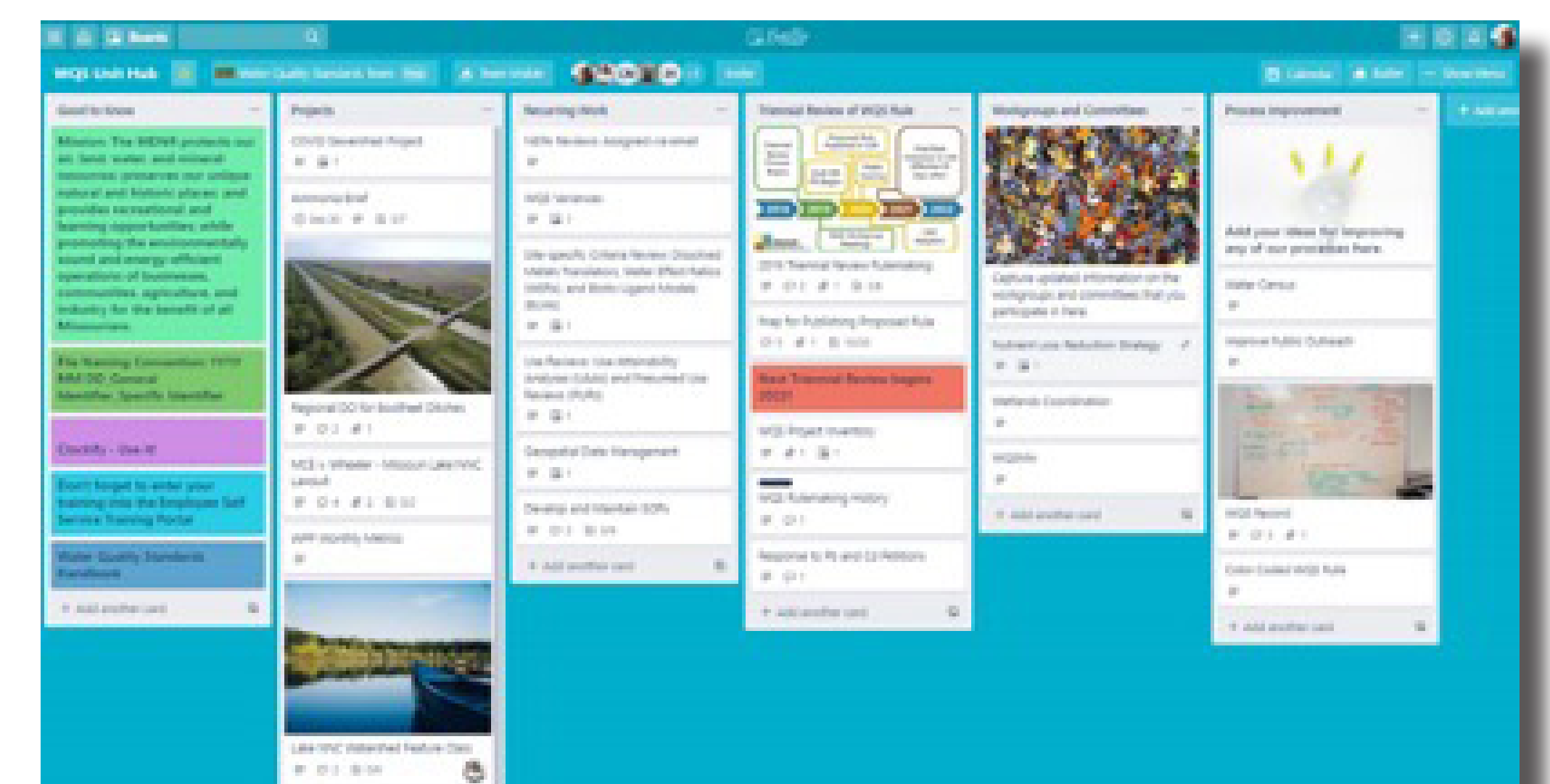
DATA

Inventory of tasks, types of files used/kept, state and federal legal requirements.



ACTION

Integrate triennial reviews into rulemaking process, create project plans & SOPs, centrally track work items.



OUTCOMES

- 49% reduction in tasks
- Tracking areas reduced to 1
- 5 project plans, SOP template & tech doc SOP
- Timing of triennial reviews
- Better stakeholder engagement
- Efficient & meaningful meetings