



# **DEPARTMENT OF ECOLOGY**

**2019 – 2021**

**Operating Budget**

**SEPTEMBER 2018**

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STATE OF WASHINGTON  
DEPARTMENT OF ECOLOGY

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September 14, 2018

TO: David Schumacher, Director  
Office of Financial Management

FROM: Maia D. Bellon, Director 

SUBJECT: 2019-21 Ecology Operating Budget Request

As the state's lead environmental agency, Ecology's mission is to protect and preserve the environment for current and future generations, while valuing and supporting Washington's economic success. We're tackling challenges that are unique to our times and require us to take a broad and holistic approach to our work that focuses not only on *what* we do, but *how* we do it.

Ecology's goals are to:

- Protect and restore land, air, and water.
- Prevent pollution.
- Promote healthy communities and natural resources.
- Deliver efficient and effective services.

Attached is Ecology's 2019-21 Biennial Operating Budget request. This budget reflects a recovering economy and the need to redirect dedicated environmental funds from helping to fill General Fund deficits, back to critical environmental work. It addresses major information technology, facility, and records management/public disclosure needs that were put off during the Great Recession. We are requesting resources to implement streamflow restoration legislation passed earlier this year, address the solid waste management and recycling crisis, fund the Office of the Chehalis Basin and related Board, and address priority water quality, toxics cleanup and prevention, and Washington Conservation Corp needs.

Ecology's Operating Budget request totals \$55 million. The request is supported primarily by dedicated environmental funds and direct charges to customers for services provided that:

- Restore capacity for dedicated environmental accounts for toxics cleanup, prevention, and management.
- Tackle solid waste head-on and find solutions to the recycling crisis.
- Improve water quality.
- Deliver water for fish, farms, and people.
- Address air toxics and public health issues.
- Reduce flood risks and improve long-term community flood resilience.

## **Model Toxics Control Act (MTCA) Fund Shift Back**

The price of crude oil began dropping after the summer of 2014, which resulted in a correlated and significant decrease in Hazardous Substance Tax (HST) revenue. Prior to the downward plunge in oil prices, MTCA revenue collections were around \$200 million a year from 2012 through 2014. Collections dropped to \$113 million in 2016, and \$124 million in 2017, but are beginning to recover. Collections are projected to be around \$159 million per year over the next three years.

In addition to the issues caused by oil prices, the pressure on operating funds during the Great Recession resulted in multiple fund shifts. Enacted budgets permanently shifted \$75 million of General Fund-State (GF-S) work in state agencies' operating budgets to MTCA accounts. Although these fund shifts preserved some core environmental work, they also further eroded MTCA funding capacity for toxics management, prevention, and cleanup work, particularly in the capital budget.

Ecology is requesting to shift specific operating activities back to GF-S funding to allow MTCA funds to be used for vital capital projects statewide. A \$64.2 million shift will help address the ongoing funding shortfalls in two of the MTCA accounts (State Toxics Control Account and Environmental Legacy Stewardship Account) and allow funding for capital projects. Ecology also requires ongoing transfer provisions between the three MTCA accounts because, with the \$140 million-a-year HST revenue cap in the State Toxics Control Account and Local Toxics Control Account, there is not enough revenue to cover base carryforward appropriations in the State Toxics Control Account and the Environmental Legacy Stewardship Account.

## **Fixing Recycling and Fighting Litter**

New Chinese government regulations went into effect January 1, 2018, that ban low-grade post-consumer plastics (plastic codes 3-7) and unsorted paper (mixed waste paper) imports. They also imposed a strict 0.5 percent limit on the amount of contamination allowed in imported recyclables. The new restrictions have had worldwide repercussions, but the effects are being felt especially hard in Washington.

Our state has been a national leader in recycling, with overall recycling rates approaching 50 percent. Because of our proximity and ease of shipping, China is an even more important destination for our recyclable commodities than it is for other parts of the country. Ecology and partner agencies across Washington are working to identify ways to improve commingled recycling in our state and reduce contamination. Ecology may propose 2019 agency request legislation, and is submitting budget requests to tackle this issue head-on and find solutions to the recycling crisis.

## **Maintaining Washington Conservation Corps (WCC) Crews**

The WCC collaborates with over 90 organizations to complete environmental restoration and enhancement projects statewide. The WCC provides job and education opportunities for youth and military veterans to help in disaster response and to improve Washington's air, land, and water. The WCC is experiencing unprecedented cost increases (like state minimum wage) and reduced federal funding that have put the program in jeopardy. Without additional state support in the 2019-21 Biennium, the WCC will be unable to maintain the 380 crew members that serve on the front lines to protect and restore our communities and lands.

## **Critical Information Technology, Records Management, and Public Disclosure Upgrades**

During the Great Recession, Ecology put off several information technology needs that are now creating significant risks in the way we do business.

- Outdated financial systems are expensive and inefficient to support, and are at high risk of system failure. We must replace these aging systems to meet business needs, reduce the risk of audit findings, increase the quality and security of data, and gain efficiencies through standardizing processes.
- Records management is antiquated, costly, time-consuming, and creates legal risks with public records laws. We need to modernize records management by using proven content management solutions.
- Centralizing Ecology's public disclosure case management will greatly streamline the response process for requests, improve response quality, and mitigate risks related to Public Records Act violations.

## **Placeholders**

**Children's Safe Product Act Update.** Ecology is working with the Governor's Office and the Department of Health to wrap up final details on proposed 2019 agency request legislation to update the Children's Safe Product Act. As part of the Governor's priority to improve the health of Washington's residents, it is important to phase out toxic chemicals used in everyday products, especially when children are exposed to those chemicals at levels of concern. We will submit the proposed legislation, fiscal note, and budget request for rule development costs by the end of September.

**Responding to the Recycling Crisis.** Ecology is considering agency request legislation for 2019 to address the urgent needs facing recycling as a result of China's recently enacted import restrictions. We may submit proposed legislation and related fiscal documents in early fall.

Thank you for considering our operating budget request. We will work with our assigned operating budget analysts as they review this request in detail. Please let us know if you have questions.

Attachment

cc: JT Austin, Senior Policy Advisor, Natural Resources, Office of the Governor  
Myra Baldini, Budget Assistant to the Governor, OFM  
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# Department of Ecology – Executive Leadership



### Administrative Directors

 <b>Administrative Services</b> Jason Norberg (Interim) 360/407-6829	 <b>Financial Services</b> Erik Fairchild 360/407-7005	 <b>Human Resources</b> Sandi Stewart 360/407-6218	 <b>Office of Chehalis Basin</b> Andrea McNamara Doyle 360/407-6548	 <b>Tribal &amp; Env. Affairs, Sr. Advisor</b> Tom Laurie 360/407-7017
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### Environmental Program Managers

 <b>Air Quality</b> Stu Clark 360/407-6880	 <b>Hazardous Waste &amp; Toxics Reduction</b> Darin Rice 360/407-6702	 <b>Shorelands &amp; Env. Assistance</b> Gordon White 360/407-6977	 <b>Spill Prevention, Preparedness &amp; Response</b> Dale Jensen 360/407-7450	 <b>Water Resources</b> Mary Verner 360/407-6672
 <b>Environmental Assessment</b> Carol Smith 360/407-6699	 <b>Nuclear Waste</b> Alexandra Smith 509/372-7905	 <b>Solid Waste Management</b> Laurie Davies 360/407-6103	 <b>Toxics Cleanup</b> Bob Warren (Interim) 360/407-7177	 <b>Water Quality</b> Heather Bartlett 360/407-6405

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# 2019–2021 Strategic Plan



DEPARTMENT OF  
**ECOLOGY**  
State of Washington

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## **Our Vision**

Innovative partnerships that sustain healthy land, air, and water in harmony with a strong economy.

## **Our Mission**

To protect, preserve and enhance Washington's environment for current and future generations.

## **Our Commitments**

Perform our work in a professional and respectful manner.  
Listen carefully and communicate in a responsive and timely manner.  
Solve problems through innovative ways.  
Build and maintain cooperative relationships.  
Practice continuous improvement.

## **Our Goals**

Protect and restore land, air, and water.  
Prevent pollution.  
Promote healthy communities and natural resources.  
Deliver efficient and effective services.



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## I. Introduction and Overview

This strategic plan describes the work we are doing to face the challenges in the 2019–2021 biennium and beyond. It is both aspirational and practical, builds on past work, and supports Results Washington’s focus on performance management and continuous improvement.

## Our strategic framework

### Vision

Our innovative partnerships sustain healthy land, air, and water in harmony with a strong economy.

### Mission

To protect, preserve, and enhance Washington's environment for future and current generations.

### Commitment

- Perform our work in a professional and respectful manner.
- Listen carefully and communicate in a responsive and timely manner.
- Solve problems through innovative ways.
- Build and maintain cooperative relationships.
- Practice continuous improvement.

### Goals

- Protect and restore air, land, and water.
- Prevent pollution.
- Promote healthy communities and natural resources.
- Deliver efficient and effective services.

### Strategic priorities

- Reduce and prepare for climate impacts.
- Prevent and reduce toxic threats.
- Deliver integrated water solutions.
- Protect and restore Puget Sound.

## Our environmental programs

Headquartered in Lacey, WA, with regional offices across the state, Ecology employees maintain high standards of transparency, professionalism, and accountability.

The employees in our environmental programs exhibit leadership in scientific research, creative problem-solving, complex project management, and innovative partnerships. We balance the resource demands of today's growing population and economy, preventing and cleaning up polluted places, and planning for future generations of people, fish, and wildlife.

### Air Quality

We protect, preserve, and enhance the air quality of Washington to safeguard public health and the environment, and support high quality of life for current and future citizens.

### Environmental Assessment

We measure, assess, and communicate environmental conditions in Washington State.

### Hazardous Waste and Toxics Reduction

We foster sustainability, prevent pollution and promote safe waste management.

### Nuclear Waste:

We lead the effective and efficient cleanup of the U.S. Department of Energy's Hanford Site; to ensure sound management of mixed hazardous wastes in Washington; and to protect the state's air, water, and land at and adjacent to the Hanford site.

### Shorelands and Environmental Assistance

We support community conservation efforts for our shorelands, wetlands, and floodplains.

### Spill Prevention, Preparedness, and Response

We protect Washington's environment, public health, and safety through a comprehensive spill prevention, preparedness, and response program.

### Toxics Cleanup

We protect Washington's human health and environment by preventing and cleaning up pollution and supporting sustainable communities and natural resources for the benefit of current and future generations.



## Solid Waste Management

We reduce waste through prevention and reuse; keep toxins out of the environment; and safely manage what remains.

## Water Quality

We protect and restore Washington's waters to sustain healthy watersheds and communities. Our work ensures that state waters support beneficial uses including recreational and business activities, supplies for clean drinking water, and the protection of fish, shellfish, wildlife, and public health.

## Water Resources

We manage water resources to meet the needs of people and the natural environment, in partnership with Washington communities.

## Collaboration and coordination

All of our work involves partners. We value our working relationships and partnerships with tribes, local governments, state and federal agencies, citizen groups,

and the business community. These relationships reflect our commitment to the people of Washington.

- We value and build partnerships to achieve common goals.
- We see ourselves as a committed partner to tribes, communities, businesses, local governments, and global neighbors.

We are committed to improving coordination between Ecology programs and regulatory partners, so that permit applicants have an efficient, predictable, and consistent regulatory experience.

## Human resources

Our Human Resources Office acts as a strategic business partner to our environmental and administrative programs. We recruit great talent committed to achieving Ecology's mission. We value engaged and successful employees, a diverse workforce, and a safe and healthy work environment.

### Objectives

- Increase employee satisfaction and engagement.
- Support equity, diversity, and inclusion.
- Increase the availability and use of workforce data and metrics in business planning and decision-making.
- Build and implement workforce, succession, and leadership development plans that anticipate future business needs.

## Records management

Our records management strategy addresses the entire life cycle of records – from creation, through their active phases, to disposition.

### Objectives

- Modernize our record management processes and implement an Enterprise Content Management (ECM) solution designed to meet agency business needs.
- Centralize public disclosure activities to streamline processing, improve response quality, and meet legal reporting requirements.
- Manage records to meet statutory requirements, customer expectations, and agency business needs.
- Provide timely responses to public records requests and ensure our records are secure.



Ecology's Washington Conservation Corps member plants trees as part of our commitment to conserve and enhance natural resources.

## Business technology and information management

Our Information Technology Services Office is responsible for protecting, preserving, enhancing, and transforming our business processes and technology solutions to support the agency's data-driven decision-making. We operate in a collaborative, transparent, and nimble fashion with our environmental and administrative program partners. We provide timely, high-quality and partner-centric technical support services.

### Objectives

- Preserve and protect Ecology's data and information assets by proactively improving our security practices and technologies.
- Modernize and standardize agency wide business processes and business technology solutions, including but not limited to:
  - Financial management systems.
  - Web-based information and service delivery.
  - Enterprise content management.
  - Environmental tracking systems.
  - Application and infrastructure portfolio management.
- Develop a strategy and implementation roadmap for leveraging secure, integrated, cloud-based technical services.
- Develop improved enterprise data management, business analytics, and reporting capabilities, and increase public access to data.
- Improve accessibility to electronic data and information for individuals with disabilities.
- Develop and provide technical solutions that support an increasingly collaborative and mobile workforce.
- Develop and implement improved technical infrastructure services that provide high-speed access to data and information.

## Financial management and oversight

Our Financial Services Office works closely with environmental programs to provide accounting, payroll, contracts and purchasing, centralized budget support, and fund management services. Ecology has over 50 unique fund sources that support our work. Seventy percent of our budget passes through to local communities in the form of grants, loans, contracts, and on-the-ground project work. The proper use and oversight of these resources helps to ensure we continue to receive funding for our core mission and strategic priorities.

### Objectives

- Provide credible, timely, and accurate financial data to support continued investment in our work.
- Analyze and report on financial performance each quarter, alert managers to problems and opportunities, and help them find solutions.
- Maintain and enhance the integrity of data in all agency financial systems.
  - Integrated Grant and Revenue System. We are currently using three outdated and inefficient systems to collect, manage, and track federal grant revenue and cost recovery on cleanup activities, and to manage pass-through grants and loans. Our revenue management scope includes \$75 million each fiscal year from federal sources and \$9.7 million each biennium in cleanup cost recovery. Our current biennial pass-through budget is over \$900 million. We are requesting funds in the 2019-21 Biennium to replace these three systems. A new system will help meet business needs, reduce the risk of audit findings, increase the quality and security of data, and gain efficiencies through standard processes.
- Provide up-to-date policies, procedures, and guidance on financial and budget matters.
- Develop strategies to link financial resources to environmental activities, priorities, and outcomes.
- Ensure control and accountability over Ecology's assets and compliance with financial laws and regulations.
- Maintain positive cash and fund balances for the dedicated environmental funds we manage.

## Staff services and facilities

Efficient, well-maintained, and sustainable infrastructure and operational support help us conduct our work to protect, preserve, and enhance the environment for current and future generations.

### Objectives

- Maintain headquarters, regional, and field offices that support staff in meeting current business needs.
- Deliver shared services (for example, transportation, surplus disposal, and mail) in an efficient and customer-focused manner.
- Monitor the efficiency and environmental performance of facilities and engage staff in targeted improvements that contribute to the sustainability of our operations.
- Provide leadership on sustainable energy efficiency and environmental performance in accordance with Executive Order 18-01 by:
  - Improving the energy efficiency of our facilities.
  - Adopting renewable energy sources.
  - Reducing greenhouse gas emissions and toxins from our business operations.
  - Increasing the number of electric vehicles in our fleet.

## Risk management

We evaluate risk on an ongoing basis, within the framework established by Executive Order 16-06 - State Agency Enterprise Risk Management. Feedback from our Executive Leadership Team and environmental programs is incorporated into our risk planning to ensure alignment with our mission and current business activities.

### Objectives

- Identify and proactively address any risks related to achieving our mission.
- Establish and maintain guidelines, standards, and procedures for Enterprise Risk Management.
- Collaborate with managers, employees, partners, and customers to reduce risks related to the services we provide.
- Update and exercise our Continuity of Operations Plan (COOP) on an annual basis, so that we can efficiently resume our core services following a disaster or emergency.

## Strategic planning, performance management, and continuous improvement

We are focusing our efforts on improving performance to achieve planned results. Our performance management approach includes:

### Program planning and collaboration

- Environmental and administrative programs engage in robust planning discussions with their management teams, employees and with our Executive Leadership Team.
- Program plans integrate customer feedback, budget priorities, and resource availability.
- Our management teams share information within their programs and between programs. This promotes collaborative discussions and decision making by our Executive Leadership Team.

### Budget review and development

- Our budget managers track activities, allotments, and spending plans. This iterative process involves input from employees and from the Executive Leadership Team.
- Our two-year and supplemental budgets show how we manage and use our financial resources to invest in environmental activities.

### Using data to make decisions

- Employees track project progress and provide regular reports on data trends to their program planners who work with program management teams on data based decision making.

### Understanding and working with our customers

- Public involvement is part of everything we do. We continuously seek out, welcome, and use feedback to improve how we deliver services to Washingtonians.
- We are committed to environmental justice in all our work and are currently emphasizing improving language access.
- We survey our permitted and inspected customers about their experiences with our employees, and we use this information to target improvement efforts. We are evaluating how to gather and use point-of-service feedback to hear from a larger pool of customers.

### Employee engagement and feedback

- We support a professional and dedicated workforce.
- The annual survey of state employees, with additional

questions focused on our employees' experience, provides information to agency leaders regarding areas where more focus is needed.

- We build a culture of inclusion and collaboration where employees have the opportunity to grow in their careers and contribute to our goals and priorities.
- We regularly seek opportunities for employees to engage in meaningful dialogue regarding our performance and priorities.

For more information about the Department of Ecology  
please visit our website: [Ecology.wa.gov](https://ecology.wa.gov).

For information on performance measures refer to our  
Budget & Program Overview, 2017-2019  
(Ecology Publication Number 18-01-004).





## II. Reduce and Prepare for Climate Impacts

Washington is preparing for the future. This means understanding and reducing the impacts from climate change to our communities, natural resources, and economy. Ecology is committed to working with tribes and local, state, and federal partners and our Canadian neighbors to protect our resources and prepare for tomorrow.



## Outcomes

- A comprehensive regulatory framework to limit carbon pollution.
- Natural and built communities resilient to climate change impacts.
- Research that guides actions to mitigate ocean acidification.

## Objectives

1. Reduce carbon pollution.
2. Increase resiliency of natural and built communities.
3. Understand impacts to natural systems.
4. Prioritize drought preparedness.
5. Understand, prepare for, and mitigate ocean acidification.

## Key strategies

**Implement and improve tools** to track and reduce greenhouse gases.

Pursue integrated planning and adaptive management.

**Improve people's understanding** of the science behind climate change to support reduction and adaptation planning.

**Collect data and provide analysis** to support formation-based decision-making.

**Develop scientific models** to predict the extent and greatest risks to state waters due to climate changes.

## Background

Our region is vulnerable, and increases in global temperatures will affect fish, farms, and communities across Washington. Our approach is progressive, and we are tracking progress and continuing to look for practical and responsible solutions to reduce greenhouse gas emission levels according to state law adopted in 2008.

The impacts of climate change are significant.

Increased water temperatures add stress on already struggling fish populations and increase the urgency to restore habitat.

Sea level rise will have negative impacts on coastal communities.

Wildfires blanket communities in hazardous smoke, destroy homes and infrastructure, deplete state and local resources, and require a strong commitment to working with tribes and local, state, and federal partners to develop integrated, community-based response plans.

Drought increases demand on limited groundwater and surface water supplies.

Addressing climate change is a priority for us, and we are working to limit carbon pollution and protect our state from its effects. We remain committed to working with our partners to slow the effects of climate change and build a resilient Washington.



Sea-level rise due to climate change threatens coastal communities.



## Objective 1: Reduce carbon pollution

### Establish regulatory limits on carbon pollution

- Support the Washington Clean Air Rule that establishes a regulatory cap on carbon emissions.
- Reduce carbon pollution from transportation, energy use, and electricity production through a coordinated set of policy, regulatory, and incentive programs.

### Develop practical and coordinated approaches for reducing carbon pollution to targets required by Washington law

- Track and report greenhouse gas emissions.
- Support clean and green energy technologies.
- Promote transportation alternatives and fuel-conservation opportunities.
- Support sustainable materials management to reduce pollution and greenhouse gas emissions from the production, use, and end-of-life management of products and materials.
- Reduce our environmental footprint when developing remedies for toxic cleanup sites.

## Objective 2: Increase resiliency of natural and built communities

### Build resilient communities that can withstand and adapt to changing climate conditions

- Protect shorelines, reduce flood risks, and improve or restore habitat on major rivers.
- Identify, protect, and restore cold-water refuges for salmon.
- Consider climate change impacts when evaluating proposals under the State Environmental Policy Act (SEPA).
- Ensure sustainable wastewater treatment infrastructure.
- Relocate chemical storage and disposal facilities from areas facing significant risk of coastal flooding.
- Support efforts to sequester carbon in working lands and soils.
- Help Washingtonians reduce exposure to wildfire smoke.

### Support local emergency and disaster planning efforts

- Increase drought relief and flood damage reduction-funding options.

- Assist communities in preparing for impacts from current and future hazards.
- Improve access to data for communities, first responders, and project partners.
- Identify toxic cleanup sites that are vulnerable to climate impacts; cleanup and restore those sites in a way that improves their ability to overcome those impacts.

## Objective 3: Understand impacts to natural systems

### Monitor trends

- Identify, collect, and share baseline and trend data to help inform climate change related risk planning.
- Collect data to predict responses of freshwater resources in times of stress.
- Track groundwater responses to climate change.

### Increase understanding of ecosystem responses to climate stress

- Research how climate stress affects benthic life, nutrients, and food webs in Puget Sound.
- Investigate potential connections between stream flow and water quality.

## Objective 4: Prioritize drought preparedness

### Lead statewide drought planning efforts

- Develop a new statewide drought response plan by working with a task force of state and federal agencies, local governments, conservation districts, and irrigation districts.
- Implement enhanced water conservation and efficiency programs to reduce the amount of water required for irrigation, municipal, and industrial users, and improve basin water supply.
- In partnership with the Washington Conservation Commission, review irrigation efficiency to verify that water diversions have decreased and stream flows are improved.

### Implement integrated water solutions in basins vulnerable to climate change impacts

- Support collaborative approaches to decisions around tradeoffs between instream and out-of-stream uses for water.

- Develop water banks in the Dungeness, Walla Walla, Spokane, and Yakima Basins to help facilitate transfer of water to higher value uses.
- Support tribal and local governments, watershed and regional groups, water managers, and communities in identifying and assessing risks and implementing solutions, including increasing water storage capacity of soils using compost, biochar, and biosolids.

### **Objective 5:** **Understand, prepare for, and mitigate ocean acidification**

#### **Understand, monitor, and reduce the impact of ocean acidification to Washington waters**

- Estimate the global and regional impact of ocean acidification for state waters using the Salish Sea Model to simulate environmental responses to increased carbon dioxide.
- Identify water quality trends (seasonal and annual) and investigate areas of concern.



Ocean acidification is a global problem that threatens Washington's marine wildlife and economy.





### III. Prevent and Reduce Toxic Threats

Effectively reducing threats from the use of toxic substances requires cleaning up existing contamination, managing current uses, and reducing or eliminating future use. Toxic substances are found in some consumer products, and in many manufacturing processes. They end up in the air, water, land and in our bodies.

Ecology, through the Governor's Orca Recovery Task Force, will be implementing toxic reduction strategies affecting orca and the salmon they depend on.

In addition, our state is facing new challenges around sustainable recycling of reusable wastes.

## Outcomes

- Healthy people and environments.
- Safer consumer products in Washington.
- Prevent pollution and toxic runoff to our environment.
- Existing contamination cleaned up or remediated.

## Objectives

1. Reduce the release of toxins into the environment.
2. Increase the visibility of prevention activities.
3. Integrate prevention, permitting, compliance and cleanup efforts.
4. Hanford tank waste treatment.

## Key strategies

**Support a flexible** and effective regulatory framework for preventing and reducing the release of and exposure to toxic substances.

**Develop opportunities** to encourage the recycling of reusable wastes.

**Reduce the use of toxic** materials and prevent them from entering into homes and industry.

**Reduce toxic products** purchased through state purchase contracts.

**Improve knowledge** of where and how toxic substances get into products, people, and the environment.

**Integrate Chemical Action Plan** recommendations into activities for cleanup, protecting water quality, and preventing spills.

**Promptly respond** to releases of oil and hazardous materials to minimize environmental and public health impacts.

**Increase safe handling**, storage, and disposal of waste through compliance efforts.

**Develop and issue** construction and operating permits for the facilities that will treat Hanford tank waste.

## Background

Our work supports Washington's strong and ongoing efforts to ensure safe management of wastes and cleanup of legacy contamination.

- We oversee permitting, facility closures, and cleanup of spills and contaminated sites.
- We oversee treatment of mixed radioactive and chemical tank waste at the Hanford Nuclear Reservation.
- We monitor and provide technical assistance to businesses and manufacturing facilities to help them comply with state law and prevent release of toxins to the environment.

Much of the pollution that enters our environment comes from the steady releases of toxic substances found in everyday products. Toxic substances get into stormwater and into waterways. Once in waterways, they enter the food web, get into fish, and into people. Effects on humans from these toxins can include cancer, developmental problems, effects to the nervous system, endocrine disruption, and immune-response suppression.

We collaborate with other states and with local and federal government partners on our multi-step approach to prevent and reduce toxic threats to humans, fish, and the environment. Some parts are regulatory, such as Washington State's individual product laws and Children's Safe Products Act, while other parts are voluntary, such as offering technical assistance to companies regarding use of safer chemical alternatives. The information we gather about toxic substances through environmental monitoring, product testing, and required disclosure of certain chemicals in consumer products helps us in our decision making related to preventing and reducing toxic threats.

While much of our work in preventing toxics exposure has relevance statewide, some actions related to toxic substances pertain to large and small localized areas. Examples are:

- Cleanup efforts underway in Bellingham Bay.
- Removing area-wide contamination from the Tacoma Smelter plume.
- Cleanup of soil and groundwater from leaking underground storage tanks.

Moving forward, we believe embracing sustainable practices is the best option for preventing pollution and delivering a healthy environment to future generations.

### **Objective 1:**

### **Reduce the release of toxins into the environment**

#### **Strengthen toxics reduction and compliance efforts**

- Protect those at greatest risk, such as children, from exposures to toxic substances in consumer products.
- Continue our strong state program while working with the U.S. Environmental Protection Agency as they implement recent reforms to the federal Toxic Substance Control Act.
- Where necessary and appropriate, eliminate or phase out use of specific substances or products.
- Reduce and prevent exposure to airborne toxics.

#### **Decrease use of known toxic substances**

- Support alternative assessments where manufacturers look for safer alternatives to toxic substances.
- Complete Chemical Action Plans for priority toxic substances, including for per- and poly-fluorinated

alkyl substances (PFASs) (chemicals prevalent in consumer products like carpeting and waterproof fabric).

- Improve the process for developing Chemical Action Plans based on experience gained developing the first five plans.
- Implement actions identified in existing Chemical Action Plans.
- Update our understanding of priority toxic substances to reflect new science.

#### **Implement Chemical Action Plan recommendations**

- Implement existing Chemical Action Plan recommendations for:
  - Mercury.
  - Flame-retardants.
  - Lead.
  - Polycyclic aromatic hydrocarbons (PAHs)
  - Polychlorinated biphenyls (PCBs).
- Implement the 2015 PCBs Chemical Action Plan recommendations to prevent additional PCBs from reaching the Spokane and Duwamish Rivers.
- Integrate Chemical Action Plan recommendations into cleanup projects, stormwater management, and permitting decisions.

#### **Seek out innovative approaches**

- Explore options for combining federal and state regulations and for using existing authorities to support additional toxics reduction efforts.
- Support product stewardship policies.
- Direct interested Washingtonians to consumer protection information available through the Office of the Attorney General.

#### **Increase use of safer alternatives**

- Offer technical assistance to hazardous waste generators for identifying safer alternatives and green chemistry options that will significantly reduce toxic chemical use in Washington.
- Build partnerships to find safer alternatives that remove toxic substances from products and keep them out of the environment. For example, multiple entities continue working together to find safer alternatives to copper-containing boat paint.
- Advocate for creating Technology Innovation Grants to fund marketable, safer chemical alternatives to common toxic substances used to develop consumer products.
- Assist customers in finding safer alternatives by



Our toxics monitoring program collects environmental samples to assess whether toxic chemicals in soil, fish tissue, and the water column are increasing, decreasing, or staying the same in Washington.



supporting credible labels, such as the United States Environmental Protection Agency's Safer Choice voluntary program.

#### **Advocate for green purchasing**

- Support the state of Washington, local governments, and others in using their purchasing power to influence use of safer alternatives and other environmentally preferred products
- Participate in developing state environmentally preferred purchasing contracts.

### **Objective 2:**

#### **Increase the visibility of prevention activities**

##### **Identify specific connections between cleanup activities, stormwater management, and prevention efforts**

- Estimate costs associated with removing contaminants compared to preventing contamination.
- Use examples of situations where future costs were avoided to describe the value of prevention activities. Examples include specific chemicals (copper, mercury, phthalates, and PCBs) and preventing oil spills.

### **Objective 3:**

#### **Integrate prevention, permitting, compliance, and cleanup efforts**

##### **Protect water quality**

- Coordinate cleanup of contaminated water bodies with source control planning so decisions acknowledge multiple regulatory authorities and the goals, priorities, and mechanisms of each.
- Increase the number of partners in municipalities and health districts providing pollution prevention assistance to small businesses.

##### **Avoid health and environmental costs associated with pollution**

- Reduce urban stormwater pollution.
- Prevent oil spills.
- Address nonpoint sources contributing to water pollution.
- Support infrastructure projects like wastewater treatment facilities to keep pace with a growing population.
- Encourage the use of safer alternatives in place of more toxic substances.

- Encourage the safe handling, storage, treatment, and disposal of wastes through compliance efforts.
- Reduce toxic diesel emissions.
- Encourage responsible use of residential woodstoves to reduce emissions of dangerous fine particulates in wood smoke.

##### **Identify data gaps around emerging toxic substances in products and the environment**

- Engage in long-term monitoring of priority toxic substances to identify trends in the environment.
- Collaborate with other states so businesses can submit information in one place.
- Develop standardized procedures for testing toxic substances in consumer products.

##### **Analyze reported data required by the Children's Safe Product Act**

- Review and analyze data on substances in products to identify priorities for reducing exposures to children.
- Provide publically available data and information in context and in a manner useful for consumers.

### **Objective 4:**

#### **Hanford tank waste treatment**

##### **Perform all Ecology activities necessary to support treatment of Hanford tank waste by 2023**

- Maintain a strong working relationship between Ecology and the US Department of Energy.
- Ensure active management and project level interaction on all phases of project activities.
- Continuously evaluate design, construction, and operation of tank waste treatment facilities to ensure timely issuance of comprehensive regulatory permit documents.
- Perform active oversight of US Department of Energy construction activities to validate and verify that facilities are constructed as designed and permitted.
- Ensure compliance with Consent Decree and Tri-Party Agreement requirements.

## Sustainable recycling: a new challenge

### Introduction

A key issue facing Washingtonians is the disruptions in the market for recycled materials. To continue protecting the environment we must reassess our recycling system and find new opportunities, strategies, and markets.

Recycling has many benefits: it conserves natural resources, creates jobs, and reduces pollution, including greenhouse gases. Washington has been a national leader in recycling. Overall our recycling rates are approaching 50 percent. However, recent changes to global markets for recycled commodities have created a crisis for our long established recycling programs. We are working with our partners to address this unprecedented challenge.

### Outcomes

- Higher quality, less contaminated, more valuable recycling streams.
- Improved markets for recyclables.
- Recycled commodities replace virgin materials in manufacturing.

### Objectives

Work with our partners to:

1. Educate the public on how to avoid contaminating recyclables.
2. Encourage new markets for our state's recyclable commodities.
3. Identify long-term strategies to build a more sustainable recycling system.

### Key strategies

**Work with partners** that represent the full life-cycle of products, including manufacturers, packagers, recycling facilities, solid waste collection companies, and local governments.

**Create and distribute** effective educational messages targeted to reducing contamination in recyclables.

**Support research** into the structure of recycling systems to inform decision-making. This includes market development, collection and processing options, and types of materials.

### Background

For years, China has been the dominant destination for the world's exported recyclable commodities. While these materials fueled China's industries, they also created huge amounts of waste and pollution. The Chinese government has cracked down on the problem with new regulations that no longer allow importing low-grade post-consumer plastics (plastic codes 3–7) and unsorted paper (mixed waste paper). China has also imposed a strict 0.5 percent limit on the amount of contamination allowed in imported recyclables, which is near impossible to meet. Most recently, China has stated they will stop importing all recyclable materials by 2020.



Workers sort through recycled paper products.

### Objective 1:

#### Educate the public on how to avoid contaminating recyclables

- Based on research, conduct a statewide public education and outreach campaign to provide best management practices to Washingtonians for what materials should be included in curbside recycling programs.
- Seek out expertise to create effective educational messages targeting the biggest contamination issues.
- Provide tools and resources to local governments to educate their communities.
- Propose legislation to require state and local governments to have contamination reduction outreach plans.

### Objective 2:

#### Encourage new markets for our state's recyclable commodities

- Research the possibilities of establishing a secondary processor or plastic recycling facility in the Northwest.
- Promote recycled content purchasing, including in state government, as applicable.

- Study effective market development organizations and tools.
- Work with the Washington State Department of Commerce and others to establish a recycling development center for Washington and the Northwest.

### Objective 3:

#### Identify long-term strategies to build a more sustainable recycling system

- Continually work with stakeholders along the entire packaging and products life cycle, to enable the end goal of using recyclable commodities to replace virgin materials in manufacturing.
- Research and build on successes around the United States and beyond.
- Identify and address challenging materials and products, such as certain single use plastics.
- Continue to promote the environmental and economic benefits of recycling, while also using this opportunity to increase emphasis on waste reduction.
- Work with stakeholders to examine the recycling systems and identify opportunities for improvements in collection, processing, and system design.



Developing and promoting responsible recycling programs in Washington is one of our priorities to protect the environment from toxics.





## IV. Deliver Integrated Water Solutions

Integrated water solutions provide a coordinated and collaborative approach to delivering clean, cool water. This approach ensures Washington has clean, adequate water supplies that meet current and future drinking water needs, commercial and agricultural uses, and sustains fish and the natural environment.

## Outcomes

- Sufficient water for agricultural, commercial, environmental, municipal, and recreational uses.
- Clean water to meet the present and future water needs of Washington.
- Cool waters and healthy streams that support fish and wildlife.

## Objectives

1. Protect water resources, through streamflow restoration, while providing water for rural Washingtonians.
2. Secure sufficient water addressing multiple needs.
3. Coordinate strategic water project investments.
4. Address discrepancies between watershed cleanup plans and discharge permits.
5. Advance the use of reclaimed water.

## Key strategies

**Build strong partnerships** with tribes; local, state, and federal governments; water users; and other interested stakeholders in water resource management decision making.

**Pursue innovative approaches** to developing water supplies and appropriating and transferring water rights. Examples include water banking for mitigation purposes, and where feasible, using reclaimed water to help protect instream flows.

**Collaboratively complete** and implement high priority water quality improvement plans (Total Maximum Daily Loads, TMDLs).

**Expand monitoring** to evaluate the effectiveness of innovative solutions. For example, using streamflow data to influence permitting decisions that will reduce toxics loading to water bodies.

**Seize opportunities** provided by projects that simultaneously improve both water supply and water quality. For example, flood hazard reduction projects.

**Prevent and reduce** water pollution from point and nonpoint sources, and from stormwater runoff.

## Background

Factors such as a changing climate, an increasing population, declining groundwater, and a growing economy have converged to increase water demand and decrease water supply. As traditional water supplies become increasingly scarce in rural areas, water users need solutions that provide water for out-of-stream use while protecting surface waters.

We continue to invest in and complete large-scale water infrastructure projects like the Odessa Groundwater Replacement Program and the Yakima Integrated Plan. In addition, we are seeking new opportunities to use integrated water resource management techniques in the Icicle Creek and Walla Walla basins.

We are working with local planning groups to update and develop plans, and provide funding for projects that mitigate the impacts of new domestic water use. We are also working to reduce pending water right applications through innovative approaches to water right appropriations and transfers.

To improve water management, we are:

- Increasing water use metering and reporting.
- Evaluating new techniques and technologies.
- Maintaining the statewide stream gauging network.
- Ensuring compliance with water laws.
- Measuring groundwater resources across the state.
- Refining our statewide drought response plan to prepare for future droughts.

Our work to ensure water quality remains a high priority, including updating Washington's National Pollutant Discharge Elimination System (NPDES) general permits and water quality standards.



Water is pumped into the White Salmon Aquifer and retrieved in the summer when needed.



## Streamflow restoration

### Introduction

Washington has a new streamflow restoration law. The new law helps protect water resources; it provides water for families in rural Washington and directs local planning groups to develop streamflow restoration plans. It focuses on 15 watersheds that were impacted by the 2016 Washington State Supreme Court Hirst decision and establishes standards for rural residential permit-exempt wells in the rest of the state for areas without a rural domestic groundwater mitigation program in place.

The new law:

- Divides the 15 impacted basins into those that previously adopted watershed plan and those that did not.
- Allows counties to rely on our instream flow rules when they prepare comprehensive plans, develop regulations, and determine water availability.
- Allows rural residents access to water from permit-exempt wells to build a home.
- Sets interim standards that will apply until local committees develop plans to be adopted into rule.
- Retains the current maximum of 5,000 gallons per day limit for permit-exempt domestic water use in watersheds that do not have existing instream flow rules.
- Invests \$300 million over the next 15 years in projects that will help fish and streamflows.

### Objective 1:

#### Protect water resources, through streamflow restoration, while providing water for rural Washingtonians

##### Support streamflow restoration and watershed planning

- Work with communities to help find water supply solutions for homes and to protect streamflows for fish.
- Develop flexible water mitigation strategies statewide.
- Find solutions to support homes, farms, and other businesses in the Skagit River Watershed by developing mitigation programs that balance instream and out-of-stream benefits. This includes projects to develop a water exchange and public infrastructure investments.
- Acquire water rights to protect and restore instream flows by working with water rights holders who volunteer to sell, lease, or donate all or part of their water rights to the Washington State Trust Water Rights program.

- Develop long-term water solutions for both economic purposes and environmental benefits for Eastern and Central Washington's farmers, communities, industries, and fish.
- Pursue water supplies for both instream and out-of-stream uses, including securing alternatives to groundwater for the Odessa Subarea and updating aging infrastructure in the Yakima, Methow, Wenatchee and Walla Walla basins.
- Secure reliable water supplies for pending water right applications, drought relief, and interruptible water users.

##### Implement the Yakima Basin Integrated Plan

- Support the Yakima River Basin Integrated Water Resource Management Plan projects to address the region's water and aquatic resource needs.
- Continue conservation, infrastructure, and fish passage projects along parallel paths through planning, design, permitting, funding, and construction.
- Build on an extraordinary collaboration and holistic approach to water management in the Yakima River basin.
- Work with partners to obtain federal support to complement the significant investments made by the state of Washington.

### Objective 2:

#### Secure sufficient water addressing multiple needs

##### Support projects through the Office of the Columbia River

### Objective 3: Coordinate strategic water project investments

#### Invest in partnerships and projects in the Chehalis Basin

- Through the Office of the Chehalis Basin's collaborative and integrated approach, develop and implement strategies to reduce flood damage and restore habitat for aquatic species.
- Pursue multi-benefit solutions that achieve both economic and environmental benefits for Chehalis Basin communities, farmers, industries, and fish.
- Support community consensus building during the development of watershed planning updates that address out-of-stream water needs while providing net ecological benefit.

#### Address long-term funding needs

- Collaborate with our partners to identify and secure funding for priority stormwater infrastructure projects.
- Provide funding to local governments to implement stormwater infrastructure retrofits.
- Target funds towards coordinated cleanup efforts around sensitive water supplies.
- Fund projects that reduce flood hazards and damage from catastrophic flooding, enhance ecological preservation, and address community needs while protecting the natural and beneficial functions of floodplains.
- Use funds to support shoreline and growth management planning that allows appropriate economic development while protecting critical habitat.

### Objective 4: Address discrepancies between watershed cleanup plans and discharge permits

#### Coordinate discharge permit restrictions

- Coordinate decisions around discharge limits in National Pollutant Discharge Elimination System (NPDES) and State Waste Discharge permits so when water supplies are low, permit restrictions do not result in insufficient stream flows.
- Establish structured and regular communication among our permitting programs to identify how and where stream flows influence site-specific water discharge permitting decisions.

### Objective 5: Advance the use of reclaimed water

- Provide cross program technical assistance to help facilities interested in using reclaimed water with questions about water quality and downstream water rights.
- Complete the Reclaimed Water Facilities Manual to guide implementation of the new reclaimed water rule, adopted in 2018.

### What are integrated water solutions?

A number of principles contribute to an interconnected and multifaceted approach to managing water:

- Strategic and coordinated investments for infrastructure.
- Innovative partnerships – with local communities, and other interested entities.
- Open and transparent decision making.
- Commitment to expand and improve access to data.
- Plan for the needs of current and future generations.
- Balance multiple interests and needs.
- Sharing data and resources – within Ecology, with other agencies, with local partners, and with Washingtonians.
- Innovative approaches to problem solving.



## **V. Protect and Restore Puget Sound**

Puget Sound requires our continued attention. We are building partnerships and making investments to restore, protect, and preserve the health of Puget Sound, now and for future generations. When collaborating with local and tribal governments, other state and federal agencies, non-profit organizations, and private sector partners, we use the best available science and research to advance our understanding about the challenges facing Puget Sound.



## Outcomes

- A healthy and resilient ecosystem.
- Economic prosperity in harmony with environmental stewardship.

## Objectives

1. Protect orca and salmon, and restore salmon habitat.
2. Accelerate innovative solutions for managing stormwater, reducing nutrients, and preventing toxic pollution.
3. Increase shellfish health and abundance.
4. Prevent oil spills and enhance our response capacity.
5. Increase coordination among funding programs to improve outcomes.

## Key strategies

**Coordinate infrastructure** investments and bring interdisciplinary teams into early planning.

**Collaborate through** Puget Sound Salmon Recovery Council and watersheds to protect and restore habitat.

**Improve understanding** of the link between nutrient pollution and food web impacts.

**Support innovative approaches** to removing toxics and nutrients from wastewater.

**Work collaboratively** with communities and stakeholders to address human sources of nutrients.

**Collaborate through** the Puget Sound Partnership's

Ecosystem Coordination Board to advance the Action Agenda's three Strategic Initiatives: stormwater, shellfish, and habitat.

**Prioritize cleanup** sites to reduce ongoing pollution.

**Leverage cleanup** of contaminated properties to improve the environment and spur economic opportunity.

**Evaluate methods** to incentivize re-development over development of new land.

## Background

More than a century of development has affected Puget Sound. Its waters accumulate excessive nutrients, toxic substances, and particulates that flow from stormwater, rivers, streams, and estuaries, impacting the health of aquatic ecosystems.

- Increasing development converts land cover from natural conditions to impermeable surfaces, reducing the ability for water to be filtered through soils and vegetation before flowing into our waterways and toward Puget Sound.
- Increased demand for water makes it harder to maintain cool, clean water in the streams that feed into Puget Sound.
- Climate change is altering the timing and availability of water supplies and contributing to ocean acidification, impacting shellfish and other fishery resources, and potentially altering the marine food web.
- Shifting transportation methods increase risk of oil spills.



Restoring and protecting habitat is one of our priorities for salmon, orcas, and shellfish.

## Contributing to Orca recovery

Puget Sound's southern resident orca population has seriously declined. The orca face multiple threats, especially:

- Fewer Chinook salmon.
- Toxic contaminants in the environment.
- Disturbances from noise and vessel traffic.

Our work to protect the environment and restore Puget Sound directly benefits orca.

- We are protecting and restoring salmon habitat.
- We are reducing toxic substances in the environment.
- We are improving oil spill response capabilities.
- We are cleaning up contaminated sites in Puget Sound.

In support of Governor Inslee's Executive Order 18-02, we are leading a Southern Resident Killer Whale Task Force workgroup focused on toxic contaminants. Our team is working to identify how the state can help reduce the impacts of human-caused contamination on the orcas.

We created a curriculum to train boat operators in the whale watching industry on techniques to safely deter orcas from oil spills. We are looking to involve our Canadian neighbors and plan to have this program operating in 2019.

### Objective 1:

#### Protect orca and salmon and restore salmon habitat

##### Support orca recovery efforts

- Support the Southern Resident Killer Whale Task Force.
- Prioritize stormwater projects that benefit orca recovery.
- Coordinate water quality improvement and shoreline management so that waste water treatment systems are located consistent with good shoreline stewardship.

##### Work with partners to protect habitat

- Collaborate with communities and the Washington Department of Fish and Wildlife to improve implementation of shoreline protection regulations.
- Consistent with existing law, ensure no net loss of wetlands and shoreline function.

##### Continue Floodplains by Design grants

- Implement multi-benefit projects that meet community needs, restore habitat, and improve water quality.

### Objective 2:

#### Accelerate innovative solutions for managing stormwater infiltration, reducing nutrients, and preventing pollution

##### Promote best practices for addressing impacts of development

- Identify and obtain sustainable funding options for coordinating stormwater treatment, cleanup, pollution prevention, and source control activities.
- Collaborate with local governments to evaluate effectiveness of control measures through SAM (Stormwater Action Monitoring), the Western Washington regional stormwater monitoring program.
- Support the collaborative, multi-organization Puget Sound Starts Here public awareness campaign to help prevent pollution from reaching Puget Sound.
- Apply scientific models to guide decision making to reduce nutrient inputs into Puget Sound.
- Educate and provide outreach and technical assistance to prevent releases from both point and non-point sources.

### Objective 3: Increase shellfish health and abundance

#### Ensure clean water

- Continue support for the Washington Shellfish initiative.
- Support local clean water programs with watershed inspectors to ensure compliance with clean water law.
- Prohibit wastewater discharge from vessels through the Puget Sound No Discharge Zone to prevent pollution that can harm shellfish beds and swimming beaches.

#### Research and mitigate ocean acidification impacts

- Secure funding to research and monitor ocean acidification in Puget Sound.
- Determine how ocean acidification is impacting the food web in Puget Sound, including impacts to fisheries and other resources.

### Objective 4: Prevent oil spills and enhance our response capacity

#### Communicate planning, risk, and awareness

- Actively inform tribes, first responders, communities,

stakeholders, and the public about the changes in the oil-transportation industry and associated impacts.

- Maintain a clear understanding of the changing spill risks that face Washington State.

#### Prevent accidental and deliberate release of contaminants that damage fragile Puget Sound ecosystems

- Use education and outreach as tools to increase awareness and prevent oil and hazardous materials spills.

#### Enhance response capacity

- Provide local governments, tribes, and first responders with the necessary information, tools, and training to effectively respond to spills.
- Use the best available technology and techniques when responding to oil spills.

#### Ensure a high level of preparedness

- Notify local communities, tribes, and the public about key information on oil movement.
- Develop and update Geographic Response Plans to ensure swift and effective response throughout the state to protect sensitive resources should spills occur.



We require industry to practice their oil spill contingency plans.



## Objective 5:

### Increase coordination among funding programs to improve outcomes

#### Secure sustainable funding for cleanup and prevention

- Work with public and private partners to identify and secure stable, long-term funding sources for preventing pollution, cleaning up contaminated sites, stormwater programs, source control, and effectiveness monitoring.

#### Identify and monitor progress

- Conduct effectiveness monitoring on programs with significant investments, such as Floodplains by Design and watershed cleanup plans (also called Total Maximum Daily Loads (TMDLs)).
- Use our Water Quality Index to better understand which Puget Sound basins might respond to a focused investment effort to improve water quality.
- Assess how best management practices and restoration projects improve water quality and fish habitat, monitoring projects and the environment to track progress, find workable solutions, and make informed decisions.
- Enhance and leverage our regionally comprehensive water quality and sediment quality monitoring programs.

#### Align grant opportunities

- Coordinate grant and loan funding with other investments, including incentives, regulatory authorities, technical assistance, and science.
- Focus on grant and loan programs that benefit water quality and salmon recovery efforts.
- Improve collaboration among state funding programs by increasing flexibility for recipients and maximizing opportunity for environmental outcomes.
- Develop a coordinated strategy so decisions makers can take into account related investments, projects, and timing.
- Consider upstream investments when addressing downstream effects.

#### Support coordinated cleanup and source control activities

- Plan, coordinate, and implement multi-agency federal, state, and local efforts and actions to facilitate clean up, prevent recontamination, and improve water quality.
- Work with partners to continue progress in the Lower Duwamish Waterway, Bellingham Bay, and other priority bays throughout Puget Sound.



Evaluating an algae bloom in Puget Sound, summer 2018.

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## Department of Ecology

### 2019-21 Agency Activity Inventory Summary

September 11, 2018

Activity	Activity Title	Description
A001	Clarifying Water Rights	The agency provides support for water rights adjudication. Adjudication is fundamental to sound water management by increasing certainty regarding the validity and extent of water rights and reducing water conflicts. It is a judicial determination of existing water rights and claims, including federal, tribal, and non-tribal claims.
A002	Administration	The administration activity supports agency functions by providing leadership, cross-program support, and staff presence throughout the state. Administration manages the agency's long-term financial health and provides information to support sound decision-making and resource management by managers. Communication, education, and outreach tools play a major role in protecting and improving the environment. Administration staff serve as liaisons to Congress, the state Legislature, local governments, businesses, Indian tribes, and environmental and citizen groups. Administration helps managers and employees create a safe, supportive, and diverse work environment by providing comprehensive human resource services. It also oversees information management (desktop and network services, application development, and data administration) and facility and vehicle management; maintains the agency's centralized records and library resources; responds to public records requests; and provides mail services.
A003	Implementing Integrated Solutions to Protect Instream Resources	<p>Ecology staff seeks to meet increasing water demands from population growth, while protecting limited instream resources and adapting to climate change. Actions include:</p> <ul style="list-style-type: none"> <li>• Instream flow rules. Work with local stakeholders to adopt watershed-specific instream flow rules that protect stream flows for fish and wildlife, recreation, and senior water rights.</li> <li>• Section 401 federal licensing of dams. Collaborate with local governments, tribes, and other stakeholders to develop permit conditions for hydropower facilities that ensure minimum instream flows are met and that stream flows are adjusted to adapt to water supply conditions during the 50-year license period.</li> <li>• Water acquisition. Acquire senior water rights to restore and protect stream flows.</li> <li>• Water use efficiency. Support more efficient water use by agricultural, commercial/industrial, and nonprofit water use sectors by providing technical assistance, on-site inventories and assessments, and financial assistance grants.</li> <li>• Water system plan review. Support the Water Quality Program's review of Assist in reviewing municipal and industrial reclaimed water projects and Department of Health's review of municipal water system plans.</li> <li>• Water supply options. Work collaboratively with local partners to develop water supply options for new out-of-stream uses through new storage (above and below ground), reclaimed water, collaborative agreements to share water between users, and facilitating water transfers between users (water banks).</li> </ul>

Activity	Activity Title	Description
A005	Clean up the Most Contaminated Sites First (Upland and Aquatic)	Ecology protects public health and natural resources by cleaning up and managing contaminated upland sites and contaminated sediments in the aquatic environment. Resources are first focused on cleaning up contaminated sites that pose the greatest risk to public health and the environment. These include sites where contamination threatens drinking water, exists in a large quantity, is very toxic, may affect a waterbody or the environmental health of sediments, or may affect people that are living, working, or recreating near the site. Contamination may be in the soil, sediments, underground water, air, drinking water, or surface water. Ecology also manages multi-agency upland and sediment cleanup projects. Cleaning up these sites protects public health, safeguards the environment, and promotes local economic development by making land available for new Industries and other beneficial uses.
A006	Clean Up Polluted Waters	The federal Clean Water Act requires the agency to develop water quality standards and to identify water bodies that fail to meet those standards. The agency does this by reviewing thousands of water quality data samples and publishing an integrated water quality assessment report. This report lists the water bodies that do not meet standards. Ecology then works with local interests to prepare water quality improvement reports to reduce pollution, establish conditions in discharge permits and nonpoint-source management plans, and monitor the effectiveness of the improvement report.
A007	Conduct Environmental Studies for Pollution Source Identification and Control	Ecology conducts pollution studies to address known or suspected problems at specific sites and across regional areas. These studies support our efforts under the federal Clean Water Act, as well as the state Water Pollution Control and Model Toxics Control Acts. Studies range from simple water quality sampling for bacteria or dissolved oxygen, to very complex projects measuring toxic contaminants in fish tissues or pesticides in groundwater. Many projects are studies that calculate the Total Maximum Daily Load (TMDL) of a pollutant a waterbody can absorb without causing violations of water quality standards. Study results are published in scientific reports used for regulatory decision-making, policy development, and environmental health protection.
A008	Control Stormwater Pollution	Ecology prepares tools, provides assistance, and offers compliance strategies to control the quantity and quality of stormwater runoff from development and industrial activities. The agency currently Provides training and assistance to communities and industries on stormwater manuals and the Western Washington hydrology model. Ecology works with local governments and other stakeholders to implement a municipal stormwater program and permitting system.
A009	Eliminate Waste and Promote Material Reuse	In order to eliminate waste whenever possible and use the remaining waste as resources, the Department of Ecology: <ul style="list-style-type: none"> <li>• Provides technical assistance to local governments for waste reduction and recycling programs;</li> <li>• Works with industry to overcome barriers to construction and demolition material reuse and recycling;</li> <li>• Develops regulations and provides technical assistance to promote reuse of organic materials and ensures an environmentally compliant biosolids program in the state.; and</li> <li>• Advises state and local governments on how to promote environmentally preferred purchasing.</li> <li>• Oversees producer-managed recycling programs for electronics and mercury-containing lights.</li> </ul>

Activity	Activity Title	Description
A010	Prevent and Pick Up Litter	Litter control efforts include Ecology Youth Corps litter pick up crews, Community Litter Cleanup contracts, and coordination with other state and local efforts to maximize litter pick up. Litter prevention and pick up helps to keep Washington green, supports tourism, and provides employment opportunities to youth.
A011	Ensure Dam Safety	This activity protects life, property, and the environment by overseeing the safety of Washington's dams. This includes inspecting the structural integrity and flood and earthquake safety of existing state dams not managed by the federal government; approving and inspecting new dam construction and repairs; and taking compliance and emergency actions.
A012	Ensure Environmental Laboratories Provide Quality Data	Ecology accredits environmental laboratories that submit data to the agency and to Department of Health. The accreditation program covers analyses in all typical environmental matrices (air, water, soil, sediment, tissue), including drinking water. Accreditation helps ensure environmental laboratories have the demonstrated capability to provide accurate and defensible data. Ecology's laboratory accreditation program is the primary source of performance monitoring for over 400 laboratories in the accreditation program.
A013	Fund Local Efforts to Clean Up Toxic Sites and Manage or Reduce Waste	<p>Coordinated Prevention Grants (CPGs) provide financial support to local governments implementing local solid and hazardous waste plans, enforcing solid waste laws and regulations, operating recycling and reuse programs, reducing hazardous substance use, collecting moderate risk waste collection (hazardous waste generated from households and small businesses), increasing reuse of organic materials, and decreasing the amount of building construction waste generated.</p> <p>Public Participation Grants (PPG) provide funding for interest groups to inform residents of local cleanups and to inform the public about waste reduction efforts. Contaminated site focused grants educate communities affected by contaminated site cleanups and allow residents to have a voice in cleanup investigation and remediation. Waste management grants educate Washington residents on reducing waste generation and use of toxics.</p>
A014	Restore the Air, Soil, and Water Contaminated from Past Activities at Hanford	The agency protects public health and natural resources by working to restore the public use of air, soil, and water at the Hanford Nuclear Reservation by cleaning up contaminated sites from past activities. Radioactive and hazardous contaminants are removed, residual contaminants are contained and monitored, and mitigation of natural resource damage on Hanford occurs.
A015	Clean Up and Remove Large, Complex, Contaminated Facilities throughout Hanford	The agency oversees the decommissioning of the large, complex, and high-risk facilities throughout the Hanford Nuclear Reservation, including nuclear reactors and chemical processing facilities used for nuclear weapons material production. Transition of these facilities to safe and stable conditions requires coordination of multiple regulatory and technical requirements. The agency is also responsible for regulatory oversight of waste management activities at four facilities not under the management of the U.S. Department of Energy (Energy Northwest, AREVA, Perma-Fix Northwest, and the U.S. Navy's Puget Sound Naval Shipyard).

Activity	Activity Title	Description
A016	Treat and Dispose of Hanford's High-Level Radioactive Tank Waste	The agency protects public health and natural resources by providing regulatory oversight for the treatment and removal of highly radioactive tank waste at the Hanford Nuclear Reservation. This activity is focused on the design, permitting, construction, and operation of the Hanford Waste Treatment Plant, the Integrated Disposal Facility (a mixed, low-level waste landfill), and immobilized high-level waste storage facility.
A017	Ensure Safe Tank Operations, Storage of Tank Wastes, & Closure of the Waste Storage Tanks at Hanford	The agency protects public health and natural resources by ensuring the safe storage and management of 53 million gallons of high-level radioactive tank waste at the Hanford Nuclear Reservation. The Hanford Tank Waste Project is focused on permitting the double-shelled tank waste storage system, removing liquid wastes from the single-shelled tanks, and beginning to close portions of the tank waste storage system. In coordination with the Hanford Tank Waste Disposal Project, the tank waste will be removed and treated, leading to eventual closure of all 177 Hanford tanks by 2028.
A018	Ensure the Safe Management of Radioactive Mixed Waste at Hanford	The agency provides regulatory oversight for the safe storage, treatment, and disposal of liquid and solid dangerous and radioactive mixed wastes at the Hanford Nuclear Reservation, as well as at radioactive mixed-waste sites throughout the state. This activity regulates the management of this historic and ongoing waste stream, and ensures the retrieval, treatment, and safe disposal of high-risk transuranic and high activity wastes currently buried in shallow, unlined trenches.
A019	Improve Community Access to Hazardous Substance and Waste Information	<p>Ecology provides the public and local governments with information about the type, location, and source of hazardous substances in local communities. Ecology uses automated data systems to:</p> <ul style="list-style-type: none"> <li>• Track compliance and technical assistance visits.</li> <li>• Measure pollution prevention and compliance progress.</li> <li>• Track amounts of dangerous waste generated each year as well as its transport, treatment, and/or disposal.</li> <li>• Identify toxic chemicals released and stored by businesses.</li> <li>• Track information on facilities that prepare pollution prevention plans.</li> <li>• Prepare informational publications, such as Shoptalk, a newsletter for hazardous waste generators.</li> </ul> <p>According to federal and state community right-to-know laws, Ecology also responds to public inquiries about toxic chemicals and provides a web site for this purpose.</p>
A020	Improve Quality of Data Used for Environmental Decision Making	Sound environmental policy and regulatory decisions require accurate and timely data. To ensure the reliability and integrity of data Ecology uses, agency staff provide guidance and training on developing quality assurance project plans, review project proposals, and consult on sampling design requirements and interpretation of results. This quality assurance function is required by the Environmental Protection Agency (EPA) for entities (including Ecology) that receive funding for work involving environmental data. In addition, Ecology scientists, modelers, statisticians, chemists, and other specialists interpret technical data, review grantee monitoring plans, and supply information for policy decisions, to support agency mandates.

Activity	Activity Title	Description
A021	Increase Compliance and Act on Environmental Threats from Hazardous Waste	The agency annually conducts formal compliance enforcement inspections at large and medium quantity generators and hazardous waste management facilities to ensure compliance with state and federal regulations. A credible, formal enforcement capability is essential to preserving the effectiveness of technical assistance and informal enforcement efforts. While staff undertake formal enforcement infrequently, repeated refusal or inability of a facility to correct violations and comply with the regulations will escalate to formal enforcement actions. When possible, a streamlined enforcement and settlement approach is used. This frees up inspectors to do more inspections instead of spending excess time with legal proceedings. The state also periodically amends the Dangerous Waste Regulations to keep our rules current with the federal program and maintain state authorization.
A022	Increase Safe Hazardous Waste Management	Ecology provides education and technical assistance to thousands of businesses on safe hazardous waste management. Safe management of hazardous waste protects the public and the environment, and enables the state to avoid significant clean-up costs. Although formal enforcement work is essential to maintaining compliance with hazardous waste regulations, training and technical assistance visits also can help bring facilities into regulatory compliance using fewer resources. Even small amounts of mismanaged toxic chemicals can create contaminated sites and pollute stormwater. To address environmental threats from small businesses, Ecology also oversees performance contracts with 9 Puget Sound counties (in addition to Spokane County). These contracts provide for Local Source Control Specialists to conduct technical assistance visits to small businesses.
A023	Manage Underground Storage Tanks to Minimize Releases	Ecology currently regulates over 10,000 active tanks on over 3,600 different properties, including gas stations, industries, commercial properties, and governmental entities. We ensure tanks are installed, managed, and monitored according to federal standards and in a way that prevents releases into the environment. This is done through compliance inspections and providing technical assistance to tank owners and operators. Properly managing such tanks saves millions of dollars in cleanup costs and prevents contamination of limited drinking water and other groundwater resources.
A024	Manage Water Rights	The agency allocates surface and ground water to meet the many needs for water. It does this by making decisions on applications for new water rights and by making decisions on applications for changes to existing water rights to reallocate water. Water right decisions require consideration of many factors, including determining whether water is available and whether existing rights would be impaired. The agency is responsible for managing an existing water rights portfolio of over 49,000 certificates, 3,000 permits and 166,000 claims.
A025	Measure Air Pollution Levels and Emissions	To make sound air quality management decisions, Ecology needs reliable information on the amount and sources of pollution and how it moves in the air. The agency uses three primary activities to collect this data: (1) Air quality monitoring (assessing trends; focused compliance; and assessing control strategies, health effects, and environmental damage); (2) emission inventory development (quantifying pollution released by sources of air pollution); and (3) meteorological and dispersion modeling forecasts (movement and concentration of air pollutants, carrying capacity of airsheds, interactions of pollutants, and point of maximum impact of pollution).

Activity	Activity Title	Description
A026	Measure Contaminants in the Environment by Performing Laboratory Analyses	The Manchester Environmental Laboratory is a full-service environmental laboratory. The lab provides technical, analytical, and sampling support for chemistry and microbiology for multiple Ecology programs, and supports work conducted under the federal Clean Water Act, as well as the state Water Pollution Control, Puget Sound Water Quality Protection, and Model Toxics Control Acts.
A027	Monitor the Quality of State Waters and Measure Stream Flows Statewide	Ecology operates a statewide environmental monitoring network to assess the status of major waterbodies, identify threatened or impaired waters, and evaluate changes and trends in water quality over time. This network includes sampling stations in rivers, streams, and in-shore marine waters (Puget Sound and the major coastal estuaries). Ecology also measures stream flows in salmon-critical basins and key watersheds statewide, and posts the results in near real-time on our Web site.
A028	Improve Environmental Compliance at State's Largest Industrial Facilities	The Department of Ecology provides a single point of contact for petroleum refineries, pulp and paper mills, and aluminum smelters. Rather than having multiple inspectors work on the many environmental issues at a facility, one engineer provides coverage for all media. This means more balanced regulation for these major industries.
A029	Prepare and Respond to Drought	The agency provides services to reduce the impact of droughts and to prepare for future droughts and climate change. When droughts are declared, services include providing water through emergency transfers, water right changes, and temporary wells. The agency also provides drought related information and financial assistance and coordinates drought response efforts. Emerging information on climate change is also monitored for future water supply implications.
A030	Prepare for Aggressive Response to Oil and Hazardous Material Incidents	This activity ensures large commercial vessels, oil handling facilities, and railroad operators that transport oil by rail maintain state-approved oil spill contingency plans so they can rapidly and effectively respond to major oil spills. State planning standards ensure response equipment and personnel are strategically staged throughout the state. This work is carried out through staff review and approval of contingency plans, drills that test contingency plans, development of geographic response plans, and maintenance of a regional contingency plan in partnership with other agencies.
A031	Prevent Hazardous Waste Pollution Through Permitting, Closure, and Corrective Action	Facilities that treat, store or dispose of large volumes of dangerous waste must obtain a permit to ensure that their design, construction, maintenance, and operating procedures protect public health and the environment. Washington currently has 14 active facilities that are either in "interim status" or have a final permit. Because these facilities handle such a large volume of dangerous waste they are inspected annually. They are required to have closure plans to effectively deal with the end of their waste management activities. Ecology is currently working on 20 high-priority corrective action clean-up sites. Ecology also ensures that proper financial assurance requirements are in place at all used oil processors and recyclers and facilities treating, storing, or disposing of dangerous wastes.



Activity	Activity Title	Description
A032	Prevent Point Source Water Pollution	Ecology protects Washington's water by regulating point source discharges of pollutants to surface and ground waters. This is done with a wastewater permit program for sewage treatment plants and an industrial discharge program for other industries. A permit is a rigorous set of limits, monitoring requirements, or management practices, usually specific to a discharge, designed to ensure a facility can meet treatment standards and water quality limits. The permit is followed by regular inspections and site visits. Technical assistance and follow-up on permit violations also are provided through various means.
A033	Prevent Oil Spills from Vessels and Oil Handling Facilities	Ecology works with communities and regulated entities to prevent spills from vessels and oil handling facilities through inspections, review and approval of plans and manuals, technical assistance, incident investigation, and risk assessment work.
A034	Prevent Unhealthy Air and Violations of Air Quality Standards	<p>Federal law establishes minimum air standards for six air pollutants known as criteria pollutants. Violations of those health-based standards trigger costly regulatory actions for state and local governments, businesses and consumers, resulting in economic constraints, and creating potential for severe financial sanctions against the state if problem areas are not cleaned up in a timely way. To ensure federal standards are met and people have healthier air to breathe, Ecology continuously measures air pollution levels and trends, develops and implements area specific cleanup plans, and designs and implements strategies to prevent violations. Recent compelling research shows the current National Ambient Air Quality Standards for some criteria pollutants do not protect human health, and these standards are under federal review. In light of this new research, Ecology is adjusting its focus to assure the air in Washington is both safe to breathe and meets federal standards. The agency will work to reduce ambient air pollutant concentrations to levels that ensure air in Washington communities is healthy to breathe, clean up areas that violate standards as quickly as possible, and prevent future violations of National Ambient Air Quality Standards.</p> <p>Ecology issues permits and conducts inspections of new and existing industrial and commercial facilities that emit significant levels of air pollution. Permit and inspection programs are mandated either by federal or state clean air laws and are designed to be self-supporting through fees to the degree allowed under law. Ecology provides technical assistance, permit application and processing guidance, interpretation of rules, pre-application assistance, and permit review. Permits are conditioned and approved to ensure all federal and state laws are met, and that public health, air quality, and the environment are protected. Sources are inspected to ensure permit conditions are met and that on-going operations do not jeopardize public health. Ecology develops and modifies industrial source regulations to incorporate federal and state law changes, simplify and streamline permit requirements, and ensure public health protection. Ecology conducts compliance inspections, resolves complaints, and develops technical and policy direction on emerging industrial permit issues.</p>
A035	Promote Compliance with Water Laws	The agency helps ensure that water users comply with the state's water laws so that other legal water users are not impaired; water use remains sustainable over the long term; and the environment is protected for the benefit of people and nature. Activities include water metering and reporting 80 percent of water use in 16 fish critical basins, along with education, technical assistance, and strategic enforcement in egregious cases.

Activity	Activity Title	Description
A036	Protect and Manage Shorelines in Partnership with Local Governments	<p>The Shoreline Management Act establishes a cooperative program between local and state governments, in which local governments develop and administer local Shoreline Master Programs, and the Department of Ecology provides support and oversight. The agency is involved in shoreline management in four primary ways: developing guidelines for local shoreline programs; providing technical assistance to local governments and applicants on shoreline planning and permitting activities; reviewing and approving amendments to local shoreline master programs; and reviewing permits to ensure resource protection and implementation of the law. The agency works with local governments on permit compliance by responding to public inquiries and complaints, making field visits, providing compliance-related technical assistance, and issuing notices of correction, orders, and penalties. Properly managed shorelines provide habitat for fish and wildlife, minimize flooding and property damage, and provide land-use certainty to local landowners.</p>
A037	Protect Water Quality by Reviewing and Conditioning Construction Projects	<p>The Department of Ecology issues water quality certifications and Coastal Zone Management Act consistency determinations for water-related construction projects. Staff provide early review on projects whenever possible (e.g., through State Environmental Policy Act review and pre-application meetings) and provide project guidance and technical assistance through phone calls, e-mails, site visits, and workshops. Projects are approved, denied, or conditioned to protect water quality, sediment quality, and fish and shellfish habitat. This activity allows the state to actively participate in federal permitting activities to ensure that state interests are adequately represented and considered.</p>
A038	Protect, Restore, and Manage Wetlands	<p>The Department of Ecology has the lead responsibility in implementing the state Water Pollution Control Act, which requires the protection of wetlands. The agency provides technical assistance to local governments, helping them implement requirements in the Shoreline Management and Growth Management acts. Staff also provide technical assistance to non-government entities on wetlands conservation and stewardship programs. The agency provides leadership on wetlands issues, coordinating statewide policy issues, and developing new approaches for managing and restoring wetlands. Properly functioning wetlands protect water quality, reduce flooding, provide aquifer recharge for drinking water and other uses, and provide critical habitat for fish and wildlife.</p>
A040	Provide Technical and Financial Assistance to Local Governments to Reduce Flood Hazards	<p>The Department of Ecology administers the Flood Control Assistance Account Program, providing grants and technical assistance to local governments for flood damage reduction projects and comprehensive flood hazard management planning. Staff review and approve local Comprehensive Flood Hazard Management Plans and inspect construction of flood damage reduction projects. The Department of Ecology is also the state's coordinating agency for the National Flood Insurance Program (NFIP) and receives an annual Community Assistance Program grant to provide technical assistance and support to 286 communities enrolled in the NFIP. In this role, staff make regularly scheduled technical assistance visits to communities, assess local regulatory programs for compliance with state and federal requirements, and provide workshops and other outreach on flood hazard recognition and reduction. Proper flood control planning and projects protect both private and public property, as well as natural resources and fish and wildlife habitat.</p>

Activity	Activity Title	Description
A041	Provide Technical Assistance on State Environmental Policy Act (SEPA) Review	SEPA was adopted in 1971 to ensure that state and local decision makers consider the environmental impacts of their actions. The SEPA law provides an opportunity for local citizen involvement in the environmental review process and provides developers an opportunity to identify mitigation opportunities that facilitate overall project approval and minimize development costs. The agency provides training and assistance to local governments and the public, and manages the SEPA register.
A042	Provide Technical Training, Education, and Research through Padilla Bay Estuarine Reserve	The Padilla Bay National Estuarine Research Reserve is one of 25 national reserves established to protect estuaries for research and education. The Padilla Bay Reserve in Skagit County conducts a broad array of public education programs, technical and professional training, coastal restoration, and scientific research and monitoring. The reserve, managed in partnership with the National Oceanic and Atmospheric Administration (NOAA), includes over 11,000 acres of tidelands and uplands; the Breazeale Interpretive Center; a research laboratory; residential quarters; trails; and support facilities. The reserve also provides funding and technical support to local Marine Resource Committees as part of the Northwest Straits Initiative, and administers the Northwest Straits Marine Commission as established by Senator Murray in 1998.
A043	Provide Water Quality Financial Assistance	Ecology provides grants, low-interest loans, and technical assistance to local governments, state agencies, and tribes to enable them to build, upgrade, repair, or replace facilities to improve and protect water quality. This includes meeting the state's obligation to manage the Water Pollution Control Revolving Fund in perpetuity. Ecology also funds nonpoint-source control projects such as watershed planning, stormwater management, freshwater aquatic weed management, education, and agricultural best management practices. Grants are targeted to nonpoint-source problems and communities where needed wastewater facilities projects would be a financial hardship for taxpayers. Local governments use loans for both point and nonpoint-source water pollution prevention and correction projects. Ecology coordinates grant and loan assistance with other state and federal funding agencies.
A044	Provide Water Resources Data and Information	The collection, management, and sharing of data and information is critical to modern water management. It is essential to local watershed groups, conservancy boards, businesses, local governments, nonprofit groups, the Legislature, other agencies, and the media. It supports daily agency operations, including making water allocation decisions; setting and achieving stream flows; identifying the location and characteristics of wells, dams, and water diversions; supporting compliance actions; metering; tracking progress; communicating with constituents; and serving other water resource functions.

Activity	Activity Title	Description
A045	Reduce Air Pollution from Industrial and Commercial Sources	Ecology issues permits and conducts inspections of new and existing industrial and commercial facilities that emit significant levels of air pollution. Permit and inspection programs are mandated either by federal or state clean air laws and are designed to be self-supporting through fees to the degree allowed under law. Ecology provides technical assistance, permit application and processing guidance, interpretation of rules, pre-application assistance, and permit review. Permits are conditioned and approved to ensure all federal and state laws are met, and that public health, air quality, and the environment are protected. Sources are inspected to ensure permit conditions are met and that on-going operations do not jeopardize public health. Ecology develops and modifies industrial source regulations to incorporate federal and state law changes, simplify and streamline permit requirements, and ensure public health protection. Ecology conducts compliance inspections, resolves complaints, and develops technical and policy direction on emerging industrial permit issues.
A047	Reduce Health and Environmental Threats from Motor Vehicle Emissions	Cars, trucks, construction equipment, locomotives, and marine vessels are responsible for over 60 percent of Washington's air pollution. These emissions adversely affect public health, substantially increase health care costs, and increase cancer and mortality rates. Without significant emission reductions, Ecology cannot ensure healthy air to breathe, future attainment of federal air quality standards, avoid multi-million dollar control costs to businesses and citizens, or reduce or prevent harmful health effects. To protect public health and the environment from motor vehicle pollution, Ecology implements: Washington's Clean Car standards; the vehicle emission check program of nearly two million cars and trucks; promotes transportation alternatives and cleaner motor vehicles and fuels through voluntary, regulatory, and incentive programs; and retrofits school buses and other diesel engines with better emission controls and idle reduction technologies.
A048	Reduce Health and Environmental Threats from Smoke	Nagging regional smoke pollution plagues many areas in Washington and affects public health and quality of life. The two leading sources of smoke in Washington communities are outdoor burning and wood-burning for residential heat. To address smoke from outdoor burning, Ecology issues conditioned permits for agricultural, land clearing, fire training, and other outdoor burning, where required by law. The agency also produces daily burn forecasts; responds to and resolves complaints related to smoke; provides technical assistance to manage and prevent outdoor burning impacts and, through technical assistance, research, and demonstration projects, promotes development and use of practical alternatives to burning. To address smoke from residential wood heating Ecology: coordinates burn curtailments; conducts wood stove change out programs; sets strict emission limits for new stoves and promotes development of clean burning technologies; and coordinates with the Environmental Protection Agency (EPA) on standards for residential home heating appliances. Ecology will assist communities, local health organizations and fire suppression agencies with health impact messaging and recommendations during large-scale wildfire events.



Activity	Activity Title	Description
A049	Reduce Nonpoint-Source Water Pollution	Nonpoint-source pollution (polluted runoff) is the leading cause of water pollution and poses a major health and economic threat. Types of nonpoint pollution include fecal coliform bacteria, elevated water temperature, pesticides, sediments, and nutrients. Sources of pollution include agriculture, forestry, urban and rural runoff, recreation, hydrologic modification, and loss of aquatic ecosystems. Ecology addresses these problems through raising awareness; encouraging community action; providing funding; and supporting local decision makers. The agency also coordinates with other stakeholders through the Washington State Nonpoint Workgroup, the Forest Practices Technical Assistance group, and the Agricultural Technical Assistance group.
A051	Reduce Risk from Toxic Air Pollutants	Ecology has identified 16 high risk toxic air pollutants that are prevalent in Washington. To significantly reduce potential risk to the public, Ecology conducts annual air toxics emission inventories; operates air toxics monitoring sites; limits toxic emissions through permit conditions for commercial facilities, combustion processes and outdoor burning; and implements programs to reduce emissions from diesel engines and indoor wood heating devices.
A052	Reduce the Generation of Hazardous Waste and the Use of Toxic Substances through Technical Assistance	The state Hazardous Waste Reduction Act calls for the reduction of hazardous waste generation and the use of toxic substances and requires certain businesses to prepare plans for voluntary reduction. Staff provide on-site assistance through innovative programs designed to reduce the use of source and waste generation reduction. In addition, the agency focuses on improvements in industries that have the highest rate of waste generation and non-compliance to help them achieve energy savings, water conservation, and reduced hazardous waste production. Reducing the use of toxic chemicals in commerce reduces the generation of hazardous waste, minimizes disposal costs, reduces the need for clean-up, minimizes public exposure, and saves businesses money.
A053	Regulate Well Construction	The agency protects consumers, well drillers, and the environment by licensing and regulating well drillers, investigating complaints, approving variances from construction standards, and providing continuing education to well drillers. The work is accomplished in partnership with delegated counties. It delivers technical assistance to homeowners, well drillers, tribes, and local governments.
A054	Rapidly Respond to and Clean Up Oil and Hazardous Material Spills	<p>This activity ensures Ecology and its partners respond to spills in a rapid, aggressive, and well-coordinated manner to ensure impacts to the environment are minimized.</p> <p>Spill response capability is maintained 24 hours a day and seven days a week statewide. This includes ensuring the safety of the public and emergency responders, performing cleanup and oversight of cleanup activities, coordinating wildlife rescue and rehabilitation activities, providing timely information to the public and stakeholders about response activities, and implementing protection strategies to minimize impacts to Washington's environmental, cultural and economic resources.</p> <p>Enforcement actions are issued based on results of incident investigations.</p>

Activity	Activity Title	Description
A055	Restore Public Natural Resources Damaged by Oil Spills	<p>When spills occur, Ecology provides incident notification to natural resource trustees and responds to the incident to assess impacts, collect samples, and determine the extent of injury to state publicly owned resources. Ecology then leads the interagency Resource Damage Assessment (RDA) Committee to assess damages and seek fair compensation for damages to Washington resources. Ecology works with the RDA Committee and responsible parties in funding, planning, and implementing effective restoration projects to restore impacted resources. Ecology manages the Coastal Protection Fund Grant process for restoration work, and performs follow-up restoration site visits to ensure they were effective.</p>
A056	Restore Watersheds by Supporting Community-Based Projects with the Washington Conservation Corps	<p>The Washington Conservation Corps (WCC) was established in 1983 to conserve, rehabilitate, and enhance the state's natural and environmental resources, while providing educational opportunities and meaningful work experiences for young adults (ages 18-25). The WCC creates partnerships with federal, state, and local agencies, private entities, and nonprofit groups to complete a variety of conservation-related projects. These include stream and riparian restoration, wetlands restoration and enhancement, soil stabilization, and other forest restoration activities, fencing, and trail work. The WCC also provides emergency response and hazard mitigation services to local communities.</p>
A057	Services to Site Owners that Volunteer to Clean Up their Contaminated Sites	<p>Ecology provides services to site owners or operators who initiate cleanup of their contaminated sites. Voluntary cleanups can be done in a variety of ways: Completely independent of the agency; independent with some agency assistance or review; or with agency oversight under a signed legal agreement (an agreed order or consent decree). They may be done through consultations, prepayment agreements, prospective purchaser agreements, and brownfields redevelopment. The voluntary cleanup program minimizes the need for public funding used for such cleanup and promotes local economic development through new industries and other beneficial uses of cleaned properties.</p>
A063	Climate Change Mitigation and Adaptation	<p>State law sets limits on emissions of greenhouse gases and establishes a portfolio of policies to reduce energy use, and build a clean energy economy also lays out requirements to prepare for and respond to climate changes that are already underway and unavoidable. To better understand the volume and sources of greenhouse gas emissions in the state, Ecology conducts a biennial emissions inventory and will implement a program for mandatory greenhouse gas reporting. To help the state achieve its greenhouse gas targets, Ecology will continue to provide technical and analytical support to state decision makers, and will also continue its efforts to monitor and influence federal initiatives that reduce greenhouse gas emissions. Ecology will continue to assist local governments and state agencies identify and report their greenhouse gas emissions and develop strategies to reduce those emissions.</p> <p>To help citizens, business, and local governments cope with existing and projected climate changes Ecology has worked in concert with other designated agencies to develop an integrated climate change response strategy. Ecology will continue its efforts to make information about climate change impacts readily accessible to decision makers in the public and private sectors, as well as the public.</p>

Activity	Activity Title	Description
A064	Manage Solid Waste Safely	<p>As the state moves toward reducing the amount and toxicity of waste, there are still wastes that need to be managed properly. Improper disposal practices of the past have resulted in today's cleanup sites. Ecology negotiates and implements cleanup orders under the Model Toxics Control Act (MTCA) at solid waste facilities. Local health jurisdictions are responsible for facility permitting and compliance. Ecology provides technical assistance, engineering and hydrogeology expertise, and oversight to local health departments to ensure that solid waste handling and disposal facilities are in compliance with environmental requirements.</p>
A065	Reduce Persistent, Bioaccumulative, Toxic Chemicals and Promote Safer Consumer Products	<p>Ecology is implementing a long-term strategy designed to reduce persistent, bioaccumulative toxics in Washington's environment through:</p> <ul style="list-style-type: none"> <li>• Engaging key organizations and interest groups, especially Department of Health, in reviewing science and developing action plans to reduce presence of these toxics in the environment; and</li> <li>• Providing for public education and information on reducing toxics in the environment.</li> </ul> <p>Toxic chemicals in some types of consumer products pollute the environment and have the potential to harm humans and wildlife. Reducing toxic chemicals in consumer and other products over time will lower the risks to people and the environment. Ecology uses several strategies to achieve this goal, including:</p> <ul style="list-style-type: none"> <li>• Identifying chemicals of concern in consumer products and promoting safer alternatives to identified chemicals;</li> <li>• Promoting environmentally preferred purchasing;</li> <li>• Sampling and enforcing statutory reporting requirements and limits in specific products.</li> </ul>

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State of Washington  
**Performance Measure Incremental Estimates**

**Agency: 461 Department of Ecology**

**Session: 2019-21 Regular**

**Activity:**

CB	TOPL	Current Biennium Base	No measures linked to activity
CB	TOPL	Current Biennium Base	No measures linked to decision package
CL	6055	Apple Maggot/Outdoor Burning	No measures linked to activity
CL	6055	Apple Maggot/Outdoor Burning	No measures linked to decision package
CL	6091	Water Availability	No measures linked to activity
CL	6091	Water Availability	No measures linked to decision package
CL	6269	Oil Transportation Safety	No measures linked to activity
CL	6269	Oil Transportation Safety	No measures linked to decision package
CL	AIRQ	Air Quality Study	No measures linked to activity
CL	AIRQ	Air Quality Study	No measures linked to decision package
CL	CB	Modernize and Migrate Data Center	No measures linked to activity
CL	CB	Modernize and Migrate Data Center	No measures linked to decision package
CL	CD	Short-Line Railroad/ESHB 1136	No measures linked to activity
CL	CD	Short-Line Railroad/ESHB 1136	No measures linked to decision package
CL	CE	Regulating Antifouling Paint	No measures linked to activity
CL	CE	Regulating Antifouling Paint	No measures linked to decision package
CL	FINF	Nonnative Finfish	No measures linked to activity
CL	FINF	Nonnative Finfish	No measures linked to decision package
CL	G22	Clean Air Rule	No measures linked to activity
CL	G22	Clean Air Rule	No measures linked to decision package
CL	G53	Ocean Acidification	No measures linked to activity
CL	G53	Ocean Acidification	No measures linked to decision package
CL	HWRC	Water Rights Compliance	No measures linked to activity
CL	HWRC	Water Rights Compliance	No measures linked to decision package
CL	PFAS	PFAS Alternatives Assessment	No measures linked to activity
CL	PFAS	PFAS Alternatives Assessment	No measures linked to decision package
CL	T05	MTCA Staff Level Reduction	No measures linked to activity
CL	T05	MTCA Staff Level Reduction	No measures linked to decision package
ML	8L	Lease Adjustments < 20,000 sq. ft.	No measures linked to activity
ML	8L	Lease Adjustments < 20,000 sq. ft.	No measures linked to decision package
ML	9Z	Recast to Activity	No measures linked to activity
ML	9Z	Recast to Activity	No measures linked to decision package
ML	MA	Richland Field Office Costs	No measures linked to activity
ML	MA	Richland Field Office Costs	No measures linked to decision package
ML	MB	Minimum Wage Increases - Facilities	No measures linked to activity
ML	MB	Minimum Wage Increases - Facilities	No measures linked to decision package

## Performance Measure Incremental Estimates

## Agency: 461 Department of Ecology

Session: 2019-21 Regular

ML	MC	Manchester Lab Facility Costs	No measures linked to activity
ML	MC	Manchester Lab Facility Costs	No measures linked to decision package
ML	MF	DES Vehicle Fleet Costs	No measures linked to activity
ML	MF	DES Vehicle Fleet Costs	No measures linked to decision package
ML	MG	Streamflow Restoration Program	No measures linked to activity
ML	MG	Streamflow Restoration Program	No measures linked to decision package
PL	AC	Improving Complex SEPA Reviews	No measures linked to activity
PL	AC	Improving Complex SEPA Reviews	No measures linked to decision package
PL	AD	Emissions Check Program Sunset	No measures linked to activity
PL	AD	Emissions Check Program Sunset	No measures linked to decision package
PL	AE	Hanford Air Permit and Compliance	No measures linked to activity
PL	AE	Hanford Air Permit and Compliance	No measures linked to decision package
PL	AF	Flood Resilient Communities	No measures linked to activity
PL	AF	Flood Resilient Communities	No measures linked to decision package
PL	AG	Efficient Biosolids Permitting	No measures linked to activity
PL	AG	Efficient Biosolids Permitting	No measures linked to decision package
PL	AH	Enhancing Environmental Mapping	No measures linked to activity
PL	AH	Enhancing Environmental Mapping	No measures linked to decision package
PL	AJ	GHG Reporting Workload Changes	No measures linked to activity
PL	AJ	GHG Reporting Workload Changes	No measures linked to decision package
PL	AK	Integrated Grant and Revenue System	No measures linked to activity
PL	AK	Integrated Grant and Revenue System	No measures linked to decision package
PL	AL	Meeting Air Operating Permit Needs	No measures linked to activity
PL	AL	Meeting Air Operating Permit Needs	No measures linked to decision package
PL	AM	Office of Chehalis Basin	No measures linked to activity
PL	AM	Office of Chehalis Basin	No measures linked to decision package
PL	AN	Public Disclosure Management	No measures linked to activity
PL	AN	Public Disclosure Management	No measures linked to decision package
PL	AP	Records Management Using ECM	No measures linked to activity
PL	AP	Records Management Using ECM	No measures linked to decision package
PL	AR	Enhanced Product Testing	No measures linked to activity
PL	AR	Enhanced Product Testing	No measures linked to decision package
PL	AT	NWRO Relocation	No measures linked to activity
PL	AT	NWRO Relocation	No measures linked to decision package
PL	AU	Expanded Cleanup Site Capacity	No measures linked to activity
PL	AU	Expanded Cleanup Site Capacity	No measures linked to decision package
PL	AV	Floodplains by Design Rulemaking	No measures linked to activity
PL	AV	Floodplains by Design Rulemaking	No measures linked to decision package
PL	AX	Puget Sound WQ Observation Network	No measures linked to activity

## Performance Measure Incremental Estimates

Agency:	461 Department of Ecology	Session:	2019-21 Regular
PL	AX	Puget Sound WQ Observation Network	No measures linked to decision package
PL	AY	Woodstove Standards and Fees	No measures linked to activity
PL	AY	Woodstove Standards and Fees	No measures linked to decision package
PL	BA	Chemical Action Plan Implementation	No measures linked to activity
PL	BA	Chemical Action Plan Implementation	No measures linked to decision package
PL	BB	Water Quality Nonpoint Specialists	No measures linked to activity
PL	BB	Water Quality Nonpoint Specialists	No measures linked to decision package
PL	BC	Water Right Adjudication Options	No measures linked to activity
PL	BC	Water Right Adjudication Options	No measures linked to decision package
PL	BD	Support Voluntary Cleanups	No measures linked to activity
PL	BD	Support Voluntary Cleanups	No measures linked to decision package
PL	BE	Litter Control and Waste Reduction	No measures linked to activity
PL	BF	Lower Yakima Valley GW/MA Monitoring	No measures linked to activity
PL	BF	Lower Yakima Valley GW/MA Monitoring	No measures linked to decision package
PL	BG	Shift MTCA-funded work back to GF-S	No measures linked to activity
PL	BG	Shift MTCA-funded work back to GF-S	No measures linked to decision package
<b>Output Measures</b>	<b>002869</b>	<b>Miles of roadway cleared of litter using Ecology-funded crews</b>	
		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>
PL	BE	Litter Control and Waste Reduction	6,000
		<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>
		6,000	6,000
Ecology funds a number of litter pick-up activities: funding to local governments through the Community Litter Pick-up Program (CLCP), state agency clean-up activities, and Ecology's own Youth Corp crews and median crews. Ecology only tracks the number of miles picked up that is funded through Ecology's WRLCA funding. [NG(1)] Provides a measure for the litter programs that is not dependent on other agencies. The trend will depend somewhat on the funding available for these programs – it will not be affected by what materials the programs are allowed to recover or how much is littered.			
<b>Process - Efficiency Measures</b>	<b>001489</b>	<b>Pounds of litter picked up</b>	
		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>
PL	BE	Litter Control and Waste Reduction	1,260,000
		<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>
		1,260,000	1,260,000

Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Activity: A001 Clarifying Water Rights

ML	9Z	Recast to Activity
ML	MF	DES Vehicle Fleet Costs

Session: 2019-21 Regular

No measures linked to decision package  
No measures linked to decision package

## Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A002 Administration

ML	9Z	Recast to Activity	No measures linked to decision package
ML	MB	Minimum Wage Increases - Facilities	No measures linked to decision package
ML	MF	DES Vehicle Fleet Costs	No measures linked to decision package
ML	MG	Streamflow Restoration Program	No measures linked to decision package
PL	AC	Improving Complex SEPA Reviews	No measures linked to decision package
PL	AD	Emissions Check Program Sunset	No measures linked to decision package
PL	AE	Hanford Air Permit and Compliance	No measures linked to decision package
PL	AF	Flood Resilient Communities	No measures linked to decision package
PL	AG	Efficient Biosolids Permitting	No measures linked to decision package
PL	AH	Enhancing Environmental Mapping	No measures linked to decision package
PL	AJ	GHG Reporting Workload Changes	No measures linked to decision package
PL	AK	Integrated Grant and Revenue System	No measures linked to decision package
PL	AL	Meeting Air Operating Permit Needs	No measures linked to decision package
PL	AM	Office of Chehalis Basin	No measures linked to decision package
PL	AN	Public Disclosure Management	No measures linked to decision package
PL	AP	Records Management Using ECM	No measures linked to decision package
PL	AR	Enhanced Product Testing	No measures linked to decision package
PL	AT	NWRO Relocation	No measures linked to decision package
PL	AU	Expanded Cleanup Site Capacity	No measures linked to decision package
PL	AV	Floodplains by Design Rulemaking	No measures linked to decision package
PL	AX	Puget Sound WQ Observation Network	No measures linked to decision package
PL	AY	Woodstove Standards and Fees	No measures linked to decision package
PL	BA	Chemical Action Plan Implementation	No measures linked to decision package
PL	BB	Water Quality Nonpoint Specialists	No measures linked to decision package
PL	BC	Water Right Adjudication Options	No measures linked to decision package
PL	BD	Support Voluntary Cleanups	No measures linked to decision package
PL	BF	Lower Yakima Valley GWMA Monitoring	No measures linked to decision package
PL	BG	Shift MTCA-funded work back to GF-S	No measures linked to decision package

Output Measures 002869 Miles of roadway cleared of litter using Ecology-funded crews

			<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>
PL	BE	Litter Control and Waste Reduction	6,000	6,000	6,000	6,000



## Performance Measure Incremental Estimates

**Agency: 461 Department of Ecology****Session: 2019-21 Regular**

Ecology funds a number of litter pick-up activities: funding to local governments through the Community Litter Pick-up Program (CLCP), state agency clean-up activities, and Ecology's own Youth Corp crews and median crews. Ecology only tracks the number of miles picked up that is funded through Ecology's WRLCA funding. [NG(1)] Provides a measure for the litter programs that is not dependent on other agencies. The trend will depend somewhat on the funding available for these programs – it will not be affected by what materials the programs are allowed to recover or how much is littered.

**Process – Efficiency Measures 001489 Pounds of litter picked up**

		<u><b>FY 2020</b></u>	<u><b>FY 2021</b></u>	<u><b>FY 2022</b></u>	<u><b>FY 2023</b></u>
PL	BE	Litter Control and Waste Reduction	1,260,000	1,260,000	1,260,000

**Activity: A003 Implementing Integrated Solutions to Protect Instream Resources**

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
ML	MG	Streamflow Restoration Program
PL	BC	Water Right Adjudication Options

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No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

**Activity: A005 Clean up the Most Contaminated Sites First (Upland and Aquatic)**

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	AP	Records Management Using ECM
PL	AU	Expanded Cleanup Site Capacity

No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

**Activity: A006 Clean Up Polluted Waters**

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A007 Conduct Environmental Studies for Pollution Source Identification and Control

ML	8L	Lease Adjustments < 20,000 sq. ft.	No measures linked to decision package
ML	9Z	Recast to Activity	No measures linked to decision package
ML	MB	Minimum Wage Increases - Facilities	No measures linked to decision package
ML	MF	DES Vehicle Fleet Costs	No measures linked to decision package
PL	AR	Enhanced Product Testing	No measures linked to decision package
PL	BA	Chemical Action Plan Implementation	No measures linked to decision package
PL	BF	Lower Yakima Valley GWMA Monitoring	No measures linked to decision package
PL	BG	Shift MTCA-funded work back to GF-S	No measures linked to decision package

Activity: A008 Control Stormwater Pollution

ML	9Z	Recast to Activity	No measures linked to decision package
ML	MB	Minimum Wage Increases - Facilities	No measures linked to decision package
ML	MF	DES Vehicle Fleet Costs	No measures linked to decision package
PL	BG	Shift MTCA-funded work back to GF-S	No measures linked to decision package

Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A009 Eliminate Waste and Promote Material Reuse

- ML 9Z Recast to Activity
- ML MB Minimum Wage Increases - Facilities
- ML MF DES Vehicle Fleet Costs
- PL AG Efficient Biosolids Permitting

- No measures linked to decision package
- No measures linked to decision package
- No measures linked to decision package
- No measures linked to decision package

Output Measures 002869 Miles of roadway cleared of litter using Ecology-funded crews

		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>
PL	BE	6,000	6,000	6,000	6,000

Ecology funds a number of litter pick-up activities: funding to local governments through the Community Litter Pick-up Program (CLCP), state agency clean-up activities, and Ecology's own Youth Corp crews and median crews. Ecology only tracks the number of miles picked up that is funded through Ecology's WRLCA funding. [NG(1] Provides a measure for the litter programs that is not dependent on other agencies. The trend will depend somewhat on the funding available for these programs – it will not be affected by what materials the programs are allowed to recover or how much is littered.

Process - Efficiency Measures 001489 Pounds of litter picked up

		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>
PL	BE	1,260,000	1,260,000	1,260,000	1,260,000

## Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A010 Prevent and Pick Up Litter

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Output Measures 002869 Miles of roadway cleared of litter using Ecology-funded crews

			<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>
PL	BE	Litter Control and Waste Reduction	6,000	6,000	6,000	6,000

Ecology funds a number of litter pick-up activities: funding to local governments through the Community Litter Pick-up Program (CLCP), state agency clean-up activities, and Ecology's own Youth Corp crews and median crews. Ecology only tracks the number of miles picked up that is funded through Ecology's WRLCA funding. [NG(1] Provides a measure for the litter programs that is not dependent on other agencies. The trend will depend somewhat on the funding available for these programs – it will not be affected by what materials the programs are allowed to recover or how much is littered.

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Process - Efficiency 001489 Pounds of litter picked up

Measures

			<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>
PL	BE	Litter Control and Waste Reduction	1,260,000	1,260,000	1,260,000	1,260,000

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A011 Ensure Dam Safety

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A012 Ensure Environmental Laboratories Provide Quality Data

ML	9Z	Recast to Activity
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package  
No measures linked to decision package

## Performance Measure Incremental Estimates

**Agency:** 461 Department of Ecology

**Session:** 2019-21 Regular

**Activity:** A013 Fund Local Efforts to Clean Up Toxic Sites and Manage or Reduce Waste

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

**Activity:** A014 Restore the Air, Soil, and Water Contaminated from Past Activities at Hanford

ML	9Z	Recast to Activity
ML	MA	Richland Field Office Costs
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

**Activity:** A015 Clean Up and Remove Large, Complex, Contaminated Facilities throughout Hanford

ML	9Z	Recast to Activity
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package

**Activity:** A016 Treat and Dispose of Hanford's High-Level Radioactive Tank Waste

ML	9Z	Recast to Activity
ML	MA	Richland Field Office Costs
ML	MF	DES Vehicle Fleet Costs
PL	AE	Hanford Air Permit and Compliance
PL	AL	Meeting Air Operating Permit Needs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

**Activity:** A017 Ensure Safe Tank Operations, Storage of Tank Wastes, & Closure of the Waste Storage Tanks

ML	9Z	Recast to Activity
ML	MA	Richland Field Office Costs
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package



Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A018 Ensure the Safe Management of Radioactive Mixed Waste at Hanford

ML 9Z Recast to Activity  
ML MA Richland Field Office Costs  
ML MF DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A019 Improve Community Access to Hazardous Substance and Waste Information

ML 9Z Recast to Activity  
ML MB Minimum Wage Increases - Facilities  
ML MF DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A020 Improve Quality of Data Used for Environmental Decision Making

ML 9Z Recast to Activity  
ML MB Minimum Wage Increases - Facilities  
PL BG Shift MTCA-funded work back to GF-S

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A021 Increase Compliance and Act on Environmental Threats from Hazardous Waste

ML 9Z Recast to Activity  
ML MB Minimum Wage Increases - Facilities  
ML MF DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A022 Increase Safe Hazardous Waste Management

ML 9Z Recast to Activity  
ML MB Minimum Wage Increases - Facilities  
ML MF DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

## Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A023 Manage Underground Storage Tanks to Minimize Releases

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

Activity: A024 Manage Water Rights

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

Activity: A025 Measure Air Pollution Levels and Emissions

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

Activity: A026 Measure Contaminants in the Environment by Performing Laboratory Analyses

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MC	Manchester Lab Facility Costs
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A027 Monitor the Quality of State Waters and Measure Stream Flows Statewide

- ML 8L Lease Adjustments < 20,000 sq. ft.
- ML 9Z Recast to Activity
- ML MB Minimum Wage Increases - Facilities
- ML MF DES Vehicle Fleet Costs
- PL AX Puget Sound W/Q Observation Network
- PL BG Shift MTCA-funded work back to GF-S

- No measures linked to decision package
- No measures linked to decision package
- No measures linked to decision package
- No measures linked to decision package
- No measures linked to decision package
- No measures linked to decision package

Activity: A028 Improve Environmental Compliance at State's Largest Industrial Facilities

- ML 9Z Recast to Activity
- ML MF DES Vehicle Fleet Costs
- PL AL Meeting Air Operating Permit Needs

- No measures linked to decision package
- No measures linked to decision package
- No measures linked to decision package

Activity: A029 Prepare and Respond to Drought

- ML 9Z Recast to Activity

- No measures linked to decision package

Activity: A030 Prepare for Aggressive Response to Oil and Hazardous Material Incidents

- ML 9Z Recast to Activity
- ML MB Minimum Wage Increases - Facilities
- ML MF DES Vehicle Fleet Costs

- No measures linked to decision package
- No measures linked to decision package
- No measures linked to decision package

Activity: A031 Prevent Hazardous Waste Pollution Through Permitting, Closure, and Corrective Action

- ML 9Z Recast to Activity
- ML MB Minimum Wage Increases - Facilities
- ML MF DES Vehicle Fleet Costs

- No measures linked to decision package
- No measures linked to decision package
- No measures linked to decision package

Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A032 Prevent Point Source Water Pollution

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	AP	Records Management Using ECM
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package
No measures linked to decision package
No measures linked to decision package
No measures linked to decision package
No measures linked to decision package

Activity: A033 Prevent Oil Spills from Vessels and Oil Handling Facilities

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package
No measures linked to decision package
No measures linked to decision package

Activity: A034 Prevent Unhealthy Air and Violations of Air Quality Standards

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package
No measures linked to decision package
No measures linked to decision package
No measures linked to decision package

Activity: A035 Promote Compliance with Water Laws

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package
No measures linked to decision package
No measures linked to decision package

Activity: A036 Protect and Manage Shorelines in Partnership with Local Governments

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package
No measures linked to decision package
No measures linked to decision package
No measures linked to decision package

Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A037 Protect Water Quality by Reviewing and Conditioning Construction Projects

ML 9Z Recast to Activity  
ML MB Minimum Wage Increases - Facilities  
ML MF DES Vehicle Fleet Costs  
PL BG Shift MTCA-funded work back to GF-S

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A038 Protect, Restore, and Manage Wetlands

ML 9Z Recast to Activity  
ML MB Minimum Wage Increases - Facilities  
ML MF DES Vehicle Fleet Costs  
PL BG Shift MTCA-funded work back to GF-S

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A040 Provide Technical and Financial Assistance to Local Governments to Reduce Flood Hazards

ML 9Z Recast to Activity  
ML MB Minimum Wage Increases - Facilities  
ML MF DES Vehicle Fleet Costs  
PL AF Flood Resilient Communities  
PL AM Office of Chehalis Basin  
PL AV Floodplains by Design Rulemaking

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A041 Provide Technical Assistance on State Environmental Policy Act (SEPA) Review

ML 9Z Recast to Activity  
ML MF DES Vehicle Fleet Costs  
PL AC Improving Complex SEPA Reviews  
PL BG Shift MTCA-funded work back to GF-S

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package



## Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A042 Provide Technical Training, Education, and Research through Padilla Bay Estuarine Reserve

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

Activity: A043 Provide Water Quality Financial Assistance

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

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Activity: A044 Provide Water Resources Data and Information

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

Activity: A045 Reduce Air Pollution from Industrial and Commercial Sources

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	AL	Meeting Air Operating Permit Needs
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package  
 No measures linked to decision package

Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A047 Reduce Health and Environmental Threats from Motor Vehicle Emissions

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	AD	Emissions Check Program Sunset
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package
No measures linked to decision package
No measures linked to decision package
No measures linked to decision package
No measures linked to decision package

Activity: A048 Reduce Health and Environmental Threats from Smoke

ML	9Z	Recast to Activity
ML	MF	DES Vehicle Fleet Costs
PL	AY	Woodstove Standards and Fees
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package
No measures linked to decision package
No measures linked to decision package
No measures linked to decision package

Activity: A049 Reduce Nonpoint-Source Water Pollution

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	BB	Water Quality Nonpoint Specialists
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package
No measures linked to decision package
No measures linked to decision package
No measures linked to decision package
No measures linked to decision package

Activity: A051 Reduce Risk from Toxic Air Pollutants

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package
No measures linked to decision package
No measures linked to decision package
No measures linked to decision package

Agency: 461 Department of Ecology

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Activity: A052 Reduce the Generation of Hazardous Waste and the Use of Toxic Substances through Technica

ML 9Z Recast to Activity  
ML MB Minimum Wage Increases - Facilities  
ML MF DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A053 Regulate Well Construction

ML 9Z Recast to Activity  
ML MF DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package

Activity: A054 Rapidly Respond to and Clean Up Oil and Hazardous Material Spills

ML 9Z Recast to Activity  
ML MB Minimum Wage Increases - Facilities  
ML MF DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A055 Restore Public Natural Resources Damaged by Oil Spills

ML 9Z Recast to Activity

No measures linked to decision package

Activity: A056 Restore Watersheds by Supporting Community-Based Projects with the Washington Conserva

ML 9Z Recast to Activity  
ML MB Minimum Wage Increases - Facilities  
ML MF DES Vehicle Fleet Costs  
PL BG Shift MTCA-funded work back to GF-S

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Performance Measure Incremental Estimates

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Activity: A057 Services to Site Owners that Volunteer to Clean Up their Contaminated Sites

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	BD	Support Voluntary Cleanups

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A063 Climate Change Mitigation and Adaptation

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs
PL	AJ	GHG Reporting Workload Changes
PL	BG	Shift MTCA-funded work back to GF-S

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A064 Manage Solid Waste Safely

ML	9Z	Recast to Activity
ML	MB	Minimum Wage Increases - Facilities
ML	MF	DES Vehicle Fleet Costs

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

Activity: A065 Reduce Persistent, Bioaccumulative, Toxic Chemicals and Promote Safer Consumer Products

ML	9Z	Recast to Activity
ML	MF	DES Vehicle Fleet Costs
PL	AR	Enhanced Product Testing
PL	BA	Chemical Action Plan Implementation

No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package  
No measures linked to decision package

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2019-21 ACTIVITY INVENTORY INDIRECT COST ALLOCATION

Act. #	Prog	Activity Title	Bien		FY20				FY21				Bien	
			% Allocation Received		Program Admin	Agency Overhead	Total Indirect		Program Admin	Agency Overhead	Total Indirect		Total Allocated	
A001	H00	Clarify Water Rights	0.17%		7,341	81,584	88,925		7,341	83,232	90,573		179,498	
A002	H00	Administration	9.78%		517,545	4,557,451	5,074,996		527,498	4,649,521	5,177,019		10,252,015	
A003	H00	Implementing Integrated Solutions to Protect Instream Resources	2.52%		129,913	1,177,342	1,307,255		132,412	1,201,126	1,333,538		2,640,793	
A005	J00	Clean up the Most Contaminated Sites First (Upland and Aquatic)	8.92%		339,135	4,295,820	4,634,955		339,135	4,382,604	4,721,739		9,356,694	
A006	F00	Clean Up Polluted Waters	1.98%		80,099	946,656	1,026,755		80,099	965,780	1,045,879		2,072,634	
A007	D00	Conduct Environmental Studies for Pollution Source Identification and Control	3.56%		147,642	1,699,198	1,846,840		147,642	1,733,525	1,881,167		3,728,007	
A008	F00	Control Stormwater Pollution	3.25%		83,519	1,606,361	1,689,880		83,519	1,638,813	1,722,332		3,412,212	
A009	N00	Eliminate Waste and Promote Material Reuse	2.13%		135,623	970,568	1,106,191		135,623	990,176	1,125,799		2,231,990	
A010	N00	Prevent and Pick Up Litter	1.48%		94,150	673,771	767,921		94,150	687,383	781,533		1,549,454	
A011	H00	Ensure Dam Safety	0.80%		35,812	379,788	415,600		35,812	387,460	423,272		838,872	
A012	D00	Ensure Environmental Laboratories Provide Quality Data	0.36%		17,485	171,608	189,093		17,485	175,075	192,560		381,653	
A013	N00	Fund Local Efforts to Clean Up Toxic Sites and Manage or Reduce Waste	0.86%		54,642	391,041	445,683		54,642	398,940	453,582		899,265	
A014	K00	Restore the Air, Soil, and Water Contaminated from Past Activities at Hanford	1.04%		75,419	462,778	538,197		76,173	472,127	548,300		1,086,497	
A015	K00	Clean Up and Remove Large, Complex, Contaminated Facilities throughout Hanford	0.77%		55,704	341,809	397,513		56,261	348,714	404,975		802,488	
A016	K00	Treat and Dispose of Hanford's High-level Radioactive Tank Waste	2.02%		146,940	901,644	1,048,584		148,410	919,859	1,068,269		2,116,853	
A017	K00	Ensure Safe Tank Operations, Storage of Tank Wastes, and Closure of the Waste Storage Tanks at Hanford	1.07%		77,940	478,251	556,191		78,720	487,913	566,633		1,122,824	
A018	K00	Ensure the Safe Management of Radioactive Mixed Waste at Hanford	1.16%		84,130	516,230	600,360		84,971	526,659	611,630		1,211,990	
A019	M00	Improve Community Access to Hazardous Substance and Waste Information	1.42%		77,561	662,518	740,079		77,561	675,903	753,464		1,493,543	
A020	D00	Improve Quality of Data Used for Environmental Decision Making	0.27%		12,769	129,409	142,178		12,769	132,023	144,792		286,970	
A021	M00	Increase Compliance and Act on Environmental Threats from Hazardous Waste	2.33%		126,962	1,084,505	1,211,467		126,962	1,106,414	1,233,376		2,444,843	
A022	M00	Increase Safe Hazardous Waste Management	0.74%		40,180	343,215	383,395		40,180	350,149	390,329		773,724	
A023	J00	Manage Underground Storage Tanks to Minimize Releases	1.38%		51,652	663,925	715,577		51,652	677,338	728,990		1,444,567	
A024	H00	Manage Water Rights	3.28%		142,707	1,562,756	1,705,463		142,707	1,594,327	1,737,034		3,442,497	
A025	B00	Measure Air Pollution Levels and Emissions	1.44%		97,499	652,672	750,171		97,499	665,857	763,356		1,513,527	
A026	D00	Measure Contaminants in the Environment by Performing Laboratory Analyses	1.87%		113,440	860,852	974,292		113,440	878,243	991,683		1,965,975	
A027	D00	Monitor the Quality of State Waters and Measure Stream Flows Statewide	3.28%		198,520	1,506,491	1,705,011		198,520	1,536,925	1,735,445		3,440,456	
A028	N00	Improve Environmental Compliance at State's Largest Industrial Facilities	1.27%		101,177	559,835	661,012		101,177	571,145	672,322		1,333,334	
A030	P00	Prepare for Aggressive Response to Oil and Hazardous Material Incidents	1.58%		118,330	700,497	818,827		118,330	714,649	832,979		1,651,806	
A031	M00	Prevent Hazardous Waste Pollution Through Permitting, Closure, and Corrective Action	1.22%		66,723	568,275	634,998		66,723	579,755	646,478		1,281,476	
A032	F00	Prevent Point Source Water Pollution	5.12%		148,597	2,509,412	2,658,009		148,597	2,560,107	2,708,704		5,366,713	
A033	P00	Prevent Oil Spills from Vessels and Oil Handling Facilities	1.49%		111,914	662,518	774,432		111,914	675,903	787,817		1,562,249	
A034	B00	Prevent Unhealthy Air and Violations of Air Quality Standards	1.56%		81,898	730,036	811,934		81,898	744,784	826,682		1,638,616	
A035	H00	Promote Compliance with Water Laws	0.85%		37,231	406,513	443,744		37,231	414,726	451,957		895,701	
A036	E00	Protect and Manage Shorelines in Partnership with Local Governments	1.85%		73,721	888,984	962,705		74,465	906,944	981,409		1,944,114	
A037	E00	Protect Water Quality by Reviewing and Conditioning Construction Projects	0.80%		31,961	385,414	417,375		32,284	393,200	425,484		842,859	
A038	E00	Protect, Restore, and Manage Wetlands	1.71%		68,005	820,060	888,065		68,692	836,627	905,319		1,793,384	
A040	E00	Provide Technical and Financial Assistance to Local Governments to Reduce Flood Hazards	0.47%		18,663	225,059	243,722		18,852	229,606	248,458		492,180	
A041	E00	Provide Technical Assistance on State Environmental Policy Act (SEPA) Review	0.36%		14,231	171,608	185,839		14,375	175,075	189,450		375,289	
A042	E00	Provide Technical Training, Education, and Research through Padilla Bay Estuarine Reserve	1.02%		40,710	490,911	531,621		41,121	500,828	541,949		1,073,570	



Act. #	Prog	Activity Title	Allocation Received %	FY20			FY21			Bien
				Program Admin	Agency Overhead	Total Indirect	Program Admin	Agency Overhead	Total Indirect	
A043	F00	Provide Water Quality Financial Assistance	2.81%	72,590	1,386,928	1,459,518	73,323	1,414,947	1,488,270	2,947,788
A044	H00	Provide Water Resources Data and Information	1.92%	74,468	919,930	994,398	75,220	938,514	1,013,734	2,008,132
A045	B00	Reduce Air Pollution from Industrial and Commercial Sources	1.17%	54,813	552,802	607,615	55,367	563,970	619,337	1,226,952
A047	B00	Reduce Health and Environmental Threats from Motor Vehicle Emissions	1.06%	49,653	500,757	550,410	50,154	510,873	561,027	1,111,437
A048	B00	Reduce Health and Environmental Threats from Smoke	0.85%	39,750	400,887	440,637	40,151	408,986	449,137	889,774
A049	F00	Reduce Nonpoint Source Water Pollution	1.72%	44,467	849,599	894,066	44,916	866,763	911,679	1,805,745
A051	B00	Reduce Risk from Toxic Air Pollutants	0.56%	26,360	265,851	292,211	26,627	271,222	297,849	590,060
A052	M00	Reduce the Generation of Hazardous Waste and the Use of Toxic Substances through Technical Assistance	1.24%	60,434	582,341	642,775	61,044	594,105	655,149	1,297,924
A053	H00	Regulate Well Construction	0.40%	15,486	191,300	206,786	15,642	195,165	210,807	417,593
A054	P00	Rapidly Respond to and Clean Up Oil and Hazardous Material Spills	2.47%	166,752	1,116,857	1,283,609	168,436	1,139,420	1,307,856	2,591,465
A055	P00	Restore Public Natural Resources Damaged by Oil Spills	0.17%	11,761	78,771	90,532	11,880	80,362	92,242	182,774
A056	E00	Restore Watersheds by Supporting Community-Based Projects with the WCC	3.39%	134,844	1,626,054	1,760,898	136,205	1,658,903	1,795,108	3,556,006
A057	J00	Services to Site Owners that Volunteer to Clean Up their Contaminated Sites	1.19%	39,967	579,528	619,495	40,371	591,235	631,606	1,251,101
A063	A00	Climate Change Mitigation and Adaptation	0.06%	2,344	28,132	30,476	2,367	28,701	31,068	61,544
A063	B00	Climate Change Mitigation and Adaptation	1.59%	74,339	749,729	824,068	75,090	764,875	839,965	1,664,033
A064	N00	Manage Solid Waste Safely	1.27%	70,700	589,374	660,074	71,414	601,281	672,695	1,332,769
A065	M00	Reduce Persistent, Bioaccumulative, Toxic Chemicals and Promote Safer Consumer Products	0.94%	45,690	440,272	485,962	46,152	449,167	495,319	981,281
<b>Total</b>			<b>100.00%</b>	<b>4,841,908</b>	<b>47,096,477</b>	<b>51,938,385</b>	<b>4,871,201</b>	<b>48,047,924</b>	<b>52,919,125</b>	<b>104,857,510</b>

#### Allocation Method Description

Under OFM definitions, "administrative" costs are made up of two components, indirect costs and overhead costs.

1. "Indirect" costs, the subject of this table, are costs that tend to vary with activity level or size. These costs are assigned to activities and are included in the cost of each activity. For Ecology, these include program administration costs, and agency level cost allocated costs. Program administration costs are incurred within the environmental programs and are assigned to the activities within each program based on FTEs. Agency level cost allocated costs are allocated to environmental programs according to various allocation bases (e.g. facility costs are allocated based on square footage) and then assigned to activities within each program based on FTEs.
2. "Overhead" costs are costs that usually support the entire organization, and tend to be relatively fixed and not readily affected by fluctuations in activity levels. These costs are not assigned to activities. They make up the one "administration" activity. In Ecology these costs are in program A00.

**Department of Ecology  
2019-2021 Operating Budget**

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## Recommendation Summary

Agency: 461 Department of Ecology

Version: BI Biennial 2019-21 Initial

Dollars in Thousands

	Annual Average FTEs	General Fund State	Other Funds	Total Funds
CB T0PL Current Biennium Base	1,629.6	42,240	462,999	505,239
<b>2017-19 Current Biennium Total</b>	<b>1,629.6</b>	<b>42,240</b>	<b>462,999</b>	<b>505,239</b>
CL 6055 Apple Maggot/Outdoor Burning	(0.1)	0	(28)	(28)
CL 6091 Water Availability	8.2	5,517	(2,000)	3,517
CL 6269 Oil Transportation Safety	2.9	0	871	871
CL 6413 Firefighting/Toxic Chemicals	0.0	0	41	41
CL 6WMS Management Reduction	0.0	(154)	(934)	(1,088)
CL 92C Archives/Records Management	0.0	0	(1)	(1)
CL 92D Audit Services	0.0	1	3	4
CL 92E Legal Services	0.0	46	210	256
CL 92J CTS Central Services	0.0	(2)	(4)	(6)
CL 92K DES Central Services	0.0	0	2	2
CL 92R OFM Central Services	0.0	(32)	(143)	(175)
CL 9D Pension and DRS Rate Changes	0.0	1	9	10
CL AIRQ Air Quality Study	0.4	0	107	107
CL BSA Move Pension Fund Shift to Agencies	0.0	4	(4)	0
CL CB Modernize and Migrate Data Center	1.2	180	1,363	1,543
CL CC Bellingham Field Office Relocation	0.0	(54)	(404)	(458)
CL CD Short-Line Railroad/ESHB 1136	(0.4)	0	(81)	(81)
CL CE Regulating Antifouling Paint	(0.3)	0	(55)	(55)
CL FINF Nonnative Finfish	(0.1)	0	(15)	(15)
CL G05 Biennialize Employee PEB Rate	0.0	9	50	59
CL G09 WFSE General Government	0.0	763	4,551	5,314
CL G22 Clean Air Rule	0.9	167	0	167
CL G26 WSU Stormwater Center	0.0	0	(500)	(500)
CL G53 Ocean Acidification	0.3	60	0	60
CL GL9 Non-Rep General Wage Increase	0.0	209	1,304	1,513
CL GLJ Initiative 1433 Minimum Wage	0.0	0	20	20
CL GLK Non-Rep Targeted Pay Increases	0.0	0	11	11
CL GLU PERS & TRS Plan 1 Benefit Increase	0.0	9	59	68
CL GLX Vacation Leave Chng-Non-represented	0.0	0	1	1
CL GZC CTS Fee for Service Adjustment	0.0	8	40	48
CL GZF Paid Family Leave--Employer Premium	0.0	9	42	51
CL GZH DES Rate Compensation Changes	0.0	2	9	11
CL HTC2 Vehicle Maintenance Work Group	0.0	0	(30)	(30)
CL HWRC Water Rights Compliance	0.0	0	0	0
CL LITR Litter Control Increase	0.0	0	(1,000)	(1,000)
CL MARI Marijuana Product Testing	0.0	0	(98)	(98)
CL MH Minimum Wage Costs	0.0	2	13	15
CL NWSC Northwest Straits Commission	0.0	(455)	0	(455)
CL PFAS PFAS Alternatives Assessment	0.0	0	0	0
CL SPRI Spokane River Task Force	0.0	(310)	0	(310)
CL T03 Litter Account Reduction	0.0	0	5,500	5,500
CL T05 MTCA Staff Level Reduction	20.0	0	5,000	5,000
CL T06 Stormwater Grant Reduction	0.0	0	1,100	1,100
CL T09 Shoreline Grant Reduction	0.0	0	1,800	1,800

## Recommendation Summary

Agency: 461 Department of Ecology

Version: BI Biennial 2019-21 Initial

Dollars in Thousands

	Annual Average FTEs	General Fund State	Other Funds	Total Funds
CL UMAT Umatilla Flow Study	0.0	(500)	0	(500)
CL WALL Walla Walla Watershed	0.0	(400)	0	(400)
<b>Total Carry Forward Level</b>	<b>1,662.5</b>	<b>47,320</b>	<b>479,808</b>	<b>527,128</b>
Percent Change from Current Biennium	2.0%	12.0%	3.6%	4.3%
<b>Maintenance – Other Changes</b>				
ML 8L Lease Adjustments < 20,000 sq. ft.	0.0	0	17	17
ML 9Z Recast to Activity	0.0	0	0	0
ML MA Richland Field Office Costs	0.0	0	12	12
ML MB Minimum Wage Increases - Facilities	0.0	13	95	108
ML MC Manchester Lab Facility Costs	0.0	0	150	150
ML MD Public Participation Grants	0.0	0	(53)	(53)
ML ME DES Training Admin Fee Increase	0.0	11	83	94
ML MF DES Vehicle Fleet Costs	0.0	93	683	776
ML MG Streamflow Restoration Program	11.5	4,758	0	4,758
<b>Maintenance – Other Total</b>	<b>11.5</b>	<b>4,875</b>	<b>987</b>	<b>5,862</b>
<b>Total Maintenance Level</b>	<b>1,674.0</b>	<b>52,195</b>	<b>480,795</b>	<b>532,990</b>
Percent Change from Current Biennium	2.7%	23.6%	3.8%	5.5%
<b>Policy – Other Changes</b>				
PL AC Improving Complex SEPA Reviews	2.3	578	64	642
PL AD Emissions Check Program Sunset	(8.5)	0	(1,706)	(1,706)
PL AE Hanford Air Permit and Compliance	0.6	0	168	168
PL AF Flood Resilient Communities	0.4	0	2,000	2,000
PL AG Efficient Biosolids Permitting	1.2	0	534	534
PL AH Enhancing Environmental Mapping	2.3	76	552	628
PL AJ GHG Reporting Workload Changes	0.6	0	184	184
PL AK Integrated Grant and Revenue System	4.7	527	3,868	4,395
PL AL Meeting Air Operating Permit Needs	2.1	0	624	624
PL AM Office of Chehalis Basin	5.1	1,464	0	1,464
PL AN Public Disclosure Management	5.8	151	1,109	1,260
PL AP Records Management Using ECM	9.2	680	5,318	5,998
PL AQ WCC 75/25 Cost-Share Model	0.0	0	1,723	1,723
PL AR Enhanced Product Testing	7.6	0	2,882	2,882
PL AS Ecology Security Upgrades	0.0	180	1,320	1,500
PL AT NWRO Relocation	0.0	558	4,090	4,648
PL AU Expanded Cleanup Site Capacity	6.9	0	2,094	2,094
PL AV Floodplains by Design Rulemaking	0.9	168	0	168
PL AW Local Source Control Program	0.0	0	3,000	3,000
PL AX Puget Sound WQ Observation Network	4.6	1,907	0	1,907
PL AY Woodstove Standards and Fees	0.8	0	192	192
PL BA Chemical Action Plan Implementation	11.4	0	4,482	4,482
PL BB Water Quality Nonpoint Specialists	6.9	1,414	0	1,414

## Recommendation Summary

Agency: 461 Department of Ecology

Version: BI Biennial 2019-21 Initial

*Dollars in Thousands*

	Annual Average FTEs	General Fund State	Other Funds	Total Funds
PL BC Water Right Adjudication Options	1.2	592	0	592
PL BD Support Voluntary Cleanups	6.9	0	2,074	2,074
PL BE Litter Control and Waste Reduction	3.5	0	6,000	6,000
PL BF Lower Yakima Valley GWMA Monitoring	1.5	350	0	350
PL BG Shift MTCA-funded work back to GF-S	0.0	64,230	(64,230)	0
<b>Policy – Other Total</b>	<b>78.0</b>	<b>72,875</b>	<b>(23,658)</b>	<b>49,217</b>
 <b>Subtotal - Policy Level Changes</b>	 <b>78.0</b>	 <b>72,875</b>	 <b>(23,658)</b>	 <b>49,217</b>
 <b>2019-21 Total Proposed Budget</b>	 <b>1,752.0</b>	 <b>125,070</b>	 <b>457,137</b>	 <b>582,207</b>
Percent Change from Current Biennium	7.5%	196.1%	(1.3)%	15.2%



**Recommendation Summary****Agency: 461 Department of Ecology****Version: BI Biennial 2019-21 Initial***Dollars in Thousands*

Annual Average FTEs	General Fund State	Other Funds	Total Funds
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**CL 92C Archives/Records Management**

CFL Adjustment for Archives

**CL 92D Audit Services**

CFL Adjustment for Audit Services

**CL 92E Legal Services**

CFL Adjustment for Legal Services

**CL 92J CTS Central Services**

CFL Adjustment for CTS Services

**CL 92K DES Central Services**

CFL Adjustment for DES Services

**CL 92R OFM Central Services**

CFL Adjustment for OFM Services

**CL 9D Pension and DRS Rate Changes**

Biennialize Pension Funding

**CL GZC CTS Fee for Service Adjustment**

CFL Adjstmnt - CTS Fee for Service

**Recommendation Summary****Agency: 461 Department of Ecology****Version: BI Biennial 2019-21 Initial***Dollars in Thousands*

	<b>Annual Average FTEs</b>	<b>General Fund State</b>	<b>Other Funds</b>	<b>Total Funds</b>
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**CL GZF Paid Family Leave--Employer Premium**

A paid family and medical leave program was created by Chapter 5, Laws of 2017, 3rd Special Session. Beginning January 1, 2019, the state, as an employer, will be responsible for payment of employer premiums for employees not covered by a collective bargaining agreement. This item provides funding for this obligation.

**CL GZH DES Rate Compensation Changes**

CFL Adjstmnt - DES Rate for Compensation Changes

**ML 8L Lease Adjustments < 20,000 sq. ft.**

This request is for a maintenance level lease increase for the Environmental Assessment Program's Operations Center in Thurston County. The work done at this facility benefits other state agencies, tribes, and local partners and helps protect, preserve, and enhance Washington's environment for current and future generations. (State Toxics Control Account, Water Quality Permit Account)

**ML MA Richland Field Office Costs**

Lease costs for Ecology's Richland field office will increase in the 2019-21 Biennium. Ecology is requesting additional General Fund-Federal and Radioactive Mixed Waste Account appropriation to ensure core environmental work is not reduced to cover this unavoidable increase in operating costs.

**ML MB Minimum Wage Increases - Facilities**

Washington State passed incremental, annual minimum wage increases starting in January of 2017 to 2020, and mandatory paid sick leave. The wage started at \$9.47 an hour in 2016 and will increase incrementally each year until it reaches \$13.50 in 2020. Ecology is requesting additional appropriation to cover the costs for increases to minimum wage, mandatory sick leave, and prevailing wage in existing service and maintenance contracts for Ecology facilities.

**ML MC Manchester Lab Facility Costs**

Ecology shares space with the Environmental Protection Agency (EPA) at their Manchester Environmental Laboratory in Kitsap County. Ecology has been notified by EPA that costs for the facility have increased as of January 2018. This request is for a maintenance level increase to cover the additional costs to ensure that core environmental laboratory analysis will continue to inform Ecology's important environmental work and the work of other state agencies, tribes, and local partners. This work helps protect, preserve, and enhance Washington's environment for current and future generations. (State Toxics Control Account, Water Quality Permit Account)

**ML MD Public Participation Grants**

The Public Participation Grant (PPG) Program is a competitive grant program. It provides funding to help citizen groups and non-profit public interest organizations facilitate public participation in the investigation and remediation of contaminated sites; carry out waste management education projects; and promote or improve state or local solid waste or hazardous waste management plans. Ecology is requesting a maintenance level reduction of \$53,000 to keep PPG funding aligned with the mandated level of one percent of moneys collected under RCW 82.21.030, Pollution Tax. (Environmental Legacy Stewardship Account).

**Recommendation Summary****Agency: 461 Department of Ecology****Version: BI Biennial 2019-21 Initial***Dollars in Thousands*

	<b>Annual Average FTEs</b>	<b>General Fund State</b>	<b>Other Funds</b>	<b>Total Funds</b>
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**ML ME DES Training Admin Fee Increase**

The Department of Enterprise Services (DES) has reassessed the administrative fee they charge for in-person training classes. This has resulted in a cost increase of \$350 per class, from \$150 per class in the 2015-17 Biennium to \$500 for 2019-21. Ecology is requesting a maintenance level increase in appropriation to cover the cost increases associated with this reassessment.

**ML MF DES Vehicle Fleet Costs**

Ecology's vehicle costs have increased considerably since the agency's fleet merged with the Department of Enterprise Services (DES), beginning in Fiscal Year 2014. DES fleet vehicles are charged on a fee for service basis, and are excluded from the allocation funding provided to state agencies through the central service model. Ecology is requesting additional appropriation authority for the 2019-21 Biennium to cover the cost increases incurred between the last two closed biennia, 2013-15 and 2015-17.

**ML MG Streamflow Restoration Program**

Ecology is requesting \$4.758 million in new appropriation to continue implementing the Streamflow Restoration Program as envisioned in the 2018 legislation passed in Engrossed Substitute Senate Bill 6091 Water Availability. This request will fund the difference between the amount identified in the ESSB 6091 fiscal note and the amount provided to Ecology in the 2019-21 base carryforward budget. Funding will provide additional infrastructure to implement the local watershed planning process that identifies projects that will improve instream flows statewide. With this request, Ecology will be able to deliver additional water supplies to meet the water needs for growing communities and improve stream flow conditions for fish and wildlife. These investments will help meet priority needs of water users statewide. (General Fund State)

**PL AC Improving Complex SEPA Reviews**

With Washington's economy on the rise and many new big energy projects emerging, Ecology expects increased demands to prepare Environmental Impact Statements (EISs) for new proposals. State rules require Ecology to be the lead agency for the State Environmental Policy Act (SEPA) review on complex proposals related to big energy projects, such as oil and natural gas. SEPA rules also designate Ecology as lead agency based on either permitting decisions or Ecology's role in planning or administering funding. Ecology needs dedicated staff to oversee this increased workload. Timely EIS preparation and review facilitates overall permit review and decisions, and protection of environmental and public health. (General Fund-State; General Fund-Private/Local)

**PL AD Emissions Check Program Sunset**

The Vehicle Inspection and Maintenance Program (also known as the I&M or Emission Check Program) is scheduled by state law to sunset on December 31, 2019. (RCW 70.120.170(6) - Motor vehicle emission inspections). This request will eliminate Ecology's appropriation to run the program and the revenue that will no longer be collected from test fees. (General Fund-State, State Toxics Control Account)

**PL AE Hanford Air Permit and Compliance**

## Recommendation Summary

**Agency: 461 Department of Ecology**

**Version: BI Biennial 2019-21 Initial**

*Dollars in Thousands*

Annual Average FTEs	General Fund State	Other Funds	Total Funds
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The treatment of Hanford tank waste is the highest cleanup priority for the state associated with the Hanford site. The tank waste treatment complex is being designed, permitted, and constructed to support initial treatment of the first of the tank waste by 2023. This budget request supports work to permit new air emissions sources that support U.S. Department of Energy's (USDOE) construction and operation of the tank waste treatment complex, as well as implementing new emissions controls required to control tank vapor emissions. Ecology is requesting additional appropriation to cover this federally-funded work so that radioactive waste is appropriately managed, protecting the environment and public health. Costs will be paid for by USDOE because, as the permittee, they are billed to fund Washington's oversight. (Air Pollution Control Account)

**PL AF Flood Resilient Communities**

Flooding continues to be the most frequent major natural hazard facing Washington's communities. Flood-related damages can cost millions of dollars, and adversely affect human lives and safety. Ecology requests creating a Community Flood Resilience Grants Program to fund flood-hazard mitigation planning, mitigation projects, and emergency response. According to the National Institute of Building Sciences, every dollar spent on mitigating flood risks saves four to seven dollars in prevented damages. Besides saving money, reduced damage during flood events provides greater safety for our citizens. Related to Puget Sound Action Agenda Implementation. (Flood Control Assistance Account)

**PL AG Efficient Biosolids Permitting**

The state Biosolids Program provides oversight, permitting, and technical assistance for 374 sewage treatment plants, septage management facilities, and beneficial use facilities that generate, treat, and use biosolids. Biosolids are a product of wastewater treatment and septic tanks, comprised primarily of organic material that may be used to condition soil and enhance plant growth. This request will use existing available fund balance to protect public and environmental health through efficient biosolids permitting, research on potential contaminants found in biosolids, and an increase in technical assistance, outreach, and education to stakeholders. (Biosolids Permit Account)

**PL AH Enhancing Environmental Mapping**

Geographic data and web mapping applications are increasingly relied upon to provide essential decision-making information to protect Washington's land, air, and water. Over the last 15 years, the number of public mapping applications, web services, and the use of this technology at Ecology has significantly grown, while staff levels have remained static. Ecology is requesting two additional developer positions to provide appropriate level of service so the agency can continue to develop new and maintain existing applications while advancing our technological capabilities for web geographic information systems (GIS).

**PL AJ GHG Reporting Workload Changes**

To meet its statutory obligations for the Greenhouse Gas Reporting Program, Ecology requests additional appropriation to increase data verification, quality assurance, emissions tracking, data analysis, and compliance activities. RCW 70.94.151 authorizes Ecology to collect annual fees from facilities and suppliers required to report greenhouse gas emissions. The fees cover the administrative costs of the program as outlined in statute. Existing greenhouse gas reporting program revenues have not been sufficient to ensure data accuracy and adequate technical assistance to entities covered by the program. Ecology is requesting increased staffing and expenditure authority to fund the additional workload for the program. (Air Pollution Control Account)

**PL AK Integrated Grant and Revenue System**

**Recommendation Summary****Agency: 461 Department of Ecology****Version: BI Biennial 2019-21 Initial***Dollars in Thousands*

Annual Average FTEs	General Fund State	Other Funds	Total Funds
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Ecology's ability to fulfill its mission depends on our ability to efficiently and effectively manage federal grant receivables, recover costs associated with cleanup activities, and administer over \$900 million in pass through funding to local partners for work in local communities throughout the state. Right now, Ecology uses two custom built and one Commercial Off-The-Shelf systems to provide subsidiary ledger functions and interface with the statewide accounting system, AFRS. These systems are outdated, expensive and inefficient to support. They also have significant and high risk of system failure. Ecology is requesting funds to replace these aging systems to meet business needs, reduce the risk of audit findings, increase the quality and security of data, and gain efficiencies through standardizing processes.

**PL AL Meeting Air Operating Permit Needs**

Federal and state laws define the scope and content of the Air Operating Permit Program. Under these laws, industrial facilities that emit large amounts of air pollution are required to pay the full costs of the program. State law defines and requires Ecology to use a workload analysis model to determine the budget necessary to administer the program each biennium. In February 2018, Ecology published the workload analysis for the 2019-21 Biennium, based on current costs and workload projections. Ecology is requesting additional spending authority from the Air Operating Permit Account to match the workload analysis. (Air Operating Permit Account)

**PL AM Office of Chehalis Basin**

Five of the largest floods in the Chehalis River Basin's history occurred in the last 30 years. Not taking action could cost \$3.5 billion in flood and related damages to Basin families, communities, farms, and businesses over the next 100 years. It could cost even more with climate change impacts. Salmon habitat is degraded, and survival of spring-run chinook populations is severely threatened. In 2016, the Legislature established the Office of Chehalis Basin in Ecology to aggressively pursue and oversee the implementation of an integrated Chehalis Basin Strategy to reduce long-term damages from floods and restore aquatic species habitat in the Basin (House Bill 2856). In line with the fiscal note for the bill, Ecology requests ongoing operating resources to staff the Office of Chehalis Basin. (General Fund – State)

**PL AN Public Disclosure Management**

Ecology currently has one of the highest public records request per FTE in state government. The agency does not have adequate resources for processing and responding to the 4,200 annual public records requests per year that we receive. This has resulted in numerous settlements or awards over the history of the agency. Ecology is also required to report to the Joint Legislative Audit Review Committee (JLARC) on several public disclosure management metrics that will benefit from these investments. Increasing resources and centralizing all public disclosure case management will improve response quality and ensure we meet the requirements of the Public Records Act. Providing these additional resources will streamline the process, reduce risks to the agency and state, and result in better response to customers asking for this information.

**PL AP Records Management Using ECM**

Ecology is required by state law to properly preserve its public records and provide access to those records by responding to public records requests. Records management at Ecology is antiquated, costly, and time-consuming. Ecology is proposing to modernize its record management processes and implement an Enterprise Content Management (ECM) solution purchased through the statewide master contract for ECM systems. Additional work will be required to configure the ECM solution and develop the interfaces between the solution and Ecology's current information technology systems. Modernizing and streamlining records management will improve customer service, lower financial risks and increase efficiency.

**Recommendation Summary****Agency: 461 Department of Ecology****Version: BI Biennial 2019-21 Initial***Dollars in Thousands*

	<b>Annual Average FTEs</b>	<b>General Fund State</b>	<b>Other Funds</b>	<b>Total Funds</b>
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**PL AQ WCC 75/25 Cost-Share Model**

The Washington Conservation Corps (WCC) collaborates with organizations to complete environmental restoration and enhancement projects statewide. WCC is experiencing higher than normal cost increases. Without additional state support in the 2019-21 Biennium, WCC will be unable to continue to operate the program at current levels. Ecology requests state funding to maintain the cost of 388.5 Corps members and staff with the WCC's cost-share model, where partners provide 75 percent and Ecology provides match with a mix of state appropriation and AmeriCorps grant funds at 25 percent of the funding required to operate crews (State Toxics Control Account).

**PL AR Enhanced Product Testing**

Ordinary products like carpet and furniture can contain toxic chemicals. Those chemicals can affect the health of children and damage the environment. Collectively, they represent our biggest source of toxic pollution in Washington. Washington State has passed laws on toxics in products to address these threats. Product testing is the tool Ecology uses to enforce these laws, identify emerging chemicals of concern, and help manufacturers find safer alternatives. There is rising demand and a growing backlog of work for these services. To meet that demand, Ecology is requesting staff and laboratory costs to double the number of product testing studies it conducts each year. Related to Puget Sound Action Agenda Implementation. (State Toxics Control Account)

**PL AS Ecology Security Upgrades**

Key card access and security systems at Ecology facilities lack features to address security and system management concerns. These systems also rely on obsolete software that must be replaced. This request includes replacing the existing key card access system with new software and hardware, migrating the card holder database, and training for system users. Security system upgrades include features that enable employee notifications and facility lockdown. Camera systems will be added to monitor the public entrances of Ecology facilities to improve security and provide situational awareness to law enforcement during a security incident. This request will help keep staff and visitors at Ecology facilities safe.

**PL AT NWRO Relocation**

Ecology's lease expires June 30, 2021 for the Northwest Regional Office (NWRO) facility in Bellevue. It is identified in the Office of Financial Management (OFM) Six Year Facility Plan to relocate into the Department of Transportation (WSDOT) Shoreline facility in Fiscal Year 2022. Both agencies are finalizing the business operational requirements and space required to validate the collocation early in Fiscal Year 2019. Funding was provided to WSDOT in the transportation budget to begin the work to assess space and renovation needs for collocation. This request is for Ecology's projected costs to complete the facility setup and move, and the increased lease costs related to this coordinated effort.

**PL AU Expanded Cleanup Site Capacity**

With more than 5,900 contaminated sites awaiting final cleanup, and 200 to 300 new sites discovered and reported each year, Ecology is facing an increasingly tough challenge to effectively balance a growing number of cleanup sites with limited and over-subscribed site management staff. Large, complex Puget Sound cleanup sites are ready to proceed; recent capital budget decisions returned initial investigation responsibility to Ecology; and new contaminants and cleanup opportunities are emerging. Ecology needs increased site management cleanup capacity to expeditiously address these backlogs so sites are cleaned up and put back into use, protecting and improving public health and the environment. Related to Puget Sound Action Agenda Implementation. (State Toxics Control Account)



**Recommendation Summary****Agency: 461 Department of Ecology****Version: BI Biennial 2019-21 Initial***Dollars in Thousands*

	<b>Annual Average FTEs</b>	<b>General Fund State</b>	<b>Other Funds</b>	<b>Total Funds</b>
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**PL AV Floodplains by Design Rulemaking**

Beginning with the 2013-15 Biennium, the Legislature has appropriated \$121 million for Floodplain by Design projects that reduce flood risks to infrastructure and development and restore salmon habitat. The projects restore natural floodplain conditions, preserve open spaces, correct problems created by historic flood control actions, and improve long-term community flood resilience. The enacted 2018 Supplemental Budget includes a proviso for Ecology to study the Floodplains by Design program, and to make recommendations for statutory and policy changes. As a result, Ecology is submitting agency request legislation for the 2019 Legislative Session to establish the Floodplains by Design program in law, and recommend rulemaking. Ecology requests one-time funding to develop rules to codify the process and procedures for administering the grant program.

**PL AW Local Source Control Program**

The Local Source Control (LSC) Partnership allows local governments to offer hands-on technical and regulatory assistance to small businesses that otherwise would not be visited by Ecology inspectors since Ecology focuses inspections on larger businesses. These small businesses typically have limited experience with hazardous waste regulations or stormwater management best practices. But because there are so many of these small businesses, they can collectively pose as much of a risk to the environment as larger, more heavily regulated businesses. Ecology contracts with local governments to offer small businesses assistance on managing chemicals and hazardous waste to prevent spills, protect stormwater from pollution, and prevent injuries to employees. This request adds capacity for additional local partners to help address stormwater permit requirements and provide assistance to small businesses. Related to Puget Sound Action Agenda implementation. (Local Toxics Control Account)

**PL AX Puget Sound WQ Observation Network**

The Salish Sea is uniquely vulnerable to impacts from climate change, increasing nutrient inputs, and ocean acidification. This request will add important measures of these pressures on Puget Sound to Ecology's water quality monitoring networks. Critical marine and freshwater data gaps exist, and Ecology does not have dedicated resources to assess and track impacts from excess nutrient loading and associated changes in ocean acidification conditions in Puget Sound that affect the food web and commercial shellfish industry. A healthy marine food web is critical to regional efforts to successfully recover salmon and Southern Resident Killer Whale populations. Related to Puget Sound Action Agenda Implementation. (General Fund-State)

**PL AY Woodstove Standards and Fees**

Fine particle pollution from wood heating devices poses a significant health threat for millions of Washington residents; especially those with existing heart or lung disease, the elderly, and small children. Ecology is proposing legislative changes that will improve woodstove performance standards and support public woodstove education programs through a woodstove retail sales fee increase. Chapters 173-455 and 173-433 WAC reference language in Chapter 70.94 RCW that Ecology is proposing to change through agency request legislation in the 2019 Legislative Session. This request is for dedicated funding to update these rules if the proposed legislation passes. (Woodstove Education and Enforcement Account)

**PL BA Chemical Action Plan Implementation**

## Recommendation Summary

**Agency: 461 Department of Ecology**

**Version: BI Biennial 2019-21 Initial**

*Dollars in Thousands*

Annual Average FTEs	General Fund State	Other Funds	Total Funds
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Ecology addresses impacts from Washington's most problematic chemicals through Chemical Action Plans (CAPs). CAPs identify uses, releases, and sources of exposure to persistent, bioaccumulative, and toxic chemicals and recommend steps to reduce and eliminate future releases. Ecology and the Department of Health (DOH) have completed five CAPs (three toxic chemicals and two heavy metals). The agencies recently released interim recommendations for a sixth CAP, addressing PFAS (per- and polyfluorinated alkyl substances) contamination in drinking water and sources of that contamination. Ecology is requesting funding to develop and implement CAP recommendations. Washington residents are being exposed to PFAS, Polychlorinated Biphenyls (PCBs), lead, and other toxics, because preventable releases of these chemicals have not been addressed. This request is for funding to implement CAP recommendations, accelerate development and implementation of future CAPs, and CAP implementation monitoring. Related to Puget Sound Action Agenda implementation (State Toxics Control Account)

**PL BB Water Quality Nonpoint Specialists**

Nonpoint sources of water pollution, such as runoff from streets, farms, forestlands, and other sources, continue to pollute Washington's waters, and now represent one of the largest remaining challenges to achieving clean water in our state. Key to addressing this challenge is having focused field staff that can carry out the state's Nonpoint Source Pollution (NPS) Program. Ecology is requesting ongoing funding to support six new Nonpoint Water Quality Specialists needed to work with landowners and local governments to promote voluntary compliance, implement best management practices, and support the completion of water quality cleanup plans. Related to Puget Sound Action Agenda implementation. (General Fund – State)

**PL BC Water Right Adjudication Options**

In many watersheds, there is great uncertainty over the validity and extent of both surface and groundwater rights and claims. Adjudicating water rights will resolve conflict, provide for effective planning and management of water resources, and result in economic and environmental certainty to water users and the state. This request will assess and explore opportunities to resolve water rights uncertainties and disputes through adjudications in critical basins where tribal senior water rights, unquantified claims, and similar uncertainties about the seniority, quantity, and validity of water rights pose an impediment to comprehensive water resource management. (General Fund-State)

**PL BD Support Voluntary Cleanups**

Washington's cleanup law, the Model Toxics Control Act (MTCA), allows owners of contaminated properties to perform cleanups and achieve regulatory closure either independently or under Ecology's supervision. Through the Voluntary Cleanup Program (VCP), Ecology provides technical assistance and opinions on the sufficiency of independent cleanups to owners of contaminated properties. Over the last several years, VCP funding has not kept pace with the demand for VCP services, which has delayed or discouraged many voluntary cleanups. This request will allow Ecology to provide timely assistance and regulatory closure to people who voluntarily clean up contaminated properties. Funding is also requested for costs associated with Ecology's 2019 agency request legislation to develop the process for expediting reviews of real estate development cleanups. This will support VCP's purpose to encourage cleanup and facilitate redevelopment of contaminated properties in Washington that are essential to the economic prosperity and public health of our communities. Related to Puget Sound Action Agenda implementation. (State Toxics Control Account)

**PL BE Litter Control and Waste Reduction**

## Recommendation Summary

**Agency: 461 Department of Ecology**

**Version: BI Biennial 2019-21 Initial**

*Dollars in Thousands*

Annual Average FTEs	General Fund State	Other Funds	Total Funds
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The litter tax was created in 1971 to prevent and pick up litter and to develop waste reduction and recycling programs in Washington State. Revenue from the tax is deposited in the Waste Reduction Recycling and Litter Control Account (WRRLCA). Since the 2005-07 Biennium, diversions from WRRLCA to the State General Fund and State Parks have resulted in Ecology staff reductions and cuts to essential programs that support waste reduction and fight littering. Ecology's appropriation was reduced, but is fully restored in the 2019-21 carryforward budget. In addition to the carryforward budget, Ecology is requesting \$6 million from the WRRLCA fund balance to address litter prevention and recycling programs previously cut, and to begin addressing the recycling crisis brought on by new Chinese government restrictions on the import of recyclable materials. These restrictions have cut off the state's largest export market for recyclable materials. Additionally, plastic pollution is at an all-time high – especially in marine environments. Washington needs to restore funding to base recycling programs in order to reduce contamination in recycling, and create new waste reduction and recycling programs, including programs for problematic disposable plastics. (Waste Reduction, Recycling, and Litter Control Account)

**PL BF Lower Yakima Valley GWMA Monitoring**

Groundwater quality in the Lower Yakima Valley is contaminated with elevated concentrations of nitrate exceeding the state drinking water standard. This is a health concern. Alternatives to drinking contaminated water are to buy bottled water, or to install a water treatment system. Both of these are expensive options. A Groundwater Management Area (GWMA) was designated as a way for the community and interested parties to find ways to reduce nitrate concentrations in groundwater. One of the top priorities identified by the GWMA is to develop a long term groundwater monitoring network to determine which new management practices will work to lower nitrate concentrations. (General Fund-State)

**PL BG Shift MTCA-funded work back to GF-S**

To address significant budget deficits during the great recession, final enacted budgets shifted Ecology operating activities from General Fund-State (GF-S) funding to Model Toxics Control Act (MTCA) account funding. From the 2011-13 Biennium through the 2017-19 Biennium, \$64.2 million in operating activities have been shifted to MTCA funding. Ecology is requesting to shift specific operating activities back to GF-S funding to address stakeholder and taxpayer concerns, restore overall capacity for base environmental and public health work, reduce demand on State Bond funds in the capital budget, and allow MTCA funds to be used for priority areas identified in statute for toxics management, prevention, and cleanup projects and work statewide.

# Department of Ecology 2019-2021 Operating Budget

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# Department of Ecology

## Operating

### 2019-21 Biennium Budget Request

9/10/2018 \$ in thousands - Biennialized FTEs	FTE	GF-State	Other	Total
<b>2019-21 Carryforward Base Budget</b>	<b>1,662.5</b>	<b>47,320</b>	<b>479,808</b>	<b>527,128</b>
<b>Maintenance Level Changes</b>				
1. Streamflow Restoration Program	11.5	4,758		<b>4,758</b>
2. DES Vehicle Fleet Costs		93	683	<b>776</b>
3. Manchester Lab Facility Costs			150	<b>150</b>
4. Minimum Wage Increases - Facilities		13	95	<b>108</b>
5. DES Training Admin Fee Increase		11	83	<b>94</b>
6. Lease Adjustments < 20,000 sq. ft.			17	<b>17</b>
7. Richland Field Office Costs			12	<b>12</b>
8. Public Participation Grants			(53)	<b>(53)</b>
<b>Policy Level Changes</b>				
<b>Reduce and Prepare for Climate Impacts</b>				
9. GHG Reporting Workload Changes	0.6		184	<b>184</b>
<b>Prevent and Reduce Toxic Threats</b>				
10. Litter Control and Waste Reduction	3.5		6,000	<b>6,000</b>
11. Expanded Cleanup Site Capacity	6.9		2,094	<b>2,094</b>
12. Chemical Action Plan Implementation	11.4		4,482	<b>4,482</b>
13. Local Source Control Program			3,000	<b>3,000</b>
14. Enhanced Product Testing	7.6		2,882	<b>2,882</b>
15. Support Voluntary Cleanups	6.9		2,074	<b>2,074</b>
16. Meeting Air Operating Permit Needs	2.1		624	<b>624</b>
17. Woodstove Standards and Fees	0.8		192	<b>192</b>
18. Efficient Biosolids Permitting	1.2		534	<b>534</b>
19. Hanford Air Permit and Compliance	0.6		168	<b>168</b>
20. Emissions Check Program Sunset	(8.5)		(1,706)	<b>(1,706)</b>
<b>Deliver Integrated Water Solutions</b>				
21. Office of Chehalis Basin	5.1	1,464		<b>1,464</b>
22. Water Right Adjudication Options	1.2	592		<b>592</b>
23. Flood Resilient Communities	0.4		2,000	<b>2,000</b>
24. Lower Yakima Valley GWMA Monitoring	1.5	350		<b>350</b>
25. Floodplains by Design Rulemaking	0.9	168		<b>168</b>
<b>Protect and Restore Puget Sound</b>				
26. Puget Sound WQ Observation Network	4.6	1,907		<b>1,907</b>
27. Water Quality Nonpoint Specialists	6.9	1,414		<b>1,414</b>
<b>Other</b>				
28. Shift MTCA-funded Work Back to GF-S		64,230	(64,230)	<b>-</b>
29. Records Management Using ECM	9.2	680	5,318	<b>5,998</b>
30. NWRO Relocation		558	4,090	<b>4,648</b>
31. Integrated Grant and Revenue System	4.7	527	3,868	<b>4,395</b>
32. WCC 75/25 Cost-Share Model			1,723	<b>1,723</b>
33. Public Disclosure Management	5.8	151	1,109	<b>1,260</b>
34. Improving Complex SEPA Reviews	2.3	578	64	<b>642</b>
35. Ecology Security Upgrades		180	1,320	<b>1,500</b>
36. Enhancing Environmental Mapping	2.3	76	552	<b>628</b>
<b>Total Changes</b>	<b>89.5</b>	<b>77,750</b>	<b>(22,671)</b>	<b>55,079</b>
<b>Total Proposed Operating Budget Request</b>	<b>1,752.0</b>	<b>125,070</b>	<b>457,137</b>	<b>582,207</b>



**Agency DP Priority (PL)****(Lists only the agency Policy Level budget decision packages, in priority order)****Agency: 461 Department of Ecology****Session: 2019-21 Regular**


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PL-BG	Shift MTCA-funded work back to GF-S
PL-BE	Litter Control and Waste Reduction
PL-AP	Records Management Using ECM
PL-AT	NWRO Relocation
PL-AK	Integrated Grant and Revenue System
PL-AQ	WCC 75/25 Cost-Share Model
PL-AM	Office of Chehalis Basin
PL-AU	Expanded Cleanup Site Capacity
PL-BA	Chemical Action Plan Implementation
PL-AX	Puget Sound WQ Observation Network
PL-BB	Water Quality Nonpoint Specialists
PL-AN	Public Disclosure Management
PL-AC	Improving Complex SEPA Reviews
PL-BC	Water Right Adjudication Options
PL-AW	Local Source Control Program
PL-AR	Enhanced Product Testing
PL-BD	Support Voluntary Cleanups
PL-AF	Flood Resilient Communities
PL-BF	Lower Yakima Valley GWMA Monitoring
PL-AV	Floodplains by Design Rulemaking
PL-AS	Ecology Security Upgrades
PL-AH	Enhancing Environmental Mapping
PL-AL	Meeting Air Operating Permit Needs
PL-AY	Woodstove Standards and Fees
PL-AG	Efficient Biosolids Permitting
PL-AJ	GHG Reporting Workload Changes
PL-AE	Hanford Air Permit and Compliance
PL-RA	New or Increased Fee Requests
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**Department of Ecology  
2019-2021 Operating Budget**

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** MG - Streamflow Restoration Program  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Maintenance Level  
**Contact Info:** Jim Skalski  
 (360) 407-6617  
 jska461@ecy.wa.gov

### Agency Recommendation Summary

Ecology is requesting \$4.758 million in new appropriation to continue implementing the Streamflow Restoration Program as envisioned in the 2018 legislation passed in Engrossed Substitute Senate Bill 6091 Water Availability. This request will fund the difference between the amount identified in the ESSB 6091 fiscal note and the amount provided to Ecology in the 2019-21 base carryforward budget. Funding will provide additional infrastructure to implement the local watershed planning process that identifies projects that will improve instream flows statewide. With this request, Ecology will be able to deliver additional water supplies to meet the water needs for growing communities and improve stream flow conditions for fish and wildlife. These investments will help meet priority needs of water users statewide. (General Fund State)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$2,326	\$2,432	\$254	\$254
<b>Total Expenditures</b>	<b>\$2,326</b>	<b>\$2,432</b>	<b>\$254</b>	<b>\$254</b>
<b>Biennial Totals</b>		<b>\$4,758</b>		<b>\$508</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	10.9	12.1	2.1	2.1
<b>Average Annual</b>		<b>11.5</b>		<b>2.1</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$804	\$849	\$134	\$134
Obj. B	\$298	\$314	\$50	\$50
Obj. C	\$566	\$566	\$0	\$0
Obj. E	\$281	\$304	\$8	\$8

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. G	\$38	\$41	\$5	\$5
Obj. J	\$12	\$13	\$2	\$2
Obj. T	\$327	\$345	\$55	\$55

## Package Description

Washington has a new streamflow restoration law in response to the “Hirst decision.” Hirst was a 2016 Washington State Supreme Court decision that changed how counties approve or deny building permits that use permit-exempt wells for a water source. The law, Engrossed Substitute Senate Bill 6091 (ESSB 6091), passed on January 18, 2018, and was signed by Governor Inslee the next day. It helps protect water resources while providing water for families in rural Washington. Ecology is in the early stages of implementation and looks forward to working with communities to help find water supply solutions for homes and to protect streamflows for fish, wildlife and recreational uses.

ESSB 6091 addresses the court’s decision by allowing landowners to obtain a building permit for a new home relying on a permit-exempt well. The law also directs local planning groups to develop streamflow restoration plans that address the potentially negative impacts from new development.

The law focuses on 15 watersheds that were impacted by the Hirst decision and also establishes standards for rural residential permit-exempt wells in the rest of the state. It divides the 15 watersheds into those that have a previously adopted watershed plan and those that did not. Consistent with the fiscal note for ESSB 6091, Ecology is requesting increased staffing in Fiscal Years 2020 and 2021 to implement, support, and lead streamflow restoration local planning efforts across the 15 watersheds and to implement a statewide flow improvement grant program.

Costs in the 2017-19 Biennium were provided according to the fiscal note and included in the 2018 Supplemental Budget beginning January 2018. This request funds the full implementation costs – the difference between the 2019-21 Biennium carryforward level and what was identified in the ESSB 6091 fiscal note for the biennium. Activity and staffing details are provided in the ‘Decision Package Assumptions and Calculations’ section of this request.

## Impacts on Population Served:

In general, the Hirst decision limited many landowner’s ability to get a building permit for a new home when the proposed source of water was a permit-exempt well. Before passage of ESSB 6091, some (generally rural) landowners were unable to obtain a building permit within the 15 watersheds.

[1] [PR(1)] This request will provide a path forward to meet economic and community needs for reliable water supplies, while protecting and enhancing river flows for fish. Ecology will implement the directives in ESSB 6091, which:

- Focuses resources on 15 watersheds that were impacted by the Hirst decision and establishes standards for rural, residential, permit-exempt wells in the rest of the state.

- Allows counties to rely on Ecology's instream flow rules in preparing comprehensive plans and development regulations and for water availability determinations.
- Allows rural residents to have access to water from permit-exempt wells to build a home. An estimated 1,547 additional homes per year over 20 years will be built in rural areas of the state.
- Defines interim standards that will apply until local committees develop plans to be adopted into rule:
  - Allows a maximum of 950 or 3,000 gallons per day for domestic water use, depending on the watershed.
  - Establishes a one-time \$500 fee for landowners building a home using a permit-exempt well in the affected areas.
- Retains the current maximum of 5,000 gallons per day limit for permit-exempt domestic water use in watersheds that do not have existing instream flow rules.
- Invests \$300 million over the next 15 years in the capital budget for projects that will help fish and streamflows.

### **Alternatives Explored:**

This request for the remainder of funds identified in the ESSB 6091 fiscal note will allow full implementation of the bill to continue in the 2019-21 Biennium. No alternatives were considered, because this was the process agreed to by most affected groups and enacted by the Legislature. Ecology is also requesting the next \$40 million of capital funding provided by ESSB 6091 through a \$300 million bond authorization over 15 years. Without complete operating funding to support the corresponding capital work planned in 2019-21, projects will not be developed and solutions to offset permit-exempt well water use would not be developed.

### **Consequences of Not Funding This Request:**

ESSB 6091 helped resolve the conflict among rural water users and instream flow proponents statewide. The law established the process for achieving instream flows and providing water for rural domestic purposes. If additional operating funds per the final fiscal note are not appropriated for the 2019-21 Biennium, new water to offset building permits using permit exempt wells would not be developed; local plans would be significantly delayed; and feasibility studies, other contract work underway, and new water supply projects would not be completed or started. Without this work, projects to mitigate permit exempt well water use would not be implemented in a timely manner and there would be continued negative impacts to instream flow and aquatic resources. Also, valuable progress made in the last two years to build a working consensus between historically disparate stakeholder groups would likely be lost.

If the long-standing water and aquatic resource problems are not resolved in the 15 watersheds, Ecology anticipates that basins' limited water resources would be allocated through litigation, which would interrupt implementation of ESSB 6091.

[1] The 15 impacted Water Resource Inventory areas (watersheds) include #1 (Nooksack), #11 (Nisqually), #22 (Lower Chehalis), #23 (Upper Chehalis), #49 (Okanogan), #55 (Little Spokane), #59 (Colville), #7 (Snohomish), #8 (Cedar-Sammamish), #9 (Duwamish-Green), #10 (Puyallup-White), #12 (Chambers-Clover), #13 (Deschutes), #14 (Kennedy-Goldsborough), and #5 (Kitsap).

## Assumptions and Calculations

### Expansion or alteration of a current program or service:

The Streamflow Restoration Program was established on January 19, 2018. There is no history or financial data from the 2015-17 Biennium.

	2015-17		2017-19	
	FY16	FY17	FY18	FY19
<b>FTE</b>	0	0	1.40	17.80
<b>001-GFS</b>	0	0	190,078	1,706,911
<b>02P-FCAA</b>	0	0		2,000,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>190,078</b>	<b>3,706,911</b>

This request funds the full implementation costs identified in the ESSB 6091 fiscal note for the 2019-21 Biennium. Costs in the 2017-19 Biennium were provided as defined by the fiscal note and included in the 2018 Supplemental Budget beginning January 2018.

### Detailed assumptions and calculations:

The staff levels included in this request match the approved funding and FTE levels from the final approved fiscal note for ESSB 6091, which provides additional information regarding Ecology expenditure and implementation assumptions.

Ecology requires increased staffing in Fiscal Years 2020 and 2021 to establish capacity to implement, support, or lead Streamflow Restoration Program local planning efforts across the 15 Hirst-identified watersheds; and to implement a statewide flow improvement grant program that will begin distributing the \$300 million provided in the 2018 Supplemental Capital Budget. Ecology may request adjustment to the 2021-23 Operating Budget for this work based on the program's assessment of progress to date, stakeholder consultation, or identification of issues not anticipated by the enacted bill.

The FTEs requested will provide additional planning, technical, and other support to fully implement the requirements of ESSB 6091 as detailed in the approved fiscal note. Ecology will use contracts to provide information, technical assistance, project management, and scientific data to help develop the plans and projects designed to measure or improve stream flow, restore or enhance aquatic habitat, or increase water supply via infrastructure projects.

Ecology assumes costs to implement this request will be funded by General Fund- State (GF-S) in the operating budget. Based on ESSB 6091 Fiscal Note assumptions, Section 202(2) and 203(2) require Ecology to implement a new comprehensive Watershed Restoration and Enhancement Program and to conduct a program using the two new Watershed Restoration and Enhancement Bond Accounts established for the capital budget in section 207 and 208 of the bill to fund activities and projects designed to measure or improve stream flow, restore or enhance instream flow and aquatic habitat, and other water infrastructure projects.



Specific staff requested include:

**Program Implementation** – includes State Environmental Policy Act review, early implementation project oversight, fiscal services, and watershed staffing for plan development and consultant oversight.

Ecology will require additional implementation staffing to cover local planning efforts in the 15 Hirst identified watersheds. This includes establishing and providing program guidance, outreach, technical assistance, conducting research, coordinating with potential grant applicants, and developing or overseeing projects related to grant program agreements. Planning staff will also chair watershed committees or participate as the Ecology representative to the local planning unit, manage consultants, and manage and organize day-to-day operations of each local committee and the Ecology staff that support and write the local plans.

Technical and scientific staff will lead the agency programmatic Environmental Impact Statement (EIS) process to provide SEPA review for each of the local committee plans. They will provide water right, water supply, storage, instream flow, project management, scientific and other technical design advice and planning to help ensure projects will be designed to meet statewide water availability, legal and scientific specifications of state law.

Administrative staff will support Ecology field staff and the local planning committees, provide supervision, financial oversight of payments, track Water Resource Inventory Area (WRIA) specific revenues and expenditures, and process grant and contract agreements.

**Salmon Recovery Funding Board Interagency Agreement:**

Ecology assumes that three of the 15 watersheds will fail to adopt watershed plans, resulting in three referrals to the Salmon Recovery Funding Board (SRFB) for review. Ecology assumes this technical review will take one year and that the SRFB will conduct their review in beginning in Fiscal Year 2021. Ecology is including \$18,312 in Fiscal Year 2021 in Object E (goods and services) to fund the SRFB activity.

**Metering Pilot:**

Ecology staff will continue implementing the pilot metering program, oversee acquisition and installation of meters, provide facilitation support to the local committees and administer the pilot metering program, collect information, conduct outreach, develop water use model estimates, and draft the report comparing metered usage with estimated usage.

**Grants and Contracts Oversight:**

One staff position will develop contracts for issuing and managing new contract and grant agreements for consultants and early implementation projects. This position will also lead the solicitation process to obtain bids for contracted technical and scientific studies (consultant services).

**Consultant Services (Contracts):**

Additional funding is included for consultant services that will develop each local committee plan and provide facilitation services for local committee meetings.

**Rulemaking:**

Ecology assumes new rulemaking to commence in Fiscal Year 2021. Ecology will require economic analysis to provide standard economic services for the establishment of rules (assuming not all WRIAs will complete planning by February 2021) for three WRIA plans.

**Human Resources (HR)**

Ecology will require continued HR support to provide position planning and allocation support, recruitment assistance, screening and certification services, and consultation and onboarding advice to the program.

**Attorney General:**

Ecology assumes that additional Attorney General (AGO) time will be required to provide general advice related to the legal availability of water in the 15 watersheds, for projects identified in each plan, and for the increase in rulemaking activity. The AGO will provide legal support for acquiring water (through either the trust program or a water bank); impacts of rulemaking on local plans related to the gallons-per-day limitation; establishing fees; and other watershed-specific water code issues related to the implementation of flow/habitat improvement projects. Ecology assumes Fiscal Year 2020 and Fiscal Year 2021 will require 1.0 FTE AGO support.

All fiscal assumptions and calculations are included in the fiscal note for ESSB 6091, which can be found at [Link: \(https://fortress.wa.gov/FNSPublicSearch/GetPDF?packageID=50794\)](https://fortress.wa.gov/FNSPublicSearch/GetPDF?packageID=50794). The amount requested is the difference between the original fiscal note and the carryforward level provided for the 2019-21 Biennium. The summary of that difference is:

**Water Availability, dollars in thousands**

2018 Supplemental	3,897
2019-21 CFL	3,517
Total Base (Supplemental plus CFL)	7,414
2019-21 Fiscal Note Impact	12,153
2019-21 Need (FN minus Base)	4,739
2019-21 Added Need for indirect rate change	19
2019-21 Estimated Budget Request	4,758

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	804,090	849,185	134,356	134,356		
B	Employee Benefits	297,512	314,197	49,712	49,712		
C	Personal Service Contract	566,000	566,000				
E	Goods and Services	281,029	303,818	8,283	8,283		
G	Travel	37,994	40,546	4,721	4,721		
J	Capital Outlays	12,019	13,284	2,341	2,341		
T	Intra-Agency Reimbursements	327,179	345,528	54,669	54,669		
<b>Total Objects</b>		<b>2,325,823</b>	<b>2,432,558</b>	<b>254,082</b>	<b>254,082</b>	<b>0</b>	<b>0</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
WMS BAND 2	103,500	1.00	1.00				
ADMINISTRATIVE ASSISTANT 3	45,095		1.00				
ENVIRONMENTAL PLANNER 5	85,671	2.00	2.00				
ENVIRONMENTAL ENGINEER 5	99,342	0.50	0.50				
HYDROGEOLOGIST 4	87,793	1.50	1.50				
ENVIRONMENTAL PLANNER 4	77,618	4.25	4.25	1.10	1.10		
ECONOMIC ANALYST 3	77,618			0.25	0.25		
HUMAN RESOURCE CONSULTANT 4	72,038	0.25	0.25				
FISCAL ANALYST 3	59,141			0.50	0.50		
FISCAL ANALYST 2		0.95	1.05	0.19	0.19		
IT SPECIALIST 2		0.48	0.53	0.09	0.09		
<b>Total FTEs</b>		<b>10.9</b>	<b>12.1</b>	<b>2.2</b>	<b>2.2</b>	<b>0.0</b>	<b>0.0</b>

**Explanation of costs by object:**

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE and also include AGO costs and RCO work of \$238,496 in Fiscal Year 2020 and \$256,808 in Fiscal Year 2021.

Travel is the agency average of \$2,552 per direct program FTE plus \$13,750 per Fiscal Year in additional travel costs.

Personal Service Contracts are \$566,000 per Fiscal Year.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is essential to implementing a priority in Ecology's strategic plan to Develop Integrated Water Solutions, and the Governor's Results Washington Goal 3: Sustainable Energy and a Clean Environment because increasing the amount of water instream helps meet economic and community needs for reliable water supplies, while protecting and enhancing river flows for fish so that:

- Fish and wildlife species are more likely to maintain healthy populations from higher water levels (enough water to live and reproduce.)
- Water temperatures are reduced (enough cool water to better disperse heat.)
- Habitats are improved (food chain is maintained so they can find food to eat, shading from trees and plants is improved so the temperatures do not get too high, spawning grounds are available with the right size of gravel, etc.)

This request will indirectly support Puget Sound Recovery efforts through the development and implementation of local watershed plans that improve instream flow in many Puget Sound Water Resource Inventory Areas.

### Performance outcomes:

The outcome of this request will be continued statewide implementation of the Streamflow Restoration Program required by ESSB 6091. Ecology will continue to work with local entities to develop local water supply projects that will offset permit exempt well water use and improve instream flows. Continued implementation of ESSB 6091 is critical to:

- Allow rural economic development,
- Improve instream flow for aquatic resources, and
- Avoid continued moratoriums on rural development and protracted litigation.

## Other Collateral Connections

### Intergovernmental:

Local government will implement the fee collection process related to issuing building permits that rely on use of a permit exempt well. Local government will be responsible for collecting, tracking, and remitting applicable fees to Ecology on an annual basis. Specifically, The Kittitas and Dungeness watersheds will implement a pilot metering program that is funded through Ecology. AGO and Department of Fish and Wildlife both have responsibilities under ESSB 6091 as identified in the fiscal note. Funding was provided to these agencies to implement their responsibilities under ESSB 6091.

There is no federal involvement identified, although Ecology anticipates, in some circumstances, federal participation may occur.

Tribal government will be invited to participate in the local planning process in the applicable watersheds. Ecology is providing Tribal Planning Participation grants as identified in the fiscal note for ESSB 6091.

**Stakeholder response:**

ESSB 6091 provides a framework to address the specific challenges from the Hirst decision, considers healthy streams into the future, and attempts to provide a structure for addressing the long-term sustainability of the state's shared water resources.

Stakeholder opinion varied widely and spanned both opposition and some support. Ecology will consider all stakeholder issues as implementation of ESSB 6091 occurs.

**Legal or administrative mandates:**

This request supports implementation of Engrossed Substitute Senate Bill 6091 that the Legislature passed on January 18, 2018. The law helps protect water resources while providing water for families in rural Washington.

Find the full text of ESSB 6091 at Link: (<http://lawfilesext.leg.wa.gov/biennium/2017-18/Pdf/Bills/Senate%20Passed%20Legislature/6091-S.PL.pdf>).

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** MF - DES Vehicle Fleet Costs  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Maintenance Level  
**Contact Info:** Rebecca Pittman  
 (360) 407-7282  
 Rpit461@ecy.wa.gov

### Agency Recommendation Summary

Ecology's vehicle costs have increased considerably since the agency's fleet merged with the Department of Enterprise Services (DES), beginning in Fiscal Year 2014. DES fleet vehicles are charged on a fee for service basis, and are excluded from the allocation funding provided to state agencies through the central service model. Ecology is requesting additional appropriation authority for the 2019-21 Biennium to cover the cost increases incurred between the last two closed biennia, 2013-15 and 2015-17.

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$46	\$47	\$46	\$47
Fund 027 - 1	\$3	\$3	\$3	\$3
Fund 02P - 1	\$2	\$2	\$2	\$2
Fund 044 - 1	\$10	\$10	\$10	\$10
Fund 163 - 1	\$2	\$2	\$2	\$2
Fund 173 - 1	\$173	\$173	\$173	\$173
Fund 174 - 1	\$4	\$5	\$4	\$5
Fund 176 - 1	\$53	\$53	\$53	\$53
Fund 182 - 1	\$5	\$5	\$5	\$5
Fund 199 - 1	\$2	\$3	\$2	\$3
<b>Total Expenditures</b>	<b>\$388</b>	<b>\$388</b>	<b>\$388</b>	<b>\$388</b>
<b>Biennial Totals</b>		<b>\$776</b>		<b>\$776</b>



<b>Operating Expenditures</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Fund 19G - 1	\$32	\$32	\$32	\$32
Fund 207 - 1	\$9	\$9	\$9	\$9
Fund 20R - 1	\$21	\$22	\$21	\$22
Fund 216 - 1	\$5	\$4	\$5	\$4
Fund 217 - 1	\$11	\$10	\$11	\$10
Fund 219 - 1	\$5	\$4	\$5	\$4
Fund 564 - 1	\$5	\$4	\$5	\$4
<b>Total Expenditures</b>	<b>\$388</b>	<b>\$388</b>	<b>\$388</b>	<b>\$388</b>
<b>Biennial Totals</b>		<b>\$776</b>		<b>\$776</b>
<b>Object of Expenditure</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Obj. G	\$388	\$388	\$388	\$388
<b>Revenue</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
20R - 0294	\$21	\$22	\$21	\$22
<b>Total</b>	<b>\$21</b>	<b>\$22</b>	<b>\$21</b>	<b>\$22</b>
<b>Biennial Totals</b>		<b>\$43</b>		<b>\$43</b>

## Package Description

In Fiscal Year 2014, Ecology's fleet vehicles were purchased by DES and leased back to Ecology at a consolidated, reduced rate as part of a Governor's 2009 shared services directive ([Directive 09-02](https://www.digitalarchives.wa.gov/GovernorGregoire/directives/dir_09-02.pdf) ([https://www.digitalarchives.wa.gov/GovernorGregoire/directives/dir\\_09-02.pdf](https://www.digitalarchives.wa.gov/GovernorGregoire/directives/dir_09-02.pdf))) to consolidate vehicle fleets. When Ecology's fleet merged with DES, the majority (86%) of our vehicles were consolidated-rate vehicles that have a much lower monthly base rate than new vehicles (average current consolidated base rate is \$117 per month). The following table notes the percentage of consolidated versus new vehicles over the last five years. By fiscal year 2018, the composition of Ecology's fleet has changed significantly, with 69 percent of the fleet being new vehicles that have a higher base rate (average current new base rate is \$273 per month).

<b>Ecology Vehicle Fleet through DES</b>					
<b>Vehicle Type</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Consolidated	86%	74%	47%	42%	31%
New	14%	26%	53%	58%	69%
Total	100%	100%	100%	100%	100%

Source: DES and Ecology data - June 2018

This change in fleet composition over the years has had a direct impact on vehicle fleet costs. For example, in Fiscal Year 2015, Ecology paid a total of \$117,240 for 68 Prius/Camry vehicles (42 were consolidated and 26 were new). In Fiscal Year 2018, Ecology paid \$208,920 for 67 Prius/Camry vehicles (eight are consolidated and 61 are new).

DES fleet vehicles are charged on a fee for service basis, and cost increases like the composition change are excluded from the allocation funding provided by the central service model. Therefore, Ecology is requesting a maintenance level increase in appropriation of \$775,531 to cover the fleet cost increases incurred between the last two closed biennia, 2013-15 and 2015-17.

**Impacts on Population Served:**

This request will help maintain the current level of fleet vehicles supporting Ecology staff. These vehicles enable staff to provide critical environmental work across the state.

**Alternatives Explored:**

In exploring the different factors that may have contributed to the cost increases, Ecology worked closely with DES staff to verify that neither the number of miles driven, nor the overall size of the fleet were significant contributors. While there were minor fluctuations year-to-year, Ecology's total fleet size stayed steady at an average of 300 vehicles per year, and the net increase in miles driven between calendar years 2015 and 2017 was only 8,200 miles.

Through its analysis, Ecology was able to confirm that the two main factors driving cost increases were (1) the change in the composition of the fleet, and (2) increases in fuel prices, which are part of DES's base lease rates.

The alternative to this request would be to reduce the number of vehicles needed to support Ecology's environmental programs, but this would negatively impact critical environmental work that helps protect, preserve, and enhance Washington's environment for current and future generations.

**Consequences of Not Funding This Request:**

If Ecology does not receive additional appropriation to cover these cost increases, core environmental work would have to be cut, with impacts to Ecology programs and the environment. Specific consequences include reduced business operations, resulting in a reduced level of service to communities and citizens throughout the state.

**Assumptions and Calculations****Expansion or alteration of a current program or service:**

This request will help maintain the current level of fleet vehicles supporting Ecology staff.

**Detailed assumptions and calculations:**

Expenditure calculations: To sequester just the costs related to fleet lease increases, Ecology compared expenditures within sub-objects GN (DES vehicle costs) and ES-fuel (agency-owned fuel costs) to determine the change in fleet costs over the last two closed biennia. ES-fuel costs are specific to vehicles Ecology still owns, so as these vehicles age out and new vehicles are provided through a DES lease, the GN costs increase and the ES costs decrease.

<b>Object Structure</b>	<b>2013-15</b>	<b>2015-17</b>	<b>Change</b>
G-GN	\$ 1,038,240	\$ 2,123,638	\$ 1,085,398
E-ES-Fuel	\$ 388,883	\$ 79,016	\$ (309,867)
<b>Total</b>	<b>\$ 1,427,123</b>	<b>\$ 2,202,654</b>	<b>\$ 775,531</b>

Source: AFRS

In determining the operating cost increase between 2013-15 and 2015-17, Ecology excluded costs incurred by the Washington Conservation Corps (these are included in a separate request titled, "WCC 75/25 Cost-Share Model) and capital budget costs. Also excluded were other vehicle-related costs (other sub-objects ES and TE) since they are related to vehicle maintenance and outside the scope of this maintenance-level request.

#### Workforce Assumptions:

G	Travel	387,766	387,765	387,766	387,765	387,766	387,765
	<b>Total Objects</b>	<b>387,766</b>	<b>387,765</b>	<b>387,766</b>	<b>387,765</b>	<b>387,766</b>	<b>387,765</b>

#### Staffing

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
<b>Total FTEs</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Explanation of costs by object:

All costs are shown in object G.

## Strategic and Performance Outcomes

#### Strategic framework:

This request is essential to implementing all priorities in Ecology's strategic plan because these vehicles allow staff to carry out of the mission, priorities, and objectives of the agency across the state.

This request provides essential support to the Governor's Results Washington Goal 5, Effective, Efficient, and Accountable Government and Goal 3, Sustainable Energy and Clean Environment by maintaining the right number of fleet vehicles at Ecology to help increase productivity and streamline logistics, particularly for environmental fieldwork operations.

#### Performance outcomes:

The outcome of this request will be maintaining the current level of fleet operations that Ecology currently provides.

## Other Collateral Connections

**Intergovernmental:**

Ecology worked closely with DES Fleet Operations personnel to obtain vehicle usage data, validate shared assumptions, and determine that a budget request to cover lease cost increases was justified. These cost increases are the result of transformations in the composition of Ecology's fleet and rising inflationary costs (like new vehicle purchases and fuel), and not the result of discretionary adjustments made by DES.

Ecology also worked with the Office of Financial Management in determining that DES vehicle costs are not included as part of the state's central service model, and that a maintenance level request is appropriate to ask for the inflationary cost increase between the last two biennia.

**Stakeholder response:**

N/A

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** MC - Manchester Lab Facility Costs  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Maintenance Level  
**Contact Info:** Carol Smith  
 (360) 407-6699  
 casm461@ecy.wa.gov

### Agency Recommendation Summary

Ecology shares space with the Environmental Protection Agency (EPA) at their Manchester Environmental Laboratory in Kitsap County. Ecology has been notified by EPA that costs for the facility have increased as of January 2018. This request is for a maintenance level increase to cover the additional costs to ensure that core environmental laboratory analysis will continue to inform Ecology's important environmental work and the work of other state agencies, tribes, and local partners. This work helps protect, preserve, and enhance Washington's environment for current and future generations. (State Toxics Control Account, Water Quality Permit Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 173 - 1	\$60	\$60	\$60	\$60
Fund 176 - 1	\$15	\$15	\$15	\$15
<b>Total Expenditures</b>	<b>\$75</b>	<b>\$75</b>	<b>\$75</b>	<b>\$75</b>
<b>Biennial Totals</b>		<b>\$150</b>		<b>\$150</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. E	\$75	\$75	\$75	\$75

### Package Description

Ecology shares space with the Environmental Protection Agency (EPA) at their 70,000 square foot full-service Manchester Environmental Laboratory (MEL) in Kitsap County. The lab provides technical, analytical, and sampling support for chemistry and microbiology for multiple Ecology programs and supports work conducted under the state Puget Sound Water Quality Protection and Model Toxics Control acts, and the federal Clean Water Act. Ecology staff include laboratory chemists, support staff, and auditors who accredit labs statewide and nationwide.

Ecology does not have a typical lease agreement with EPA, rather operational costs of the facility are prorated between EPA and Ecology based on the square footage each agency occupies in the facility. The largest cost component is for the contractor that operates and maintains the facility. Other costs include utilities and janitorial and security contracts. Even though the relative shares for each agency have fluctuated some over time due to changing staffing levels and facility usage, the overall facility costs have steadily increased.

Ecology and EPA entered into a new five-year agreement to share space in MEL with an effective date January 1, 2018 (signed into agreement April 2018.) Ecology receives laboratory space for instruments and analytical work, and storage space and office space for approximately 30 to 35 staff. In the current agreement, Ecology's prorated share of costs is 44.8 percent of the available 43,216 square feet of laboratory, office, and warehouse space in the shared facility. The remaining 26,784 square feet is treated as common space for conference and break rooms, and other uses like the boiler room, and not part of the allocation. EPA estimated that costs will increase at least 9 percent for calendar year 2019, but those costs will likely not be determined until April 2019. Ecology will provide updated cost estimates once actual costs are known.

This request is for a maintenance level increase to ensure that core environmental laboratory analytical and accreditation work will continue. This work benefits other state agencies, tribes, and local partners and helps protect, preserve, and enhance Washington's environment for current and future generations. The amount requested is calculated based on the current calendar year 2018 costs compared with budgeted amounts in calendar years 2016 and 2017 that include the most recent maintenance level increase in the 2015-17 Biennium of \$114,000 a year. Calculations are shown in the expenditure section.

### **Impacts on Population Served:**

This request will help to maintain the current level of services provided at the Manchester Laboratory.

### **Alternatives Explored:**

Remaining at the Manchester Environmental Laboratory is the best alternative for Ecology. In previous years, we have worked closely with the Office of Financial Management and the Department of Enterprise Services Real Estate Services to ensure this is the best alternative for Ecology and the state. The only other alternative to fund this cost increase would be to redirect existing resources from core environmental work. This is not a viable option for Ecology.

### **Consequences of Not Funding This Request:**

If Ecology doesn't receive an appropriation for this cost increase, core environmental work would have to be cut to absorb these costs, which will negatively impact other priority environmental work at Ecology. Specific consequences include reduced business operations, resulting in a reduced level of service to communities and citizens throughout the state.

## **Assumptions and Calculations**

### **Expansion or alteration of a current program or service:**



This request will help to maintain the current level of environmental services provided at the Manchester Environmental Laboratory.

**Detailed assumptions and calculations:**

Expenditure calculations: Beginning in Fiscal Year 2020 and ongoing, Ecology will require \$74,738 a year to cover the increased costs for the Manchester facility.

Expenditure calculations are based on the current agreement with EPA for calendar year 2018, which is \$831,457/year. Ecology's base funding for Manchester facility costs in the 2017-19 biennium was \$756,719/year. The requested annual increase is calculated as follows: \$831,457 (new lease cost) - \$756,719 (base funding) = \$74,738 in Fiscal Year 2020 and \$74,738 in Fiscal Year 2021.

**Workforce Assumptions:**

Expenditures by Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
E	Goods and Services	74,738	74,738	74,738	74,738	74,738	74,738
	<b>Total Objects</b>	<b>74,738</b>	<b>74,738</b>	<b>74,738</b>	<b>74,738</b>	<b>74,738</b>	<b>74,738</b>

Staffing			<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Job Class	Salary							
	<b>Total FTEs</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Explanation of costs by object:

All costs are Goods and Services (Object E)

## Strategic and Performance Outcomes

**Strategic framework:**

This request is essential to implementing a priority in Ecology's strategic plan because it is consistent with the strategic goal to maintain facilities that support staff in meeting current business needs. It also supports the strategic goal to deliver efficient and effective services by maintaining a facility that increases productivity and streamlines logistics, particularly for environmental lab work.

This request provides essential support to the Governor's Results Washington Goal 5, Effective, Efficient, and Accountable Government and Goal 3, Sustainable Energy and Clean Environment by maintaining the current level of environmental laboratory service Ecology provides.

**Performance outcomes:**

The outcome of this request will be maintaining the current level of environmental laboratory services that Ecology provides. This facility is an important link in achieving outcomes linked to Ecology's mission.

## Other Collateral Connections

**Intergovernmental:**

Ecology's Manchester Environmental Laboratory supports Ecology programs and provides technical and analytical support to other state agencies, local governments, and tribes. During the 2017-19 Biennium, Ecology analyzed samples from the Department of Agriculture as part of our long-term (since 2003) relationship supporting their monitoring of streams to develop pesticide exposure assessments for salmon in selected watersheds. Other entities submitting samples to Ecology this biennium include Pierce County, the Palouse Conservation District, the Parks and Recreation Commission, and the Squaxin Island Tribe. Ecology expects these entities will support this request to maintain the current level of service the agency provides at the Manchester Laboratory.

**Stakeholder response:**

N/A

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** MB - Minimum Wage Increases - Facilities  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Maintenance Level  
**Contact Info:** Fran Huntington  
 (360) 407-7028  
 Fhun461@ecy.wa.gov

### Agency Recommendation Summary

Washington State passed incremental, annual minimum wage increases starting in January of 2017 to 2020, and mandatory paid sick leave. The wage started at \$9.47 an hour in 2016 and will increase incrementally each year until it reaches \$13.50 in 2020. Ecology is requesting additional appropriation to cover the costs for increases to minimum wage, mandatory sick leave, and prevailing wage in existing service and maintenance contracts for Ecology facilities.

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$6	\$7	\$7	\$7
Fund 027 - 1	\$1	\$0	\$1	\$0
Fund 02P - 1	\$1	\$0	\$1	\$0
Fund 044 - 1	\$1	\$2	\$1	\$2
Fund 163 - 1	\$1	\$0	\$1	\$0
Fund 173 - 1	\$22	\$26	\$26	\$26
Fund 174 - 1	\$1	\$0	\$1	\$0
Fund 176 - 1	\$7	\$8	\$8	\$8
Fund 182 - 1	\$1	\$0	\$2	\$0
Fund 199 - 1	\$0	\$1	\$0	\$1
<b>Total Expenditures</b>	<b>\$50</b>	<b>\$58</b>	<b>\$58</b>	<b>\$58</b>
<b>Biennial Totals</b>		<b>\$108</b>		<b>\$116</b>

<b>Operating Expenditures</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Fund 19G - 1	\$4	\$5	\$5	\$5
Fund 207 - 1	\$1	\$1	\$1	\$1
Fund 20R - 1	\$3	\$3	\$3	\$3
Fund 216 - 1	\$0	\$1	\$0	\$1
Fund 217 - 1	\$1	\$2	\$1	\$2
Fund 219 - 1	\$0	\$1	\$0	\$1
Fund 564 - 1	\$0	\$1	\$0	\$1
<b>Total Expenditures</b>	<b>\$50</b>	<b>\$58</b>	<b>\$58</b>	<b>\$58</b>
<b>Biennial Totals</b>		<b>\$108</b>		<b>\$116</b>
<b>Object of Expenditure</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Obj. E	\$50	\$58	\$58	\$58
<b>Revenue</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
20R - 0294	\$3	\$3	\$3	\$3
<b>Total</b>	<b>\$3</b>	<b>\$3</b>	<b>\$3</b>	<b>\$3</b>
<b>Biennial Totals</b>		<b>\$6</b>		<b>\$6</b>

## Package Description

Passage of Initiative 1433 in November 2016 increased the state minimum wage, which increased costs in a number of Ecology's existing service and maintenance contracts, including janitorial and security services. The initiative also instituted mandatory paid sick leave of one hour for every 40 hours worked (RCW 49.46.210) effective January 1, 2018. Ecology requests additional funding for the next phase of increases identified in Initiative 1433 to cover these unavoidable cost increases, so we can maintain the service levels currently provided. Ecology estimates a total cost increase of \$107,898 for the 2019-21 Biennium. Following are specific cost increases in 2019-21 for service contracts affected by the new law. These estimates include minimum wage increases, additional mandatory benefits (paid sick and maternity leave), and prevailing wage increases:

- Security costs will increase \$14,061.
- Janitorial costs will increase \$45,913.
- Regional janitorial costs will increase \$47,925.

## Impacts on Population Served:

No direct impacts to state residents are expected.

**Alternatives Explored:**

Ecology must pay the increased costs passed on to us by vendors offering services performed by minimum wage, mandatory sick leave, and prevailing wage employees. No alternative is available within the minimum wage, mandatory sick leave, and prevailing wage laws.

**Consequences of Not Funding This Request:**

The primary function of Ecology's facility operations section is to provide safe, efficient, and effective facilities for Ecology employees to implement the agency's mission. If this request is not funded, these costs would need to be covered out of the existing base cost allocation budget by reducing or eliminating some services and maintenance.

**Assumptions and Calculations****Expansion or alteration of a current program or service:**

This request does not expand or alter current services provided. Ecology received maintenance level funding for the minimum and prevailing wage increases that occurred in the 2017-19 Biennium. This request is to fund contracted vendor costs associated with the minimum wage changes in 2019-21, mandatory leave, and prevailing wage increases.

RCW 49.46.020 increases minimum wage in the 2019-21 Biennium from \$12.00 an hour in calendar year 2019 to \$13.50 an hour effective January 1, 2020. Starting January 1, 2021, minimum wage increases will be calculated by L&I using a formula tied to the rate of inflation (based on the Consumer Price Index for Urban Wage Earners and Clerical Workers - CPI-W (<http://www.bls.gov>)).

Starting January 1, 2018, employees accrue at least one hour of paid sick leave for every 40 hours worked. Ecology is requesting funding for costs increases associated with this change.

**Detailed assumptions and calculations:**

The chart below calculates the increases in six month increments to estimate fiscal year totals. The minimum wage estimates are based on the percentage of increase from \$12.00 an hour to \$13.50 an hour, or 12.5 percent. Starting January 1, 2021, the state minimum wage is calculated using an inflationary factor based on the US consumer price index for urban wage earners (CPI-U) as published by the Economic and Revenue Forecast Council (<https://erfc.wa.gov/sites/default/files/public/documents/publications/jun18pub.pdf>). The increase is 2.3% or \$0.31/hour increase in minimum wage starting January 1, 2021.

Mandatory paid sick leave is based on one hour for every 40 hours worked, or 2.5 percent. Ecology assumes 2.5 percent of the contractual increases for janitorial and security costs are related to the new requirements for paid sick leave.

The total increase for Fiscal Year 2020 is \$49,705, and the increase for Fiscal Year 2021 and ongoing is \$58,193, for a total 2019-21 Biennial increase of \$107,898. These costs include additional mandatory benefits (paid sick and maternity leave).

SERVICE CONTRACTS		FY20		FY21		
BY LOCATION	BY TYPE	7/1/19 - 12/31/19	1/1/20 - 6/30/20	7/1/20 - 12/31/20	1/1/21 - 6/30/21	TOTAL
HQ Security	Minimum Wage	-	501	501	512	1,514
HQ Janitorial	Minimum Wage	-	4,318	4,318	4,417	13,054
ERO Security	Minimum Wage	-	99	99	101	300
Regional Janitorial	Minimum Wage	-	1,248	1,248	1,277	3,774
SUBTOTAL Minimum Wage		-	6,167	6,167	6,308	18,641
HQ Security	Mandatory Leave	2,104	2,367	2,367	2,421	9,258
HQ Janitorial	Mandatory Leave	7,467	8,400	8,400	8,593	32,859
ERO Security	Mandatory Leave	679	764	764	782	2,990
Regional Janitorial	Mandatory Leave	4,767	5,362	5,362	5,400	20,892
SUBTOTAL Mandatory Leave		15,016	16,893	16,893	17,196	65,998
Regional Janitorial	Prevailing Wage	5,815	5,815	5,815	5,815	23,259
SUBTOTAL Prevailing Wage		5,815	5,815	5,815	5,815	23,259
<b>GRAND TOTAL</b>		<b>20,831</b>	<b>28,874</b>	<b>28,874</b>	<b>29,319</b>	<b>107,898</b>
<b>Fiscal Year Total</b>			<b>49,705</b>		<b>58,193</b>	<b>107,898</b>

Revenue from the Radioactive Mixed Waste account is adjusted to reflect the change in expenditures.

#### Workforce Assumptions:

Expenditures by Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
E	Goods and Services	49,705	58,193	58,638	58,638	58,638	58,638
<b>Total Objects</b>		<b>49,705</b>	<b>58,193</b>	<b>58,638</b>	<b>58,638</b>	<b>58,638</b>	<b>58,638</b>

#### Staffing

Job Class	Salary	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
<b>Total FTEs</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Explanation of costs by object:

The increase for Goods and Services is \$49,705 in Fiscal Year 2020, and \$58,193 in Fiscal Year 2021, and \$58,638 ongoing for each subsequent fiscal year.

## Strategic and Performance Outcomes

#### Strategic framework:

This request is essential to implementing all four priorities in Ecology's strategic plan, because a safe and clean work environment supports the staff working in the buildings that implement Ecology's mission critical work across the state.

This request provides essential support to the Governor's Results Washington Goal 2: Prosperous Economy, by supporting outcome measure "Increase the average earnings of Washington workers from \$56,273 in 2015 to \$65,000 by 2020."

**Performance outcomes:**

The outcome of this request will be continued availability of safe, clean, and productive work environments for Ecology staff.

**Other Collateral Connections****Intergovernmental:**

N/A

**Stakeholder response:**

N/A

**Legal or administrative mandates:**

RCW 49.46.020 increases minimum wage from \$12.00 an hour in calendar year 2019 to \$13.50 an hour effective January 1, 2020, and then increases each year thereafter by an inflationary factor.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

This request allows continued vendor support of workplace custodial, security, and other maintenance functions.

**Puget Sound recovery:**

N/A

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** ME - DES Training Admin Fee Increase  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Maintenance Level  
**Contact Info:** Jacqueline Galan  
 (360) 407-6642  
 jgal461@ecy.wa.gov

### Agency Recommendation Summary

The Department of Enterprise Services (DES) has reassessed the administrative fee they charge for in-person training classes. This has resulted in a cost increase of \$350 per class, from \$150 per class in the 2015-17 Biennium to \$500 for 2019-21. Ecology is requesting a maintenance level increase in appropriation to cover the cost increases associated with this reassessment.

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$5	\$6	\$5	\$6
Fund 027 - 1	\$1	\$0	\$1	\$0
Fund 044 - 1	\$1	\$1	\$1	\$1
Fund 173 - 1	\$21	\$21	\$21	\$21
Fund 174 - 1	\$0	\$1	\$0	\$1
Fund 176 - 1	\$6	\$7	\$6	\$7
Fund 182 - 1	\$1	\$0	\$1	\$0
Fund 199 - 1	\$1	\$0	\$1	\$0
Fund 19G - 1	\$4	\$4	\$4	\$4
Fund 207 - 1	\$1	\$1	\$1	\$1
Fund 20R - 1	\$2	\$3	\$2	\$3
<b>Total Expenditures</b>	<b>\$47</b>	<b>\$47</b>	<b>\$47</b>	<b>\$47</b>
<b>Biennial Totals</b>		<b>\$94</b>		<b>\$94</b>

<b>Operating Expenditures</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Fund 216 - 1	\$1	\$0	\$1	\$0
Fund 217 - 1	\$2	\$1	\$2	\$1
Fund 219 - 1	\$1	\$1	\$1	\$1
Fund 564 - 1	\$0	\$1	\$0	\$1
<b>Total Expenditures</b>	<b>\$47</b>	<b>\$47</b>	<b>\$47</b>	<b>\$47</b>
<b>Biennial Totals</b>		<b>\$94</b>		<b>\$94</b>
<b>Object of Expenditure</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Obj. E	\$47	\$47	\$47	\$47
<b>Revenue</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
20R - 0294	\$2	\$3	\$2	\$3
<b>Total</b>	<b>\$2</b>	<b>\$3</b>	<b>\$2</b>	<b>\$3</b>
<b>Biennial Totals</b>		<b>\$5</b>		<b>\$5</b>

## Package Description

Ecology's core training plan for the 2017-19 Biennium has scheduled 270 classes (135 a year) that fit the DES definition of Single Agency Agreement (SAA) classes, and these classes are subject to an administrative fee. The current base budget was built around an administrative fee of \$150 per SAA class in the 2015-17 Biennium. Ecology has received written notice that DES's Administrative Fee will increase to \$500 per class starting October 1, 2018. The rate has increased by \$350 per class, from \$150 to \$500. Ecology absorbed these cost increases in the past, but can no longer afford to do so.

This maintenance level request is to cover the cost increase for Ecology's core training from \$150 per SAA class to \$500 in the 2019-21 Biennium. Ecology is also submitting a 2019 Supplemental request to cover the cost increase in Fiscal Year 2019. See attachment for a description of required classes and a list of services provided by DES in exchange for the Administrative Fee.

Background: DES charges fees to cover the costs of providing administrative support to statewide training. The administrative fee pays for staff to schedule classes, contract with instructors, coordinate training space and invoice for classes. The rate is based on a business model to determine rates related to cost recovery so that DES funds their infrastructure in order to continue to do the work. It includes a small re-investment fee and a personnel services fee (PSF) for DES training services.

Based upon information from DES, funding for the PSF in DES's budget was cut in the 2015-17 Biennium as part of implementing administrative reductions in the enacted budgets. Costs that had previously been covered for state agencies by the PSF, such as the administrative component of

statewide training, had to be adjusted to recover the program's costs.

As part of their recent analysis, DES completed their fiscal year projections and analysis, confirmed their data, and tested the numbers in order to be able to develop and pass on a better and sustainable cost solution for all agencies. The DES analysis included how they can best apply the PSF to their rates. This resulted in an increase to the fee charged for each SAA class.

Ecology is requesting a maintenance level increase to cover the additional costs associated with mandatory statewide training.

**Impacts on Population Served:**

This request will help to maintain the current level of training services provided to Ecology staff.

**Alternatives Explored:**

The only alternatives to fund this cost increase is to reduce the level of training services purchased through DES for core personnel training classes, or to redirect existing environmental program resources. Redirecting resources from Ecology programs would reduce core work that helps protect, preserve, and enhance Washington's environment for current and future generations.

**Consequences of Not Funding This Request:**

If Ecology does not receive an appropriation for this cost increase, either staff will not receive core training, or core environmental and public health work would have to be cut to absorb these costs, which will impact Ecology programs and the environment. Specific consequences include reduced business operations, resulting in a reduced level of service to communities and citizens throughout the state.

**Assumptions and Calculations****Expansion or alteration of a current program or service:**

This request will help to maintain the current level of training services provided to Ecology staff.

**Detailed assumptions and calculations:**

Expenditure calculations: Beginning in Fiscal Year 2020 and ongoing, Ecology will require \$47,250 a year from multiple funding sources to cover the increased costs for the DES Training Administrative Fee. Expenditure calculations are based on the new administrative fee per class for Fiscal Year 2019, which is \$500 per class. Over the last four years, Ecology has averaged 135 classes taken by staff per year. Ecology's base funding for these classes in Fiscal Year 2016 was \$150/class x 135 classes/year = \$20,250. The requested annual increase is calculated as follows: \$500/class x 135 classes/year = \$67,500 (new fee costs) - \$20,250 (base funding) = \$47,250 in Fiscal Year 2020 and \$47,250 in Fiscal Year 2021.

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<u><b>FY 2020</b></u>	<u><b>FY 2021</b></u>	<u><b>FY 2022</b></u>	<u><b>FY 2023</b></u>	<u><b>FY 2024</b></u>	<u><b>FY 2025</b></u>
E	Goods and Services	47,250	47,250	47,250	47,250	47,250	47,250
	<b>Total Objects</b>	<b>47,250</b>	<b>47,250</b>	<b>47,250</b>	<b>47,250</b>	<b>47,250</b>	<b>47,250</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<u><b>FY 2020</b></u>	<u><b>FY 2021</b></u>	<u><b>FY 2022</b></u>	<u><b>FY 2023</b></u>	<u><b>FY 2024</b></u>	<u><b>FY 2025</b></u>
<b>Total FTEs</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Explanation of costs by object:

All costs are Goods and Services (Object E) and are \$47,250 per Fiscal Year.

**Strategic and Performance Outcomes****Strategic framework:**

This request is essential to implementing a priority in Ecology's strategic plan because it is consistent with the agency goals stated in the strategic plan and supports increased development and productivity of agency staff.

This request provides essential support to the Governor's Results Washington Goal 5, Effective, Efficient, and Accountable Government and Goal 3, Sustainable Energy and Clean Environment by maintaining the current level of training to Ecology staff.

**Performance outcomes:**

The outcome of this request will be maintaining the current level of training provided to Ecology staff.

**Other Collateral Connections****Intergovernmental:**

Ecology first received notice regarding the latest cost increase in April 2018 that was originally going into effect July 1, 2018. After discussion, the DES Chief Learning Officer worked with the DES budget office to determine a new admin rate for Ecology (and all other agencies), and extended the implementation date to October 1, 2018 for Ecology.

**Stakeholder response:**

N/A

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

**Reference Documents**

- 2019-21 DES Training Admin Fee.docx

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

## Ecology Core Training (DES Classes) as of August 2018

### Coaching Skills for Leaders

*Required for Supervisors & Manager within 1 year of hire*

This workshop picks up where the engagement workshop finished and focuses more on the types of planned conversations that need to occur in order to increase employee engagement at Ecology. Participants learn a coaching process that helps guide and support people through a personal learning journey of self-awareness and discovery... inspiring independent thinking, creativity and problem solving. Using the GROW coaching model, participants walk away with the skills to engage in productive coaching conversations immediately. The workshop provides an enhanced framework for communicating and holding conversations that will engage, empower, and inspire forward action with people at all levels in the workplace.

Together, we continue to work on strategies to help us get unstuck and continue to apply the tools and practices learned in the engagement workshop. After attending this class, Supervisors and Managers are well equipped to support our agency goal of "pulling people to the middle" or well prepared to start the counseling and/ or progressive discipline process which is the focus of the next Foundations Program workshop.

### Diversity, Cultural Awareness & Competency

*Required for all staff within 1 year of hire, repeat every 5 years*

Workforce diversity impacts everyone. This fact stresses the need for all employees to develop the ability to work effectively with persons who have a wide range of cultural differences. This course will educate you on appreciating and respecting that differences in culture, customs and thinking contribute to a healthy, productive and vibrant work environment; and, recognize the impact of your approach, decisions, and actions on ourselves, your coworkers, and those we serve.

### Ethics Bowl

*Required for all staff within 6 months of hire, repeat every 3 years (WAC Chapter 292-100)*

This course covers the Ethics in Public Service Act ([Chapter 42.52 RCW](#)) and associated rules ([Chapter 292-100 WAC](#)). Ethical behavior is the responsibility of all state employees. This course addresses both appropriate and inappropriate use of state resources and state employee behavior from a statewide perspective.

Although the Ethics Bowl covers a wide range of ethics issues, there is a special emphasis on the appropriate use of Ecology's electronic media, especially e-mail and the Internet. Through direct experience, we have found that this is the subject that employees find most challenging. Inappropriate personal use of e-mail and the Internet generates the most complaints to the state's Executive Ethics Board.

The Ethics Bowl consists of a series of ethics scenarios derived from actual workplace incidents that serve to illustrate proper and improper use of state resources.

### First Aid

*Required for Supervisors & Managers, repeat every 2 years*

First aid is the temporary and immediate care of a person who is injured or ill. The purposes of first aid are to: save lives, prevent further injury, relieve pain, and control shock until medical aid can be obtained. Additionally, this training deals specifically with the knowledge and skills needed to apply and operate an automated external defibrillator (AED) on a patient in cardiopulmonary arrest.

## Leading Others

*Required for Supervisors & Managers within 6 months of hire (WAC 357-34-055)*

Leading Others is required for all new supervisors. This course fulfills Washington Administrative Code (WAC) 357-34-055 that requires new supervisors to attend management training within their first six months of assignment. You will learn tips, tools and techniques that you can use immediately. Come explore how to motivate staff, manage risk, and develop effective teams to meet your organization's objectives. You will learn to communicate better, manage conflict, and help those you supervise to navigate change effectively.

## Performance & Development Plan (PDP)

*Required for Supervisors & Managers within 6 months of hire*

This course is designed to help guide an ongoing and cooperative relationship between the supervisor and employee that focuses on results. This workshop will describe, in plain talk, how the PDP process is an integral part of performance management. You will learn tips and tools for goal setting, how to develop outcome performance measures, and conduct collaborative discussions, as well as practice using the state Performance & Development Plan forms.

## Sexual Harassment Awareness & Prevention

*Required for all staff within 6 months of hire, repeat every 5 years (WAC 357-34-100)*

Sexual harassment is a form of sex discrimination that violates Title VII of the Civil Rights Act. Sexual harassment consists of unwanted, unwelcome sexual advances or sexual conduct in the workplace that has the effect of unreasonably interfering with a person's work performance. This type of behavior can create an intimidating or hostile work environment. We can no longer afford the expense of lost employee morale, motivation, and productivity. We must be able to recognize sexual harassment behavior and know how to prevent it. As a Washington State employee we have a responsibility to prevent sexual harassment from occurring. We, therefore, need to know what the responsibilities are of individual employees, supervisors, and managers. In this course you will learn to recognize sexual harassment behavior.

## Understanding People through Strengths

*Required for Supervisors & Managers within 18 months of hire*

The class is based on the concept that all people have a creative core at the center of their personality. Creativity comes from the interaction of two polar (opposite) strengths - two strengths that are positive in themselves and are equal. Personality is defined as the "total person" - the results of four fundamental forces at work in our lives: (1) our pattern of core strengths, (2) our innate capacities, (3) our environment, and (4) our personal choices.

Discover your pattern of core strengths through the use of the Inventory of Core Strengths filled out by you and five other people of your choice.

Learn how to use your strengths creatively and identify your personal tendencies in relationships.

Develop methods to improve your communications and relationships through the use of practical exercises.

## Violence in the Workplace

*Required for Supervisors & Managers*

Workplace violence is violence or the threat of violence against workers. It can occur at or outside the workplace and range from threats and verbal abuse to physical assaults. Nothing can guarantee that an employee will not become a victim of workplace violence. There are steps that can help reduce the odds. In this course you will learn how to recognize, avoid, or diffuse potentially violent situations, and report incidents to your supervisor.

## Writing Documents in Plain Talk

*Required for all staff within 6 months of hire (Governor's Executive Order 05-03)*

This course will cover the general principles and seven guidelines of Plain Talk as it applies to writing instructions, announcements, publications, and other documents.

As a writer or editor for a state agency you should write and design your documents for easy use and customer understanding. In order to do so, you need to use plain language or writing that the typical customer can act upon after a single reading. Writing in Plain Talk allows government to excel at what it does best - serve the public.

Services Department of Enterprise Services (DES) provides in exchange for DES Admin Fee

1. In the case where training is driven by RCW and WAC requirement, ensures that class curriculum meets legal requirements. Updates as required by law and by customer feedback.
2. Qualifies, selects, and maintains a pool of instructors by class name. Improves instructor performance based on agency and individual learner input. Manages the ongoing relationships (Q&A) with all qualified instructors.
3. Answers inquiries by training providers who are interested in becoming approved instructors.
4. Maintains and manages RFQ, RFP, RFQQ processes by class name (every 6 years).
5. Negotiates instructor fees.
6. Maintains an inventory of course materials for some of the classes mentioned above.
7. Maintains Single Agency Agreement (SAA) language with attachments that meet state contract requirements.
8. Develops SAA contracts upon Ecology request (enters in instructor name, locations, and dates into SAA attachments and circulates for signature).
9. Posts classes in LMS for registration.
10. Maintains the LMS system with the vendor Sum Total.
11. Records class attendance resulting in learner credit in training transcripts.
12. Receives instructor invoices for classes, processes them for payment.
13. Invoices Ecology.
14. Pays instructors.

Ecology received confirmation from DES that these fee increases to \$500/in-person class will begin October 1, 2018 and are guaranteed until June 30, 2019.





## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** 8L - Lease Adjustments < 20,000 sq. ft.  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Maintenance Level  
**Contact Info:** Fran Huntington  
 (360) 407-7028  
 fhun461@ecy.wa.gov

### Agency Recommendation Summary

This request is for a maintenance level lease increase for the Environmental Assessment Program's Operations Center in Thurston County. The work done at this facility benefits other state agencies, tribes, and local partners and helps protect, preserve, and enhance Washington's environment for current and future generations. (State Toxics Control Account, Water Quality Permit Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 173 - 1	\$7	\$7	\$7	\$7
Fund 176 - 1	\$1	\$2	\$1	\$2
<b>Total Expenditures</b>	<b>\$8</b>	<b>\$9</b>	<b>\$8</b>	<b>\$9</b>
<b>Biennial Totals</b>		<b>\$17</b>		<b>\$17</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. E	\$8	\$9	\$8	\$9

### Package Description

Ecology leases an 8,808 square foot facility in Thurston County that houses most of the Environmental Assessment Program's (EAP) equipment and serves as a staging area for field work. Ecology renewed the lease for this facility as of February 1, 2018. This request is for a maintenance level increase to cover the \$16,982 in additional costs in the 2019-21 Biennium.

This facility helps support work conducted under the state Puget Sound Water Quality Protection and Model Toxics Control acts, and the federal Clean Water Act. This work benefits other state agencies, tribes, and local partners and helps protect, preserve, and enhance Washington's environment for current and future generations.

**Impacts on Population Served:**

This request will help maintain the current level of services provided at the EAP Operations Center.

**Alternatives Explored:**

In previous years, Ecology worked closely with the Office of Financial Management (OFM) and the Department of Enterprise Services (DES) Real Estate Services to ensure staying in this facility is the best alternative for Ecology and the state. This lease has been approved as acceptable in the current OFM Six-Year Facilities Plan and the new cost adjustment has been approved by DES Real Estate Services. The only other alternative to fund this cost increase would be to redirect existing resources from core environmental work. This is not a viable option for Ecology.

**Consequences of Not Funding This Request:**

If Ecology doesn't receive an appropriation for this cost increase, core environmental work would have to be cut to absorb these costs, with impacts to Ecology programs and the environment. Specific consequences include reduced business operations, resulting in a reduced level of service to communities and citizens throughout the state.

**Assumptions and Calculations****Expansion or alteration of a current program or service:**

This request will help maintain the current level of environmental services provided at this facility.

**Detailed assumptions and calculations:**

Expenditure calculations: Beginning in Fiscal Year 2020 and ongoing, Ecology will require \$8,491 a year from multiple funding sources to cover the increased costs for the Operations Center.

Expenditure calculations are based on the current lease agreement at \$83,100/year. Ecology's base funding for the Operations Center lease costs in the 2017-19 Biennium was \$74,609/year. The requested annual increase is calculated as follows: \$83,100 (new lease cost) - \$74,609 (base lease funding) = \$8,491 in Fiscal Year 2020 and \$8,491 in Fiscal Year 2021.

The new lease costs work out to an annual rate of \$9.43/square foot (\$83,100/8,808 square feet).

This compares favorably with current market rates for commercial storage/shop spaces being roughly \$10.00/square foot.

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
E	Goods and Services	8,491	8,491	8,491	8,491	8,491	8,491
	<b>Total Objects</b>	<b>8,491</b>	<b>8,491</b>	<b>8,491</b>	<b>8,491</b>	<b>8,491</b>	<b>8,491</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
<b>Total FTEs</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Explanation of costs by object:

All costs are Goods and Services (Object E)

## Strategic and Performance Outcomes

### Strategic framework:

This request is essential to implementing a priority in Ecology's strategic plan because it is consistent with the facilities strategic goal to maintain headquarters, regional, and field offices that support staff in meeting current business needs. It also supports the strategic goal to deliver efficient and effective services by maintaining a facility that increases productivity and streamlines logistics, particularly for environmental fieldwork operations.

This request provides essential support to the Governor's Results Washington Goal 3, Sustainable Energy and Clean Environment by maintaining the lease for the facility Ecology can continue work under the state Puget Sound Water Quality Protection and Model Toxics Control acts, and the federal Clean Water Act.

### Performance outcomes:

The outcome of this request will be maintaining the current level of environmental operations that Ecology provides.

## Other Collateral Connections

### Intergovernmental:

The EAP Operations Center supports not only Ecology programs, but also provides technical and analytical support to state agencies, local governments, and tribes.

### Stakeholder response:

N/A

### Legal or administrative mandates:

N/A

### Changes from current law:

N/A

### State workforce impacts:

N/A

### State facilities impacts:

N/A

### Puget Sound recovery:

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** MA - Richland Field Office Costs  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Maintenance Level  
**Contact Info:** Fran Huntington  
 (360) 407-7028  
 fhun461@ecy.wa.gov

### Agency Recommendation Summary

Lease costs for Ecology's Richland field office will increase in the 2019-21 Biennium. Ecology is requesting additional General Fund-Federal and Radioactive Mixed Waste Account appropriation to ensure core environmental work is not reduced to cover this unavoidable increase in operating costs.

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 2	\$2	\$2	\$2	\$2
Fund 20R - 1	\$4	\$4	\$4	\$4
<b>Total Expenditures</b>	<b>\$6</b>	<b>\$6</b>	<b>\$6</b>	<b>\$6</b>
<b>Biennial Totals</b>		<b>\$12</b>		<b>\$12</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. E	\$6	\$6	\$6	\$6
Revenue	FY 2020	FY 2021	FY 2022	FY 2023
001 - 0381	\$2	\$2	\$2	\$2
20R - 0294	\$4	\$4	\$4	\$4
<b>Total</b>	<b>\$6</b>	<b>\$6</b>	<b>\$6</b>	<b>\$6</b>
<b>Biennial Totals</b>		<b>\$12</b>		<b>\$12</b>

### Package Description

Ecology leases approximately 21,958 square feet in Richland for the Nuclear Waste Program. The program has been in this location since 2004, and the current lease will expire in 2019. In April 2018, Ecology worked with the Department of Enterprise Services Real Estate Services to finalize a new lease agreement for the Richland Field Office. The effective date of the new agreement is April 1, 2019 through March 31, 2024. Current lease costs are \$411,372.96/year, and the new lease will cost \$417,201.96. This request is for a maintenance level increase to cover additional ongoing lease costs starting in the 2019-21 Biennium.

**Impacts on Population Served:**

This request will help maintain the current level of service provided from this location.

**Alternatives Explored:**

Ecology has worked closely with the Office of Financial Management and the Department of Enterprise Services Real Estate Services in previous years to ensure this facility in this location is the most cost-effective and best alternative for Ecology and the state to continue providing important services in the Tri-cities area. The only alternative to funding this cost increase would be to redirect existing resources, which would reduce mission-critical environmental work.

**Consequences of Not Funding This Request:**

If this request is not funded, core environmental work would have to be cut to absorb these costs.

**Justification For New or Increased Fee Request:**

1. Fee Name: Mixed Waste Management Fee

2 Current Tax or Fee Amount: \$8,113,357 in Fiscal Year 2018 and \$8,774,068 in Fiscal Year 2019. This request will add \$4,080 annually to the billing.

3. Proposed Amount:

FY 2020: \$8,117,437

FY 2021: \$8,778,148

4. Incremental Change for Each Year:

FY 2020: \$4,080

FY 2021: \$4,080

5. Expected Implementation Date: 7/1/2019

6. Estimated Additional Revenue Generated by Increase:

FY 2020: \$4,080

FY 2021: \$4,080

7. Justification: The Radioactive Mixed Waste Fee is established in RCW 70.105.280 and administered through Chapter 173-328 WAC to determine the costs to implement the Hazardous Waste Management Act at radioactive mixed waste facilities and to bill those facilities for the state's

cost. The fee is collected annually from U.S. Department of Energy (USDOE) and three smaller facilities based on estimated biennial costs for Ecology to carry out the duties under the Dangerous Waste Regulations (Chapter 173-303 WAC). Ecology determines program costs and provides billing estimates to fee payers annually that can be challenged.

8. Changes in Who Pays: No Change

9. Changes in Methodology: No Change

10: RecSum Code: MA

11. Alternatives: No alternatives considered

12. Statutory Change Required? No

## Assumptions and Calculations

### Expansion or alteration of a current program or service:

This request will help maintain the current level of service provided at this facility.

### Detailed assumptions and calculations:

Ecology leases a facility in Benton County that houses the Richland Field Office of the Nuclear Waste Program.

Expenditure calculations: Beginning in Fiscal Year 2020 and ongoing, Ecology will require \$5,829/year from multiple funding sources to cover the increased costs for the Richland Field Office. Expenditure calculations are based on the new lease agreement, which is \$417,201.96/year. Ecology's base funding for the Richland Field Office lease costs in the 2017-19 biennium was \$411,372.96/year. The requested annual increase is calculated as follows: \$417,201.96 (new lease cost) - \$411,372.96 (base funding) = \$5,829 in Fiscal Year 2020 and \$5,829 in Fiscal Year 2021.

### Workforce Assumptions:

Expenditures by Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
E	Goods and Services	5,829	5,829	5,829	5,829	5,829	5,829
	<b>Total Objects</b>	<b>5,829</b>	<b>5,829</b>	<b>5,829</b>	<b>5,829</b>	<b>5,829</b>	<b>5,829</b>

### Staffing

Job Class	Salary	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
<b>Total FTEs</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Explanation of costs by object:

All costs are Goods and Services (Object E)

## Strategic and Performance Outcomes

**Strategic framework:**

This request is essential to implementing Ecology's facilities goals stated in the strategic plan and supports facilities that increase productivity and streamline logistics, particularly for environmental fieldwork operations.

This request provides essential support to the Governor's Results Washington Goal 3, Sustainable Energy & a Clean Environment and measure 3.1.b Increase the percent of completed tasks required for constructing and operating Hanford's direct feed low activity tank waste treatment facilities from 0 to 100% by 2023.

**Performance outcomes:**

The outcome of this request will be maintaining the current level of service Ecology provides. The services provided at this facility are important to helping Ecology achieve outcomes linked to Ecology's mission to protect, preserve, and enhance Washington's environment for current and future generations.

## Other Collateral Connections

**Intergovernmental:**

N/A

**Stakeholder response:**

N/A

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No





## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** MD - Public Participation Grants  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Maintenance Level  
**Contact Info:** Laurie Davies  
 (360) 407-6103  
 Laurie.davies@ecy.wa.gov

### Agency Recommendation Summary

The Public Participation Grant (PPG) Program is a competitive grant program. It provides funding to help citizen groups and non-profit public interest organizations facilitate public participation in the investigation and remediation of contaminated sites; carry out waste management education projects; and promote or improve state or local solid waste or hazardous waste management plans. Ecology is requesting a maintenance level reduction of \$53,000 to keep PPG funding aligned with the mandated level of one percent of moneys collected under RCW 82.21.030, Pollution Tax. (Environmental Legacy Stewardship Account).

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 19G - 1	\$-26	\$-27	\$-26	\$-27
<b>Total Expenditures</b>	<b>\$-26</b>	<b>\$-27</b>	<b>\$-26</b>	<b>\$-27</b>
<b>Biennial Totals</b>		<b>\$-53</b>		<b>\$-53</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. N	\$-26	\$-27	\$-26	\$-27

### Package Description

The Public Participation Grant (PPG) Program helps citizen groups and non-profit organizations conduct education and outreach work pertaining to contaminated site investigation and cleanup and carry out waste management projects.

State law (RCW 70.105D.070 (7)) requires one percent of revenues collected from the Hazardous Substance Tax ("HST" or Pollution Tax per RCW 82.21.030) be allocated for PPG. This is a maintenance level (ML) request to align PPG funding with the mandated level according to state law. The PPG Program was enacted in 1988 when Washington voters passed Initiative 97, the Model Toxics Control Act. The PPG Program provides funding for the cost of technical experts to help

citizens understand the contaminated site cleanup process and to help citizens develop waste reduction and recycling programs. The funding helps citizens to make informed comments and be involved in the decision making process for hazardous waste cleanup sites, and to develop programs that will prevent future contaminated sites. Outreach and education grants encourage public participation and environmental stewardship.

**Impacts on Population Served:**

The adjusted 2019-21 PPG budget level of \$2.5 million will fund approximately 22 grants, similar to the 2017-19 Biennium.

**Alternatives Explored:**

Alternatives were not explored, because this request fulfills a statutory requirement.

**Consequences of Not Funding This Request:**

If this request is not approved, the state would be out of compliance with RCW 70.105D.070 (7).

**Assumptions and Calculations****Expansion or alteration of a current program or service:**

The 2019-21 estimated carryforward level (CFL) for the PPG Program is \$2.598 million. The base budget supports 1.0 direct FTE to write and administer grant agreements each year and provide grant funding to citizen groups and non-profit public interest organizations statewide. The PPG appropriation is from the Environmental Legacy Stewardship Account (ELSA), and is part of activity A013 - Fund Local Efforts to Clean Up Toxic Sites and Manage or Reduce Waste. About one third of the funding is distributed in the first fiscal year of the biennium, and the rest in the second year since the first year includes time spent initiating grant agreements and ramping up work. Administrative Overhead related to this activity is in the agency's Administration Activity A002.

**Detailed assumptions and calculations:**

Historically, the PPG Program was funded with one percent of the money deposited into the State and Local Toxics Control Accounts. Starting in the 2013-15 Biennium, PPG funding comes from one percent of the moneys collected under RCW 82.21.030, Pollution Tax (HST). (Second Engrossed Second Substitute Senate Bill 5296 Model Toxics Control Act, Laws of 2013 2nd Special Session, Section9(7)).

The estimated 2019-21 CFL of \$2,597,583 is above the estimated one percent of HST revenue collections from the previous two years of \$2,544,535, based on Phase 1 Generally Accepted Accounting Principles (GAAP) actuals.

Ecology is requesting a ML decrease of \$53,000 (\$26,000 for Fiscal Year 2020 and \$27,000 for Fiscal Year 2021) to keep PPG funding aligned with the mandated level of one percent of moneys collected under RCW 82.21.030.

ML Calculation: [2019-21 Biennium PPG ML Change]= [1 percent x Fiscal Year 2017 actuals + Fiscal Year 2018 actuals thru phase 1] - [2019-21 Biennium PPG CFL]  
 (\$53,048) = \$2,544,535 - \$2,597,583

### Workforce Assumptions:

Expenditures by Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
N	Grants, Benefits, and Client Services	(26,000)	(27,000)	(26,000)	(27,000)	(26,000)	(27,000)
	<b>Total Objects</b>	<b>(26,000)</b>	<b>(27,000)</b>	<b>(26,000)</b>	<b>(27,000)</b>	<b>(26,000)</b>	<b>(27,000)</b>

Staffing		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Job Class	Salary						
	<b>Total FTEs</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Explanation of costs by object:  
 All costs are Grants (Object N).

## Strategic and Performance Outcomes

### Strategic framework:

This request provides essential support to the following Governor's Results Washington Goals:

- Goal 2: Prosperous Economy - Involving citizens and communities in cleanup processes allows cleanups to progress as a partnership, go more quickly, and be more effective. This results in more cleanup jobs sooner and provides new economic development opportunities sooner.
- Goal 3: Sustainable Energy and a Clean Environment - Encouraging citizens and nonprofit organizations to carry out environmental education projects fosters changed behavior and more responsible environmental stewardship. Increasing public participation in solid and hazardous waste planning improves those plans. These actions create a cleaner environment now and in the future.
- Goal 4: Healthy and Safe Communities - Involving citizens and organizations in environmental health issues in their communities brings more resources and more action to address those issues.

This ML request ties to budget activity A013, Fund Local Efforts to Clean Up Toxic Sites and Manage or Reduce Waste. Public Participation Grants provide funding for interest groups to inform residents about local cleanups and waste reduction efforts. Contaminated site focused grants educate communities affected by contaminated site cleanups and allow residents to have a voice in cleanup investigation and remediation. Waste management grants educate Washington residents on reducing waste generation and use of toxics.

**Performance outcomes:**

The outcome of this request will be a decrease in grant funding for qualified, non-profit organizations and citizen groups to facilitate public participation on cleanup activities and carry out waste management education and prevention projects. All PPG projects must provide substantial and measurable public benefit and improve public participation through education and outreach. The projects have well-defined activities that show measurable behavior change related to the problems addressed.

Examples of 2017-19 Biennium PPG projects include:

- Columbia Riverkeeper providing education and outreach on the Hanford cleanup to the Yakama Nation. The goal is to engage this highly impacted community on cleanup decisions that directly affect them.
- Latino Community Fund of Washington providing bi-lingual waste education and outreach to the Hispanic population in Yakima County. The project will increase access to information and resources through workshops in Spanish and translating materials as needed.
- Center for Justice providing education and outreach through their Spokane Riverkeeper program on the PCB contamination in the Spokane River. Outreach will be provided to students, neighborhood councils, and the general public.
- Duwamish River Cleanup Coalition providing education and outreach on the Duwamish River Superfund cleanup. Outreach will be provided to local residents, tribal members, and recreational users.
- Methow Recycles providing waste reduction and recycling education and outreach in Okanogan County. The project will reduce waste by creating opportunities for reuse, repair, and exchanging materials.
- Sustainable Connections implementing a food rescue program in Whatcom County by providing training and support to restaurants and low-income meals organizations. This food redistribution initiative will result in an estimated 40,000 pounds of food diverted from landfill per year.
- Columbia Springs using volunteers to provide free repair services for small appliances, electronics, and clothing in Clark County.

## Other Collateral Connections

**Intergovernmental:**

Some PPG projects support the goals of cities, counties, tribes, or Ecology that are participating in cleanup activities in communities, for example the Spokane River, Hanford, and Duwamish cleanups.

**Stakeholder response:**

Ecology prioritizes projects that give diverse community groups a chance to learn about and help solve the state's environmental problems. These diverse groups include those who are economically disadvantaged or do not identify English as their first language. Ecology also gives priority to projects that meet an unmet demand, that facilitate public comment on Ecology activities, or are proposed by first-time applicants.

**Legal or administrative mandates:**

State law requires one percent of revenues collected from the Hazardous Substance Tax (HST) be allocated only for PPG. (RCW 70.105D.070 (7)).

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

**Reference Documents**

- Attachment-2019-PPG-Calculations.xlsx

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

## DEPARTMENT OF ECOLOGY

### PUBLIC PARTICIPATION GRANTS 1% CALCULATION

Purpose: Provide calculation for public participation grant (PPG) biennial budget adjustments. RCW 70.105D.070(7) of the Model Toxics Control Act requires one percent of the moneys collected under RCW 82.21.030 Pollution tax (HST) to be allocated for PPG.

*FY2013-2017 HST Revenue from AFRS, FY 2018 actuals thru FM12 phase 1.*

**Updated 8/1/2018**

Biennium	Year	Actual Revenue	Two Yrs Actual		1% of Previous		PPG Approp	Difference	Enacted Budget	
			Rev		2 Yrs				Adjustment	
2011-13	2013	\$ 200,760,791								
	2014	\$ 195,322,497								
2013-15	2015	\$ 147,625,708	\$ 396,083,288							
	2016	\$ 112,207,500		\$ 3,960,833		\$ 3,528,583	\$ 432,250	\$ 428,000		
2015-17*	2017	\$ 123,516,117	\$ 259,833,208							
	2018 (phase 1)	\$ 130,937,365		\$ 2,598,332		\$ 3,956,583	\$ (1,358,251)	\$ (1,359,000)		
2017-19	2019		\$ 254,453,482							
	2020			\$ 2,544,535		\$ 2,597,583	\$ (53,048)			
2019-21	2021									

\* The 2016 Supplemental cut PPG \$3.8 million for the 2015-17 Biennium leaving no funding for grants. The amount was restored at 2017-19 carryforward.

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AJ - GHG Reporting Workload Changes  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Stuart Clark  
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### Agency Recommendation Summary

To meet its statutory obligations for the Greenhouse Gas Reporting Program, Ecology requests additional appropriation to increase data verification, quality assurance, emissions tracking, data analysis, and compliance activities. RCW 70.94.151 authorizes Ecology to collect annual fees from facilities and suppliers required to report greenhouse gas emissions. The fees cover the administrative costs of the program as outlined in statute. Existing greenhouse gas reporting program revenues have not been sufficient to ensure data accuracy and adequate technical assistance to entities covered by the program. Ecology is requesting increased staffing and expenditure authority to fund the additional workload for the program. (Air Pollution Control Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 216 - 1	\$92	\$92	\$92	\$92
<b>Total Expenditures</b>	<b>\$92</b>	<b>\$92</b>	<b>\$92</b>	<b>\$92</b>
<b>Biennial Totals</b>		<b>\$184</b>		<b>\$184</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	0.6	0.6	0.6	0.6
<b>Average Annual</b>		<b>0.6</b>		<b>0.6</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$49	\$49	\$49	\$49
Obj. B	\$18	\$19	\$18	\$19
Obj. E	\$3	\$2	\$3	\$2
Obj. G	\$1	\$2	\$1	\$2
Obj. J	\$1	\$0	\$1	\$0

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. T	\$20	\$20	\$20	\$20
Revenue	FY 2020	FY 2021	FY 2022	FY 2023
216 - 0299	\$92	\$92	\$92	\$92
<b>Total</b>	<b>\$92</b>	<b>\$92</b>	<b>\$92</b>	<b>\$92</b>
<b>Biennial Totals</b>		<b>\$184</b>		<b>\$184</b>

## Package Description

Climate change is one of the most significant issues facing Washington today. Tackling climate change is a strategic priority for Ecology to protect public health, ecosystems, the built environment and the economy from the damage that rising temperatures and shifting precipitation patterns will cause in Washington.

In 2008, The Legislature recognized the need to help slow climate change and protect natural resources and infrastructure for future generations by adopting reduction targets for greenhouse gases (commonly known as carbon pollution).

Washington's current targets are as follows:

- By 2020, reduce overall emissions of greenhouse gases in the state to 1990 levels.
- By 2035, reduce overall greenhouse gas emissions in the state to 25 percent below 1990 levels.
- By 2050, reduce overall greenhouse gas emissions in the state to 50 percent below 1990 levels.

Ecology's Greenhouse Gas (GHG) Reporting program is a critical element in tracking the state's progress in meeting these goals. This program requires annual GHG reporting from facilities that emit at least 10,000 metric tons of carbon dioxide equivalent (CO<sub>2</sub>e) per year in Washington, and suppliers of liquid motor vehicle fuel, special fuel, or aircraft fuel that provide products equivalent to at least 10,000 metric tons of carbon dioxide per year in Washington. Ecology is authorized under RCW 70.94.151 to collect fees to compensate for the costs of administering the reporting program. The fees support the following activities:

- Data storage, tracking and retrieval systems needed for the reporting program.
- Staff evaluation and audits of reporting data, including engineering or other technical analysis for accuracy.
- Technical assistance to entities covered by the reporting program.
- Preparing summaries, reports and assessments of reported data.
- Administrative support.

RCW 70.94.151 authorizes Ecology to adopt rules governing the reporting of greenhouse gases.

Under WAC 173-441-110, Ecology must conduct a workload analysis and develop a GHG reporting budget each biennium, which projects resource requirements for administering the reporting program,

organized by categories of fee eligible activities. Ecology calculates the annual reporting fee required by facilities and transportation fuel suppliers based on costs to manage the program and the number of covered facilities and transportation fuel suppliers.

In Fiscal Year 2018, Ecology audited the GHG reporting data and found substantial errors in over half of the reports submitted between 2012 and 2016. The discovery of these data errors revealed the need for additional staff to conduct quality assurance and auditing of the data. The program is starting to coordinate with facilities to correct the data for those years to ensure accurate baseline GHG data, but it is a time-intensive process, and the program needs additional ongoing support to ensure the accuracy of the data and prevent a reoccurrence of data problems.

The workload analysis published in 2017 cited 3.3 Full Time Equivalent (FTE) positions in 2018 and beyond to implement the reporting program. Because of the increased workload to verify and ensure continued accuracy in GHG reporting data, Ecology is requesting an additional 0.5 FTE Environmental Engineer 5 to fulfill the following functions:

- Information technology systems maintenance and support.
- Technical assistance to reporting community.
- Data analysis.
- Technical coordination with the Environmental Protection Agency and Washington Department of Licensing.
- Data verification, auditing, compliance review, and enforcement.

Valid and timely data is essential for the credibility of the program in having high quality data to inform the public and policy makers in developing climate change strategies that help achieve the state's greenhouse gas reduction goals. The program is designed by statute to be fully fee supported. This request will balance program costs with revenue through a fee adjustment beginning in Fiscal Year 2020.

### **Impacts on Population Served:**

Reducing greenhouse gas pollution is vital to protect air, water, food sources, and the economy for all Washingtonians. The GHG Reporting Program provides the data to understand emissions, sources and trends over time; to inform the public and policy makers; and to shape the development of climate change mitigation and adaption strategies. Robust and accurate data is essential to knowing the size and source of the problem and to inform decision making.

### **Alternatives Explored:**

Ecology is the regulatory agency for GHG reporting. Because the Legislature established this as a fee-supported activity and the workload analysis determines the level of staffing required, requesting appropriation from the Air Pollution Control Account where these fees are deposited is the best alternative. Another fund source could be used to pay for the work, but that would not be consistent with statute.

**Consequences of Not Funding This Request:**

If this request is not approved, the state's greenhouse gas data inventory will continue to be inaccurate. Policy and strategy analyses built on GHG reporting data will suffer from lack of complete, accurate, and supportable information. The public and policy makers will not have an accurate understanding of sources and trends in greenhouse gas emissions in Washington to be able to inform decisions, choices and actions.

**JUSTIFICATION FOR NEW OR INCREASED FEE REQUEST**

1. Fee Name: Greenhouse Gas Reporting Fee

2 Current Tax or Fee Amount: \$340,880 in Fiscal Year 2018 and \$359,833 in Fiscal Year 2019. This request will add \$92,408 annually to the total fees.

3. Proposed Amount:

FY 2020: \$433,288

FY 2021: \$452,241

4. Incremental Change for Each Year:

FY 2020: \$92,408

FY 2021: \$92,408

5. Expected Implementation Date: 7/1/2019

6. Estimated Additional Revenue Generated by Increase:

FY 2020: \$92,408

FY 2021: \$92,408

7. Justification: Facilities required to report greenhouse gas emissions are required to pay an equal share of the projected cost of the program. Details are established in WAC 173-44-110. The greenhouse gas emissions fee will be increased for necessary capacity to conduct data verification, quality assurance, emissions tracking, data analysis, and compliance activities for the Greenhouse Gas Reporting Program. Additional staffing, and revenue and expenditure authority are needed to address the increased workload.

8. Changes in Who Pays: None

9. Changes in Methodology: None

10: RecSum Code: AJ

11. Alternatives: No alternatives considered

12. Statutory Change Required? No

## Assumptions and Calculations

### Expansion or alteration of a current program or service:

This request is an expansion of the Greenhouse Gas Reporting Program funded by the Air Pollution Control Account (APCA), and is one element budgeted within Activity A063 Climate Change Mitigation and Adaptation. Additional revenue and expenditure appropriation are needed for costs to meet the statutory requirements of the reporting program. The table below includes the estimated FTEs and APCA portion of this activity for the last two biennia after the supplemental budget. Administrative overhead related to this activity is in the agency's Administration Activity A002 not included in the table.

<b>APCA portion of Activity A063 Climate Change Mitigation and Adaptation</b>		
	<b>2015-17</b>	<b>2017-19</b>
FTEs	3.3	3.3
216-1 Air Pollution Control	\$631,224	671,000

### Detailed assumptions and calculations:

This request is for 0.5 FTE Environmental Engineer 5 to conduct data verification, quality assurance, emissions tracking, data analysis, and compliance activities for the GHG Reporting Program. The estimated cost is \$92,408 per year in the Air Pollution Control Account beginning in Fiscal Year 2020 and ongoing.

The revenue deposited in APCA for the GHG reporting fee will also be increased by \$92,408 per year beginning in Fiscal Year 2020 as provided in statute to cover the costs of the program.

### Workforce Assumptions:

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	49,671	49,671	49,671	49,671	49,671	49,671
B	Employee Benefits	18,378	18,378	18,378	18,378	18,378	18,378
E	Goods and Services	2,239	2,239	2,239	2,239	2,239	2,239
G	Travel	1,276	1,276	1,276	1,276	1,276	1,276
J	Capital Outlays	633	633	633	633	633	633
T	Intra-Agency Reimbursements	20,211	20,211	20,211	20,211	20,211	20,211
<b>Total Objects</b>		<b>92,408</b>	<b>92,408</b>	<b>92,408</b>	<b>92,408</b>	<b>92,408</b>	<b>92,408</b>

### Staffing

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
ENVIRONMENTAL ENGINEER 5	99,342	0.50	0.50	0.50	0.50	0.50	0.50
FISCAL ANALYST 2		0.05	0.05	0.05	0.05	0.05	0.05
IT SPECIALIST 2		0.03	0.03	0.03	0.03	0.03	0.03
<b>Total FTEs</b>		<b>0.6</b>	<b>0.6</b>	<b>0.6</b>	<b>0.6</b>	<b>0.6</b>	<b>0.6</b>

### Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is essential to implementing a priority in Ecology's strategic plan to Reduce and Prepare for Climate Impacts because it supports tracking of emissions and sources of carbon in Washington. Accurate information about greenhouse gas emissions in Washington is essential to understanding contributions and trends and informing policy and strategy choices to prepare for and reduce the impacts of climate change.

This request also provides essential support to the Governor's Results Washington Goal 3: Sustainable Energy and a Clean Environment by ensuring the state has capacity to verify greenhouse gas emissions submitted by facilities required to report their GHG emissions. Accurate emissions data are needed to ensure Washington has the best information about the amounts and sources of carbon emissions in the state. Accurate information is essential to understanding contributions, trends and informing policy and strategy choices to prepare for and reduce the impacts of climate change.

### Performance outcomes:

The outcome of this request will be increased capacity to ensure data submitted under the program meets the quality assurance standards of the Greenhouse Gas Reporting Program. It will also provide entities required to report under Chapter 173-441 WAC, with adequate technical assistance and help them maintain compliance with the provisions of the rule. Greenhouse gas emissions data must be verified, tracked, and analyzed to ensure the state has valid, high quality information about greenhouse gas emissions contributors and trends in Washington.

## Other Collateral Connections

### Intergovernmental:

Because climate change is projected to create public health, safety, natural resource, and economic impacts, accurate monitoring and data will continue to serve as a crucial resource for a number of intergovernmental entities. Ecology's GHG reporting data supplements the Environmental Protection Agency's national Greenhouse Gas Reporting Program (GHGRP) data, and both agencies coordinate to ensure data accuracy. The GHG reporting program also exchanges data with the Army, Air Force, and Navy.

Tribes have shown strong interest in climate change and its effects on tribal resources.

The Department of Commerce, Governor's Office, and legislative staff routinely use Ecology's GHG reporting data. The program also works routinely with the Department of Health, The Energy Facility Site Evaluation Council, University of Washington, Washington State University, Central Washington University, Bonneville Power Administration, Hanford, Port of Seattle, City of Tacoma, Cowlitz County, City of Spokane, and a number of public utility districts and local governmental entities. GHG reporting data has been used for academic research.

**Stakeholder response:**

Under WAC 173-441-110, Ecology issues a fee schedule annually based on the workload analysis of costs for the GHG Reporting program and the number of required reporting entities. The fee schedule published in 2019 for calendar year 2020 will reflect fee adjustments to support this workload change. With each change to the fee resulting from the workload analysis, the GHG Reporting program notifies fee payers of the changes. In the most recent workload and fee setting process for the 2017-19 Biennium, stakeholders were generally accepting of the fee level.

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** BE - Litter Control and Waste Reduction  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Laurie Davies  
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### Agency Recommendation Summary

The litter tax was created in 1971 to prevent and pick up litter and to develop waste reduction and recycling programs in Washington State. Revenue from the tax is deposited in the Waste Reduction Recycling and Litter Control Account (WRRLLCA). Since the 2005-07 Biennium, diversions from WRRLLCA to the State General Fund and State Parks have resulted in Ecology staff reductions and cuts to essential programs that support waste reduction and fight littering. Ecology's appropriation was reduced, but is fully restored in the 2019-21 carryforward budget. In addition to the carryforward budget, Ecology is requesting \$6 million from the WRRLLCA fund balance to address litter prevention and recycling programs previously cut, and to begin addressing the recycling crisis brought on by new Chinese government restrictions on the import of recyclable materials. These restrictions have cut off the state's largest export market for recyclable materials. Additionally, plastic pollution is at an all-time high – especially in marine environments. Washington needs to restore funding to base recycling programs in order to reduce contamination in recycling, and create new waste reduction and recycling programs, including programs for problematic disposable plastics. (Waste Reduction, Recycling, and Litter Control Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 044 - 1	\$3,000	\$3,000	\$3,000	\$3,000
<b>Total Expenditures</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>Biennial Totals</b>		<b>\$6,000</b>		<b>\$6,000</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	3.5	3.5	3.5	3.5
<b>Average Annual</b>		<b>3.5</b>		<b>3.5</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$279	\$279	\$279	\$279

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. B	\$131	\$131	\$131	\$131
Obj. C	\$1,628	\$1,628	\$1,628	\$1,628
Obj. E	\$34	\$34	\$34	\$34
Obj. G	\$68	\$68	\$68	\$68
Obj. J	\$4	\$4	\$4	\$4
Obj. N	\$791	\$791	\$791	\$791
Obj. T	\$65	\$65	\$65	\$65

## Package Description

The Waste Reduction Recycling and Litter Control Account (WRRLCA) is funded from a tax on items typically found in roadside litter. Grocers, fast food restaurants, and the bottling industry elected to tax themselves on these items in 1971, in lieu of a bottle bill. The funding was dedicated for youth employment programs for litter pickup along Washington's highways, and for waste reduction and recycling programs. RCW 70.93.180 directs how WRRLCA is distributed:

- 50 percent to Ecology and state agencies for litter pickup and prevention.
- 30 percent to Ecology to develop waste reduction and recycling programs and for education and outreach on waste reduction and recycling.
- 20 percent to local county governments to operate litter pick up programs on city and county roads and, when money is available, a matching fund competitive grant program for education and outreach on recycling.

Ecology has experienced budget cuts from the WRRLCA since the 2005-07 Biennium, as well as budget provisos that restricted how the agency could spend appropriations. These reductions have significantly reduced waste reduction, recycling, and litter control programs throughout Washington. It limited Ecology's ability to provide public outreach and technical assistance, to address contamination in recycling and composting, or to work on other waste reduction and recycling programs. These funding cuts also eliminated litter prevention work and reduced litter pick-up programs by youth crews, local governments, and other state agencies.

The \$5.5 million WRRLCA reduction taken in the 2017-19 Biennium is restored in Ecology's 2019-21 carryforward base budget. The restored funding will allow Ecology, local governments, and other state agencies to reinstate many important programs that have been effective in addressing litter and recycling and waste reduction statewide.

In addition to the \$14 million base budget and the restored \$5.5 million (a total of \$19.5 million at 2019-21 carryforward), Ecology is requesting an appropriation increase of \$6.0 million from the WRRLCA fund balance to be distributed according to RCW 70.93.180 as follows:

**50 Percent Litter Pickup: \$3.0 million** will be used by Ecology for three purposes; to reinstate and fully implement the litter prevention campaign, with an emphasis on addressing plastic products commonly found in ocean debris and road side litter; to further increase funding to state government partners for litter cleanup and recycling programs; and to fully support the Ecology Youth Corps litter pickup program.

Ecology's innovative and successful litter prevention campaign, "Litter and It Will Hurt," was eliminated in 2009 due to the redirection of WRRLCA funding during the recession. A large amount of the restored base funding will be used to design and begin implementation of an updated campaign with emphasis on plastics found in roadside litter and along beaches. With the additional funding, Ecology will fully implement the litter prevention campaign.

Through this campaign, Ecology will:

- Develop more targeted prevention messages for plastics, that are difficult to recycle and harmful to the environment – especially the marine environment.
- Focus campaign messages on products most commonly found in ocean debris and roadside litter, such as cigarette butts, plastic bottles, single-use plastic food containers, plastic grocery bags, and straws.
- Increase media purchases (like print, radio, and billboards) and other public outreach, including social media, to raise public awareness and change litter and recycling habits.
- Bring back public education efforts aimed at "Cover Your Load," that reduce litter and increase safety on roadways.
- Contract with the Washington State Patrol (WSP) for emphasis patrols on covering loads and littering.

Ecology will measure campaign success through litter surveys (conducted with base funding) and with this additional funding, also perform public surveys to measure campaign effectiveness. We expect people to become more aware of the laws against litter, the environmental impact to marine life due to plastic litter, and the importance of securing loads. Ecology's target is a 25 percent reduction in the amount of litter found on the roadside and on beaches.

With the additional funding, Ecology will also increase Ecology Youth Corps (EYC) litter crews, hiring 12 additional crews each summer, for a total of 144 more youth hired over the biennium. Based on historical statistics, Ecology estimates youth crews will work 32,000 more hours and pick up an additional 520,000 pounds of litter in the 2019-21 Biennium.

Finally, Ecology will increase funding for state agency partners, including the Department of Natural Resources (DNR), Department of Fish and Wildlife (DFW), State Parks (Parks), and the Department of Corrections (DOC), for their litter and recycling programs. The additional funding will increase efforts in litter control for Washington recreational areas, like state parks and beaches, and litter pickup on state roads and lands. Based on past accomplishments for this funding, Ecology estimates this additional funding for state agencies will result in another 800,000 pounds of litter collected and 250 litter citations issued.

**30 Percent Waste Reduction and Recycling: \$1.8 million.** Ecology will dedicate a large part of the restored base funding to addressing recycling challenges caused by the Chinese government market restrictions that restricts the import of most recyclable materials. Ecology will use the additional \$1.8 million to:

1. Expand outreach and education work to address recycling contamination and add waste reduction outreach.
2. Develop new waste reduction and recycling programs based on current needs and stakeholder input.
3. Reinstate mandated recycling programs cut over the past five biennia.

This work will help Ecology stay current on the evolving recycling and reuse industry so Washington can remain a leader in recycling and solid waste management.

#### Expand outreach work to address recycling contamination and add waste reduction outreach

With the recycling crisis created by export market restrictions from the Chinese government, the need for public outreach about how and what to recycle has grown stronger, especially regarding contamination in the current recycling stream. Ecology will expand public outreach efforts that started in Fiscal Year 2019 by distributing additional recycling media messages on right recycling, to reduce both recycling contamination and confusion. In addition to increasing distribution of media messages, Ecology will survey the public to gauge message effectiveness, and update messages as needed.

Ecology is working with an appointed policy committee comprised of local governments, solid waste industry, the packaging industry and non-governmental organizations, to evaluate and increase investments in public outreach and education to address the recycling crisis. There is also an opportunity to get the message out on the importance of reducing waste and promoting durable and reusable products, especially in light of the troubles with recycling. Waste reduction is the highest waste management priority, and providing public outreach on waste reduction and recycling is required by RCWs 70.93.020, 70.93.200, 70.95.100, and 70.95.600.

#### Develop new waste reduction and recycling programs

Ecology's work is driven in part by the state solid waste plan. Stakeholders across the state provide the agency direction on the waste reduction and recycling work that is needed. Ecology has not been able to fund much of the waste reduction and recycling work identified in the state plan due to budget and staff reductions. Given the recycling problems facing Washington, reducing waste is even more critical. More staff are needed to focus on long-needed work to:

- Work with stakeholders on setting new waste reduction goals for the state, update the 50 percent recycling goal set in 1989, and evaluate metrics based on more than volume. This is an action in the state plan and has been requested by numerous stakeholders.
- Increase understanding of the best course of action for waste reduction and recycling through research on life-cycle impacts of various materials and management options. Life-Cycle Analyses (LCAs) are a leading edge research method and a vital component of performing materials management, which has been the direction from EPA since 2009. Oregon Department

of Environmental Quality has been a pioneer in performing LCAs, but Ecology has not had the funding to venture into this area and develop expertise. Having funding available for LCA research will allow Ecology to assess proposed solutions to problematic materials, such as biodegradable packaging, to determine if they will help solve the problems at hand or create more.

- Work with producers of problematic disposable plastics products and packaging, such as take-out boxes and coffee pods. The goal is to get producers to help address recycling contamination and litter challenges posed by these products. Ecology will explore successful programs, such as those in British Columbia, to use as potential models.
- Lead efforts in building salvage and building material reuse and recycling. Building materials make up a quarter of the waste stream and they have also been identified as an important material to focus on to reduce greenhouse gas emissions. But Ecology has not had the staff to focus on this for many years. Options to reduce building material waste, such as deconstruction and reuse, can also provide jobs. Ecology will assemble current options and best practices and disseminate this information to contractors and others.
- Focus on under-served areas, such as multi-family, commercial, rural areas, and populations with limited English proficiency. Ecology will research the most effective programs for addressing the needs and challenges of providing waste reduction and recycling programs and outreach to these groups. Stakeholders and members of the solid waste industry have suggested multi-family recycling efforts are the largest contributor to contamination in the recycling waste stream.

#### Reinstate some recycling programs cut over last five biennia

- Ecology will fully reinstate the 1-800-Recycle Hotline required by law (RCW 70.95.100) to fulltime at 40 hours a week. Many of Ecology's local government partners and solid waste companies refer clients to the 1-800-Recycle hotline for the most current information on where and how to recycle. Hours for the hotline have been reduced, first to half time and currently at 75 percent of the time, since funds were diverted during the recession. Adding one dedicated position to help answer the hotline and bring it back to fulltime operation will allow Ecology to respond to about 225 more calls a month. The majority of callers are elderly or those whose primary language is other than English. Hotline staff works closely with Ecology's translation team to ensure callers get quality service, and go so far as to provide directions to recycling facilities too.
- The program also offers an online database available to the public that is referred to more frequently than the phone line. The staff answering the hotline also rely on this information for all recycling inquiries. Ecology has recently improved the database, but information must be reentered by hotline staff and kept current so we do not misinform the people calling or looking up online what can be recycled and where to take it. And with the impact of the Chinese government restrictions, the need for updated and accurate information is even more important. There are more than 1,600 facilities in the 1-800-RECYCLE database. Some facilities only take one recyclable; some take more than 50. Due to fluctuating recycling markets, the items facilities take change regularly, as well whether they pay for, charge, or take items for free; and with the special handling requirements and costs associated with some items, hotline staff often need to talk with facilities to ensure their details are captured correctly.

- Another program Ecology will reinstate is the school awards program that recognizes and provides start-up funds for exceptional waste reduction and recycling efforts in schools. This program is required by RCW 70.95C.120, but has been cut since 2009 due to budget reductions. When the awards program was operating, Ecology gave about 15 schools monetary awards each year. The schools used the money to develop additional waste reduction, recycling, or composting programs. Reinstating this program will increase recycling, reduce waste, and educate and engage youth who will learn valuable, life-long recycling habits.

**20 Percent Local Governments: \$1.2 million** will allow Ecology to further invest in the Community Litter Cleanup Program (CLCP), and the Waste Reduction and Recycling Education Grants (WRRED) program.

The CLCP was created as a direct pass-through grant to local governments to clean up county roads, and it has not been fully funded since the great recession. Additional CLCP funds will be used for two purposes. 1) Local government support for the new litter prevention campaign in their counties; and 2) increase local government focus on cleanup along coastlines and other shorelines to help address the growing plastic marine debris problem.

Most local governments participating in CLCP use in-custody (jail) or community service crews to do litter cleanup work. Using these crews provides significant savings to local governments and returns labor value to the communities that participate. Based on past accomplishments for this funding, Ecology estimates the increased grants will result in 37,000 more hours of crew deployment, resulting in 1,000,000 more pounds of litter collected.

In addition to CLCP grants, the competitive WRRED grant program was created in 2015 (RCW 70.93.180) to fund non-governmental and local government public outreach efforts on waste reduction, recycling, composting, and litter prevention. Ecology provided ten grants to local governments and non-profit organizations with the funding appropriated in the 2018 Supplemental Budget. Of the ten, four grants went to organizations to address cleanup of beaches and contamination in the recycling system.

### **Impacts on Population Served:**

In 2018, the Chinese government imposed new restrictions on imported recyclable materials, banning the importation of low-grade mixed paper and plastics, and setting extremely high standards for the level of contamination allowed in other materials. Since China is the dominant market for Washington's recyclable material exports, these decisions are having repercussions around the globe – and especially in our state. Before these changes, China was the destination for more than half of all of Washington's recyclable material exports.

Local governments and recycling companies are scrambling to find new markets for these materials, but in the short-term, some of these items are being stockpiled or going to the landfill instead of being recycled. This wastes valuable resources, causing potential threat to human health and the environment.



Greater public education to reduce contamination is a clear priority in the near term. Over the longer term, Ecology and our partners in local governments and private industry agree that new approaches are needed to manage these materials. It is also important to use this as an opportunity to increase focus on reducing waste in the first place, the highest waste management priority.

Increasing Ecology's work on waste reduction, recycling, and composting will lead to increased and improved programs in local communities and schools. Increased assistance and outreach will help clarify confusing issues regarding contaminants in recycling and composting streams. This will result in cleaner recycling and composting systems. Working with the Recycling Steering Committee, Ecology's involvement in life cycle analysis will help us make the most informed decisions on waste reduction and recycling programs. These activities will help maintain Washington's role as a leader in recycling.

Reinstating the litter prevention campaign will positively benefit residents and businesses by promoting a strong anti-litter message and preventing additional litter, including in Washington's waters. The litter hotline provides a tool to report litterers. The signs are still up on many roads and just need funding to provide someone to respond to calls.

In addition to keeping our roadsides and public lands clean, increasing litter pick-up crews has other benefits. Increasing litter pickup by youth crews provides more meaningful first jobs to youth and teaches basic job skills that can be used later in life, such as helping teens learn time management skills, form good work habits, and gain self-confidence. Funding more litter pickup efforts by local governments and state agencies provides structured work and training opportunities for incarcerated individuals.

If litter is seen on the ground, some people think it is acceptable to litter more. Cleaner roads contribute to better community health, both environmental and economic. Crime and anti-social behavior are shown to be reduced when litter is reduced (Keep America Beautiful Foundation). Businesses benefit by having to spend less on cleanup and from increased customer satisfaction.

### **Alternatives Explored:**

The litter tax was created in 1971 to fund the ongoing work of litter pickup and prevention, employ youth, and promote waste reduction, recycling, and composting across the state. To stay in compliance with the law, and follow the mandates of the legislation originally passed in 1971, Ecology must use WRRLCA funding for waste reduction, recycling, composting, and litter control. Because there is a projected available fund balance of \$6.5 million in the 2019-21 Biennium, requesting appropriation for \$6.0 million of the fund balance to use for the purposes established in law is the best option. And projections will sustain the additional \$6 million appropriation at least through the 2021-23 Biennium. Ecology will right-size the 2023-25 WRRLCA appropriation based on future projections.

Some recycling and waste reduction activities are eligible for funding under the Model Toxics Control Act (MTCA). But the reduction in oil prices over the past two biennia has put significant pressure on Ecology's MTCA funded activities, and there is not enough revenue to support funding this request

along with all the other MTCA demands next biennium. WRRLCA is the most appropriate account to fund this work.

### **Consequences of Not Funding This Request:**

Recycling is at a critical juncture at this time, given the Chinese government market restrictions. Ecology does not currently have the resources to adequately engage and address this challenge, given years of reduced funding and staff reductions. If this request is not funded, Ecology would not have sufficient resources or options to help address this situation. Also, Ecology would not be able to increase focus on waste reduction and recycling programs. As the waste stream evolves, and regional and national groups engage to address these changes, the agency would have limited staff to participate in these efforts and represent Washington's needs. Ecology would not be able to provide sufficient technical assistance to local governments and other stakeholders to encourage and facilitate recycling, composting, and waste reduction. We would not be able to bring back programs that were cut during the great recession, or work on new efforts requested by local government and other stakeholders.

There is a significant increase in litter and solid waste in Washington's waters that is impacting marine life. If this request is not approved, Ecology would continue to have no litter prevention work in this area. Washington residents would remain less informed about the importance of not littering, and litterers would go without punishment. There would also be reduced levels of litter pickup for state agencies, local governments, and Ecology Youth Corps, and reduced employment for those who pick up litter, which would have negative social, environmental and financial impacts on local communities. Ecology would not have funds for the new competitive grant programs for local governments and non-profit organizations to focus on education on and recycling for frequently littered items.

### **Assumptions and Calculations**

#### **Expansion or alteration of a current program or service:**

The following table includes the budgeted dollars and FTEs for Ecology's activities funded by WRRLCA for the 2015-17 and 2017-19 biennia, after the first supplemental budgets.

The funding currently supports about 37.5 direct FTEs to support litter pickup efforts and provide program expertise and technical assistance in waste reduction and recycling, including composting. In addition to staff costs, Ecology provides grant funding to local governments and funding for contract services.

		2015-17 Biennium		2017-19 Biennium	
Activity Code	Activity Title	Average FTE	Total Funds	Average FTE	Total Funds
A009	Eliminate Waste and Promote Material Reuse	12.9	\$3,348,230	18.5	\$3,127,622
A010	Prevent and Pickup Litter	19.8	\$9,153,723	23.9	\$10,906,071
A002	Administration		\$788,047		\$753,307
<b>TOTAL</b>		<b>32.7</b>	<b>\$13,290,000</b>	<b>42.4*</b>	<b>\$14,787,000</b>

\*Activity recast FTEs and actual funded FTEs differ due to budget reductions that reduced spending authority but not FTEs.

Ecology's 2019-21 carryforward base level funding for WRRLCA of \$19.46 million (including the \$5.5 million restored from the 2017-19 reduction) will be distributed according to RCW 70.93.180 as follows:

**50 Percent or \$9.7 million (base funding)** will support the EYC and other state agency efforts to clean up litter at the 2017-19 levels. In addition to 2017-19 levels, Ecology will also fund the following efforts (directed in RCW 70.93.180).

- Reinstatement the litter survey, which has not been done since 2004. Ecology will survey roadside litter to determine the most common items found in litter. This will be done on selected representative roads statewide, including those near water bodies that could lead to marine debris, over multiple seasons. The litter survey serves many purposes, but is primarily aimed at identifying the volume, type, and location of littering to best target in an anti-litter campaign. It is also used to support RCW 82.19.020 in identifying which littered materials should be taxed, and to evaluate campaign success.
- Conduct a partial litter prevention campaign. Ecology will revisit data gathered from the previous campaign to help develop an updated effort that includes public outreach and media placement, with focus on strategies targeting plastics found in roadside litter and ocean debris. Examples of such products are cigarette butts, plastic bottles, single-use plastic food containers, plastic grocery bags, and straws. Ecology will evaluate the past campaign, and research, plan, and implement the restart of the new campaign. Data from the 2004 litter survey showed the litter prevention campaign resulted in a 25 percent decrease in the amount of roadway litter. Although the agency continued to run the campaign through 2008, lost funding meant we could not perform an additional litter campaign to measure results. As the new litter campaign develops and matures across the next couple of biennia, Ecology expects to reach at least the same numbers, if not improve on them.
- Support the litter prevention campaign efforts by reinstating (staffing) the litter hotline because many of the signs directing people to call the hotline are still posted along state and county roads. The litter hotline was discontinued in July 2011 due to budget reductions, and has remained inactive. Ecology will relaunch the hotline in the second half of the biennium supported by the litter prevention media campaign. Cross-agency work with the Department of Licensing and WSP sending letters to litterers will resume. The hotline received an

average of more than 15,000 calls a year when it operated from 2002 to 2011. Ecology expects to build to that number again.

- Staff resources will be reinstated to manage the work in restoring a partial litter prevention campaign, directing the litter survey, and administering the new competitive litter grant program (described under the 20 percent category).
- New funding requirements for health benefits for Ecology Youth Corp Litter Crews have significantly driven up staff costs. Recent interpretations from the Public Employees' Benefit Board (PEBB) on benefits for part-time workers has resulted in approximately 40 median crew supervisors and staff being brought into the PEBB system. And vehicle rental, equipment costs, and fuel costs are also increasing.
- Median crews in the Central and Eastern Regions that currently only have one crew each will be increased. In 2019-21, Ecology will fund two additional crews, one in each region (one supervisor and 2.5 workers each, or 30,100 hours).

**30 percent or \$5.8 million (base funding)** will support waste reduction and recycling programs, including technical assistance, research, and outreach on waste reduction and recycling at 2017-19 levels. In addition to the 2017-19 levels, Ecology will add the following efforts:

The most pressing need is to address recycling challenges created by a reduced investment in recycling programs in Washington and the Chinese government's market restrictions, referred to as National Sword and Blue Skies initiatives. Washington's existing recycling system has changed as recyclable materials have evolved. Reduced funding has not allowed Ecology to keep ahead of the changing recycling system or to work on recycling programs to address these changes. In the last year, the Chinese government has enacted market restrictions that have crippled recycling system. Export restrictions changed how the recycling industry can market their commodities, affecting private companies, local governments, and Washington residents' ability to recycle responsibly.

To address this unprecedented situation, Ecology needs resources to focus on responsible recycling and coordinate stakeholders to harmonize programs managed by local governments; to update and implement public outreach and education campaigns to reduce contamination and improper recycling; and investigate new recycling programs. Additionally, this crisis in recycling provides an opportunity to promote the highest waste management priority: waste reduction.

- Responding to this situation requires significant stakeholder work with local governments, recycling collection companies, recycling processing facilities, material end-users and non-governmental organizations, among others. Outreach and research will be directed by a representative group of stakeholders, similar to the effort described in House Bill 2914 section 3 (Responsible Management of Postconsumer Materials) in the 2018 Session. This group will meet regularly.
- Public outreach needs are also crucial to inform the public of changing situations and to encourage residents to recycle right by keeping contaminants out of recycling bins. Ecology is starting a campaign in Fiscal Year 2019 with one-time funding, but will need funds to continue and expand on this work into the future. This campaign has been specifically

requested by both local governments and industry. Funding will be needed to continue the outreach efforts, which includes distributing and evaluating messaging developed in 2018, and updating and expanding messaging. Ecology will get help from communications experts and input from focus groups to develop and distribute effective messages. Evaluating the effectiveness of the campaign will include surveying the public and materials recovery facilities (MRFs) to see if contamination has been reduced.

- The solution to the recycling crisis is not known. Research is needed on new programs, better collection and processing systems, problematic materials and best management practices. Ecology will partner with others on existing research projects and conduct our own research to identify viable solutions.

While the market restrictions situation is most pressing, the need for other recycling and waste reduction work remains. In fact, work on reducing and preventing waste becomes even more important, given the problems with recycling markets. Staff levels are not adequate to work on these areas, especially with the demand placed on staff by the recycling markets situation. With the restored funding, Ecology will hire staff to lead work on waste reduction and recycling issues.

- One position will increase technical assistance and outreach to local governments on waste reduction and recycling issues, with a focus on problematic materials (glass, plastic bags, etc.). This staff will develop and keep current best management practices for recycling, especially commercial waste and recycling, which makes up 44 percent of the state's waste stream. They will also work on reuse, repair, and sharing programs as proven means to reduce waste.
- Another area of growing concern, and an opportunity, is food waste. An estimated 40 percent of food grown is wasted, which also wastes the energy and water that went into growing that food. Reducing wasted food has been identified as a top strategy to reduce greenhouse gas emissions. Also, diverting edible food that would be wasted to hungry people addresses social concerns. Right now, a subgroup of the Pacific Coast Collaborative is working to address food waste in a coordinated, cooperative way. This includes research in preventing food waste, diverting edible wasted food to feed hungry people (rescue), and composting or otherwise processing food waste into valuable products (recovery). Current staff levels are not sufficient to fully engage with this group and take advantage of a tremendous collaborative opportunity. Additional staff is required to participate in this regional effort by helping to develop a plan to meet the 50 percent food waste generation reduction goal established by this group (this work was requested in HB 2411 and is expected to return in the 2019 Legislative Session). Funding will also support group research and outreach efforts.

Finally, the state has a goal to conduct a statewide waste characterization study every four years. This study, which is required by law (RCW 70.95.285), provides Ecology and local governments with specific information about what is in the disposed waste stream to help focus efforts on waste prevention and recycling, and to measure success. The data is also important for local

government's required solid waste planning process. Without current data on waste characterization, we may not target the biggest parts of the waste stream, or see the success of past and current efforts. The next study is due to be conducted in 2020-21.

**20 percent or \$3.9 million (base funding)** will support pass-through grants to county governments to operate litter pickup programs on city and county roads at 2017-19 levels; and the following:

- Dedicate funding for the competitive WRRED program created in RCW 70.93.180. This grant program, which funds non-governmental and local governments' public outreach efforts on waste reduction, recycling, composting, and litter prevention, was created in 2015 legislation. Funding was not available to start it until Fiscal Year 2019, when Ecology received an additional \$1 million in the 2018 Supplemental Budget. It will fund ten projects with a focus on reducing contamination in recycling. Ecology hopes to continue and expand this grant program in future years. The following are a few examples of projects being considered:
  - **Multifamily Clean Recycling:** Partnering with Waste Management to identify contamination in multifamily recycling programs and provide corrective education support to reduce contamination of recyclable materials.
  - **Reducing Contamination of Recyclables in San Juan County:** Provide public education and outreach in reducing contamination of commingled recyclables.
  - **Skagit County Plastic Waste Reduction & Recycling Reboot:** Aimed at improving the county's plastic waste disposal and recycling performance using targeted education and outreach.
  - **Building Sustainable Diverse Communities:** Increase non-English speaking communities' access to environmental information and resources on litter control, waste reduction, recycling and composting by addressing barriers and working closely with community-based groups to adopt waste reduction values into their events.
- Increase funding for the Community Litter Cleanup Grant Program (CLCP), including tools and trucks to be distributed based on efficiency and effectiveness of local programs. Local governments are the only ones who clean county roads, and CLCP was created as a direct pass-through grant program to fund their cleanup efforts. This program has not been fully funded since the great recession. Additional funds will bring the program close to pre-diversion levels, accounting for inflation. Local governments will increase their litter pickup programs on county roads, putting an additional 22,000 hours on the road and cleaning up an estimated 600,000 additional pounds of litter. Most counties use inmates/court-ordered diversion offenders for litter pickup, and this funding increase will result in inmates providing more community service. This work is directed in RCWs 70.93.180(1)(b)(i) and 70.93.180(3).

#### Detailed assumptions and calculations:

#### Expenditure Summary:

Beginning July 1, 2019, and ongoing, Ecology is requesting \$6.0 million and 3.5 FTEs to help address the current recycling crisis and plastic pollution in marine debris, and to reinstate important waste reduction, recycling, and litter collection and prevention programs.

This includes \$324,055 a year for salaries, benefits, and associated staff costs for 3.0 direct FTEs (1.0 Environmental Specialist 4 (ES4), 1.0 ES3, and 1.0 Environmental Technician) to develop and implement programs for waste reduction, recycling, and litter to address the current crisis and respond to concerns from residents and local governments. Ecology will also require \$415,000 a year to increase the EYC litter pickup crews (shown in various objects, including \$166,000 a year in Object NW for special employment compensation since EYC crew staff are not state employees).

In addition to staff costs, Ecology requires \$1,627,500 a year to provide resources to other state agencies for litter pickup and recycling, to fully fund and expand a litter prevention campaign, and a recycling public outreach and education campaign, as well as other waste reduction and recycling programs (shown in Personal Service Contract, Object C). In addition, \$500,000 a year is needed for CLCP grants to local governments for litter pick up, \$100,000 a year is needed for WRRED grants to local governments and non-profit organizations for education and outreach on waste reduction and recycling, and \$25,000 a year for school awards (shown in Grants, Object N).

Based on the Department of Revenue's June 2018 revenue forecast, revenue from the litter tax will be sufficient to support this ongoing request for an additional \$6.0 million WRRLCA appropriation each biennium.

### **Details by Category:**

#### **50 Percent Litter Pickup: \$3.0 million:**

- Fully implement the litter prevention campaign to focus on products most commonly found in ocean debris and road side litter such as cigarette butts, plastic bottles, single-use plastic food containers, plastic grocery bags, and straws, with increased media purchases and other public outreach, including social media. (Object C, \$550,000 each year)
- Provide funding for 12 additional Ecology Youth Corps crews each summer, resulting in 32,000 work hours and 520,000 pounds of litter pick up. (Various objects, \$415,000 each year)
- Provide additional funding to state agency partners, including the DNR, DFW, Parks, and DOC for their litter and recycling programs. Ecology estimates this collective effort will result in an additional 800,000 pounds of litter collected and 250 litter citations issued. (Object C, \$535,000 each year)

#### **30 Percent Waste Reduction and Recycling: \$1.8 million.**

- Expand public outreach efforts on right recycling to reduce both recycling contamination and confusion related to the recycling crisis created by the Chinese government market restrictions. Ecology will increase distribution of communication messages, evaluate the effectiveness of those messages through public surveys, and update messages as needed. Ecology will also create and distribute messaging on waste reduction and reuse. (Object C, \$400,000 each year)
- Staff costs for 3.0 direct FTEs to develop and implement programs for waste reduction, recycling, and litter in order to address the current crisis, respond to concerns from residents

and local governments, and manage the recycle hotline are required. Additional funding for a communications consultant to develop and help distribute the litter prevention campaign messages, a facilitation contract for stakeholder work, research related to the recycling crisis and food waste reduction efforts, school awards, and travel are required for these efforts. (Various objects, \$500,000 a year includes \$142,500 for consultant work (Object C) and \$25,000 in school grant awards (Object N).

## 20 Percent Local Governments: \$1.2 million

Provide \$500,000 more each year for the CLCP (Object N), resulting over the biennium in 44,000 more hours of crew deployment and 1,200,000 more pounds of litter collected, and \$100,000 more each year for the WRRED grants (Object N), resulting in well-informed public regarding waste prevention and recycling, especially with non-English speaking populations and residents in multi-family dwellings.

### Workforce Assumptions:

Expenditures by Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
A	Salaries and Wages	278,941	278,941	278,941	278,941	278,941	278,941
B	Employee Benefits	130,765	130,765	130,765	130,765	130,765	130,765
C	Personal Service Contract	1,627,500	1,627,500	1,627,500	1,627,500	1,627,500	1,627,500
E	Goods and Services	34,181	34,181	34,181	34,181	34,181	34,181
G	Travel	67,601	67,601	67,601	67,601	67,601	67,601
J	Capital Outlays	3,795	3,795	3,795	3,795	3,795	3,795
N	Grants, Benefits, and Client Services	791,000	791,000	791,000	791,000	791,000	791,000
T	Intra-Agency Reimbursements	66,217	66,217	66,217	66,217	66,217	66,217
	<b>Total Objects</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>

### Staffing

Job Class	Salary	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
ENVIR SPEC 3	57,718	1.00	1.00	1.00	1.00	1.00	1.00
ENVIR SPEC 4	66,894	1.00	1.00	1.00	1.00	1.00	1.00
ENVIR TECH	38,129	1.00	1.00	1.00	1.00	1.00	1.00
FISCAL ANALYST 2		0.30	0.30	0.30	0.30	0.30	0.30
IT SPECIALIST 2		0.15	0.15	0.15	0.15	0.15	0.15
<b>Total FTEs</b>		<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>



#### Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Personal Service Contract includes \$1,627,500 per year for litter prevention and waste reduction campaigns, other agencies for litter pick-up programs, and other WRR outreach efforts.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE. Includes \$18,445 a year for national representation on WRR efforts.

Equipment is the agency average of \$1,265 per direct program FTE.

Grants, Benefits, and Client Services include \$625,000 a year for grant funding to local governments and schools.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

#### Strategic framework:

This request is essential to implementing Ecology's strategic priorities to Prevent and Reduce Toxic Threats, Protect and Restore the Puget Sound, and Reduce Climate Impacts by providing local government and businesses programs that help them reduce waste.

This request provides essential support to the Governor's Results Washington Goal 2, Prosperous Economy, by putting Washington youth (ages 14-17) to work. Youth under the age of 16 have few employment opportunities, and the Ecology Youth Corps creates the chance for first employment to learn basic job skills needed for success in later years. Older youth (ages 16-17) are part of the cohort of teens that have the highest unemployment rate in Washington State (and nationwide), and benefit similarly from these opportunities. Also, keeping highways and communities clean of litter increases economic vitality, including tourism and home values.

Recycling and reuse are proven to be beneficial to the economy as well. Studies have found recycling materials sustains 10 times more jobs, on a per ton basis, than landfilling or incineration (refer to [Link: \(https://ilsr.org/recycling-means-business\)](https://ilsr.org/recycling-means-business)). Job estimates for reuse are even greater.

This work also supports Goal 3, Sustainable Energy and a Clean Environment, by properly and efficiently disposing of solid waste to keep it out of Washington's environment.

- Litter and illegally dumped solid waste often end up in Washington's waters. Plastics and other solid waste are found in the ocean off Washington's shores, causing harm to ocean animals and safety issues on Washington beaches.

- Manufacturing with recycled materials uses less energy and water and creates less pollution than using virgin materials. Using recycled feedstocks creates far fewer GHG emissions than manufacturing with virgin materials, due in large part to the reduced use of energy.
- Reducing waste and reusing materials saves even more GHG emissions than recycling.
- Composting organic wastes creates less methane than disposing of these wastes in landfills. Also, applying compost to soils increases their carbon storage capacity.
- Developing recycling programs for products that contain toxic chemicals is a cornerstone of Ecology's Reducing Toxic Threats initiative. WRRICA has funded staff work that led to developing producer-funded recycling programs for electronics and mercury lights.

Using compost on soils increases their water storage capacity and reduces the need for toxic pesticides and fertilizers.

## Performance Measure Detail

Performance Measure	Unit	Incremental Change FY1	Incremental Change FY2	Incremental Change FY3	Incremental Change FY4
001489 - Pounds of litter picked up	#	1260000	1260000	1260000	1260000
002869 - Miles of roadway cleared of litter using Ecology-funded crews	#	6000	6000	6000	6000

### Performance outcomes:

See narrative justification.

## Other Collateral Connections

### Intergovernmental:

Local public works, health, and roads departments will benefit from the work in this request. Public works agencies will get more technical and outreach assistance for recycling, composting, waste reduction, and litter prevention work. Health departments will be able to use these funds to help clean up illegal dumps.

County roads departments will benefit from these funds being used to clean local roadways. Local jails can use inmate crews to clean up county roadways and illegal dumps, while allowing inmates to provide community service.

Litter and illegal dumping on tribal lands is a significant issue. Tribes who operate their recycling program or use publically established programs can benefit from Ecology's work on recycling markets as well as public outreach.

State agencies (DNR, DOC, DFW, and Parks) will benefit from the WRRICA funds they receive to address litter on their lands. WSP will benefit by increased funding to focus on litter/secured loads enforcement / emphasis/ patrols.

**Stakeholder response:**

Some of the stakeholder benefits of this request include:

- Non-Governmental Organizations are eligible to receive grants.
- Grocers will see the taxes they pay going to what it was intended for.
- The public will have a cleaner environment, as will wildlife.
- The public will learn more about what should be recycled, reducing confusion and contamination.
- The Pacific Coast Collaborative and other entities will help provide donated food to people in need.

**Legal or administrative mandates:**

Chapter 70.93 RCW and this tax were created in 1971 for the purpose of funding ongoing work of litter pickup and prevention, and promoting waste reduction, recycling, and composting across the state. When funds were shifted from this use during the great recession, taxpayers rallied to bring them back to their original intent through Engrossed Substitute House Bill 1060, which passed in 2015.

**Changes from current law:**

N/A

**State workforce impacts:**

Due to the recent changes to benefits for part-time workers, Ecology is now required to pay medical benefits for approximately 40 median crew supervisors and members that did not have these benefits in the past. This resulted in an unanticipated increase of about \$370,000 a year for benefits.

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AU - Expanded Cleanup Site Capacity  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Angie Wirkkala  
 (360) 407-7219  
 angie.wirkkala@ecy.wa.gov

### Agency Recommendation Summary

With more than 5,900 contaminated sites awaiting final cleanup, and 200 to 300 new sites discovered and reported each year, Ecology is facing an increasingly tough challenge to effectively balance a growing number of cleanup sites with limited and over-subscribed site management staff. Large, complex Puget Sound cleanup sites are ready to proceed; recent capital budget decisions returned initial investigation responsibility to Ecology; and new contaminants and cleanup opportunities are emerging. Ecology needs increased site management cleanup capacity to expeditiously address these backlogs so sites are cleaned up and put back into use, protecting and improving public health and the environment. Related to Puget Sound Action Agenda Implementation. (State Toxics Control Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 173 - 1	\$1,047	\$1,047	\$1,047	\$1,047
<b>Total Expenditures</b>	<b>\$1,047</b>	<b>\$1,047</b>	<b>\$1,047</b>	<b>\$1,047</b>
<b>Biennial Totals</b>		<b>\$2,094</b>		<b>\$2,094</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	6.9	6.9	6.9	6.9
<b>Average Annual</b>		<b>6.9</b>		<b>6.9</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$561	\$561	\$561	\$561
Obj. B	\$208	\$208	\$208	\$208
Obj. E	\$27	\$27	\$27	\$27
Obj. G	\$15	\$15	\$15	\$15

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. J	\$8	\$8	\$8	\$8
Obj. T	\$228	\$228	\$228	\$228

## Package Description

Ecology lacks the site management resources necessary to timely manage cleanups across the state, and this has created a backlog of work with environmental and economic repercussions. Recent impacts to toxics cleanup work include:

**1. Elimination of the Site Hazard Assessment Grant program.** RCW 70.105D.030 (2)(d) requires Ecology to conduct initial investigations on reports of potential contamination within 90 days. Prior to the 2017-19 Biennium, Ecology funded 17 local health departments (covering most of the state's population) to perform initial investigations to determine if a site's contamination needed further study. If so, they also performed a more extensive Site Hazard Assessment (SHA) to confirm the type and level of contamination. With budget cuts and the uncertainty of capital funding created by the Model Toxics Control Act (MTCA) accounts revenue shortfall, Ecology had to discontinue the local health department SHA grant program in 2017-19 and absorb the workload in-house.

**2. Making Land Available for Affordable Housing.** Expansion of the cleanup marketplace is growing beyond industrial redevelopment, as cleaned up properties become potential sites for affordable housing. Ecology has been working with the Governor's Office, Department of Commerce, Mt. Baker Housing Authority, and other stakeholders to increase land availability across Washington by connecting contaminated site cleanup to the site's redevelopment into affordable housing projects. In the 2017-19 Biennium, the Legislature funded the Mt. Baker Gateway project and directed Ecology to create a pilot grant program for paying public or private affordable housing developers' cleanup costs. This program creates new work for Ecology. A cleanup project manager has been reassigned from other, ongoing projects to the Mt. Baker project so it will efficiently move through critical cleanup and development deadlines.

Ecology developed a project solicitation to gauge interest in the pilot grant program, and stakeholder outreach is ongoing. These activities will inform a legislative report due in October 2018, and guide program development should the Governor and Legislature decide to invest in this effort ongoing.

**3. Emerging Contaminants.** The contaminants found in drinking water from firefighting foam (Per- and Polyfluorinated Alkyl Substances, or PFAS) require Ecology's involvement to help the Department of Health and impacted communities across the state solve public health threats. One example is Ecology's involvement in the Lower Issaquah Valley, where groundwater contamination from PFAS is impacting Issaquah drinking water wells. Ecology is working with the City of Issaquah and Eastside Fire and Rescue to evaluate the extent of the contamination.

Cleanup needs outweigh cleanup resources. This request for additional site cleanup staff is targeted toward Ecology's formal oversight of potentially liable parties to move complex sites to final cleanup, to help make land available for affordable housing, and to address emerging toxics cleanup issues like

PFAS drinking water contamination.

## FORMAL SITE MANAGEMENT AND SUPPORT

Formal site cleanups are complex. There are two basic types.

1. Ecology-supervised cleanups by potentially liable persons. These “formal cleanups” are conducted by a potentially liable person under an agreed order, enforcement order, or court-approved consent decree (known as a settlement).

2. Ecology-conducted cleanups. These “formal cleanups” are conducted by Ecology, usually when no potentially liable person can be identified or when such persons are unable or unwilling to pay for the cleanup. Ecology contracts with private companies to perform the cleanups.

In both instances, Ecology-conducted cleanups must meet MTCA standards and the public can provide input throughout the cleanup process.

The complexity and formality of these cleanups is compounded by new information and new stakeholder groups introduced into the cleanup process. Housing providers are not well-versed in the MTCA cleanup process, and they require additional technical assistance and oversight. Having dedicated cleanup project managers with experience in affordable housing cleanup projects and the science of emerging contaminants will provide expertise to implement effective and timely cleanups. This request funds six additional cleanup project managers dedicated to Western Washington regions where sites are awaiting Ecology oversight, and those sites delayed over the last few years due to the MTCA revenue shortfall.

High Priority Sites in Western Washington: There is a high demand for Ecology to oversee cleanup so valuable properties become productive. Additional cleanup project managers will focus primarily on the following areas.

- Lower Duwamish Waterway: The U. S. Environmental Protection Agency (EPA) is completing engineering and design work for in-water cleanup scheduled for the 2019-21 Biennium. The state is working under a signed agreement with EPA where Ecology has agreed to contain source contamination and prevent recontamination. Source control obligations include both ongoing source management (stormwater) and source removal (upland cleanup). The cleanup capacity funded in the 2014 Supplemental Budget provided ongoing source management support through Ecology’s Water Quality Program. As EPA begins cleaning up the waterway, Ecology must keep pace with the upland cleanups that are adjacent to the in-water work to prevent recontamination.
- Development demand: The market is driving cleanups in South Lake Union and to the southern counties (Pierce and Thurston) as properties become desirable for redevelopment.
- Oakland Bay and Budd Inlet: Ecology has been moving these sites through the MTCA cleanup process toward final cleanup alternatives and the final cleanup action.

Provide cleanup project manager capacity for initial investigations and SHAs in the Northwest Region.

Ecology receives about 50 reports each month in the Northwest Region that trigger the need for an initial investigation. This number is consistent with the past, when reports were directed to local health jurisdictions for follow-up. There is a backlog of about 150 initial investigations that are beyond the 90-day statutory requirement; Ecology is three months behind and cannot catch up without additional resources.

Build expertise on implementing cleanup remedies to address PFAS in public drinking water sources.

The drinking water contaminants require new cleanup approaches and technologies. From locating the source of the contamination to cleaning it up, additional cleanup project manager expertise will need to be developed. This expertise will be developed by:

- Participating in regional and national forums and workgroups related to PFAS. These forums will keep Ecology's cleanup project managers up to date on issues such as:
  - PFAS method development. Currently, there are no standard EPA methods for analyzing PFAS in surface water, wastewater, or solids (soil and sediments). Participating in these forums is essential for Ecology's cleanup project managers to understand the science and to use the proper methods in cleanup remedies.
  - PFAS sampling approaches. EPA has only one approved sampling method for PFAS in groundwater/drinking water. But, the contaminant is widespread and being found in many materials. Being at the table to discuss and research issues like PFAS soil contamination and sampling approaches will help Ecology's cleanup project managers understand how to get adequate data to support cleanup decisions.
  - PFAS policy decisions and impacts. PFAS are not designated as a hazardous substance – either by EPA or by Washington. If they are designated as a hazardous substance, cleanup project managers will need to understand the implications to and requirements placed on cleanups.
  - PFAS risk communication. Informed cleanup project managers will be on the front lines ensuring the right information is developed and provided to the public about the risk PFAS pose to human health and the environment.
- Training with national groups like the Interstate Technology & Regulatory Council, National Groundwater Association, and Battelle, where the latest technologies and findings are presented.
- Coordinating with other states that have identified PFAS sites and have already committed resources and are answering on-the-ground questions about cleaning up PFAS.
- Collaborating with academia to identify potential research opportunities of cleanup remedies.

**Impacts on State Residents:**

Ecology protects public health and natural resources by cleaning up and managing contaminated upland sites and contaminated sediments in the aquatic environment. Expanded site management capacity will impact Washington's environment, residents, and economy. The most complex Puget Sound cleanups, and residents affected and benefited by new, emerging cleanup issues will have environmental professionals ready and available to move projects forward.



### Alternatives Explored:

Ecology could redirect staff from Voluntary Cleanup Program to formal site cleanups, but that would not solve the overall program backlog of cleanup oversight.

### Consequences of Not Funding This Request:

More cleanup sites are discovered each year and the list will continue to grow. Every year 200 to 300 new contaminated sites are discovered and reported to Ecology. This adds to the 5,900 sites awaiting further investigation and cleanup.

The consequences of not funding the request are that cleanups would move at their current pace – a degraded environment would remain, new partners and advocates interested in cleaning up their sites would lose interest, and emerging contaminants would persist, polluting the environment and water bodies. The impacts of inadequate cleanup staff resources ripples through Ecology's Toxics Cleanup Program (TCP) to communities throughout Washington. Both private sector and local government cleanups would take longer, providing fewer opportunities for redevelopment, economic growth, and protection of public and environmental health.

### Assumptions and Calculations

#### Expansion or alteration of a current program or service:

Below is a summary of the 2015-17 and 2017-19 funding and FTE levels for the Toxics Cleanup Program by fund and activity. Administrative Overhead related to this activity is in the agency's Administration Activity A002 and not included in the program totals. Ecology currently has about 13.5 FTEs Voluntary Cleanup Program (VCP) project managers, and 81.5 FTEs formal cleanup project managers on staff.

Activity Recast 2015-17 after 2016 Supplemental						
Activity Code	Activity Title	Account	FTE	FY 2016	FY 2017	Biennial 2015-17
A005	Clean Up the Most Contaminated Sites First (Upland and Aquatic)	MTCA 173-1 19G-1		\$16,009,700	\$17,338,100	\$33,347,800
		OTHER		\$5,511,600	\$5,819,500	\$11,331,100
Sub-Total			145.2	\$21,521,300	\$23,157,600	\$44,678,900
A057	Services to Site Owners that Volunteer to Clean Up Their Contaminated Sites	MTCA 173-1 19G-1	28.1	\$2,562,100	\$2,779,400	\$5,341,500
A023	Manage Underground Storage Tanks to Minimize Releases	MTCA 173-1 19G-1		\$146,500	\$146,500	\$293,000
		OTHER		\$2,007,000	\$2,080,900	\$4,087,900
Sub-Total			23.6	\$2,153,500	\$2,227,400	\$4,380,900
Toxics Cleanup Program Operating Budget Total			196.9	\$26,236,900	\$28,164,400	\$54,401,300

Activity Recast 2017-19 after 2018 Supplemental						
Activity Code	Activity Title	Account	FTE	FY 2018	FY 2019	Biennial 2017-19
A005	Clean Up the Most Contaminated Sites First (Upland and Aquatic)	MTCA 173-1 19G-1		\$16,712,400	\$17,616,800	\$34,329,200
		OTHER		\$5,449,800	\$6,230,900	\$11,680,700
Sub-Total			141.0	\$22,162,200	\$23,847,700	\$46,009,900
A057	Services to Site Owners that Volunteer to Clean Up Their Contaminated Sites	MTCA 173-1 19G-1	27.3	\$2,757,000	\$2,940,300	\$5,697,300
A023	Manage Underground Storage Tanks to Minimize Releases	MTCA 173-1 19G-1		\$207,000	\$207,000	\$414,000
		OTHER		\$1,992,600	\$2,066,300	\$4,058,900
Sub-Total			23.6	\$2,199,600	\$2,273,300	\$4,472,900
Toxics Cleanup Program Operating Budget Total			191.9	\$27,118,800	\$29,061,300	\$56,180,100

In the 2014 Supplemental Budget, Ecology requested and received funding for approximately 11.5 direct FTEs to support cleanup (CH Expanded Cleanup Capacity PL). The request was to implement Second Engrossed Second Substitute Senate Bill 5296 that required Ecology to begin new cleanup reporting, perform tighter cash management of cleanup dollars, and deliver quicker cleanups.

Soon after that supplemental budget passed, oil prices fell abruptly – from a high of \$104 per barrel in August 2014 to below \$30 per barrel in January 2016. The ongoing staff capacity expected from the 2014 request did not entirely materialize as Ecology planned for and managed the MTCA revenue shortfall. For the last two biennia, the agencywide \$5 million operating MTCA reduction resulted in a cut to the TCP budget of \$1.2 million and 6.0 FTEs, managed through not filling vacancies when they occurred. These vacancies were cleanup project manager positions (both formal and VCP) or vacancies that directly supported formal site management work.

The \$5 million reduction will be restored at carryforward level in the 2019-21 Operating Budget, and will support the following TCP activities:

**VOLUNTARY CLEANUP PROGRAM = 2.0 FTEs**

Ecology will fill two VCP project manager vacancies to increase VCP capacity. Filling existing vacancies will only address about 30 percent of the expected VCP staffing needs. Ecology is submitting an operating budget request titled, “Support Voluntary Cleanups”, and 2019 agency request legislation to help address the VCP backlog.

**FORMAL SITE MANAGEMENT = 4.0 FTEs**

During the MTCA revenue shortfall, Ecology held formal cleanup project manager and technical positions vacant in Eastern Region, Central Region, and Headquarters. TCP also assigned the work of about 2.0 FTEs to existing cleanup project managers after the SHA grant program stopped. Examples of priority projects and issues that will have staff assignments with the reinstated carryforward funding include:

- Pasco Landfill. Ecology is trying to remove approximately 35,000 buried 55-gallon drums of hazardous waste. Many drums contain flammable solvents. Recent evidence shows waste is or has recently been burning, resulting in increased levels of contamination in the groundwater at this site. Also, the state of these drums and their exact contents is unknown. The safety component (burning underground hazardous waste with a potential for explosion) and the estimated cost (more than \$100 million borne by the liable parties) is significant.
- Upper Columbia River – Northport Public Beach Cleanup. Oversight for investigating and cleaning up arsenic and lead contamination at the public shoreline and boat launch in Northport. The site is outside of the EPA investigation.
- Gold Knob Prospects. Technical support for remediation and restoration of an old mining area contaminated by lead and other heavy metals. Right now, the contamination is not capped, and recreational trail users frequent the area. Plans include consolidating and capping several areas.
- Yakima Railroad Area (YRRA): Ongoing remediation efforts in the YRRA. The YRRA has groundwater heavily contaminated with a dry cleaning chemical (perchloroethene).
- Policy Development and Support. Several new, major projects support our formal site work statewide (e.g., Governor and legislative initiatives on affordable housing, cleanup rule update, policy and guidance to address emerging contaminants). Ecology needs to fill this position to adequately support technical staff and cleanup project managers.

#### Detailed assumptions and calculations:

Beginning July 1, 2019 and ongoing, Ecology requires salary, benefits, and associated staff costs for 3.0 FTEs Hydrogeologist 4 and 3.0 FTEs Environmental Engineer 5 to oversee Ecology's largest and most complex contaminated sites in Puget Sound and address new issues or emerging contaminants. The Hydrogeologists and Environmental Engineers will oversee Ecology-conducted or supervised cleanups when property owners are under court order or decree, or when cleanups are funded by legislative initiatives. These formal cleanups must meet MTCA standards.

#### Workforce Assumptions:

Expenditures by Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
A	Salaries and Wages	561,405	561,405	561,405	561,405	561,405	561,405
B	Employee Benefits	207,720	207,720	207,720	207,720	207,720	207,720
E	Goods and Services	26,862	26,862	26,862	26,862	26,862	26,862
G	Travel	15,312	15,312	15,312	15,312	15,312	15,312
J	Capital Outlays	7,590	7,590	7,590	7,590	7,590	7,590
T	Intra-Agency Reimbursements	228,431	228,431	228,431	228,431	228,431	228,431
	<b>Total Objects</b>	<b>1,047,320</b>	<b>1,047,320</b>	<b>1,047,320</b>	<b>1,047,320</b>	<b>1,047,320</b>	<b>1,047,320</b>

**Staffing****Job****Class**

	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
ENVIRONMENTAL ENGINEER 5	99,342	3.00	3.00	3.00	3.00	3.00	3.00
HYDROGEOLOGIST 4	87,793	3.00	3.00	3.00	3.00	3.00	3.00
FISCAL ANALYST 2		0.60	0.60	0.60	0.60	0.60	0.60
IT SPECIALIST 2		0.30	0.30	0.30	0.30	0.30	0.30
<b>Total FTEs</b>		<b>6.9</b>	<b>6.9</b>	<b>6.9</b>	<b>6.9</b>	<b>6.9</b>	<b>6.9</b>

Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is essential to implementing Ecology's strategic plan priorities to Prevent and Reduce Toxic Threats and to Protect and Restore Puget Sound by supporting work to clean up contaminated sites and support economic redevelopment. This request supports Puget Sound Action Agenda implementation through sub-strategies and regional priorities. Refer to narrative in Puget Sound recovery section.

This request provides essential support to the Governor's budget, economic development and energy and environment, and safe communities priorities because:

It will provide two benefits at the same time by protecting public health and natural resources through cleanup and making land available for affordable housing.

This request supports Governor Inslee's Executive Order 18-02, Southern Resident Killer Whale Recovery and Task Force, by supporting cleanup projects that reduce legacy and address new toxic contaminants in Puget Sound. The Order lists toxic contaminants as one of the three primary factors threatening the Southern Resident population.

This request provides essential support to the Governor's Results Washington:

Goal 1, World Class Education and Goal 4, Healthy and Safe Communities by increasing land availability as we connect contaminated site cleanup to redevelopment into affordable housing projects. Evidence shows that communities do not easily move as housing costs rise (Semuels

2017; Wilson 2018). Community members typically stay in place as long as economics allow. Higher and higher percentages of income are used to meet basic housing needs at the expense of other economic goods such as education, health care, or retirement planning.

Keeping housing affordable (i.e., so rent and utilities cost no more than 30 percent of local median income) allows greater local investment and access to costly services, such as higher education. Restricting the end-use in ways that protect existing local communities also allows people to maintain access to important social support that can be lost when people have to move suddenly due to economic dislocation. Social support from local communities is linked to better health, safety, and educational outcomes for residents.

Goal 2, Prosperous Economy by creating and supporting jobs and making it possible to redevelop previously contaminated land to support economic growth in communities.

Goal 3, Sustainable Energy and a Clean Environment by cleaning up and managing contaminated sites that pose threats to public health, the environment, groundwater, and fish and wildlife resources. Specifically:

Goal 3/Goal Topic/Sub-Topic: Sustainable Energy and a Clean Environment/Clean and Restored Environment Healthy Lands: Outcome Measure 3.1 – Increase the number of contaminated sites cleaned up by 17 percent from 5,815 to 6,803 by 2020. Leading Indicator 3.1a – Increase number of contaminated brownfield sites returned to economically productive use from 476 to 1,090 by 2020.

**Performance outcomes:**

The outcome of this request will be cleaning up the most contaminated sites in Washington, providing jobs in communities, linking contaminated site cleanup to suitable land for affordable housing, and addressing the threat from emerging contaminants like PFAS.

## Other Collateral Connections

**Intergovernmental:**

Ecology works in partnership with federal and local governments, natural resource agencies, tribes, and other government entities to fund remedial cleanup actions at contaminated sites statewide. These partnerships are making a tangible difference in local communities by transforming formerly blighted sites into useful properties and protecting residents from the threats of hazardous waste. Cleanups and projects benefit Washington's health, environment, and economy.

Ecology also coordinates with the Department of Commerce on the Healthy Housing Remediation Program.

**Stakeholder response:**

Ecology collaborates with potentially liable parties, non-profits, contractors, technical professionals, and residents to clean up legacy contamination from past industrial practices and accidental spills.

**Legal or administrative mandates:**

Formal cleanup site project managers will support the new Healthy Housing Remediation Program directed by the 2018 Legislature in Chapter 298, Laws of 2018, Section 3009.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

Ecology works in partnership with local governments, tribes, resource agencies, potentially liable parties, nonprofits, or private housing providers to fund remedial cleanup actions at contaminated sites statewide and in the Puget Sound region. This request supports Puget Sound Action Agenda implementation through the following Strategies, Sub-strategies, and Regional Priorities:

- Strategy 10 - Use a comprehensive approach to manage urban stormwater runoff at the site and landscape scales. Sub-strategy 10.3, Fix problems caused by existing development and Sub-Strategy Regional Priority 10.3-2, Provide infrastructure and incentives to accommodate redevelopment within designated urban centers in urban growth areas.
- Strategy 21 - Address and clean up cumulative water pollution impacts in Puget Sound. Sub-strategy 21.2, clean up contaminated sites within and near Puget Sound by reducing and controlling the sources of pollution. Ecology's work to cleanup areas contaminated with hazardous substances returns a polluted or degraded environment, as much as possible, to a healthy, self-sustaining ecosystem.

This request also supports the following Vital Sign Regional Priorities:

- LDC1.4 - Increase human and technical capacity of staff for planning, implementation, and enforcement.
- TIF1.1 - Enhance pollutant reduction programs, corrective measures and increase authorities and programs to prevent toxic chemicals from entering Puget Sound.
- TIF3.1 - Provide infrastructure and incentives to accommodate new development and re-development within designated urban centers in Urban Growth Areas (UGA).
- CHIN2.6 - Incentivize and accelerate stormwater management for new and existing development.

**Reference Documents**

- Expanded Site Management Capacity Attachment.docx

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

## PL AU Expanded Cleanup Site Capacity Attachment

August 31, 2018

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** BA - Chemical Action Plan Implementation  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Darin Rice  
 (360) 407-6702  
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### Agency Recommendation Summary

Ecology addresses impacts from Washington's most problematic chemicals through Chemical Action Plans (CAPs). CAPs identify uses, releases, and sources of exposure to persistent, bioaccumulative, and toxic chemicals and recommend steps to reduce and eliminate future releases. Ecology and the Department of Health (DOH) have completed five CAPs (three toxic chemicals and two heavy metals). The agencies recently released interim recommendations for a sixth CAP, addressing PFAS (per- and polyfluorinated alkyl substances) contamination in drinking water and sources of that contamination. Ecology is requesting funding to develop and implement CAP recommendations. Washington residents are being exposed to PFAS, Polychlorinated Biphenyls (PCBs), lead, and other toxics, because preventable releases of these chemicals have not been addressed. This request is for funding to implement CAP recommendations, accelerate development and implementation of future CAPs, and CAP implementation monitoring. Related to Puget Sound Action Agenda implementation (State Toxics Control Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 173 - 1	\$2,281	\$2,201	\$2,201	\$2,201
<b>Total Expenditures</b>	<b>\$2,281</b>	<b>\$2,201</b>	<b>\$2,201</b>	<b>\$2,201</b>
<b>Biennial Totals</b>		<b>\$4,482</b>		<b>\$4,402</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	11.4	11.4	11.4	11.4
<b>Average Annual</b>		<b>11.4</b>		<b>11.4</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$677	\$677	\$677	\$677
Obj. B	\$250	\$250	\$250	\$250

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. C	\$267	\$267	\$267	\$267
Obj. E	\$774	\$694	\$694	\$694
Obj. G	\$25	\$25	\$25	\$25
Obj. J	\$13	\$13	\$13	\$13
Obj. T	\$275	\$275	\$275	\$275

## Package Description

### Background:

Over the past 15 years, Ecology has collaborated with the Department of Health to complete five comprehensive reviews of major toxic chemicals, and issued recommendations on how to protect people and the environment from being exposed to them. Only a few of these recommendations have been implemented due to resource constraints. Staff and funding for this work have been severely limited, meaning that people across Washington continue to be exposed to PCBs, mercury, Polycyclic Aromatic Hydrocarbons (PAHs), Polybrominated Diphenyl Ethers (PBDEs), and lead.

The most recent example is Ecology's CAP work in chemicals known as per- and polyfluorinated alkyl substances, or PFAS. In the 2013-2015 Biennium, the U.S. Environmental Protection Agency (EPA) required public water systems across the U.S. and 132 water systems in Washington to test their water for six PFAS compounds.

PFAS was detected in Issaquah, Joint Base Lewis-McChord (JBLM), and DuPont water systems. The result from Issaquah was above the EPA health advisory level of 70 parts per trillion (ppt) for Perfluorooctane Sulfonate (PFOS). The Department of Defense (DOD) found PFOS and Perfluorooctanoic Acid (PFOA) above 70 ppt in groundwater near Naval Air Station Whidbey Island, JBLM, and Fairchild Air Force Base. Per- and polyfluorinated alkyl substances or PFAS describes a class of over 4,700 synthetic organic chemicals; PFOA and PFOS are the most commonly studied and reported chemicals in that class.

In response, the City of Issaquah shut down one well and installed a filtration system to remove PFAS from the groundwater. The DOD directed all military installations to test their water for PFOS and PFOA and, when the chemicals were detected above 70 ppt, offer voluntary testing of nearby drinking water wells. The military has shut down some impacted wells on bases, including Airway Heights' public water system near Fairchild Air Force Base, and provided alternative water for drinking and cooking to residents who draw from affected wells. Ecology and other public agencies scrambled to address community concerns, test and find sustainable alternate water source, and continue to develop plans to address the contamination.

**Problem:**

In 2016, Ecology and DOH began working with stakeholders on a chemical action plan (CAP) that could have recommended actions to help address the major sources of PFAS exposure. Early in the PFAS CAP planning process, firefighting foam was a key area of discussion with worries that foam use was a primary source of PFAS drinking water contamination.

Why was the plan not further along? Only a handful of staff at Ecology work on CAPs – less than the equivalent of two full FTEs. All of them have other duties and competing priorities. This causes Ecology's work on CAPs to proceed slowly; an average of one every three years.

But even if the PFAS CAP had been completed and ready to go in 2017, there would have been no dedicated funding available to implement recommendations like swapping PFAS-containing foam out for alternatives when possible (one of the recommendations of the interim PFAS plan released in early 2018), or conducting an alternatives assessment to investigate the safety of those PFAS substitutes (another recommendation of the plan).

The lack of resources for CAP implementation has been the rule, not the exception. When the Washington Attorney General's Office was deciding in 2017 whether to join a lawsuit against the manufacturer of PCBs, Ecology could not provide estimates on the amount of PCB-containing light ballasts in Washington schools, or the amount of PCB-containing caulk in school building materials. Conducting those investigations were two priority recommendations in the PCB CAP released in 2016. But no funding was available to go out and do them.

Washington State's public officials and residents look to Ecology and DOH for answers when toxic chemicals affect their communities. The CAP process was designed for Ecology and DOH to strategically address these questions by identifying the worst-of-the-worst chemicals affecting Washington; working with stakeholders from industry, local governments, and environmental groups to zero in on the most important sources of those chemicals reaching the environment; and developing recommendations on how to reduce or eliminate those sources.

It is a sound strategy with some clear successes. But lack of resources for development and implementation have hamstrung the program's effectiveness to protect the public, the environment, and the economy. This budget request is designed to address that problem.

**Solution**

Initially, funding from this proposal will go toward implementing PFAS CAP recommendations. Based on estimates from the Interim PFAS CAP, 3.0 FTEs are needed to implement these recommendations:

- Develop Model Toxics Control Act cleanup levels for PFAS contamination and identify best practices for managing cleanup of PFAS contaminated sites (0.25 FTE)
- Survey users of firefighting foam to determine where PFAS foams have been used (0.50 FTE)
- Provide funding to local governments to remove PFAS-based foams from fire departments within their jurisdictions and provide outreach and education on proper disposal methods (1.5 FTE) to

users of firefighting foam. This item is related to Ecology's 2019-21 Capital Budget request titled 'Chemical Action Plan Implementation'.

- Identify other PFAS uses that are most likely to pose a risk to human health and the environment, and evaluate safer alternatives (0.75 FTE)

In addition to implementing PFAS CAP recommendations, Ecology has a backlog of priority recommendations from CAPs that still need funding. These include plans addressing PCBs, PAHs, lead, PBDEs, and mercury. These are several of the most problematic chemicals and metals impacting Washington, and there are significant health and environmental impacts from delaying this work.

These chemical releases particularly harm children, and they create huge costs in cleanup, stormwater, and wastewater management. As an example, the City of Issaquah has already spent over \$1 million on a water filtration system for PFAS contamination in its drinking water. Nationally, costs so far for investigating and mitigating PFAS at or near military bases is over \$2 billion, and that number does not account for cleanup costs. The annual U.S. cost of childhood cancers and developmental disabilities attributable to environmental factors is at least \$59 billion – and these costs are avoidable. (See DOH pub. 336-364, *Protecting our Children's Health from Toxic Chemicals*). These are the types of exposures CAP recommendations are designed to minimize.

Based on implementation costs from past CAP recommendations, Ecology is requesting funding to help implement past and future CAP recommendations. Activities include developing best management practices for handling and disposing of materials contaminated by a toxic chemical; providing education, outreach, and technical assistance to the public, or to industries and organizations that use or are affected by the toxic chemical; and coordinating with federal agencies and other state governments to promote common regulatory approaches. Ecology also needs to update the rule that identifies future CAP chemicals (PBT Rule Chapter 173-333 WAC) and develop a schedule for CAP development. Some of the staffing requested will be used to update the PBT rule.

This request also includes \$250,000 a year in pass-through funding for DOH for CAP development and implementation support. The PBT Rule requires Ecology and DOH to collaborate on all CAPs, with DOH focused on human health exposures. For example, DOH works with Ecology to set initial chemical action plan scope, draft and finalize CAP information on human health impacts, participate in advisory groups, respond to human health related comments during the public comment period, coordinate DOH's recommendations on development of a multi-year CAP schedule, and implement DOH-related CAP recommendations.

Even with a backlog of CAP recommendations still to be implemented, Ecology must at the same time move forward to more quickly develop CAPs to address emerging toxic threats that could become tomorrow's Airway Heights drinking water crisis. An example of this is a chemical group known as phthalates. Phthalates are widely used in plastics and other products. Every person in our state is regularly exposed to them, and there is mounting evidence of the potential for these chemicals to interfere with child development and affect human health. This request includes two additional staff to develop two chemical action plans every three years, doubling the current pace.

An important part of successful CAP implementation is dedicated funding for alternatives assessments. Following the Airway Heights drinking water contamination, the Washington Legislature passed a bill prohibiting the sale of PFAS-containing firefighting foam, except where such foam is required by law. Many non-PFAS foams are available, but there has been no rigorous analysis of how safe these substitutes are for the environment and human health. This is a constant challenge Ecology faces in its CAP and related toxics reduction work. It is not enough to get rid of a toxic chemical – we also need to make sure that the alternatives are safer, and we are not sacrificing safety in a different way by switching to chemical ingredients that do not perform as well. This is the job of alternatives assessments.

This request will fund two alternatives assessments every three years, in sync with proposed CAP development. Initial alternatives assessments include 1) PFAS in firefighting foam; and 2) PFAS in cosmetics and phthalates in personal care products (such as soaps, shampoos, hair sprays and nail polish).

Lastly, this request would fulfill environmental monitoring needs identified through CAPs. Past CAP recommendations have included actions such as identifying hot spots of PCB contamination in the state, and monitoring the environmental fate of Poly Aromatic Hydrocarbons (PAHs) from products like roofing materials. In order to fully implement CAP recommendations, funding is needed to conduct studies such as these, to fill data gaps, and to investigate sources of these chemicals in the environment. This request includes staffing for CAP monitoring efforts.

For the first several years, CAP implementation monitoring costs will support the PFAS CAP recommendations. PFAS monitoring needs include characterizing PFAS levels at contaminated sites, identifying PFAS releases to the environment, evaluating PFAS in consumer products, and filling the data gap of PFAS sources in urban waterbodies. Ecology will use a coordinated, interagency approach to investigate and characterize PFAS levels at sites identified as areas of concern, including threatened drinking water supplies and areas of documented PFAS-containing firefighting foam use. Monitoring will include investigating and characterizing PFAS sources reaching urban waterbodies. Ecology will identify major inputs and loading sources of PFAS and refer them for corrective action. Over time, monitoring resources will shift to support development and implementation of future CAPs.

CAPs have important connections to stormwater and wastewater management, and toxics site cleanup. Much of the pollution that enters the environment comes from small but steady releases of toxic chemicals contained in everyday products like car brakes, flame retardants in furniture, softeners in plastics, and PFAS used to repel water and grease.

CAPs attempt to stop toxic chemicals before they get into people and the environment, where they might create major stormwater, wastewater, cleanup and healthcare costs. Managing toxic chemicals upstream gets results. In recent years, Washington has banned flame retardants and now we see less of that chemical in people and wildlife. We are also replacing copper brake pads with safer, effective alternatives. Investments that minimize or eliminate the use of certain toxic chemicals get results, and are less expensive than having to manage or clean up those same toxic chemicals later.

Cleanup and prevention go hand in hand – cleanup without cutting off the source of the problem means sites will face recontamination issues, and potentially repeated, expensive cleanups. And prevention without cleanup means that decades-old pollution will remain in place threatening the health and safety of Washington’s people and environment.

**Impacts on Population Served:**

In general, CAP recommendations are applicable to the entire state – including citizens, the environment, and business. But CAPs are designed to minimize the greatest sources of exposure, often identifying vulnerable populations. For example, the lead CAP recommended assessments of lead hazards in older rental housing, and remediation where children have elevated blood lead levels.

**Alternatives Explored:**

One alternative would be to redirect staff from CAP development to CAP implementation. But that would mean developing new CAPs would take even longer. Current resources are not enough to develop CAPs at a faster pace or implement chemical action plan recommendations without eroding Ecology’s ability to conduct other core functions. This alternative was not chosen, because it would hinder efforts to reduce major sources of toxics to people and the environment.

Instead, Ecology is requesting funding to increase the pace of CAP development and provide implementation resources so the agency can address the risks from the most problematic chemicals in Washington more quickly.

**Consequences of Not Funding This Request:**

People and the environment are continually exposed to toxic chemicals such as PFAS, phthalates, and PCBs. When CAPs identify priority actions to reduce impacts from the worst-of-the-worst chemicals, the state should act on those recommendations. Without this requested funding, actions to reduce toxic threats would be in jeopardy of not taking place at all. For chemicals like PFAS, contaminated water supplies would not be identified, and fish consumption advisories would likely be established. If actions to prevent additional releases of PFAS to the environment are not taken, expensive cleanup actions may be needed. Human exposure to PFAS would continue, especially for subsistence fishers and those who purchase products containing PFAS that result in ongoing exposures. Implementation could be phased in over several biennia, but preventing releases of additional PFAS is necessary to achieve water quality and human health goals.

**Assumptions and Calculations****Expansion or alteration of a current program or service:**

Below is a summary of the 2015-17 and 2017-19 estimated funding and FTE levels for CAP work by fund and activity. This work is part of activities A065 – Reduce Persistent, Bioaccumulative, Toxic Chemicals and Promote Safe Consumer Products; and A007 Conduct Environmental Studies for Pollution Source Identification and Control. Administrative overhead related to this activity is in the agency’s Administrative Activity A002, and not included in the totals.

	2015-17 Avg. FTEs	2015-17 Budget*	2017-19 Avg. FTEs	2017-19 Budget*
A065 State Toxics Control Account	2.5	408,135	2.5	426,790
A065 Hazardous Waste Assistance Act.	1.1	181,231	1.1	181,231
A007 State Toxics Control Account	0.1	23,676	0.1	25,354
<b>Total Est. Base Budget for CAP Activities</b>	<b>3.7</b>	<b>613,042</b>	<b>3.7</b>	<b>633,375</b>

*\*Estimates based on activity inventory recast after the first supplemental budget.*

#### Detailed assumptions and calculations:

Beginning in Fiscal Year 2020, Ecology requires \$2,281,000 and 11.4 FTEs, decreasing to \$2,201,000 and 11.4 FTEs in Fiscal Year 2021 and ongoing, for the following resources to carry out the noted duties:

#### Develop CAPs \$699,000 a year and 4.0 FTEs ongoing

1.0 FTE Environmental Specialist 5 (ES5) to serve as the project lead responsible for working with industry to research CAP chemicals; working with other interested stakeholders during CAP development; developing options for reducing uses of and exposures to CAP chemicals; coordinating and leading the Chemical Action Plan Advisory Committee discussions; leading CAP writing; and assigning research tasks to staff.

1.0 FTE Environmental Specialist 4 (ES4) to provide technical support during CAP development and responsible for providing expertise in air, water, and toxics cleanup for CAP development; research in support of CAP development; reviewing and providing input on CAP development and draft CAP language; researching and managing environmental and biomonitoring data; assisting with education and outreach tasks; keeping the CAP website up to date; and assisting with interagency and Advisory Committee communication.

1.0 FTE ES4 and 0.5 FTE ES3 to 1) update the PBT rule(Chapter 173-333 WAC). When that is completed, these resources will work on updates to the Children's Safe Product Act rule to include the list of chemicals for future CAPs; and 2) establish a phthalate working group to begin scoping necessary for a future phthalates CAP. Although rule development is not mandatory for advancing this package, Ecology in coordination with DOH will continue to update the PBT rule to streamline the CAP process and update the list of chemicals of concern.

0.5 FTE for agency administrative fiscal and information technology support.

Ecology is also requesting \$500,000 per biennium (\$250,000 per year) in Object E - Goods & Services for an interagency agreement with DOH to provide technical assistance to Ecology related to developing and implementing PFAS CAP. Also, DOH will assist Ecology develop an updated list of PBTs under WAC 173-333-310.

#### Implement CAPs \$517,000 a year and 2.3 FTEs ongoing

1.0 FTE ES5 to provide CAP implementation project lead responsibility for implementing key CAP recommendations, coordinating with other Ecology programs, and tracking and managing CAP implementation efforts.

1.0 FTE ES4 to implement CAP recommendations and do technical assistance, research, policy development, and work with the Communications Consultant on education and outreach.

0.3 FTE for agency administrative fiscal and information technology support.

Ecology is also requesting \$500,000 per biennium (\$250,000 per year) in Object E - Goods & Services, for purchased services needed to implement key recommendations from CAPs, including priority recommendations from older plans that were never funded. Activities include developing best management practices for handling and disposing of materials contaminated by a toxic chemical; and providing education, outreach, and technical assistance to the public, or to industries and organizations that use or are affected by the toxic chemical.

**CAP Implementation Monitoring \$636,000 FY 2020, \$556,000 FY 2021 and 3.5 FTEs ongoing**  
CAP implementation monitoring includes conducting focused studies to support CAP recommendations, identifying and assessing sources of CAP chemicals in the environment, and evaluation the effectiveness of source control actions.

1.0 FTE Natural Resource Scientist 3 (NRS3) as the senior research scientist assigned to design, manage, and implement the overall CAP implementation monitoring program, including developing and approving the sampling plans (including quality assurance plans). Specific efforts related to implementing the PFAS CAP recommendations including serving as the senior scientist responsible for project management and coordination and leading required technical studies that include study design for CAP implementation monitoring of water, sediment, biota, and air; contracting laboratory analyses; and hot-spot testing.

1.0 FTE Hydrogeologist 4 to lead field operations for collecting monitoring data. Specific sampling efforts related to implementing the PFAS CAP including conducting field operations for and source identification studies in the environment.

1.0 FTE Natural Resource Scientist 1 (NRS1) to perform duties under direction of the overall field lead to help collect and process environmental samples and other field and data processing tasks. This position will also enter data into Ecology's Environmental Information Management database (EIM) and maintain sampling equipment.

0.5 FTE for agency administrative fiscal and information technology support.

Ecology is also requesting \$300,000 per biennium (\$150,000 per year) in Object E - Goods & Services for monitoring lab test and analysis costs. (150 samples x \$1,000 per sample\*)

*\*Assumed at current rate for PFAS sampling/testing \$500 - \$1,000 per sample.*

Also, \$80,000 one-time in Object E – Goods & Services for well installation costs for 'areas of concern' cases to address contaminated drinking water.



### Alternatives Assessments \$267,000 a year ongoing

Ecology is requesting \$534,000 per biennium, in Object C - Contracts for alternatives assessments. This request will provide funding for two alternatives assessments at \$400,000 per assessment every three years, which is in sync with proposed CAP development. Initial alternatives assessments include 1) PFAS in firefighting foam; and 2) PFAS in cosmetics and phthalates in personal care products (such as soaps, shampoos, hair sprays, and nail polish).

### Administrative Supervision \$162,000 a year and 1.6 FTEs ongoing

0.7 FTE WMS 1 and 0.7 FTE Administrative Assistant 3 (AA3) will provide administrative oversight, support, supervision, and direction to the unit. The WMS1 position requires managerial skills to support professional staff actions to implement statewide toxics reduction strategies, legislation, policies, and programs that have significant impact on statewide environmental quality and public health. This position will function as a unit supervisor by assigning and managing unit resources, and developing, promoting, and implementing program initiatives. The unit supervisor is responsible for day-to-day activities related to unit personnel and staff training and development. This position may also represent the section manager before elected bodies, other governmental agencies, interest groups, news media, and the general public. The administrative assistant will provide overall organizational support to the unit.

0.2 FTE for agency administrative fiscal and information technology support.

### Workforce Assumptions:

Expenditures by Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
A	Salaries and Wages	676,604	676,604	676,604	676,604	676,604	676,604
B	Employee Benefits	250,345	250,345	250,345	250,345	250,345	250,345
	Personal Service						
C	Contract	267,000	267,000	267,000	267,000	267,000	267,000
	Goods and						
E	Services	774,323	694,323	694,323	694,323	694,323	694,323
G	Travel	25,264	25,264	25,264	25,264	25,264	25,264
J	Capital Outlays	12,525	12,525	12,525	12,525	12,525	12,525
T	Intra-Agency Reimbursements	275,301	275,301	275,301	275,301	275,301	275,301
	<b>Total Objects</b>	<b>2,281,362</b>	<b>2,201,362</b>	<b>2,201,362</b>	<b>2,201,362</b>	<b>2,201,362</b>	<b>2,201,362</b>

### Staffing

Job Class	Salary	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
ENVIRONMENTAL SPECIALIST 5	73,910	2.00	2.00	2.00	2.00	2.00	2.00
ENVIRONMENTAL SPECIALIST 4	66,894	3.00	3.00	3.00	3.00	3.00	3.00
NATURAL RESOURCE SCIENTIST 3	75,683	1.00	1.00	1.00	1.00	1.00	1.00
NATURAL RESOURCE SCIENTIST 1	51,000	1.00	1.00	1.00	1.00	1.00	1.00
HYDROGEOLOGIST 4	87,793	1.00	1.00	1.00	1.00	1.00	1.00

WMS BAND 1	76,000	0.70	0.70	0.70	0.70	0.70	0.70
ADMINISTRATIVE							
ASSISTANT 3	45,095	0.70	0.70	0.70	0.70	0.70	0.70
ENVIRONMENTAL							
SPECIALIST 3	57,718	0.50	0.50	0.50	0.50	0.50	0.50
FISCAL ANALYST 2		0.99	0.99	0.99	0.99	0.99	0.99
IT SPECIALIST 2		0.50	0.50	0.50	0.50	0.50	0.50
<b>Total FTEs</b>		<b>11.4</b>	<b>11.4</b>	<b>11.4</b>	<b>11.4</b>	<b>11.4</b>	<b>11.4</b>

#### Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Contracts include \$267,000 per Fiscal Year for alternative assessments.

Goods and Services are the agency average of \$4,477 per direct program FTE. Object E also includes \$80,000 in Fiscal Year 2020 for one-time well installation, \$250,000 per Fiscal Year for an interagency agreement with DOH, \$250,000 per Fiscal Year for purchased services to implement CAP recommendations, and \$150,000 per Fiscal Year for monitoring lab test and analysis services.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

#### Strategic framework:

This request is essential to implementing a priority in Ecology's strategic plan to Prevent and Reduce Toxic Threats. Reducing toxic threats includes actions to prevent pollution first, manage pollution we can't prevent or clean up the pollution we can't manage. Reducing uses and releases of toxic chemicals such as PFAS, and PCBs is a more effective, and less costly, strategy than dealing with them after they are in the environment. For example, the PFAS interim CAP recommendations include both setting standards (for drinking water and to guide future soil contamination efforts) and investigating other sources of PFAS, such as stain-resistant carpets, that may also be getting into the environment and requiring future cleanups or stormwater mitigation. We need to address both sides of the problem.

This request will also help reduce toxic chemical levels in the environment and biota of Puget Sound, an important element in the Puget Sound Action Agenda. Chemical action plans are developed to identify recommendations to reduce the use and prevent the releases of toxic chemicals. Refer to narrative in the Puget Sound recovery section.

This request provides essential support to the Governor's Results Washington Goal 3, Sustainable Energy and a Clean Environment, and Goal 4, Healthy and Safe Communities by reducing toxic chemicals uses, releases and exposures in support of healthy lands and clean water. This request

makes a key contribution to statewide results by reducing negative impacts on the environment and human health from uses of toxic chemicals.

**Performance outcomes:**

The outcome of this request will be the reduction in toxic chemical uses, releases, and exposures implementing CAP recommendations.

**Other Collateral Connections****Intergovernmental:**

Ecology will coordinate with regional, county, and city governments to help as they implement CAP recommendations targeted to reduce uses and releases of toxic chemicals, such as PFAS, phthalates, and PCBs that are toxic to people or the environment.

Vulnerable populations face an additional risk from PFAS and other chemicals for which CAPs are developed. Many Washington tribes and other vulnerable populations rely on fish and shellfish for sustenance and cultural preservation. Without identifying and remediating sources of toxic chemical exposure, many of these chemicals can bioaccumulate in fish and shellfish and ultimately be passed on to humans and other species, like orcas. These resources may also become unavailable to subsistence fishers due to fish and shellfish advisories or closures.

Ecology helps other state agencies and the Department of Enterprise Services (DES) comply with Executive Order 04-01, related to the procurement of less toxic products and services. The Hazardous Substance Information and Executive Office (HSIEO – RCW 70.102.002) requires Ecology to provide information to the public on the proper production, use, storage, and disposal of hazardous substances.

Ecology will work closely with DOH to research safer chemical alternatives, and for exposure information for CAP development and prioritizing CAPs. Long-term biomonitoring data will evaluate effectiveness of CAP recommendations. Education and outreach will support implementing CAP recommendations.

**Stakeholder response:**

Ecology works with a diverse group of stakeholders to develop chemical action plan recommendations. The Chemical Action Plan Advisory Committee includes representatives from industry, business, non-government organizations, citizens, and other governments (local, state, federal, and tribal). Although Advisory Committee members typically do not come to consensus on every recommendation, there is strong support for chemical action plans by both industry and the environmental community. The Washington Environmental Council and others have submitted letters of support to Ecology for expanding chemical action plan work to reduce the impacts of endocrine disrupting chemicals in Puget Sound (see attachment).

**Legal or administrative mandates:**

Governor Locke's executive order 04-01 directed Ecology to complete CAPs and develop the PBT rule.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

This request supports the Puget Sound Action Agenda implementation through Near Term Actions 2018-0465, 2018-0470, 2018-0473, and 2018-0864. This request also supports the Puget Sound Action Agenda through the following Sub-strategy, Sub-strategy Regional Priority, and Vital Sign Regional Priorities:

**Sub-strategy**

- 9.1 - Implement and strengthen authorities and programs to prevent toxic chemicals from entering the Puget Sound ecosystem (Stormwater) by reducing hazardous waste and discharges of toxic chemicals being released into the environment.

**Sub-strategy Regional Priority**

- 9.1.1 - Create and implement Chemical Action Plans.

**Vital Sign Regional Priorities:**

- TIF1.1 - Enhance pollutant reduction programs, corrective measures and increase authorities and programs to prevent toxic chemicals from entering Puget Sound.
- CHIN4.2 - Improve monitoring of pollutants (such as metals, hydrocarbons, PAHs, PBDEs) associated with stormwater and other sources. These point or nonpoint sources need to be identified and assessed to improve our understanding of their impacts to salmon resources.

**Reference Documents**

- CAP Support Letters.pdf
- Chemical Action Plan Implementation - Connections to additional Capital and Operating Requests.docx

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No



STATE OF WASHINGTON  
DEPARTMENT OF HEALTH  
OFFICE OF ENVIRONMENTAL PUBLIC HEALTH SCIENCES  
243 Israel Road SE • PO Box 47825 • Olympia, Washington 98504-7825  
TDD Relay Service: 1-800-833-6388

March 13, 2018

Mr. Ken Zarker, Manager  
Pollution Prevention & Regulatory Assistance Section  
Washington State Department of Ecology  
Post Office Box 47600  
Olympia, Washington 98504-7600

Subject: NTA 2018-0465 Chemical Action Plans for Endocrine Disrupting Chemicals

Dear Mr. Zarker:

On behalf of the Washington State Department of Health, I am pleased to support Ecology's Near Term Action (NTA) proposal to initiate the Chemical Action Plan (CAP) process aimed at reducing the impacts of endocrine disrupting chemicals in Puget Sound, especially on our salmon populations and the people who consume them.

In the last two decades, scientific findings have contributed to a growing awareness of the adverse effects to humans and wildlife from exposure to endocrine disrupting chemicals in our environment. These effects can include reproductive impairment, developmental delays and malformations, learning and behavioral disorders, metabolic disorders, increased cancer risk and immune disorders. In addition to the direct effects on wildlife; people who consume contaminated wildlife such as salmon, may also be impacted. To address these concerns, we share the common vision identified in the 2018-2021 Action Agenda to utilize CAPs to further reduce contamination in Puget Sound, consistent with the process outlined in Chapter 173-333 WAC.

As the state agency responsible for the protection of public health, we welcome the opportunity to support this effort in partnership with the Department of Ecology and participate in the CAP process to reduce endocrine disrupting chemical contamination of Puget Sound for the health of the wildlife and people that depend on it.

Sincerely,

Lauren B. Jenks, MPH, CHES  
Director



SCHOOL OF PUBLIC HEALTH  
UNIVERSITY of WASHINGTON

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March 28, 2018

Ken Zarker, Manager  
Pollution Prevention & Regulatory Assistance Section  
WA State Department of Ecology  
P.O. Box 47600  
Olympia, WA 98504-7600

Subject: NTA 2018-0465 Chemical Action Plans for Endocrine Disrupting Chemicals

Dear Mr. Zarker:

On behalf of the Institute for Risk Analysis and Risk Communication (IRARC) at the University of Washington I am pleased to support this Near Term Action (NTA) proposal related to reducing the impacts of endocrine disrupting chemicals to Puget Sound.

We share a common vision identified in the 2018-2021 Action Agenda to utilize CAPs as a process to further reductions through an established process based on Chapter 173-333 WAC.

In the last two decades there has been a growing awareness of the possible adverse effects in humans and wildlife from exposure to chemicals that can interfere with the endocrine system. These effects can include developmental malformations, interference with reproduction, increased cancer risk, and disturbance in the immune and nervous system functions. Clear evidence exists that some chemicals cause these effects in wildlife.

Our organization is interested in supporting this effort by bringing risk analysis context and toxicological expertise in endocrine disrupting chemicals to the conversation. The IRARC has an ongoing collaboration with Department of Ecology using the Children's Safe Product Act Database. This collaboration has been fruitful and resulted in a publication (Smith et al. 2016 Int J Environ Res Public Health. 2016 Apr 19;13(4):431. doi: 10.3390/ijerph13040431.). We are excited about continuing and expanding this discussion and collaboration.

Sincerely,

Marissa Smith  
Research Scientist  
Institute for Risk Analysis and Risk Communication  
Department of Environmental and Occupational Health Sciences  
School of Public Health  
University of Washington



**WASHINGTON  
ENVIRONMENTAL  
COUNCIL**

**wecprotects.org**

1402 Third Ave, Suite 1400

Seattle WA, 98101

206.631.2600

March 30, 2018

To Whom it May Concern,

The Washington Environmental Council strongly supports NTA 2018-0465, Chemical Action Plans for Endocrine Disrupting Chemicals (EDCs). Washington State Department of Ecology is a national leader on addressing emerging contaminants, and we recommend enhancing efforts to address EDCs.

Sincerely,

Mindy Roberts, Puget Sound Director  
Washington Environmental Council

March 30, 2018

Ken Zarker, Manager  
Pollution Prevention & Regulatory Assistance Section  
WA State Department of Ecology  
P.O. Box 47600  
Olympia, WA 98504-7600



Subject: NTA 2018-0465 Chemical Action Plans for Endocrine Disrupting Chemicals

Dear Mr. Zarker:

We are pleased to support this Near Term Action (NTA) proposal related to reducing the impacts of endocrine disrupting chemicals to Puget Sound.

In the last two decades there has been a growing awareness of the possible adverse effects in humans and wildlife from exposure to chemicals that can interfere with the endocrine system. These effects can include developmental malformations, interference with reproduction, increased cancer risk, and disturbance in the immune and nervous system functions. Clear evidence exists that some chemicals cause these effects in wildlife.

WSU-Puyallup REC and the Washington Stormwater Center support the need for a CAP for endocrine disrupting chemicals in Puget Sound.

Sincerely,

Jenifer K. McIntyre, Ph.D.  
Assistant Professor Toxicology  
School of the Environment

John. D. Stark, Ph.D.  
Professor of Entomology  
Director, Washington Stormwater Center

Puyallup Research & Extension Center | Washington Stormwater Center  
2606 W Pioneer Ave | Puyallup, WA 98137



Department of Ecology  
PL BA Chemical Action Plan Implementation Attachment

Chemical Action Plan Implementation – Connections to additional Capital and Operating requests.

Ecology is submitting an accompanying capital budget request in the 2019-21 Biennium for \$3.7 million to implement priority recommendations from completed CAPs that were never funded. The focus is to remove and replace toxic chemicals present in consumer and commercial products or technologies before they get into the environment. These CAP chemicals – PFAS, PCBs, PBDE flame retardants, lead and mercury – are difficult or impossible to clean up in wastewater or stormwater. The best way to prevent further environmental contamination, protect water quality, and reduce human health risk is to eliminate these risks through active removal programs.

The following priority product replacement opportunities in public buildings directly support implementing CAP recommendations:

- Disposal of PFAS-containing firefighting foam at local fire departments.
- Disposal of PCB-containing light ballasts in schools and public buildings.
- Disposal of PCB-containing caulk and paint from public buildings undergoing demolition and remodeling.
- Disposal of mats and play pads containing PBDE flame retardants at daycares receiving state funding.
- Disposal of mercury thermostats in public buildings undergoing demolition or remodeling.

The Local Source Control (LSC) Partnership is comprised of local governments – including cities, counties, and health districts. It is designed to help small businesses understand and comply with dangerous waste and stormwater laws, and provide assistance with spill prevention and cleanup preparedness. There is strong interest from LSC partners to help implement toxic product replacements for many (but not all) of the products listed above. Local partners will assess the need for product replacements in their particular jurisdictions and include these assessments and costs as part of the contracts Ecology has with 21 LSC partners. Ecology has a related 2019-21 operating budget request titled, “Local Source Control Program” to continue support for local governments doing this work.

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AW - Local Source Control Program  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Darin Rice  
 (360) 407-6702  
 dric461@ecy.wa.gov

### Agency Recommendation Summary

The Local Source Control (LSC) Partnership allows local governments to offer hands-on technical and regulatory assistance to small businesses that otherwise would not be visited by Ecology inspectors since Ecology focuses inspections on larger businesses. These small businesses typically have limited experience with hazardous waste regulations or stormwater management best practices. But because there are so many of these small businesses, they can collectively pose as much of a risk to the environment as larger, more heavily regulated businesses. Ecology contracts with local governments to offer small businesses assistance on managing chemicals and hazardous waste to prevent spills, protect stormwater from pollution, and prevent injuries to employees. This request adds capacity for additional local partners to help address stormwater permit requirements and provide assistance to small businesses. Related to Puget Sound Action Agenda implementation. (Local Toxics Control Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 174 - 1	\$1,500	\$1,500	\$1,500	\$1,500
<b>Total Expenditures</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$1,500</b>
<b>Biennial Totals</b>		<b>\$3,000</b>		<b>\$3,000</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. E	\$1,500	\$1,500	\$1,500	\$1,500

### Package Description

The Local Source Control (LSC) Partnership is comprised of local governments – including cities, counties, and health districts – in the Puget Sound Region and along the Spokane and Columbia rivers. The Partnership allows these local governments to offer hands-on technical and regulatory assistance to small businesses. Delivering free, in-person assistance helps ensure these businesses understand and comply with regulations. This includes proper containment for chemicals, having spill

kits or secondary containment on site, and educating employees about chemical handling, disposal, and less-toxic options. This is done to avoid chemical spills or mismanagement that can pollute stormwater runoff or contaminate soil. Offering these services through a partnership with local governments gives the program flexibility to focus on both state toxics priorities and local environmental concerns.

As a result of LSC assistance, businesses:

- Adopt safer materials handling and storage practices.
- Manage interior and exterior drainage systems to reduce impacts to stormwater.
- Create plans for spill prevention and preparedness.
- Use fewer toxics in their processes or replace toxic chemicals with safer alternatives.

Since the Partnership began in 2008, the program has provided about 25,000 site visits, and found and resolved nearly 27,000 environmental threats from small businesses. The LSC program distributes free spill kits as an incentive to encourage businesses to prevent, plan for, and be prepared for spills. In the 2013-15 Biennium, local government partners distributed 650 free spill kits to businesses. The program first received \$2.0 million state funding in the enacted 2007-09 Biennium Operating Budget for work in the Puget Sound and Spokane regions. The enacted 2015-17 Budget provided an additional \$1.1 million for work in the Columbia River Basin.

The LSC Program is a proven way to address today's most pressing toxics prevention, stormwater, spills, and hazardous waste management issues. Because the biggest source of today's toxics pollution comes not from a few big smokestacks or sewer pipes, but from the collective impacts of many small sources, it makes sense to focus technical assistance efforts on small businesses.

With this proposal, Ecology is requesting additional LSC capacity to help local partners provide more hands-on technical and regulatory assistance to small businesses on how to safely manage toxic waste, properly store chemicals, switch out toxic chemicals or products for those containing safer alternatives, keep stormwater from becoming polluted, and avoid spills that could create new costly cleanup sites.

Ecology expects growing demand for LSC services from local governments needing to meet new Western Washington Phase II Municipal Stormwater Permit source control requirements for existing development, which are expected to go into effect Aug. 1, 2019 (see Source Control Survey Results (<https://ecology.wa.gov/DOE/files/9c/9cc13713-4f28-4b1e-a8cf-82d7db6c675a.pdf>) for additional information). Ecology is providing a transition period of up to two years for local governments to adopt the new requirements.

Phase II permits will require on-site business technical assistance similar to LSC. This request includes funding for five additional LSC partners that will serve as a safety net to support financially challenged local governments that do not have the resources to perform required Phase II business site visits.

During summer 2018, Ecology's LSC Partnership Coordinator will visit each LSC partner to explore their interest in continuing LSC work and ideas for improvements in the next round of contracts. In anticipation of the increased interest in this work for new stormwater permit requirements, Ecology is considering allowing other entities, such as the Western Washington Phase II Stormwater Permittees who are not already partners, to join the partnership.

Ecology is also considering changes to the program policy guidance criteria in the competitive award process. Some of the criteria under consideration include:

- Past performance in the LSC Partnership.
- Providing technical assistance within communities not currently served through the LSC Partnership.
- Combined regional approaches to contract awards. Right now, many of the partners have overlapping or neighboring jurisdictional boundaries. Proposals where these jurisdictions partnered together could be given preference in the competitive process.

Ecology is submitting a related capital budget request to have LSC partners implement priority Chemical Action Plan (CAP) recommendations by identifying opportunities in their jurisdictions to remove and replace toxic chemicals present in consumer and commercial products or technologies before they get into the environment. For example, removal of PCB-containing caulk and paint from public buildings undergoing demolition and remodeling; disposal of PCB-containing light ballasts; disposal of mercury thermostats; and replacement of dry cleaning technology that uses the toxic chemical perchloroethylene. These CAP chemicals – Polyfluorinated Alkyl Substances (PFAS), Polychlorinated Biphenyls (PCBs), Polybrominated Diphenyl Ether (PBDE) flame retardants, and mercury – are difficult or impossible to clean up once they contaminate soil, wastewater or stormwater. LSC partners are best suited to implement the replacement program because the technical assistance they provide helps small businesses understand and comply with dangerous waste and stormwater laws, and helps prevent and prepare for hazardous spills.

Ecology is also submitting a separate operating request for CAPs. This request includes coordinating with LSC partners for PFAS monitoring in urban watersheds to investigate and characterize PFAS sources. The LSC partners will target specific businesses within their current network to reduce the use of PFAS, which will decrease toxic discharges to the Puget Sound and Washington waters. Ecology requires the increased LSC capacity in this request to help implement CAP work in the capital and operating requests.

### **Impacts on Population Served:**

LSC Partners are making measurable progress on site visits and other unique elements of their contracts, such as potential pollutant loading, sources of contaminants, community needs, or environmental justice issues. Through this funding the state can continue to offer small businesses technical and regulatory assistance in managing chemicals and hazardous waste to prevent spills, costly cleanups, protect stormwater from pollution, and prevent injuries to employees. LSC partners

help a variety of businesses, including many types of retail stores, mechanics and other auto-related businesses, property management companies, dental and other healthcare clinics, veterinary clinics, dry cleaners, carpet cleaners, and sewer districts.

**Alternatives Explored:**

No other alternatives were explored. Ecology plans to apply for NEP funding, and if successful, it will supplement the LSC program. But we anticipate little or no NEP funding will be awarded to Ecology for this work due to the high demand for these limited dollars.

**Consequences of Not Funding This Request:**

With the demands for businesses to follow both state and local stormwater and hazardous waste management regulations, the current resources available to help local governments assist small businesses have reached capacity.

If this request is not funded, Ecology would have limited capacity to help small businesses reduce the potential for toxic chemical spills, correct illicit wastewater discharges, and ensure chemicals and dangerous wastes are properly managed. Local governments would fall behind in controlling environmental releases from smaller businesses, creating an increased environmental threat. Phase II permittees would not have LSC assistance in implementing new permit requirements. Fewer businesses would receive technical assistance to manage their hazardous wastes and stormwater, and watersheds would continue to be contaminated. More businesses would improperly handle toxic chemicals, increasing the chance of spills and environmental contamination.

The impacts of improper management can be long-lasting and expensive. One example is the use of the dry cleaning chemical perchloroethylene, or PERC, which has led to contaminated soil or groundwater in many places. Many dry cleaning businesses using PERC technology do not realize they need a Dangerous Waste permit and must comply with Washington's waste discharge regulations to operate an evaporator that separates PERC from dry cleaning water. Working with LSC networks, dry cleaner operators would receive the technical assistance and education for safer alternatives to ensure this chemical is managed properly.

**Assumptions and Calculations****Expansion or alteration of a current program or service:**

Below is a summary of the 2015-17 and 2017-19 estimated funding and FTE levels for LSC work by fund and activity. This work is part of activity A022 – Increase Safe Hazardous Waste Management. Administrative overhead related to this activity is in the agency's Administrative Activity A002, and not included in the totals.

	2015-17 Avg. FTEs	2015-17 Budget*	2017-19 Avg. FTEs	2017-19 Budget*
A022 Local Toxics Control Account	1.0	622,000	1.0	623,000
A022 Environmental Legacy Stewardship Act.	1.8	3,639,000	1.8	3,203,000
A022 General Fund-Federal Account	0	1,666,000	0	1,450,000
<b>Total Est. Base Budget for CAP Activities</b>	<b>2.8</b>	<b>5,927,000</b>	<b>2.8</b>	<b>5,276,000</b>
<i>*Estimates based on activity inventory recast after the first supplemental budget.</i>				

#### Detailed assumptions and calculations:

Interagency agreements with local governments for source control specialists (object E): Beginning in July 2019 and ongoing, Ecology estimates \$1,500,000 a year for a total of \$3,000,000 for the biennium, to expand the program by an equivalent to five partners. Based on the average requests for funding in the 2017-19 Biennium, Ecology estimates new partner agreements at \$300,000 per year for site visits. For five new partners, this totals \$1,500,000 per year, beginning in Fiscal Year 2020 and ongoing. (Note: Ecology calculated funding for five new full-time LSC Specialists. But, based on previous experience finalizing LSC agreements, Ecology expects some governments may only require a partial position. Ecology may add more than five new LSC partners, but the total site visits and agreement amounts will remain the equivalent of five full-time specialists.)

#### Workforce Assumptions:

Expenditures by Object	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Goods and						
E Services	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
<b>Total Objects</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>1,500,000</b>

#### Staffing

Job							
Class	Salary	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
<b>Total FTEs</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

#### Explanation of costs by object:

Total Object E for interagency agreements:

Fiscal Year 2020 = \$1,500,000

Fiscal Year 2021 = \$1,500,000

Total 2019-21 biennium and ongoing = \$3,000,000

## Strategic and Performance Outcomes

#### Strategic framework:

The outcome of this request will be the expansion of an integrated water pollution and toxics waste reduction assistance program. This program has a proven track record of helping small businesses improve environmental practices by reducing hazardous waste generation, spills, and

toxic stormwater impacts statewide.

This request is essential to implementing priorities in Ecology's strategic plan to Prevent and Reduce Toxic Threats and Restore Puget Sound by providing direct, hands-on assistance to small businesses to improve environmental practices and reduce hazardous waste and discharges of toxic chemicals into stormwater. Refer to the narrative in the Puget Sound recovery section for specific sub-strategies and regional priorities.

This request provides essential support to the following Governor's Results Washington priorities:

Goal 2, Prosperous Economy: The LSC program reduces toxic waste, reducing business liability for rule violations and potential cleanup costs from spills. LSC supports leading indicator 1.2.b. to reduce business time and costs to comply with environmental regulations through direct assistance.

Goal 3, Sustainable Energy and a Clean Environment: The LSC program supports outcome measure 3.2 Clean, Cool Water to increase the percentage of rivers meeting water quality goals.

Goal 4, Healthy and Safe Communities: The LSC program contributes to outcome measure 2.5 Worker Safety and decreasing workplace injury rates by reducing environmental and toxic threats at small businesses.

## Performance Measure Detail

Performance Measure	Unit	Incremental Change FY1	Incremental Change FY2	Incremental Change FY3	Incremental Change FY4
001296 - Number of Ecology-funded small business technical assistance visits conducted by local government	#	1500	1500	1500	1500

### Performance outcomes:

The outcome of this request will be the expansion of an integrated water pollution and toxics waste reduction assistance program. This program has a proven track record of helping small businesses improve environmental practices by reducing hazardous waste generation, spills, and toxic stormwater impacts statewide.

## Other Collateral Connections

### Intergovernmental:

This request will increase opportunities to train multiple jurisdictions on air, water, and toxic waste issues, and local regulatory programs. This training allows all jurisdictions to better understand environmental rules and see how others have solved similar problems.

Ecology contracts with local governments to provide technical assistance to unregulated small businesses. Many of these small businesses generate wastes, such as oils, acids, paints and solvents, and toxic chemicals. Increasing LSC capacity in these communities will protect the state's investment in costly cleanups already completed and/or near completion.



In 2012, Ecology received a temporary federal National Estuary Program (NEP) competitive grant that funded five local government source control specialists in the Puget Sound region. The six-year grant ends June 2019, and available dollars and criteria have changed such that we may not be as successful in continuing to secure these dollars. Ecology will apply for the new federal grant next biennium, but many other entities will also apply. Total available federal NEP funding will be \$3 million or less (previously it was \$5.7 million), and it will be a very competitive award process. If these NEP dollars are lost, a third of the current LSC program funding would be lost. This would result in either an equal cut to all LSCs, or a competitive re-distribution within remaining resources. Ecology would evaluate how best to distribute the loss based on program guidance and anticipated impacts. This budget request will also be used to help offset any lost capacity. With or without the NEP dollars, Ecology and our local partners are requesting enhancements in this area.

**Stakeholder response:**

Collectively, small businesses and households generate a significant amount of hazardous wastes, yet most small businesses receive little or no compliance or toxics reduction assistance. This leaves a gap in environmental and human health protection. This proposal would help to bridge that gap by increasing the assistance to small businesses and citizens within those selected communities through our partners in the LSC network.

Ecology has strong support from the current 21 local governments within the network, who are authorized and well-positioned to assist small businesses and households in their communities.

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

This request is directly related to Puget Sound Action Agenda implementation through Near Term Action 2018-0474 (Local Source Control Implementation) – Fund local governments to conduct source control site visits and monitoring that will eliminate polluted stormwater, spills, and toxic waste discharges from businesses to the stormwater pathway and reduce impacts to coho pre-spawn mortality.

This request supports Sub-strategy 9.1, implement and strengthen authorities and programs to prevent toxic chemicals from entering the Puget Sound ecosystem (Stormwater) by reducing hazardous waste and discharges of toxic chemicals being released into the environment. This

work secures environmental performance data from site visits on gaps in acceptable waste handling and disposal practices. This allows Ecology to prioritize business sector outreach and training. It is the best source of available data that documents environmental issues for small businesses in Washington.

This request also supports Vital Sign Regional Priorities:

- TIF1.1 - Enhance pollutant reduction programs, corrective measures and increase authorities and programs to prevent toxic chemicals from entering Puget Sound.
- BIBI1.1 - Increase local capacity to manage stormwater programs.

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AR - Enhanced Product Testing  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Darin Rice  
 (360) 407-6702  
 dric461@ecy.wa.gov

### Agency Recommendation Summary

Ordinary products like carpet and furniture can contain toxic chemicals. Those chemicals can affect the health of children and damage the environment. Collectively, they represent our biggest source of toxic pollution in Washington. Washington State has passed laws on toxics in products to address these threats. Product testing is the tool Ecology uses to enforce these laws, identify emerging chemicals of concern, and help manufacturers find safer alternatives. There is rising demand and a growing backlog of work for these services. To meet that demand, Ecology is requesting staff and laboratory costs to double the number of product testing studies it conducts each year. Related to Puget Sound Action Agenda Implementation. (State Toxics Control Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 173 - 1	\$1,433	\$1,449	\$1,236	\$1,236
<b>Total Expenditures</b>	<b>\$1,433</b>	<b>\$1,449</b>	<b>\$1,236</b>	<b>\$1,236</b>
<b>Biennial Totals</b>		<b>\$2,882</b>		<b>\$2,472</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	7.6	7.6	7.6	7.6
<b>Average Annual</b>		<b>7.6</b>		<b>7.6</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$513	\$513	\$513	\$513
Obj. B	\$190	\$190	\$190	\$190
Obj. E	\$296	\$296	\$296	\$296
Obj. G	\$17	\$17	\$17	\$17
Obj. J	\$208	\$224	\$11	\$11

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. T	\$209	\$209	\$209	\$209

## Package Description

### Background

Many of the products we use every day contain toxic chemicals. Furniture and electronics may contain toxic flame retardants, carpets may contain toxic coatings to improve their stain resistance, and plastic products often contain toxic chemicals that improve the material's flexibility.

If these chemicals stayed put inside the products, this might not be an issue. But they don't. We know these chemicals are in house dust, in wastewater effluent, and in people's bodies. Children, who are still developing and more likely to be exposed to dust on floors and carpets, are especially at risk from these chemicals. They are exposed invisibly, without knowledge or consent. They put a piece of costume jewelry in their mouth. Or lay on a mat at a daycare. Or use a sippy cup.

Avoidable healthcare costs from toxics are huge: the annual U.S. cost of childhood cancers and developmental disabilities attributable to environmental factors is at least \$59 billion. (See Department of Health pub. 336-364, Protecting our Children's Health from Toxic Chemicals).

(<https://www.doh.wa.gov/Portals/1/Documents/Pubs/334-364.pdf>) Washington has passed laws to restrict the use of some chemicals that are toxic to people or the environment. These restrictions include well-known toxics, such as lead and mercury, and lesser-known chemicals, like the flame retardants known as polybrominated diphenyl ethers (PBDEs) and bisphenol acid (BPA). The Children's Safe Products Act (CSPA) restricts the use of lead, cadmium, and some phthalates and flame retardants. CSPA also requires manufacturers to report the presence of "chemicals of high concern to children" in their children's products. There are currently 85 of these chemicals on the CSPA list.

Washington's current toxics in products laws include:

- Children's Safe Products Act (CSPA) (Chapter 70.240 RCW)
- Packages Containing Metals (Chapter 70.95G RCW) (food packaging – perfluorinated substances; EHHB 2658, 2018 session)
- Persistent, Bioaccumulative Toxics (PBTs) (Chapter 70.105 RCW, Chapter 173-333 WAC, and referenced in Executive Order 04-01)
- Polybrominated diphenyl ethers (PBDEs) – Flame Retardants (Chapter 70.76 RCW)
- Mercury (Chapter 70.95M RCW)
- Brake Friction Material (Chapter 70.285 RCW)
- Recreational Water Vessels - Antifouling Paints (Chapter 70.300 RCW)
- Bisphenol Acid (BPA) – Restrictions on Sale (Chapter 70.280 RCW)
- Replacement of Lead Wheel Weights (Chapter 70.270 RCW)
- Stormwater Pollution – Coal Tar (Chapter 70.295 RCW)
- Polychlorinated Biphenyls preference (Chapter 39.26.280 RCW)
- Firefighting – Toxic Chemical Use (ESHB 6413, 2018 session)

To enforce these laws, Ecology purchases consumer products and tests them to look for specific chemicals. Product testing is the only tool we have to ensure that manufacturers comply with our state's reporting requirements, and Washington's restrictions on chemical use.

If testing indicates that a product contains a chemical restricted under state law, Ecology contacts the manufacturer and works to bring them into compliance. If products contain chemicals regulated under federal law, we refer our test results to the U.S. Consumer Product Safety Commission or the U.S. Environmental Protection Agency.

**Examples:**

- A 2015 product testing study found extremely high levels of the toxic metals lead and cadmium in children's jewelry; in one example, a necklace contained 98 percent cadmium. Ecology's testing led to both state and national recalls of these products. Also, because all of the necklaces containing lead and cadmium sold were packaged with girls' dresses, our testing identified an area where retailers and manufacturers needed to exercise greater oversight of their suppliers.
- In 2014 and 2015, Ecology performed seven seasonal studies evaluating products sold during Christmas, Valentine's Day, Easter, Fourth of July, back to school, and Halloween. Ecology screened 1,033 products for compliance with CSPA reporting requirements and restrictions in Washington and federal law. The testing included looking for seven metals, five parabens, and nine phthalates. Sixty results indicated the presence of chemicals that manufacturers should have reported under CSPA, and 17 results exceeded either Washington or federal limits for cadmium, lead, or phthalates. Ecology worked with manufacturers to resolve all of the violations.

To date, Ecology has only been able to focus on compliance for a select number of these laws each biennium due to limited resources – specifically CSPA, Better Brakes, Packages containing metals, and flame retardants. Ecology does not have the resources to enforce other laws, like coal tar sealants or mercury in products, as funding was not provided for compliance work. In addition, the Legislature recently passed toxics in product laws that expand Ecology responsibilities to include regulation of chemicals found in food contact packaging, firefighting foam, and boat paint.

Product testing is absolutely necessary for Ecology to enforce Washington laws, and testing is needed to identify emerging chemical threats before they become public health emergencies. Although Washington regulates many common toxic chemicals, there are still hundreds of other known and unregulated toxics.

**Examples:**

- A 2018 Ecology product testing study, *Flame Retardants in Children's Tents, Play Tunnels, and Upholstered Chairs (Publication 18-04-004)*, focused on toxic flame retardants found products containing chemicals banned in Washington. That's important information. But the study also found chemical footprints indicating there were other flame retardants in those products that were not identifiable. Are those also toxic? Are they worse than the ones we know about? Answering those questions requires more extensive testing.

- A 2016 Ecology study, *Polychlorinated Biphenyls in Consumer Products (Publication 16-04-014)*, investigated PCBs created as byproducts of manufacturing, like pigments and dyes, which end up in paper and packaging and paints. The test results found that low levels of PCB contamination are common in many products, like colored paper and packaging, colored clothing, sidewalk chalk, and fish feed. This study informed the Department of Enterprise Services' (DES) efforts to comply with a 2014 law requiring the state to avoid purchasing products containing PCBs. The testing will also help guide PCB reduction efforts in critical areas like the Spokane River and the Duwamish River.

A product testing study is not as simple as taking a blood test or even conducting a DNA test. Ecology's scientists are looking for chemicals of concern, often at quantities in the parts per million or parts per billion. This has sometimes required developing new testing and preparation methods, or conducting research into which outside laboratories have the capability or expertise to test for a chemical. Each study must meet the most rigorous standards so it can hold up in court, if needed, and also hold up under scientific scrutiny by researchers around the globe.

The demand for product testing exceeds the funding available to ensure compliance and investigate emerging chemicals. In 2014, the Legislature provided Ecology funding of \$1.1 million per biennium for a product testing program. That funding allows Ecology to conduct a few studies each biennium, but it isn't enough to scale up efforts to align with changing demands. With current resources, only about half of the 85 CSPA chemicals of high concern to children have been tested, leaving us unsure about manufacturers' compliance for untested chemicals. This data gap, combined with new state laws, are driving the growing demand for studies. In addition, other state agencies depend on Ecology's studies, further contributing to a growing backlog. The current list of projects exceeds Ecology's ability to take on new work, including:

- Investigating compliance under CSPA for Semi-volatile Organic Compounds (SVOC) reported in children's products.
- Conducting studies into use of prohibited flame retardants in plastic computer and television enclosures and mattresses.
- Developing standards and methods for testing emerging chemicals, like per- and polyfluorinated substances and nano particles in consumer products.
- Conducting follow-up studies on seasonal products, CSPA chemicals, and Better Brakes to test ongoing legal compliance.
- Continuing work with DES to support the purchasing policy developed for the 2014 law requiring the state to purchase products that don't contain PCBs.
- Carrying out compliance-actions related to product testing laws, including restrictions on use of mercury in thermometers and other instruments, lead wheel weights, coal tar sealants, BPA in sports bottles and children's drinking cups, and per- and polyfluoroalkyl substances (PFAS) in firefighting foam and food packaging.
- Investigating emerging chemicals of concern.

Ecology's testing resources are being sought out by partners such as the Office of the Attorney General, the Department of Health, and DES. The field of product testing is still new, and Ecology's testing studies are often at the cutting edge of technology for emerging chemicals of concern. With this complexity, it is expensive to purchase products to test, develop test methods and buy testing equipment, and record and share data and results with the public. The funding provided in 2014 does not meet today's testing demands.

Project managers and chemists are vital to providing additional horsepower for increasing product testing capacity. This request will fund two product testing project managers, three chemists to directly support project managers, one position dedicated to increasing our compliance and enforcement outreach efforts with manufacturers, and 0.3 FTE each of a unit supervisor and administrative assistant. Also, \$1.2 million of this request will fund needed lab equipment, chemical libraries, and purchase of products and chemicals to complete additional product testing studies. Adding these resources will double the number of product testing studies Ecology conducts, to between 13 and 17 studies per biennium.

### **Impacts on Population Served:**

Ecology's Reducing Toxic Threats initiative focuses on identifying the most problematic chemicals and developing plans to reduce or eliminate their use, or to mitigate their impacts on people and the environment. The best way to enforce Washington and federal laws that support this initiative is to actually test products for specific chemicals. Since 2012, Ecology's product testing efforts include screening 11,000 product components and conducting full analyses for 70 chemicals on 3,000 products. This led to 150 state enforcement actions under the Children's Safe Products Act, and Ecology also referred 20 test results to the U.S. Consumer Product Safety Commission for further action.

Ecology's product testing work is closely watched by manufacturers, retailers, other states, and nongovernmental organizations. For example, more than 250 companies have submitted chemical reporting data under the CSPA, and are interested in Ecology's testing to verify compliance with the law's requirements (although fewer than 20 of the companies are located in Washington). Likewise, more than 125 vehicle brake manufacturers registered under Washington's Better Brakes Law look to Ecology's compliance efforts to set a level playing field for brake manufacturers. State vendors are interested in Ecology's work supporting DES' efforts implementing the 2014 law that directs the state to purchase alternatives to products that contain PCBs. Environmental groups such as Toxics Free Future seek out and share Ecology's testing data.

### **Alternatives Explored:**

The Legislature provided funding for part of the staff needed to implement product laws, and very limited ongoing compliance testing funding for Ecology to buy and test products. There was no ongoing funding provided to establish Quality Assurance Project Plans and screening protocols, and identify the right analytical methods for the remaining chemicals of concern that need compliance testing.

One alternative pursued was to use one-time settlement and federal grant funding to supplement product testing work, but both of those fund sources have been exhausted.

Another alternative would be to continue with limited testing. This limited testing currently results in about eight product testing studies per biennium. Ecology's experience in compliance and enforcement of dangerous waste laws indicates that compliance drops off when the regulatory agency doesn't maintain an active and visible presence.

Ecology needs funding to build and sustain a robust, ongoing product testing program. This program will have the tools and abilities to evaluate consumer products against the statutory limits on chemicals of concern, and the resources to address emerging chemicals of concern.

### **Consequences of Not Funding This Request:**

Product testing is a relatively new and important tool for Ecology and Washingtonians, who expect the products they use to be safe and comply with state laws that limit chemicals of concern. Product testing shows whether manufacturers, distributors, and importers are following existing toxics laws in Washington, and allows us to identify emerging chemicals of concern before they cause costly harm. Without robust efforts to identify chemicals of concern in consumer products, the state would fall further behind in providing public access to chemical health and safety information. If this request is not funded, Ecology would not be able to identify cases of non-compliance, the public would lose confidence that existing laws are being enforced, and more products that release chemicals harmful to people and the environment would remain on the market.

### **Assumptions and Calculations**

#### **Expansion or alteration of a current program or service:**

In the 2015-17 biennium after the 2016 Supplemental, the Product Testing program was about \$1,117,000 (Environmental Legacy Stewardship Account or ELSA) and 3.5 FTEs.

In the 2017-19 biennium after the 2018 Supplemental, the Product Testing program is about \$1,150,000 (ELSA) and 3.5 FTEs. This program is part of Activity A065 – Reduce Persistent, Bioaccumulative, Toxic Chemicals and Promote Safe Consumer Products. Administrative overhead related to this activity is in the agency's Administrative Activity A002.

<b>Product Testing</b>	<b>2015-17 Bien.</b>	<b>2017-19 Bien.</b>
FTEs	3.5	3.5
Budget	\$1,117,000	\$1,150,000

#### **Detailed assumptions and calculations:**

Beginning July 1, 2019 and ongoing, Ecology will need the following resources:



## **Project Management**

Under administrative direction, 2.0 FTEs Natural Resource Scientist 3 (NRS3) will be needed to provide project management. These positions will be responsible to define the research needed, consult with Ecology management regarding goals and objectives, then perform research on chemicals of interest and compile available scientific literature and data to evaluate the occurrence of toxics chemicals in consumer products in Washington.

## **Chemists**

1.0 FTE Chemist 4, ongoing, will serve as lab testing supervisor who oversees sample preparation and analysis duties. This position will manage and direct the product test chemists, review analytical data, process instrument data, and perform bench level laboratory work.

1.0 FTE Chemist 3, ongoing, will provide lab sample preparation and analysis duties. This position conducts research and development on chemicals of interest, develops extraction and analytical methods to determine the concentration of compounds, and reviews and performs final peer review of analytical data to validate results for organic compounds.

1.0 FTE Chemist 4, ongoing, will provide data validation for samples tested and analyzed. This position will perform review of agency Quality Assurance Program Plans related to laboratory methodology, review data quality objectives and subsequent review of highly specialized chemistry analyses, and conduct data validation before submittal to the Environmental Information Management (EIM) database.

Chemist positions require specialized skills including:

- High-level training and experience operating advanced analytical instruments (gas chromatography mass spectrometers).
- The ability to troubleshoot, repair, and maintain these instruments.
- The ability to develop and adapt methods for new analysis needs, e.g., identifying unique or difficult to measure substances in uncommon environmental samples.
- The ability to interpret instrument data and calculate final sample results.

## **Compliance Officer**

1.0 FTE Environmental Specialist 5, ongoing, will be needed to serve as an agency expert on compliance and enforcement of state product testing laws, including more than a dozen consumer product laws that limit or otherwise regulate the use of toxic chemicals in products. This position will partner with the project manager on product testing studies, provide compliance assistance to manufacturers, issue compliance letters, track compliance and recommend enforcement actions. This position also works with other states and federal agencies to coordinate policy, regulatory development and compliance actions related to consumer product laws. This position maintains the compliance and enforcement guidance documents.

## **Administrative Support**

0.3 FTE Washington Management Supervisor 1 (WMS1) and 0.3 FTE Administrative Assistant 3, ongoing, will be needed to provide administrative oversight, support, supervision, and direction to the unit. The WMS1 position requires managerial skills to support professional staff actions to implement statewide toxics reduction strategies, legislation, policies and programs that have significant impact on statewide environmental quality and public health. This position functions as a unit supervisor by assigning and managing unit resources, and developing, promoting and implementing program initiatives. The unit supervisor is responsible for tracking day-to-day activities related to unit personnel, staff training and staff development. This position may also represent the Section Manager before elected bodies, other governmental agencies, interest groups, news media, and the general public. The administrative assistant will provide overall organizational support to the unit.

## **Lab Testing and Analysis Costs**

Object E includes:

Purchased service costs of \$50,000 per year, ongoing, based on historical expenditures for this type of service. These costs are for private lab sampling and testing (\$100 per test for 500 analytical tests). This represents lab work and analyses that are contracted outside of Ecology.

\$40,000 per year, ongoing for the purchase price of the products to be tested, based on historical expenditures. These products include children's products, personal care products, apparel and footwear, brakes, state purchased products, food packaging, and other consumer products purchased by Ecology from retailers.

\$177,000 per year, ongoing for the purchase of the lab chemicals used in the product testing and analysis, based on historical expenditures. Some examples include high-purity organic solvents used to extract contaminants of concern out of the samples, and, high-purity acids to preserve and digest samples for toxic metals analyses. Supplies needed include extraction disks and thimbles, labware (glassware), sample containers, pipets and pipet tips, assorted detergents used to clean labware and sample containers, gloves, safety glasses, and lab coats to protect analysts from exposure and prevent contamination.

Object J includes:

New dedicated equipment is needed to increase current testing capacity, and eliminate the possibility of laboratory contamination. Ecology shares space with the Environmental Protection Agency (EPA) at the federal Manchester Laboratory in Port Orchard. EPA has expressed concerns that Ecology's product testing program could potentially cross-contaminate their work (facility options are noted under State Facilities Impacts). In order to expand and isolate Ecology's product testing work, Ecology will need \$197,000 in FY2020, and \$213,000 in FY2021 for the following equipment: two Gas Chromatography-Mass Spectrometry (GCMS) instruments, one Microwave extraction unit, one Soxtherm extraction apparatus, two N-Evap concentrators, one Ultrasonic bath, one Vortex mixer, one centrifuge, two analytical balances, two refrigerators. Ongoing annual maintenance costs are \$3,000 to perform operational maintenance on the GCMS instruments.

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	512,874	512,874	512,874	512,874	512,874	512,874
B	Employee Benefits	189,764	189,764	189,764	189,764	189,764	189,764
E	Goods and Services	296,548	296,548	296,548	296,548	296,548	296,548
G	Travel	16,844	16,844	16,844	16,844	16,844	16,844
J	Capital Outlays	208,350	224,350	11,350	11,350	11,350	11,350
T	Intra-Agency Reimbursements	208,684	208,684	208,684	208,684	208,684	208,684
<b>Total Objects</b>		<b>1,433,064</b>	<b>1,449,064</b>	<b>1,236,064</b>	<b>1,236,064</b>	<b>1,236,064</b>	<b>1,236,064</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
WMS BAND 1	76,000	0.30	0.30	0.30	0.30	0.30	0.30
ENVIRONMENTAL SPECIALIST 5	73,910	1.00	1.00	1.00	1.00	1.00	1.00
NATURAL RESOURCE SCIENTIST 3	75,683	2.00	2.00	2.00	2.00	2.00	2.00
CHEMIST 4	87,793	2.00	2.00	2.00	2.00	2.00	2.00
CHEMIST 3	75,683	1.00	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT 3	45,095	0.30	0.30	0.30	0.30	0.30	0.30
FISCAL ANALYST 2		0.66	0.66	0.66	0.66	0.66	0.66
IT SPECIALIST 2		0.33	0.33	0.33	0.33	0.33	0.33
<b>Total FTEs</b>		<b>7.6</b>	<b>7.6</b>	<b>7.6</b>	<b>7.6</b>	<b>7.6</b>	<b>7.6</b>

**Explanation of costs by object:**

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE. Object E also includes \$267,000 a year for lab supplies, product purchases, and purchased lab sample testing services.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE. Object J also includes \$197,000 in Fiscal Year 2020, and \$213,000 in Fiscal Year 2021 for one-time lab testing equipment, and \$3,000 a year for ongoing equipment maintenance costs.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is essential to implementing Ecology's strategic priority "Reduce Toxic Threats" because it supports implementing laws designed to prevent uses and releases of toxic substances in products in Washington.

Prevention is the smartest, cheapest, and healthiest approach to reducing the impacts of toxics on human health and the environment. Addressing toxic chemicals once they have already impacted children's health, polluted stormwater, or created a cleanup site, is a far more costly approach.

Over time, product testing supports Ecology's efforts to reduce exposures to chemicals of concern; protect children from known hazards; help companies that want to reduce their toxic footprint; and reduce future costs from stormwater contamination in Puget Sound and other water bodies.

This request is essential to support the Governor's Results Washington Goal 3 - Sustainable Energy and a Clean Environment by testing for compliance with laws regulating toxics in products and packaging. Higher compliance rates with these laws will reduce chemicals of concern in consumer products that enter the environment or are found in people.

This request also supports Puget Sound Action Agenda implementation through Sub-strategies and Regional Priorities. Refer to narrative in Puget Sound recovery section.

### Performance outcomes:

The outcome of this request will be:

1. better understanding of the current product law compliance rates and, over time, higher rates of compliance with existing toxics in products and packaging laws;
2. reduced exposure to children, consumers, workers, and the environment from chemicals of concern through enforcing laws that limit selling products containing chemicals of concern;
3. improved information for consumers and policy makers about the use of toxics in products; and
4. reduced contamination and toxics loading to waters and soils, including Puget Sound, ultimately leading to improved water quality and reduced cleanup costs. Compliance with each of these laws will be tracked through internal performance measures.

## Other Collateral Connections

### Intergovernmental:

Ecology coordinates with other states, the federal Consumer Product Safety Commission, and EPA Agency to ensure that manufacturers comply with toxics in products and packaging laws that restrict the use of chemicals that are toxic to people or the environment.

The Department of Health, Department of Enterprise Services, and the Assistant Attorney General's Office have been partners in Ecology's toxic reduction work and are aware and supportive of this request.

Vermont and Oregon have similar children's laws that are based off the Washington CSPA legislation. Ecology shares information, experience, and lessons with Vermont, Oregon, and ten other states and local jurisdictions. Many states are in the beginning stages of implementing their CSPA-like laws. Ecology is working under an EPA grant with Oregon and the Interstate Chemicals Clearinghouse to develop a multi-state database that will allow one-stop reporting for manufacturers for Vermont, Oregon, and Washington. Ecology also participates in the Toxics in Packaging Clearinghouse to collaborate on compliance and enforcement of packaging laws, which includes the states of Iowa, Minnesota, and California.

#### **Stakeholder response:**

The public debate around limiting and banning certain chemicals and metals in Washington happened in front of the Legislature when each of these laws were passed. Ecology is proposing a stronger compliance testing program to ensure the laws are carried out as intended. As with other regulatory programs, companies want the law enforced fairly. Ecology has good relationships with stakeholders affected by laws that regulate chemicals in consumer products. Companies that manufacture consumer products also want the laws implemented fairly, with all affected companies accurately reporting the presence of chemicals in their products.

Ecology will share product testing results with the public and regulated community and explain what the results mean. Before doing this, Ecology will develop a clearly defined approach to sharing results. This approach will balance right-to-know with protecting confidential business information and unknown impacts from the presence of chemicals of concern found in products.

#### **Legal or administrative mandates:**

Consumer Product Laws include:

<b>Title</b>	<b>Leg Session</b>	<b>RCW</b>
Packages containing metals	1991/2018	70.95G
Mercury	2003	70.95M
Electronic product recycling	2006	70.95N
PBDE flame retardants	2007	70.76
Children's safe products	2008/2017	70.240
Replacement of lead wheel weights	2009	70.270
Mercury containing lights –proper disposal	2010	70.275
Bisphenol-A restrictions on sale	2010	70.280
Brake friction material	2010	70.285
Stormwater pollution –Coal tar	2011	70.295
Recreational water vessels –anti-fouling paint	2011	70.300
State purchasing of products containing PCBs	2014	39.26
Reducing the use of toxic chemicals in firefighting	2018	New chapter

#### **Federal Laws:**

- Federal Pollution Prevention Act of 1990.
- Toxic Substances Control Act of 1976.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

EPA has expressed concerns that Ecology's product testing program could potentially cross-contaminate the federal laboratory at Manchester. EPA has recommended that Ecology find another facility to perform product testing activities. Ecology is currently in the process of investigating options, including:

- Leasing a 2,500 square foot modular lab building from EPA on the Manchester site. The building will require two fume hoods, restroom facilities, lab benches and electrical and plumbing infrastructure to meet lab testing equipment specifications.
- Remodel vacant lab space in Ecology's Lacey Headquarters basement. This option will require the same infrastructure and items noted above.
- Work with DES to identify space available in an existing facility, or soon-to-be facility to accommodate the needed lab capacity described in the first two options.
- Contract with qualified outside vendors for product testing lab services.

**Next steps:**

Ecology will determine the best course of action from the options listed above, and submit a future budget request if needed.

If EPA recommends that Ecology move their product testing lab before a new facility is in place, Ecology will pursue the last option until a new facility is operational to ensure that product testing activities are not interrupted. Until new space is available, Ecology will delay purchasing the requested equipment and will contract with qualified outside vendors as needed.

**Puget Sound recovery:**

This proposal is related to the Puget Sound Action Agenda Sub-strategy 9.1 - Implement and strengthen authorities and programs to prevent toxic chemicals from entering the Puget Sound ecosystem (Stormwater) by reducing hazardous waste and discharges of toxic chemicals being released into the environment.

This request supports Puget Sound Action Agenda implementation through Near Term Actions:

- NTA ID #2018-0470 (Eliminating Flame Retardant Contaminants to Puget Sound) – Reduce the loading of flame retardants in waterways by enforcing flame retardant bans, conduct product testing, and implement environmental justice actions to remove chemicals of concern in consumer products, including furniture and children's products.
- NTA ID #2018-0473 (PCBs in Building Products) - Implement the PCB Chemical Action Plan (CAP) actions to cleanup the reservoir of legacy PCBs that still remain in buildings built or renovated between 1950- 1979 that contribute to toxic stormwater pollution and recontamination of cleanup sites.

This request also supports the following Vital Sign Regional Priorities:

- TIF1.1: Enhance pollutant reduction programs, corrective measures and increase authorities and programs to prevent toxic chemicals from entering Puget Sound.
- CHIN4.8 Evaluate potential threats from emerging contaminants of concern from wastewater and stormwater as they relate to salmon and their food web.

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** BD - Support Voluntary Cleanups  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Angie Wirkkala  
 (360) 407-7219  
 angie.wirkkala@ecy.wa.gov

### Agency Recommendation Summary

Washington's cleanup law, the Model Toxics Control Act (MTCA), allows owners of contaminated properties to perform cleanups and achieve regulatory closure either independently or under Ecology's supervision. Through the Voluntary Cleanup Program (VCP), Ecology provides technical assistance and opinions on the sufficiency of independent cleanups to owners of contaminated properties. Over the last several years, VCP funding has not kept pace with the demand for VCP services, which has delayed or discouraged many voluntary cleanups. This request will allow Ecology to provide timely assistance and regulatory closure to people who voluntarily clean up contaminated properties. Funding is also requested for costs associated with Ecology's 2019 agency request legislation to develop the process for expediting reviews of real estate development cleanups. This will support VCP's purpose to encourage cleanup and facilitate redevelopment of contaminated properties in Washington that are essential to the economic prosperity and public health of our communities. Related to Puget Sound Action Agenda implementation. (State Toxics Control Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 173 - 1	\$1,014	\$1,060	\$673	\$467
Fund VCA - 1	\$0	\$0	\$423	\$423
<b>Total Expenditures</b>	<b>\$1,014</b>	<b>\$1,060</b>	<b>\$1,096</b>	<b>\$890</b>
<b>Biennial Totals</b>		<b>\$2,074</b>		<b>\$1,986</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	6.9	6.9	7.2	5.8
<b>Average Annual</b>		<b>6.9</b>		<b>6.5</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$517	\$517	\$536	\$439

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. B	\$191	\$191	\$198	\$162
Obj. E	\$73	\$119	\$120	\$91
Obj. G	\$15	\$15	\$16	\$13
Obj. J	\$8	\$8	\$8	\$6
Obj. T	\$210	\$210	\$218	\$179
Revenue	FY 2020	FY 2021	FY 2022	FY 2023
173 - 0434	\$0	\$-93	\$-93	\$-93
VCA - 0434	\$0	\$423	\$423	\$423
<b>Total</b>	<b>\$0</b>	<b>\$330</b>	<b>\$330</b>	<b>\$330</b>
<b>Biennial Totals</b>		<b>\$330</b>		<b>\$660</b>

## Package Description

### Background

Washington's cleanup law, the Model Toxics Control Act (MTCA), allows owners of contaminated properties to perform cleanups and achieve regulatory closure either independently or under Ecology's supervision. A potentially liable person (PLP) conducts an Ecology-supervised cleanup (or "formal cleanup") under a legally enforceable order or decree (settlement). Ecology usually requires supervision at contaminated sites that are larger and more complex, or where there is significant public interest. Ecology directly manages such cleanups and includes opportunities for public involvement at various milestones in the cleanup process. PLPs achieve regulatory closure under the formal process by satisfying the requirements of the order or decree.

Unless Ecology requires supervision of a cleanup, any contaminated site may be cleaned up independently. The independent cleanup process represents an important path for cleaning up contaminated sites in Washington, particularly sites that are smaller or less complex. This allows property owners to get sites cleaned up without waiting for Ecology. But, unlike Ecology-supervised cleanups, independent cleanups do not provide owners of contaminated properties assurance that the completed work is sufficient under MTCA. While owners must report these cleanups, Ecology does not provide an opinion on the sufficiency of independent cleanups unless requested to do so.

Ecology's Voluntary Cleanup Program (VCP) provides owners of contaminated properties technical assistance and advice, including written opinions on the sufficiency of their independent cleanups. These opinions provide owners regulatory closure. Lenders or buyers often require these opinions when selling or redeveloping contaminated property. Ecology is currently able to cost-recover some program costs from the VCP applicant (approximately 22 percent of total costs) under RCW 70.105D.030 (1)(i), and the revenue is deposited back into the State Toxics Control Account.

**Problem**

Over the last several years, resources to manage the VCP have not kept pace with the demand for services. Customers drive the VCP demand as they request advice and technical assistance. With today's strong real estate market, demand is greater than ever before. As of August 2018, there are more than 800 contaminated sites enrolled in the VCP, and about 150 of those sites are on waiting lists.

In 2016, Ecology introduced efficiencies to the VCP by implementing model remedies, or standard ways of cleaning up sites, to streamline and speed the cleanup process. Ecology also developed checklists and templates to improve report consistency and completeness and shorten review times.

In 2017, the Legislature shifted reviews of voluntary cleanups of many leaking tank sites from Ecology to the Pollution Liability Insurance Agency (PLIA) (Substitute House Bill 1266). As of June 2018, there were about 90 sites enrolled in PLIA's Petroleum Technical Assistance Program (PTAP). Shifting work and responsibility to PLIA's PTAP has helped, but not eliminated, the backlog at Ecology.

In addition to these efficiencies, two VCP cleanup project managers will be restored at 2019-21 carryforward level from the \$5 million MTCA operating reductions made in the 2015-17 and 2017-19 biennia. Even so, Ecology cannot keep pace with VCP demands. The program strives to respond to requests for opinions within 90 days. In the past, the number of sites assigned to a VCP cleanup project manager was limited to 30 – which made this goal achievable. Now, with the high VCP demand in the Northwest Region, where most of the unassigned backlog is located, workloads exceed 30 sites per manager, and the waitlist continues to grow. Statewide, the current VCP workload of active sites is closer to an average of 47 sites per VCP cleanup project manager. Ecology needs more VCP cleanup project managers to address the backlog and come back in line with the 90-day response goal. But developers are pushing for even shorter response times.

**Solution**

Ecology requests five new cleanup project managers to allow us to meet customers' requests for technical advice and opinions. With these resources, Ecology expects to meet the workload targets of 30 sites per manager and 90-day response time. (See Attachment A for a Summary of Ecology's Active VCP Projects and Current Dedicated VCP Cleanup Project Managers.)

Ecology is also proposing 2019 agency request legislation to provide tools to expedite reviews of voluntary cleanups performed in conjunction with commercial real estate development. The legislation authorizes Ecology to establish a separate, expedited review process within the VCP. This service will be based on demand, and customers will pay the full cost of the service. If the request legislation is passed by the Legislature, this request includes funding to develop the expedited review process and its fee structure.

**Impacts on Population Served:**

Ecology protects public health and natural resources by cleaning up and managing contaminated upland sites and contaminated sediments in the aquatic environment. The VCP provides services to owners of contaminated properties who conduct independent cleanups. Supporting people who want

to independently clean up their sites will positively impact Washington's environment, residents, and economy. Cleaning up and reusing contaminated properties significantly contributes to the economic prosperity and public health of our communities.

**Alternatives Explored:**

The efficiencies implemented over the past two years (model remedies, checklists, site cleanup guidelines, and templates) and a shift in some work to PLIA has helped reduce, but not eliminate, the VCP backlog at Ecology.

Ecology already shares VCP site management resources statewide. When one region experiences a peak demand for VCP services, and if VCP cleanup project managers in other regions have capacity, VCP projects are assigned to other regions. But, customer demand exceeds the total existing, VCP statewide staffing capacity, so further shifting of VCP staff is not a viable alternative.

Ecology could redirect staff from formal cleanups to the VCP, but that would not solve the overall backlog problem, and would negatively impact important formal site cleanups.

**Consequences of Not Funding This Request:**

More contaminated sites are discovered each year, and the list will continue to grow. Every year, 200 to 300 new sites are discovered and reported to Ecology. This adds to the 5,900 sites already awaiting further investigation and cleanup.

Ecology implemented a VCP Wait List in 2016. The list communicates Ecology's capacity to provide technical review and opinions on independent cleanups. It was initially driven by private development in the Northwest Region, but the Southwest Region has also added sites to the wait list.

The consequences of not funding the request are that voluntary cleanups would move at their current pace, a degraded environment would remain, and VCP customers interested in cleaning up their sites would lose interest. The impacts of inadequate cleanup staff resources ripples through Ecology's Toxics Cleanup Program (TCP) to communities throughout Washington. Both private sector and local government voluntary cleanups would take longer, providing fewer opportunities for redevelopment, economic growth, and protection of public and environmental health.

**JUSTIFICATION FOR NEW OR INCREASED FEE REQUEST**

1. Fee Name: Voluntary Cleanup Program Expedited Process Reviews

2. Current Tax or Fee Rate: Ecology does not have statutory authority for the VCP expedited review process or a fee or rate structure to support it. Ecology is currently able to cost-recover some program costs from the VCP applicant (approximately 22 percent of total costs) under RCW 70.105D.030 (1)(i), and the revenue is deposited back into the State Toxics Control Account.

3. Proposed Rate:

FY 2020: N/A

FY 2021: \$35,250 unit cost. Ecology assumes that it would establish the fee and/or cost recovery structure in interpretive guidance before adopting it into rule. The structure could include single fees, multiple fees, or a combination of fees and cost recovery. For the purposes of the agency request legislation's fiscal note, Ecology is calculating a unit cost of a project to estimate cash receipts. The unit cost would need to cover the following category of costs: application review and intake process; project reviews throughout the cleanup process (one or many reviews); and post-cleanup periodic reviews to ensure the cleanup is operating as anticipated.

4. Incremental Change for Each Year:

FY 2020: \$0

FY 2021: \$423,000

5. Expected Implementation Date: July 1, 2020

6. Estimated Additional Revenue Generated by Increase:

FY 2020: \$0

FY 2021: \$423,000

7. Justification: Under the state's cleanup law, the Model Toxics Control Act (MTCA), owners and developers of contaminated properties may voluntarily clean up properties and achieve regulatory closure either independently or under direct supervision by the Ecology. Cleanups are usually conducted independently unless the owner or developer requests a settlement of cleanup liability or Ecology determines that direct supervision is necessary.

Under the Voluntary Cleanup Program (VCP), people who conduct independent cleanups can request technical assistance and written opinions on the sufficiency of their cleanups from Ecology. These opinions, known as "no further action (NFA) determinations," provide owners and developers of contaminated properties with regulatory closure. Such opinions are often required by buyers or lenders when the contaminated properties are sold or redeveloped.

8. Changes in Who Pays: Under the VCP expedited process, there would be no change in who pays. Customers requesting expedited reviews would pay all Ecology costs for providing advice and assistance under the VCP for the commitment of reduced response times and greater certainty regarding response times.

9. Changes in Methodology: The following assumptions were used to estimate a unit cost of projects reviewed under the expedited process. The unit cost would depend on the final fee and/or cost recovery structure and policies about how and when customers would pay. The structure would need to ensure that all costs of the expedited review process are collected. The structure could include single fees, multiple fees, or a combination of fees and cost recovery. That structure would be adopted in guidelines and then rule.

Total cost of supporting two cleanup project managers = \$423,000 including Hydrogeologist 4, associated program support, and Assistant Attorney General support.

Number of new projects entering expedited process each year = 12 projects. The final fee and/or cost recovery structure generated from these projects would need to be able to support the expedited process.

Estimated unit cost of projects reviewed under expedited process = \$423,000 / 12 projects = \$35,250.

#### 10: RecSum Code: BD

11. Alternatives: If the 2019 agency request legislation does not pass authorizing the VCP expedited process, Ecology would continue to work under the standard VCP process to meet all customers' demands – including commercial real estate developers. Ecology would work to meet existing workload and performance targets of 30 sites per VCP cleanup project manager and a 90-day response time. Funding requested in this decision package for an additional 5.0 FTEs would allow Ecology to significantly reduce the VCP backlog under the standard process without offering the expedited process.

#### 12. Statutory Change Required? Yes

Ecology is proposing 2019 agency request legislation to authorize the VCP expedited process and the revenue model (fees, cost recovery, or both) to support it. The proposal will respond to real estate developer's demands for an expedited review process under the VCP. The goals for the expedited review process are to provide shorter response times and more certainty for customers on a schedule. The development community is demanding and willing to pay this service. An expedited review option will require commitments by Ecology and customers to accelerate the VCP process. For example, customers will need to meet certain conditions, like submitting upfront schedules, progress reports, advance notice of schedule changes, and ready-to-review plans and reports. Customers choosing the expedited review option will pay a user fee to fully support Ecology work dedicated to those projects. Customers not interested in paying for expedited review process will go through the standard VCP process.

## Assumptions and Calculations

### **Expansion or alteration of a current program or service:**

Below is a summary of the 2015-17 and 2017-19 funding and FTE levels for the Toxics Cleanup Program by fund and activity. Administrative Overhead related to this activity is in the agency's Administration Activity A002 and not included in the program totals. Ecology currently has about 13.5 FTEs VCP cleanup project managers, and 81.5 FTEs formal cleanup project managers on staff.

Activity Recast 2015-17 after 2016 Supplemental						
Activity Code	Activity Title	Account	FTE	FY 2016	FY 2017	Biennial 2015-17
A005	Clean Up the Most Contaminated Sites First (Upland and Aquatic)	MTCA 173-1 19G-1		\$16,009,700	\$17,338,100	\$33,347,800
		OTHER		\$5,511,600	\$5,819,500	\$11,331,100
Sub-Total			145.2	\$21,521,300	\$23,157,600	\$44,678,900
A057	Services to Site Owners that Volunteer to Clean Up Their Contaminated Sites	MTCA 173-1 19G-1	28.1	\$2,562,100	\$2,779,400	\$5,341,500
A023	Manage Underground Storage Tanks to Minimize Releases	MTCA 173-1 19G-1		\$146,500	\$146,500	\$293,000
		OTHER		\$2,007,000	\$2,080,900	\$4,087,900
Sub-Total			23.6	\$2,153,500	\$2,227,400	\$4,380,900
Toxics Cleanup Program Operating Budget Total			196.9	\$26,236,900	\$28,164,400	\$54,401,300

Activity Recast 2017-19 after 2018 Supplemental						
Activity Code	Activity Title	Account	FTE	FY 2018	FY 2019	Biennial 2017-19
A005	Clean Up the Most Contaminated Sites First (Upland and Aquatic)	MTCA 173-1 19G-1		\$16,712,400	\$17,616,800	\$34,329,200
		OTHER		\$5,449,800	\$6,230,900	\$11,680,700
Sub-Total			141.0	\$22,162,200	\$23,847,700	\$46,009,900
A057	Services to Site Owners that Volunteer to Clean Up Their Contaminated Sites	MTCA 173-1 19G-1	27.3	\$2,757,000	\$2,940,300	\$5,697,300
A023	Manage Underground Storage Tanks to Minimize Releases	MTCA 173-1 19G-1		\$207,000	\$207,000	\$414,000
		OTHER		\$1,992,600	\$2,066,300	\$4,058,900
Sub-Total			23.6	\$2,199,600	\$2,273,300	\$4,472,900
Toxics Cleanup Program Operating Budget Total			191.9	\$27,118,800	\$29,061,300	\$56,180,100

In the 2014 Supplemental Budget, Ecology requested and received funding for approximately 11.5 direct FTEs to support cleanup (CH Expanded Cleanup Capacity PL). The request was to implement Second Engrossed Second Substitute Senate Bill 5296 that required Ecology to begin new cleanup reporting, perform tighter cash management of cleanup dollars, and deliver quicker cleanups.

Soon after that supplemental budget passed, oil prices fell abruptly – from a high of \$104 per barrel in August 2014 to below \$30 per barrel in January 2016. The ongoing staff capacity expected from the 2014 request did not entirely materialize as Ecology planned for and managed the MTCA revenue shortfall. For the 2015-17 and 2017-19 biennia, the agencywide \$5 million operating MTCA reduction resulted in a cut to the TCP budget of \$1.2 million and 6.0 FTEs, managed through not filling vacancies when they occurred. These vacancies were cleanup project manager positions (both formal and VCP) or vacancies that directly supported formal site management work.

The \$5 million reduction will be restored at carryforward level in the 2019-21 Operating Budget, and will support two VCP cleanup project managers. Filling existing vacancies will only address about 30 percent of the expected VCP staffing needs.

**Detailed assumptions and calculations:**

VOLUNTARY CLEANUP PROGRAM PROJECT MANAGERS (\$821,000 and 5.8 FTEs per fiscal year)

Beginning July 1, 2019, and ongoing, Ecology requires salary, benefits, and associated staff costs for 5.0 FTEs Hydrogeologist 4 to improve responsiveness to customer requests for VCP services. Ecology expects this will significantly reduce the VCP backlog. These staff will respond to requests for technical assistance on how to meet cleanup requirements, and will provide opinions on whether planned or completed cleanup actions meet those requirements. This level of staffing is required on an ongoing basis and is not dependent on or affected by the agency request legislation. The agency request legislation provides another tool (the expedited review process) and funding source for supporting the VCP. If the bill does not pass, the project manager costs in this request will be ongoing from the State Toxics Control Account.

DEVELOPMENT OF THE EXPEDITED REVIEW PROCESS (\$192,000 and 1.2 FTEs per fiscal year)

In Fiscal Years 2020 through 2022, Ecology requires salary, benefits, and associated staff costs for 1.0 FTE Environmental Planner 4 to develop the guidelines, fee structure, and rules governing the expedited review process related to the 2019 agency request legislation.

In Fiscal Year 2020, Ecology also requires 0.2 FTE (\$46,000 per the Office of Attorney General estimates) Assistant Attorney General support in developing the interpretive guidelines and policy for the expedited review process. This amount decreases to 0.1 FTE and \$23,000 in Fiscal Years 2021 and 2022.

Also in Fiscal Year 2022, Ecology requires salary, benefits, and associated staff costs for 0.25 FTE Economic Analyst 3 to support the rule development economic analysis.

## IMPLEMENTATION OF EXPEDITED REVIEW PROCESS

The assumptions below outline budget impacts related to 2019 agency request legislation. If the legislation does not pass, the \$423,000 fund shift (of revenues and expenditures) beginning in FY 2022 from the State Toxics Control Account to the new Voluntary Cleanup Account would not occur.

Beginning July 1, 2020, Ecology assumes the following costs would be assigned to the expedited review process:

Cleanup project manager costs: Salary, benefits, and associated staff costs for up to 2.0 FTEs Hydrogeologist 4 for providing expedited reviews of cleanup projects.

Program support costs: Salary, benefits, and associated staff costs for 0.05 FTE for each of the following VCP Unit Supervisor (WMS Band 1), Ecology Regional Section Manager (WMS Band 2), Secretary Senior, and Environmental Specialist 2 in support of the expedited process. These staff



are expected to prepare and approve opinions, mediate or make decisions on larger and more complex projects, offer administrative support, and complete data management tasks for tracking data related to the expedited reviews in Ecology's cleanup database (Integrated Site Information System) and Ecology's environmental information database (Environmental Information Management System). The FTE estimates are based on the ratio of estimated expedited review projects compared to the total active VCP projects.

Ecology expenditures in Fiscal Year 2021 are assumed from the State Toxics Control Account. Beginning in Fiscal Year 2022 and ongoing, costs will shift to a new Voluntary Cleanup Account, provided sufficient demand for (and revenues generated from) the expedited process exist.

Assistant Attorney General support costs, estimated at 0.3 FTE (\$69,000 per the Office of Attorney General estimates) for providing advice and assistance through the expedited process. The Office of the Attorney General anticipates spending more time on VCP projects that enter the expedited review process. They assume costs over current funding levels because Ecology would have a requirement to meet its commitments to reduce response times and provide greater certainty regarding response times to customers requesting expedited reviews.

Ecology expenditures for legal services related to implementation of the expedited review process in Fiscal Year 2021 are assumed from the State Toxics Control Account. Beginning in Fiscal Year 2022 and ongoing, costs will shift to a new Voluntary Cleanup Account, provided sufficient demand for (and revenues generated from) the expedited process exist.

Ecology assumes there would be a \$93,000 reduction in revenue to the State Toxics Control Account and an increase of \$423,000 in the new Voluntary Cleanup Account starting in FY 2021 and ongoing.

Note: Ecology is submitting another operating request titled, "Integrated Grant and Revenue System," to replace the outdated Toxics Cleanup Cost Recovery System (TCCRS). If the 2019 agency request legislation passes for the VCP expedited process, the new revenue model (fees, cost recovery, or both) will need a modern revenue system that can handle more complex or dynamic billing functions.

#### Workforce Assumptions:

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	516,583	516,583	535,988	438,965	438,965	438,965
B	Employee Benefits	191,136	191,136	198,316	162,417	162,417	162,417
E	Goods and Services	72,862	118,862	119,981	91,385	91,385	91,385
G	Travel	15,312	15,312	15,950	12,760	12,760	12,760
J	Capital Outlays	7,590	7,590	7,906	6,325	6,325	6,325
T	Intra-Agency Reimbursements	210,192	210,192	218,088	178,610	178,610	178,610
<b>Total Objects</b>		<b>1,013,675</b>	<b>1,059,675</b>	<b>1,096,229</b>	<b>890,462</b>	<b>890,462</b>	<b>890,462</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
HYDROGEOLOGIST 4	87,793	5.00	5.00	5.00	5.00	5.00	5.00
ENVIR PLANNER 4	77,618	1.00	1.00	1.00			
ECONOMIC ANALYST 3	77,618			0.25			
FISCAL ANALYST 2		0.60	0.60	0.63	0.50	0.50	0.50
IT SPECIALIST 2		0.30	0.30	0.31	0.25	0.25	0.25
<b>Total FTEs</b>		<b>6.9</b>	<b>6.9</b>	<b>7.2</b>	<b>5.8</b>	<b>5.8</b>	<b>5.8</b>

**Explanation of costs by object:**

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE and include additional legal services costs estimated by the Office of the Attorney General.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

**Strategic and Performance Outcomes****Strategic framework:**

This request is essential to implementing Ecology's strategic plan priorities to Prevent and Reduce Toxic Threats and to Protect and Restore Puget Sound by supporting work to clean up contaminated sites and support economic redevelopment. Ecology works in partnership with local governments, Tribes, other state and natural resource agencies, private developers, property owners, contractors, technical professionals, and residents to complete remedial cleanup actions at contaminated sites statewide and in the Puget Sound region. Please refer to narrative in the Puget Sound recovery section.

This request provides essential support to the Governor's budget, economic development and energy and environment, and safe communities priorities because it will protect public health and natural resources through cleanup.

Also, this request supports Governor Inslee's Executive Order 18-02, Southern Resident Killer Whale Recovery and Task Force, by supporting cleanup projects that reduce legacy and address new toxic contaminants in Puget Sound. The Order lists toxic contaminants as one of the three primary factors threatening the Southern Resident population.

This request provides essential support to the Governor's Results Washington:

Goal 2, Prosperous Economy by creating and supporting jobs and making it possible to redevelop previously contaminated land to support economic growth in communities.

Goal 3, Sustainable Energy and a Clean Environment by cleaning up and managing contaminated sites that pose threats to public health, the environment, groundwater, and fish and wildlife resources. Specifically:

Goal 3/Goal Topic/Sub-Topic: Sustainable Energy and a Clean Environment/Clean and Restored Environment Healthy Lands. Outcome Measure 3.1 – Increase the number of contaminated sites cleaned up by 17 percent from 5,815 to 6,803 by 2020. Leading Indicator 3.1.a – Increase number of contaminated brownfield sites returned to economically productive use from 476 to 1,090 by 2020.

**Performance outcomes:**

The outcome of this request will be to encourage and expedite the voluntary cleanup and reuse of contaminated and blighted properties that are essential to the economic prosperity and public health of our communities.

## Other Collateral Connections

**Intergovernmental:**

Other governmental jurisdictions may participate in the VCP. Responding to other state agencies, cities, counties, school districts, and other local governments makes a tangible difference in communities by transforming formerly blighted sites into useful properties and protecting residents from the threats of hazardous substances. Cleaning up and redeveloping contaminated properties benefit Washington's health, environment, and economy. Other jurisdictions are anticipated to support the proposal.

**Stakeholder response:**

Ecology collaborates with private developers, property owners, contractors, technical professionals, and residents to clean up legacy contamination from past industrial practices and accidental spills. Ecology expects all of these partners to support the request.

Property owners and commercial real estate developers are particularly interested in finding a way to eliminate wait lists and reduce response times under the VCP. The ability for property transactions and the associated cleanups to proceed often depends on Ecology's ability to provide timely responses. Time is money for many developers.

Affected citizens and environmental groups are interested in encouraging more people to voluntarily clean up contaminated sites. They want to ensure that everyone who conducts voluntary cleanups can obtain advice and assistance under the VCP in a timely fashion, not just commercial real estate developers.

**Legal or administrative mandates:**

N/A

**Changes from current law:**

No changes to existing statutes, rules, or contracts are required to support the VCP cleanup projects managers requested.

But, Ecology is proposing agency request legislation to respond to real estate developer's demands for an expedited review process under the VCP. The goals for the expedited review process are to provide shorter response times and more certainty for customers on a schedule. The development community is demanding and willing to pay this service. An expedited review option will require commitments by Ecology and customers to accelerate the VCP process. For example, customers will need to meet certain conditions, like submitting upfront schedules, progress reports, advance notice of schedule changes, and ready-to-review plans and reports. Customers choosing the expedited review option will pay a user fee to fully support Ecology work dedicated to those projects. Customers not interested in paying for expedited review process will go through the standard VCP process.

This request will respond to all VCP customers. Ecology expects to provide technical advice, assistance, and opinions within the 90-day target. If the associated agency request legislation passes, Ecology will dedicate staff to expedited reviews, as long as there is sufficient demand for them and providing advice and assistance under the standard process is not impaired.

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

This request supports Puget Sound Action Agenda implementation through the following Strategies, Sub-strategies, and Regional Priorities:

- Strategy 10 - Use a comprehensive approach to manage urban stormwater runoff at the site and landscape scales. Sub-strategy 10.3, Fix problems caused by existing development and Sub-Strategy Regional Priority 10.3-2, Provide infrastructure and incentives to accommodate redevelopment within designated urban centers in urban growth areas.
- Strategy 21 - Address and clean up cumulative water pollution impacts in Puget Sound. Sub-strategy 21.2, clean up contaminated sites within and near Puget Sound by reducing and controlling the sources of pollution. Ecology's work to cleanup areas contaminated with hazardous substances returns a polluted or degraded environment, as much as possible, to a healthy, self-sustaining ecosystem.

This request also supports the following Vital Sign Regional Priorities:

- LDC1.4 - Increase human and technical capacity of staff for planning, implementation, and enforcement.

- TIF1.1 - Enhance pollutant reduction programs, corrective measures and increase authorities and programs to prevent toxic chemicals from entering Puget Sound.
- TIF3.1 - Provide infrastructure and incentives to accommodate new development and re-development within designated urban centers in Urban Growth Areas (UGA).
- CHIN2.6 - Incentivize and accelerate stormwater management for new and existing development.

## Reference Documents

- Attachment A - Summary.docx

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

Attachment A: Summary of Ecology's Active VCP Projects, Current Statewide Workload, and Current Dedicated VCP Cleanup Project Managers

Ecology's workload per VCP cleanup project manager goal under the standard process is 30 sites per cleanup project manager to achieve a 90-day response time.

<b>Active VCP Projects</b>	<b># Projects</b>	<b>Notes</b>
<i>Statewide Total</i>	810	
<i>Less Wait List Projects Not Requesting Opinion</i>	-105	Not currently requesting technical assistance or opinion.
<i>Less Central Regional Office</i>	-74	*** See note below.
<i>Total Active Projects</i>	631	
<i># of Cleanup Project Managers @ 30 Sites</i>	21.0	Ideal level of VCP Staffing

<b>Current VCP Statewide Workload</b>	<b>Notes</b>
<i>2017-19 FTEs</i>	13.5
<i>Total Active Projects Opinion</i>	631
<i># of Sites per Cleanup Project Manager</i>	47
<i>Ideal Workload / Cleanup Project Manager</i>	30
<i>Statewide Over-Workload / Cleanup Project Manager</i>	17

<b>VCP Site Managers</b>	<b>FTEs</b>	<b>Notes</b>
<i>2017-19</i>	13.5	
<i>2019-21 CFL</i>	+2.0	Restore one-time MTCA \$5 million agencywide reduction
<i>2019-21 Budget Proposal</i>	+5.0	
<i># of Cleanup Project Managers @ 30 Sites</i>	20.5	Proposal fully stabilizes current program

\*\*\*NOTE: Central Regional Office workload (1.0 FTE for 74 sites) is not representative of other regions. Central Regional Office experiences less urban development demands than in Spokane, King, Pierce, Thurston, and Snohomish Counties.



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AL - Meeting Air Operating Permit Needs  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Ron Stuart  
 (360) 407-7530  
 Ron.Stuart@ecy.wa.gov

### Agency Recommendation Summary

Federal and state laws define the scope and content of the Air Operating Permit Program. Under these laws, industrial facilities that emit large amounts of air pollution are required to pay the full costs of the program. State law defines and requires Ecology to use a workload analysis model to determine the budget necessary to administer the program each biennium. In February 2018, Ecology published the workload analysis for the 2019-21 Biennium, based on current costs and workload projections. Ecology is requesting additional spending authority from the Air Operating Permit Account to match the workload analysis. (Air Operating Permit Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 219 - 1	\$312	\$312	\$312	\$312
<b>Total Expenditures</b>	<b>\$312</b>	<b>\$312</b>	<b>\$312</b>	<b>\$312</b>
<b>Biennial Totals</b>		<b>\$624</b>		<b>\$624</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	2.1	2.1	2.1	2.1
<b>Average Annual</b>		<b>2.1</b>		<b>2.1</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$167	\$167	\$167	\$167
Obj. B	\$62	\$62	\$62	\$62
Obj. E	\$8	\$8	\$8	\$8
Obj. G	\$5	\$5	\$5	\$5
Obj. J	\$2	\$2	\$2	\$2

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. T	\$68	\$68	\$68	\$68
Revenue	FY 2020	FY 2021	FY 2022	FY 2023
219 - 0299	\$312	\$312	\$312	\$312
<b>Total</b>	<b>\$312</b>	<b>\$312</b>	<b>\$312</b>	<b>\$312</b>
<b>Biennial Totals</b>		<b>\$624</b>		<b>\$624</b>

## Package Description

### Background

State and federal laws require certain large industrial sources of air pollution to participate in the Air Operating Permit (AOP) Program. These laws also require that sources pay the full costs of administering the program. Large sources are industries that emit, per year, more than 100 tons of any single criteria pollutant (volatile organic compounds that create ozone, fine particles, nitrogen dioxide, sulfur dioxide, carbon monoxide, and lead); or 10 tons of any individual hazardous air pollutant; or 25 tons of any combination of hazardous air pollutants.

Under RCW 70.94.162, Ecology develops a biennial workload analysis (WLA) detailing its expected workload and projected cost for each new biennium. The process and protocols for developing the analysis are established in state law and WAC 173-401-900. The draft WLA is made available to permittees and stakeholders for review and comment before its adoption and publication, which occurs well before the beginning of the biennium. The WLA sets the total program costs to be collected from AOP sources. State law further defines how total costs are apportioned into industrial facility-specific fees. During the biennium, sources are billed, and fees are deposited into the dedicated Air Operating Permit Account in the state treasury.

### Problem

Ecology currently has 28 major AOP sources under its jurisdiction that require permitting, technical assistance, inspections, compliance assessments and evaluations, emissions and air quality monitoring, and administrative support. Ecology expects to permit three new sources under the AOP Program in the 2019-21 Biennium as Eastern Washington continues to attract new businesses. Sources expect, and AOP rules specify, timely permit issuance and permit renewals. Ecology is currently experiencing a backlog of permit issuance and renewals, and the AOP Program needs additional resources to eliminate the backlog.

In addition, in 2017 the U.S. Environmental Protection Agency (EPA) published a compliance and enforcement audit report (State Review Framework Report) that concluded that compliance inspections and reporting related to the Hanford operating permit needed improvement. The report also determined that Ecology needs to improve compliance with data entry into federal data systems. The EPA report results in the need for additional resources to ensure Ecology can meet compliance inspection and reporting requirements for the Hanford AOP and the federal data entry requirements.



In February 2018, Ecology developed a draft biennial WLA and made it available to the public for review and comment. Ecology did not receive any comments regarding the draft WLA. The analysis developed for the 2019-21 Biennium reflects an increase in resources needed to reduce permit backlogs, improve compliance data entry into federal systems, and improve inspections and reporting. Ecology requires additional expenditure authority in AOP above the 2019-21 carry-forward level to cover the additional projected costs. By fully funding the AOP Program, businesses needing air operating permits can be assured of timely, responsive, and appropriate permit approvals from Ecology. Permit fees will fully cover the cost increases as required by state and federal law.

**Impacts on Population Served:**

Air pollution is a serious threat to our public health. It has adverse health effects, especially on infants, young children, the elderly, and people with existing heart and lung disease. Through effective policies, including the AOP Program, Ecology can manage emissions from industrial facilities, continue to meet national air quality standards, and keep exposure to hazardous air pollutants within acceptable limits.

Washington's AOP Program ensures that companies have all of their air pollution requirements consolidated and defined in one place. This provides clarity and facilitates compliance with and enforceability of air pollution laws to protect public health and the environment.

This request provides environmental equity across the state, including underrepresented communities, such as those with large minority and low-income populations. Additional funding will ensure a fully functioning AOP Program to help all large industrial facilities remain in compliance with their permits. It will also provide equal opportunity for comment during the public involvement period before a final permit is issued. This can help protect public health where communities may already be experiencing negative health or environmental impacts from elevated levels of air pollution.

**Alternatives Explored:**

Under federal and state law, the program must be fully funded through permit fees on AOP facilities. Other sources of revenue cannot be used to sustain AOP work. The only alternative would be to reduce required work within the AOP Program and/or delay issuing permits for new sources. This is an unacceptable alternative, because it would affect monitoring and managing current AOP sources, impact the state economically, violate federal law, and jeopardize federal accreditation of the state's AOP Program.

**Consequences of Not Funding This Request:**

If Ecology does not receive additional expenditure authority, there would not be sufficient staff capacity to perform the new permitting work and associated post-permitting source evaluations and compliance activities. Ecology would have insufficient appropriation to carry out the current, required level of service for the AOP Program. This would potentially subject citizens to increased levels of pollution and pose a risk to public health.

Section 502 of the Federal Clean Air Act (FCAA) requires each state to have adequate personnel and funding to administer the program. Title V of the FCAA requires major stationary sources of criteria and hazardous air pollutants to fund the full cost of the AOP Program. Failure to appropriately manage air pollution from major stationary sources would hamper Ecology's ability to carry out these requirements and meet ambient air quality standards. Ecology would be unable to effectively monitor and manage the program, issue appropriate and timely permits, support or work cooperatively with the state's seven local air authorities, and would be in jeopardy of losing AOP Program accreditation from EPA. Failure to fully fund the AOP Program could result in EPA taking over issuing permits, initiating sanctions against the state, or enforcement actions against AOP facilities in Washington. Failure to issue timely permits would also hamper economic growth and development.

## **JUSTIFICATION FOR NEW OR INCREASED FEE REQUEST**

1. Fee Name: Air Operating Permit Fee

2 Current Tax or Fee Amount: Fees are based on workload estimates and charged to sources based on a formula, as described in WAC. Fees range from \$1,800 to \$202,000, depending on permit complexity and annual tons of emissions with a projected 2017-19 total biennial revenue of \$3.6 million.

3. Proposed Rate:

FY 2020: \$2,223,417 total annual revenue, based on a workload model produced in February 2018.

FY 2021: \$2,249,820 total annual revenue, based on a workload model produced in February 2018.

4. Incremental Change for Each Year:

FY 2020: \$312,000

FY 2021: \$312,000

5. Expected Implementation Date: 7/1/2019

6. Estimated Additional Revenue Generated by Increase:

FY 2020: \$312,000

FY 2021: \$312,000

7. Justification: Federal and state law authorizes Ecology to collect fees yearly to administer an Air Operating Permit Program for major industrial sources. The draft workload model that was completed in February 2018 shows an additional \$624,000 and 2.1 FTEs will be needed in the 2019-21 Biennium for the program to be fully supported. The increases are due to additional federal requirements and three additional permits.

8. Changes in Who Pays: No changes.

9. Changes in Methodology: No change in methodology.

10. RecSum Code: AL

11. Alternatives: No alternatives were considered.

12. Statutory Change Required? No.

## Assumptions and Calculations

### Expansion or alteration of a current program or service:

Below is a summary of the 2015-17 and 2017-19 funding (after the first supplemental budgets) and FTEs for AOP by activity.

Activity Code	Activity Title	Avg. 15-17 FTEs	Bien 2015-17 Total	Avg. 17-19 FTEs	Bien 2017-19 Total
A014	Restore the Air, Soil, and Water Contaminated from Past Activities at Hanford	0.30	\$1,802	0.30	\$2,951
A015	Clean Up and Remove Large, Complex, Contaminated Facilities throughout Hanford	0.30	\$1,374	0.30	\$2,587
A016	Treat and Dispose of Hanford's High-level Radioactive Tank Waste	0.30	\$2,708	0.30	\$5,435
A017	Ensure Safe Tank Operations, Storage of Tank Wastes, and Closure of the Waste Storage Tanks at Hanford	0.30	\$1,848	0.30	\$3,663
A018	Ensure the Safe Management of Radioactive Mixed Waste at Hanford	0.30	\$3,982	0.30	\$5,776
A028	Improve Environmental Compliance at State's Largest Industrial Facilities	4.1	1,111,575	4.1	1,101,053
A045	Reduce Air Pollution from Industrial and Commercial Sources	5.75	1,384,006	7.80	1,899,984
A002	Administration	0.00	325,705	0.00	394,551
TOTAL		11.75	3,233,000	13.4	3,816,000

### Detailed assumptions and calculations:

Revenue estimates and total program costs are based on the 2019-21 Biennium Workload Analysis, which identifies additional costs for increased complexity in the AOP Program, new federal requirements that must be incorporated into permits for the 28 existing facilities, and permitting and oversight of three new industrial facilities that emit large amounts of air pollution.

Beginning in Fiscal Year 2020 and ongoing, Ecology will require salaries, benefits, and associated staff costs of \$311,937 a year for 1.3 FTEs of an Environmental Engineer 3 and 0.5 FTE of an Environmental Engineer 5. As required by state and federal law, all costs will be charged to the industrial facilities and will be deposited into the Air Operating Permit Account.

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	167,125	167,125	167,125	167,125	167,125	167,125
B	Employee Benefits	61,837	61,837	61,837	61,837	61,837	61,837
E	Goods and Services	8,082	8,082	8,082	8,082	8,082	8,082
G	Travel	4,607	4,607	4,607	4,607	4,607	4,607
J	Capital Outlays	2,284	2,284	2,284	2,284	2,284	2,284
T	Intra-Agency Reimbursements	68,002	68,002	68,002	68,002	68,002	68,002
<b>Total Objects</b>		<b>311,937</b>	<b>311,937</b>	<b>311,937</b>	<b>311,937</b>	<b>311,937</b>	<b>311,937</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
ENVIRO. ENGINEER 3	90,003	1.31	1.31	1.31	1.31	1.31	1.31
ENVIRO. ENGINEER 5	99,342	0.50	0.50	0.50	0.50	0.50	0.50
FISCAL ANALYST 2		0.18	0.18	0.18	0.18	0.18	0.18
IT SPECIALIST 2		0.09	0.09	0.09	0.09	0.09	0.09
<b>Total FTEs</b>		<b>2.1</b>	<b>2.1</b>	<b>2.1</b>	<b>2.1</b>	<b>2.1</b>	<b>2.1</b>

Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

**Strategic and Performance Outcomes****Strategic framework:**

This request is essential to implementing two strategic priorities in Ecology's strategic plan: 1) Prevent and Reduce Toxic Threats; and 2) Reduce and Prepare for Climate Impacts. Through permitting, technical assistance, and regulatory oversight, Ecology controls the amount of pollutants commercial and industrial sources emit. If these pollutants are not managed properly, they would contribute to climate change and have hazardous health effects on the people in Washington.

This request provides essential support to the Governor's Results Washington Goal 3, Sustainable Energy and a Clean Environment and Goal 4, Healthy and Safe Communities by providing the expenditure authority that will allow Ecology to permit, inspect, monitor, and ensure compliance

with air quality laws. Air pollution is a serious threat to public health. It has adverse health effects, especially on infants, young children, the elderly, and people with heart and lung disease. Washington's AOP Program ensures compliance with and enforceability of air pollution laws for the protection of public health and the environment.

**Performance outcomes:**

The outcome of this request will be a fully functional and efficiently operated Air Operating Permit Program, consistent with federal and state law. It ensures timely and accurate permit issuance and appropriate compliance assurance to help protect public health and support economic growth in Washington. This request will allow the program to continue to be self-funded as required by federal law.

**Other Collateral Connections****Intergovernmental:**

Each of the seven local air authorities have jurisdictional authority in specific counties in Washington. Ecology has oversight of the local air agencies to assist with implementing the program according to the state and federal clean air acts. If Ecology lacks the required resources to carry out its duties, the local air authority AOP operational consistency and efficiency would be impacted.

Failure to fully fund the AOP Program could delay economic development or expansion of large industrial facilities around the state; and, most critically, in the 19 counties without a local air agency where Ecology has sole jurisdiction. County or regional government planning, economic development, tax base, employment, and environmental objectives could be compromised.

Industrial sources on tribal lands in Washington are regulated by EPA Region 10.

**Stakeholder response:**

Local air agencies, local economic development interests and businesses affected by the program generally support the fee increase because it will decrease the backlog of permits, ensure timely processing of new permits and help Ecology provide additional assistance to AOP facilities.

**Legal or administrative mandates:**

RCW 70.94.162 requires Ecology to develop a WLA, make it available for public review and input, and ensure that fees fully fund the program.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AY - Woodstove Standards and Fees  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Jase Brooks  
 (360) 407-7604  
 Jase.Brooks@ecy.wa.gov

### Agency Recommendation Summary

Fine particle pollution from wood heating devices poses a significant health threat for millions of Washington residents; especially those with existing heart or lung disease, the elderly, and small children. Ecology is proposing legislative changes that will improve woodstove performance standards and support public woodstove education programs through a woodstove retail sales fee increase. Chapters 173-455 and 173-433 WAC reference language in Chapter 70.94 RCW that Ecology is proposing to change through agency request legislation in the 2019 Legislative Session. This request is for dedicated funding to update these rules if the proposed legislation passes. (Woodstove Education and Enforcement Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 160 - 1	\$103	\$89	\$0	\$0
<b>Total Expenditures</b>	<b>\$103</b>	<b>\$89</b>	<b>\$0</b>	<b>\$0</b>
<b>Biennial Totals</b>		<b>\$192</b>		<b>\$0</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	0.9	0.7	0.0	0.0
<b>Average Annual</b>		<b>0.8</b>		<b>0.0</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$55	\$47	\$0	\$0
Obj. B	\$20	\$17	\$0	\$0
Obj. E	\$3	\$3	\$0	\$0
Obj. G	\$2	\$2	\$0	\$0
Obj. J	\$1	\$1	\$0	\$0

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. T	\$22	\$19	\$0	\$0

### Package Description

Ecology is requesting funding for rule updates to Chapters 173-433 and 173-455 WAC associated with 2019 agency request legislation regarding the sale and installation of solid fuel (wood) burning devices.

The request legislation includes new woodstove standards that reflect technological advancements since those standards were set in 1991, and align with the emissions performance of new woodstoves already manufactured and sold in Washington. The legislation also proposes an increase of the retail sales fee paid by consumers who purchase woodstoves from \$30 to \$50, and an update to the inflation mechanism in statute to allow the fee to rise consistent with the state's fiscal growth factor. The fee has not been adjusted since its creation in 1991, and cost increases over time have reduced the fee's capacity to support Ecology's Woodstove Education Program. Rule changes will also be necessary to align Chapters 173-433 and 173-455 WAC with changes to RCWs 70.94.455, 457, and 483 if Ecology's request legislation becomes law.

Responsible woodstove use protects public health and helps avoid violations of federal air quality standards or nonattainment. When violations happen, there are severe limitations or bans on woodstove use in affected communities from having air quality that is worse than the National Ambient Air Quality Standards defined in the Clean Air Act. Adopting modern woodstove standards that are more protective of public health, and aligning Ecology's rules with the law will allow Ecology and local air agencies to more effectively address elevated fine particle pollution levels in communities across the state. This will help ensure wood home heating remains a viable choice.

### Impacts on Population Served:

Implementing stronger standards will improve air quality outlook across the state, but especially for the 14 communities and 1.6 million residents shown on the attached map that are currently at high risk of violating national fine particulate air quality standards because of pollution from wood heating devices. These at-risk communities are statewide, including Vancouver, Spokane, Yakima, Tacoma, and King County, among others.

### Alternatives Explored:

No alternatives were explored. Rule changes will be necessary to align Chapters 173-433 and 173-455 WAC with changes to RCWs 70.94.455, 457, and 483 if Ecology's request legislation becomes law.

### Consequences of Not Funding This Request:

If the request legislation passes and rulemaking costs are not funded, the WACs that govern the fee and standard would be inconsistent with statute and could cause confusion for the public, woodstove purchasers, and hearth products manufacturers and retailers.



**Woodstove Fee (Collected by Dept. of Revenue)****1. Fee Name: Woodstove Fee**

Ecology is proposing legislation to increase the woodstove fee. This fee is forecasted and collected by the Department of Revenue. Since Ecology does not collect this revenue, the proposed increase is not included in the revenue detail in this request. Details of the fee and the proposal are summarized below.

**2. Current Tax or Fee Rate: \$30 per wood stove sale****3. Proposed Rate:**

FY 2020: \$50 per sale, effective January 1, 2020

FY 2021: \$50 per sale with a fiscal growth factor increase applied annually, starting January 1, 2020.

Effective January 1, 2021, the estimated fee per sale is \$52, based on the current estimated fiscal growth rate of 5.43 percent.

**4. Incremental Change for Each Year:**

FY 2020: Starting January 1, 2020, the incremental increase per sale will be \$20.

FY 2021: Starting January 1, 2021, the incremental increase from the current fee per sale will be \$22.00, based on the fiscal growth factor, rounded to the nearest dollar.

**5. Expected Implementation Date:** January 1, 2020, for flat fee increase; January 1, 2021, for fiscal growth factor increases, and annually thereafter.

**6. Estimated Additional Revenue Generated by Increase:**

FY 2020: \$65,000 (six months of revenue increase, starting Jan 1, 2020)

Based on Department of Revenue (DOR) revenue collections for the Woodstove Fee in the years 2011 through 2017, Ecology estimates an annual average of 7,390 woodstove sales per fiscal year. Based on an analysis of revenue from fiscal years 2006 through 2017, Ecology has noted that woodstove sales declined in the period between 2011 and 2017, so we chose this period of time to provide a conservative revenue estimate. Analysis of woodstove fee revenues between fiscal years 2006 and 2017 reveals that 44 percent of woodstove sales occur between January and June, and 56 percent occur between July and December.

Fiscal Year 2020: \$65,032 (for second half of fiscal year)

The base fee adjustment from \$30 to \$50 per retail sale will be effective January 1, 2020. Based on seasonality of sales, Ecology estimates that 44 percent of sales in Fiscal Year 2020 (January through June 2020) will have the new fee applied, for a total revenue increase of \$65,032.  $(7,390 \times 0.44 \times 20)$  (incremental fee change) = \$65,032)

Fiscal Year 2021: \$157,555 = \$147,800 + \$9,755 (calculations below)

Sales July 2020 – June 2021:

Flat Fee Increase  $(7,390 \times 20) = \$147,800$

Increase from Fiscal Growth Factor (effective January 1, 2021)

Percentage of Sales in January – June 2021: 44%

Estimated growth factor to be effective on January 1, 2021: 5.43%

Fee change due to growth factor (rounded to nearest dollar):  $0.0543 \times 50 = \$3.00$

$(7,390 \times 0.44 \times 3) = \$9,755$

Fiscal Year 2021 revenue increase due to fiscal growth factor adjustment: \$9,755

7. Justification: The woodstove retail fee funds an account used specifically for public education about woodstove use and woodstove impacts on the air quality. It also funds compliance activity to protect public health when air quality burn bans and fire safety burn bans are called. This includes following up on complaint calls and investigations. In rural areas, this is a critically important tool for reducing impacts, because these areas have a high rate of woodstove use. The fee has not been adjusted since its creation in 1991. Cost changes over time have reduced the fee's capacity to support the Woodstove Education Program. Spending authority in this account exceeds projected revenue in the 2017-19 Biennium. The requested fee change will support a reliable fund balance to continue the program as intended.

8. Changes in Who Pays: None

9. Changes in Methodology: The method for adjusting the fee for fiscal growth will change, effective January 1, 2021. Under RCW 70.94.483, the fee may be adjusted annually above \$30 to account for inflation as determined by the State Office of the Economic and Revenue Forecast Council. Ecology has prepared draft legislation to revise RCW 70.94.483; the effect of the proposed legislation will increase the woodstove retail fee annually, starting January 1, 2021, by the percentage rate equal to the fiscal growth factor as defined in RCW 43.135.025(7).

10: RecSum Code: AY

11. Alternatives: The fiscal growth factor was taken into consideration. The one-time increase of \$20 per woodstove retail transaction is compensating for fiscal growth that has occurred since the establishment of the fee.

12. Statutory Change Required? Yes, Ecology will submit proposed legislation.

## Assumptions and Calculations

### Expansion or alteration of a current program or service:

Below is a summary of the 2015-17 and 2017-19 estimated funding and FTE levels for this work related to activity A048 Reduce Health and Environmental Threats from Smoke. Administrative overhead related to this activity is in the agency's Administrative Activity A002, and not included in the totals.

Activity A048	2015-17 Bien.	2017-19 Bien.
FTEs	2.2	2.2
Fund 160-1	\$509,503	\$527,091

**Detailed assumptions and calculations:**

Ecology will need to engage in rulemaking to align WACs 173-433-100 and 173-455-060 with statutory changes if Ecology's request legislation becomes law. Because rulemaking will reflect changes in statute, expedited rulemaking will be authorized, but Ecology estimates standard rulemaking costs to provide opportunities for public input during the process.

Rulemaking will take 18 months, from July 1, 2019, through December 31, 2020.

The following positions will draft rule language, coordinate two public meetings, and respond to public comments on the proposed rule changes:

Environmental Planner 3, Rule Making Lead: This position will draft rule language, coordinate two public meetings, and respond to public comments on the proposed rule changes. Estimated workload is one half-time equivalent for 18 months (0.5 FTE in Fiscal Year 2020 and 0.25 FTE in Fiscal Year 2021).

Environmental Planner 4, Technical Lead: This position will provide expertise in developing rule requirements and standards and will provide technical expertise in public meetings and responses to public comments. Estimated workload is one-quarter FTE for 18 months (0.25 FTE in Fiscal Year 2020 and 0.13 FTE in Fiscal Year 2021).

0.25 FTE Economic Analyst 3 will conduct an economic analysis related to the emissions performance standards changed in Section 2(1)(a) and the fee changes in Section 3(2) in Fiscal Year 2021.

Assistant Attorney General (AAG) has estimated that de minimis time will be needed to support rulemaking.

Total estimated one-time rulemaking costs in the Woodstove Education and Enforcement Account are as follows:

Fiscal Year 2020: \$103,173

Fiscal Year 2021: \$88,870

Ecology will monitor the fund balance; when funds become sufficient to support an ongoing increase in spending authority, Ecology will submit a future budget request to more adequately staff woodstove education and compliance efforts.

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	54,563	47,074				
B	Employee Benefits	20,188	17,417				
E	Goods and Services	3,358	2,820				
G	Travel	1,914	1,608				
J	Capital Outlays	949	796				
T	Intra-Agency Reimbursements	22,201	19,155				
<b>Total Objects</b>		<b>103,173</b>	<b>88,870</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
Economic Analyst 3	77,618		0.25				
ENVIRONMENTAL PLANNER 3	70,315	0.50	0.25				
ENVIRONMENTAL PLANNER 4	77,618	0.25	0.13				
FISCAL ANALYST 2		0.07	0.06				
IT SPECIALIST 2		0.04	0.03				
<b>Total FTEs</b>		<b>0.9</b>	<b>0.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Explanation of costs by object:**

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object 9. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

**Strategic and Performance Outcomes****Strategic framework:**

This request is essential to implementing a priority in Ecology's strategic plan to Prevent and Reduce Toxic Threats. Toxic fine particle pollution is hazardous to human health and is the second leading public health threat from air quality. It also supports Ecology's strategic priorities to Protect and Restore Puget Sound and to Reduce and Prepare for Climate Impacts by reducing emissions and deposition of fine particulate and black carbon, a climate warming pollutant.

This request provides essential support to the following Governor's Results Washington Goals:

Goal 3: Sustainable energy & a clean environment – Clean and restored environment – Healthy Air - 3.3: Increase percent of population living where air quality meets federal standards from 92% to 100% by 2020. The proposed legislation aligns solid fuel burning device standards with the federal standards adopted in 2015. Rulemaking will streamline implementation of improved standards if the proposed legislation is enacted.

**Performance outcomes:**

The outcome of this request will be updated emissions standards for new solid fuel burning devices and funding for additional woodstove education and outreach, which will support a reduction in air pollution related to wood-fueled home heating devices.

**Other Collateral Connections****Intergovernmental:**

Woodstove Education and Enforcement Account funds are passed through to seven local clean air agencies and Ecology regional offices across the state to provide education and outreach to their communities about proper woodstove operation and health impacts of wood smoke. All local air agencies and the Washington Department of Health support the fee increase and update of the emissions standard.

**Stakeholder response:**

Under RCW 70.94.457, a \$30 retail sales fee is applied at the time of a woodstove purchase. Ecology has statutory authority to increase the fee to keep up with inflation, but has not done so since the fee was established in 1991. To account for inflation and provide the same level of service, the fee would be about \$85 today. Ecology plans to hold public meetings and conduct an economic analysis on proposed rule changes that will implement the legislation to provide opportunities for public input and response. Ecology expects support from business communities in areas at risk for violating the federal standard for fine particulate matter. Ecology does not expect support from woodstove retailers and manufacturers.

**Legal or administrative mandates:**

N/A

**Changes from current law:**

Ecology has submitted proposed legislation to adjust the fee and performance standards; this request funds associated one-time rulemaking costs from the Woodstove Education and Enforcement Account.

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## Reference Documents

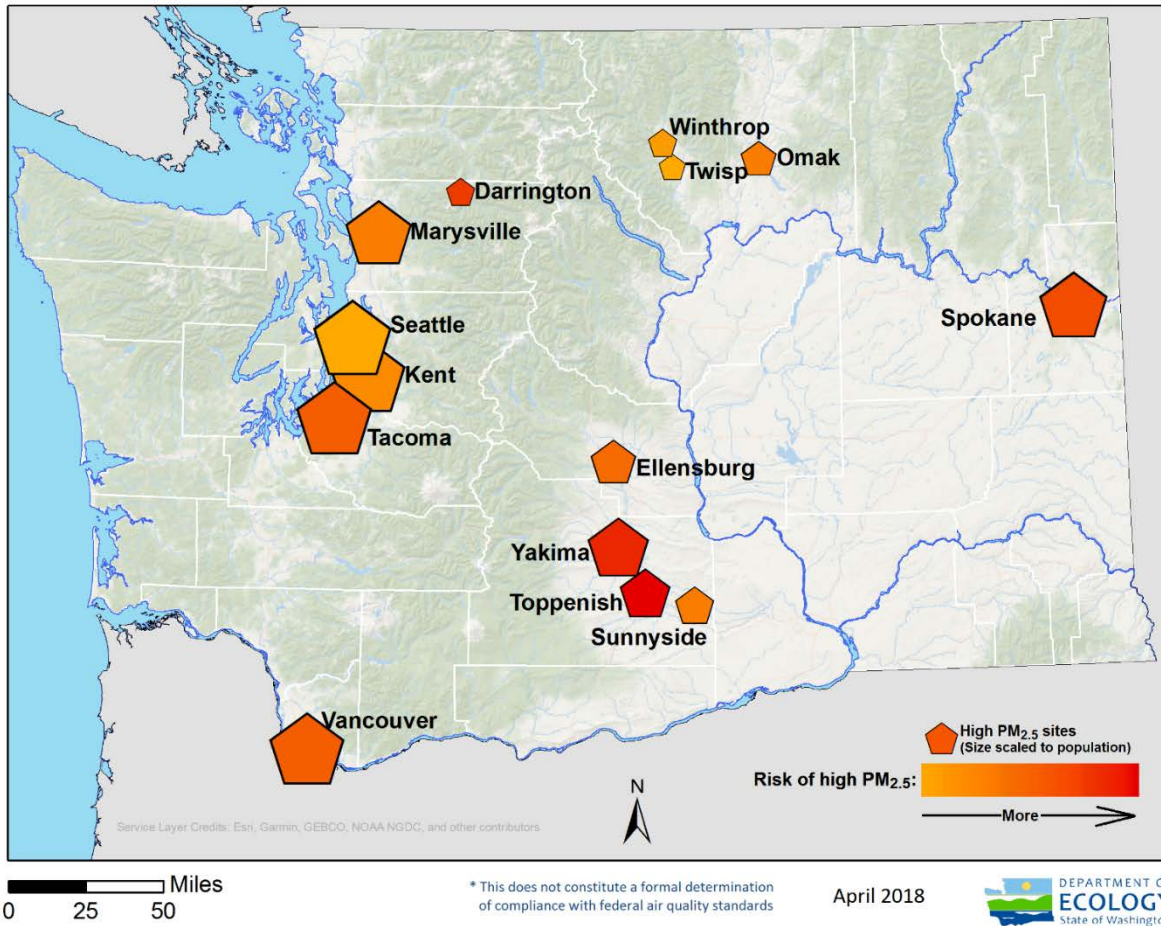
- Woodstove Standards and Fees - Areas of Concerns Attachment.docx

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

## Areas of Concern for PM<sub>2.5</sub>



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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AG - Efficient Biosolids Permitting  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Laurie Davies  
 (360) 407-6103  
 Laurie.davies@ecy.wa.gov

### Agency Recommendation Summary

The state Biosolids Program provides oversight, permitting, and technical assistance for 374 sewage treatment plants, septage management facilities, and beneficial use facilities that generate, treat, and use biosolids. Biosolids are a product of wastewater treatment and septic tanks, comprised primarily of organic material that may be used to condition soil and enhance plant growth. This request will use existing available fund balance to protect public and environmental health through efficient biosolids permitting, research on potential contaminants found in biosolids, and an increase in technical assistance, outreach, and education to stakeholders. (Biosolids Permit Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 199 - 1	\$277	\$257	\$227	\$227
<b>Total Expenditures</b>	<b>\$277</b>	<b>\$257</b>	<b>\$227</b>	<b>\$227</b>
<b>Biennial Totals</b>		<b>\$534</b>		<b>\$454</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	1.2	1.2	1.2	1.2
<b>Average Annual</b>		<b>1.2</b>		<b>1.2</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$67	\$67	\$67	\$67
Obj. B	\$25	\$25	\$25	\$25
Obj. C	\$30	\$30	\$0	\$0
Obj. E	\$124	\$104	\$104	\$104
Obj. G	\$2	\$3	\$2	\$3

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. J	\$2	\$1	\$2	\$1
Obj. T	\$27	\$27	\$27	\$27

## Package Description

### Background

Biosolids are a nutrient-rich product resulting from the wastewater treatment process, and are a valuable commodity. When applied to the land, they improve soil tilth and reduce the need for fertilizers derived from fossil fuels, so they reduce climate impacts. Beneficial use of biosolids also conserves valuable landfill space. Biosolids must meet federal and state treatment and quality standards before being used.

About 150,000 dry tons of biosolids are generated in Washington each year. Most of that is applied on farms and forests for nutrient and soil conditioning value, used for land reclamation, or used to produce commercial fertilizer, compost, potting soil, and topsoil. Despite the well-demonstrated, science-supported benefits of biosolids land application, the public often questions the adequacy of the standards biosolids must meet, and continues to have concerns regarding proper land application and protection of public health. Citizens are concerned over the possibility of the spread of disease in surface and groundwater, and by airborne particles, and fear contamination of recreational and drinking water resources.

374 facilities producing or managing biosolids are subject to permitting under the state biosolids management program. This includes very small to large wastewater treatment plants, composters, small businesses that pump and land apply domestic septage, and facilities that specialize in providing land application services.

Historically, Ecology has managed the Biosolids Program with only a few staff to minimize fees for facilities. This approach was negotiated with the fee payers at the start of the program, with the understanding that some facilities would wait a long time in the queue for permit assistance. In the last twenty years, biosolids production has increased significantly, along with the state population. Increasing demands from the public for more oversight, and in some cases staunch opposition to land application of biosolids, have increased the workload for Ecology staff, small businesses and facility operators implementing the program.

Current staff resources are not sufficient to meet the needs of the program. Ecology has one staff who:

- Oversees the biosolids management program,
- Drafts and updates a general permit, and
- Maintains the regulations and guidance documents governing the program.

And six regional staff that:

- Approve plans and permit coverage under a single statewide general permit,
- Conduct inspections,
- Monitor land application sites,
- Respond to complaints, and
- Perform technical assistance and outreach for 374 facilities.

### **Improving Permitting Efficiency**

Analysis of permit timeliness following a performance audit by the State Auditor identified a need to improve both the time it takes to determine if a permit application is complete, and the time following that it takes to approve coverage under a five-year general permit cycle.

The current permit process is time intensive. Right now, all 374 facilities that manage biosolids are covered under one general permit, issued every five years. Issuance of a general permit is a public process similar to rulemaking. It requires review under the State Environmental Policy Act, and an economic analysis if it covers small businesses. This process may take several months to two years. WAC 173-308-90005 - Appendix 5 — *Procedures for issuing general permits*, describes the process for issuing a general permit. With any new permit request, applicants have to go through the application process to obtain coverage, and it often requires significant follow-up and technical support from Ecology staff.

Because of the lengthy permitting process and limited staff resources, many facilities operate under a provisional coverage mechanism provided in state rule. Provisional approval means facilities are allowed to operate, but important individual permit conditions may be lacking, and the public does not have the increased assurance of compliance associated with application and operational reviews by Ecology. Insufficient staff resources causes delayed response or inability to issue permit approvals, provide timely technical assistance, and engage on complaints. This creates uncertainty for facilities and the public, undermines program credibility, and in turn makes it more difficult for Ecology staff and facilities to carry out important work.

The current single general permit issued by Ecology is most effective for larger wastewater treatment plants with more complex operations, because it allows Ecology staff to tailor permit conditions to meet their individual needs. However, the general permit is not efficient for facilities that:

- Only transfer biosolids to another facility for further treatment;
- Store biosolids in lagoons for long periods of time; or
- Manage septage.

The average time from receipt of an application to a determination of completeness is 386 days, and from that point to final approval of coverage is 247 days. Ecology analyzed the current process and identified that efficiencies could be gained by issuing separate general permits.

Ecology can significantly improve service and reduce permit approval times – potentially by months – by issuing three additional general permits that address specific biosolids management activities:

- 1) Facilities that only send biosolids to other facilities for further treatment (90 facilities).
- 2) Facilities that store biosolids in lagoons (112 facilities).
- 3) Septage management facilities (25, primarily small businesses).

For most of these 227 facilities, the application process and permit conditions can be streamlined, then coverage can be issued under general permits focused on their limited management needs. In some cases, by submitting a notice of intent in advance of Ecology issuing a permit, facilities may obtain final coverage approval in a matter of weeks, or sooner.

Ecology needs additional staff to develop, establish, and issue these three new permits. If this request is approved, Ecology will be able to:

- Approve permit coverage for more facilities,
- Improve permit timeliness, and
- Increase technical assistance and field visits.

As a result, regulatory compliance will increase because permit holders will have a clearer understanding of requirements specific to their operations, and more facilities will meet the conditions of their permits. This will help ensure that human health and the environment are protected, and provide greater assurance to concerned citizens.

## Training and Outreach

As with any permitting process, there is an ongoing need for stakeholder outreach and training, both on technical program aspects, such as compliance with pathogen and vector attraction reduction requirements, as well as permitting, recordkeeping, and reporting. This is partly because many facilities are small, with limited resources, and partly because of turnover in operations staff. Ecology's outreach and training workload will increase temporarily with issuance of the three new general permits.

Ecology has consulted with permit holders, and they would like to see local, annual workshops that are easily accessible to them. Ecology estimates needing five workshops per year in different areas around the state. Workshops will likely be held in the early spring. This will allow Ecology to coordinate subject matter with larger conferences, not hosted by Ecology, that occur in the fall. It will help avoid information overlap and travel costs that can be a burden for smaller facilities with limited resources. Larger facilities are vested in ensuring that biosolids are well managed, regardless of origin, and they have been willing to increase their own fees to improve support from Ecology. They are eager to collaborate with us and support these training events.

Training and outreach are important to ensure Ecology provides stakeholders consistent messages regarding facility and environmental compliance standards. These workshops will provide a platform for the agency and stakeholders to exchange information to better understand the other's perspective.

Providing resources for training and outreach reduces the potential for violations. Human health and environmental protection increases when stakeholders have a better and more consistent understanding of requirements and expectations.

### **GIS Improvements**

Ecology has developed GIS capability for biosolids land application sites, but it requires staff to continue to input data, and to maintain and develop the functionality of the mapping tool. Project funding was used to build the GIS mapping tool and input backlogged data. The tool allows staff to track where land application has occurred, the amount of biosolids applied to the land recently and historically, and other data such as soil nitrogen concentrations that are important to protecting water resources. Ecology has an ongoing need to keep biosolids data updated and improve the mapping functions to provide staff with an effective and efficient tool to ensure proper biosolids and septage land application practices in Washington.

Stakeholders also benefit from GIS as a historical reference for land application events and compliance with regulations that protect human health and the environment. For small wastewater facility operators and septage facilities, the GIS layer will be particularly valuable, because they do not possess the financial or technical resources to produce and maintain historical information in this format. The long-term goal is to make this information publicly accessible as a form of public outreach.

### **Sampling and Analysis Support and Emerging Pollutants of Concern**

The specific contaminants of concern that may be found in wastewater, and ultimately in biosolids, change as products containing these chemicals evolve, and new products are introduced to the marketplace. As the public becomes more aware of these potential contaminants (e.g., from researchers and the media's efforts to reduce toxic chemicals in products), they also grow more concerned about their ability to survive the wastewater treatment process and be present in biosolids.

Ecology's duty to protect the public and address their concerns drives the need for current scientific data on contaminants found in biosolids. Two examples of emerging contaminants found in wastewater that persist in the environment are micro-plastics (extremely small fragments of plastic waste that enter the environment and food chain), and per- and polyfluoroalkyl substances (PFAS). PFAS are a diverse group of compounds resistant to heat, water, and oil. They have been used in industrial applications and consumer products, such as carpeting, clothing, food paper wrappings, fire-fighting foams, and metal plating.

Ecology is requesting funding to support research to determine if these potential contaminants pose a concern in biosolids management, and if so, how they can best be regulated. Ecology will partner with the Washington State University and the University of Washington, which have performed nationally recognized biosolids research. Both universities work closely with Northwest Biosolids, a regional stakeholder group that collaborates with Ecology and supports biosolids education and outreach. The data obtained will better inform permit conditions for land application, and improve where and how biosolids may be used so that human health and the environment are protected.

Under the state Biosolids Program, permit holders are responsible for routine sampling and analysis costs. Facility operators follow a prescribed schedule of sampling and analysis for both biosolids and soils, but situations are sometimes too complex to predict when additional data may be needed. Ecology does not have adequate funds to conduct sampling (either with operators or independently) to help validate and improve confidence in results. Examples include validating residual soil nitrate values, which are a key parameter for protecting groundwater quality; validating percent solids data for land-applied products necessary to establish application rates; and validating fecal coliform data used to determine biosolids safety related to public health. Additional funding will allow Ecology to validate routine sampling and analyze data. This is an important enhancement that will improve overall management and compliance to ensure the Biosolids Program protects human and environmental health.

Ecology will require additional appropriation from the fund balance in the Biosolids Permit Account to support the new work in this request.

**Impacts on Population Served:**

With the current approach in the Biosolids Program, Ecology estimates over half of the 374 affected facilities will not receive a final approval of coverage under the statewide general permit in the current five-year permit cycle ending in September of 2020.

If this request is funded, up to 227 facilities that perform biosolids or septage management will receive final coverage approvals under one of the three new general permits. Permit responsiveness will be significantly improved for about half of the 374 permit holders subject to the state program. This means improved certainty and decreased administrative costs for those facilities.

Land application of biosolids provides treatment plants a positive, efficient, and economical option for management of biosolids. Having a Biosolids Program is a critical element of a stable wastewater treatment infrastructure. It helps municipalities and privately owned wastewater treatment facilities predict and control costs, which keeps rates lower while providing farmers with an effective fertilizer and soil amendment. These proposed changes in approach to permitting will improve permitting certainty for applicable facilities, enabling them to proceed with contracts and related business with fewer delays.

Reducing the process and timeframe to approve permits for facilities with simpler operations will allow Ecology to focus on facilities with more complex operations and critical needs. This will support Ecology's ability to respond to citizen concerns directly related to land application activities. Additional funding will increase confidence in environmental sampling by allowing Ecology to conduct some of its own sampling to validate permit holder data, or identify needed improvements in the approach to operator sampling. Additional funding for university research will help address agency questions and questions of citizens who are concerned about land application activities.

Active citizen opposition (often based on misinformation and misapprehension) continues to affect program implementation, delaying projects and increasing costs; but demand for biosolids from farmers and others on both sides of the state is still very strong and far exceeds production. Biosolids

are less costly than commercial fertilizers, and they provide nutrients that are not commercially available or are more costly to obtain. The synergy of public-private partnerships –wastewater treatment plant operators (biosolids generators) working with land owners - has been a good thing in the history of the program. Continued research is essential for Ecology to address growing citizen concerns, and to support the facilities that generate and use biosolids beneficially.

### Alternatives Explored:

Ecology could continue managing the Biosolids Program under the existing general permit, but it would require even more staff to increase the number of final permit approvals.

Since there is sufficient fund balance in the Biosolids Permit Account to cover this work over the next four years, the best alternative is to fund this request with the existing fund balance instead of a fee increase.

### Consequences of Not Funding This Request:

If this request is not approved, the significant permit process efficiencies would go unrealized. Rate paying stakeholders would not receive service at the level expected. Underperformance in permitting and delays in technical assistance would continue, applications would not receive approval for coverage, and new facility development would be backlogged. Ecology would not be able to validate environmental data or benefit from new research. Response to non-compliance and citizen concerns would be delayed.

### Assumptions and Calculations

#### Expansion or alteration of a current program or service:

Below is a summary of the 2015-17 and 2017-19 funding (after the first supplemental budgets) and FTEs by activity for the Biosolids Permit Account.

Activity Code	Activity Title	Avg. 15-17 FTEs	Bien 2015-17 Total	Avg. 17-19 FTEs	Bien 2017-19 Total
A009	Eliminate Waste and Promote Material Reuse	7.25	\$1,930,000	7.25	\$2,032,000
A002	Administration		\$ 178,000		\$ 171,000
		7.25	\$2,108,000	7.25	\$2,203,000

#### Detailed assumptions and calculations:

Ecology anticipates the work in this request will take place over the next two biennia. Beginning July 1, 2019 through June 30, 2023, Ecology requires salaries, benefits, and associated staff costs for 1.0 FTE Environmental Specialist 4 to support development of the three new general permits, along with coordinating research, assisting with training, and providing education and outreach.

Ecology requires \$20,000 in Fiscal Year 2020 (object E) for administrative costs related to issuing the three new general permits. The septage management permit will directly impact small businesses, and therefore requires an economic analysis. This amount also covers the costs for issuing public notices and holding hearings, including publication of materials, facilitation, and facility rental costs.

Ecology requires \$12,500 per year (object E) in fiscal years 2020-23 to hold five stakeholder workshops annually to provide regulators and stakeholders a platform to exchange information and have a consistent understanding of the new general permits. The workshops will be presented by staff, and will involve permittees and state universities. Costs include publication of materials, facilitation, and facility rental costs.

To address public concern about potential contaminants in biosolids, Ecology will evaluate the status of current research undertaken by the Environmental Protection Agency, universities and others to build on their work for Washington. Ecology will collaborate with WSU and UW to address questions about potential contaminants in biosolids. Ecology estimates this effort will require \$75,000 per year (object E) in Fiscal Years 2020-23.

Ecology requires \$30,000 per year (object C) in the 2019-21 Biennium to hire a contractor to improve the functionality of the GIS tool. If Ecology's operating request "Enhancing Environmental Mapping" for increased GIS support is funded, the program will work with the agency's Information Technology Services unit to see if the work could be managed internally, but there is a significant backlog of GIS work across the agency.

Ecology also requires \$12,500 per year (object E) in fiscal years 2020-23 for routine sampling and analysis required to validate data provided by the facility operators to ensure biosolids management compliance.

The existing fund balance in the Biosolids Permit Account is sufficient to support the new estimated expenditures in the 2019-21 and 2021-23 biennia. Ecology will submit a future budget request to right size Biosolids Permit Account appropriation if needed.

#### Workforce Assumptions:

Expenditures by Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
A	Salaries and Wages	66,894	66,894	66,894	66,894		
B	Employee Benefits	24,751	24,751	24,751	24,751		
C	Personal Service Contract	30,000	30,000				
E	Goods and Services	124,477	104,477	104,477	104,477		
G	Travel	2,552	2,552	2,552	2,552		
J	Capital Outlays	1,265	1,265	1,265	1,265		
T	Intra-Agency Reimbursements	27,218	27,218	27,218	27,218		
<b>Total Objects</b>		<b>277,157</b>	<b>257,157</b>	<b>227,157</b>	<b>227,157</b>	<b>0</b>	<b>0</b>

#### Staffing

Job Class	Salary	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
ENVIRONMENTAL SPECIALIST 4	66,894	1.00	1.00	1.00	1.00		
FISCAL ANALYST 2		0.10	0.10	0.10	0.10		
IT SPECIALIST 2		0.05	0.05	0.05	0.05		
<b>Total FTEs</b>		<b>1.2</b>	<b>1.2</b>	<b>1.2</b>	<b>1.2</b>	<b>0.0</b>	<b>0.0</b>



#### Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Personal Service Contract includes \$30,000 per year in Fiscal Years 2020 and 2021 for GIS development.

Goods and Services are the agency average of \$4,477 per direct program FTE, plus \$20,000 in Fiscal Year 2020 for administrative costs to establish the new permits, and \$100,000 in Fiscal Years 2020-23 for workshops, research, and sampling and analysis.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

#### Strategic framework:

This request is essential to implementing Ecology's strategic plan because it supports all four of Ecology's strategic goals. Improving biosolids management program implementation will help:

- Prevent pollution.
- Protect and restore land, air and water.
- Promote healthy communities and natural resources.
- Deliver efficient and effective services.

This request is essential to implementing priorities in Ecology's strategic plan because:

- Using biosolids helps return nutrients to the soils, sequesters carbon in the soil, and reduces climate impacts by replacing commercial fertilizers derived from fossil fuels.
- A stable and efficient Biosolids Program is key to delivering integrated water solutions by ensuring sustainable wastewater treatment infrastructure.
- Additional research will help prevent and reduce toxic threats by filling data gaps and improving knowledge on where and how toxic substances get into products, people, and the environment.
- Improved knowledge and compliance by regulated entities will help protect Puget Sound.

This request provides essential support to the Governor's Results Washington Goal 3: Sustainable Energy and a Clean Environment by ensuring biosolids are applied to land correctly to avoid:

- Nitrate groundwater contamination.
- Impacts to surface water quality.
- Odor complaints.

When properly applied to soils, biosolids provide environmental benefits such as:

- Sequestering carbon.
- Improving tilth.
- Reducing potential erosion.

This reduces the need for commercial fertilizers (reducing energy needed for their manufacture) and conserves valuable landfill space.

This request provides essential support to the Governor's Results Washington Goal 5: Efficient, Effective, and Accountable Government by improving permit processing time so that customer satisfaction and service reliability improves.

**Performance outcomes:**

The outcome of this request will be three new general permits resulting in faster permit approvals; and an increase in technical assistance in forms of field visits and training and outreach, leading to an increase in environmental compliance and a decrease in regulatory violations.

## Other Collateral Connections

**Intergovernmental:**

Most wastewater treatment plants are operated by local government entities and there are some state and federal facilities, primarily at prisons and parks. A more efficient permitting process will save these facilities time, and help provide surety to the public of appropriate septage management practices. Collecting field samples to validate information provided by permit holders will also increase confidence in the program. And increased outreach will improve operator understanding of technical requirements, which will help them avoid costs for corrective actions.

Ecology coordinates with tribal officials when they want to send biosolids to areas under Ecology's jurisdiction.

The Department of Health regulates the protection of shellfish beds in Puget Sound and along our coastlines. Surface and groundwater protection is important to protecting shellfish beds. Nutrients such as nitrate and phosphorous can increase algal blooms, and fecal coliform bacteria (present and regulated in most biosolids) can have a direct impact on shellfish harvest. The improvements in this request will help ensure appropriate land application of biosolids to protect surface and groundwater from nutrient overloading.

**Stakeholder response:**

Small businesses that pump and manage septage, privately owned treatment facilities, and businesses that specialize in providing land applications services are supportive of improvements to the biosolids permitting process.

This request also impacts citizens who live close to biosolids land application sites. Some are adamantly against the use of biosolids to condition soil and enhance plant growth, and will likely oppose any improvements to the program. But overall, citizens will benefit from this request because it helps protect their health and the environment.

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AE - Hanford Air Permit and Compliance  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Steve Moore  
 (360) 407-7212  
 SMOO461@ECY.WA.GOV

### Agency Recommendation Summary

The treatment of Hanford tank waste is the highest cleanup priority for the state associated with the Hanford site. The tank waste treatment complex is being designed, permitted, and constructed to support initial treatment of the first of the tank waste by 2023. This budget request supports work to permit new air emissions sources that support U.S. Department of Energy's (USDOE) construction and operation of the tank waste treatment complex, as well as implementing new emissions controls required to control tank vapor emissions. Ecology is requesting additional appropriation to cover this federally-funded work so that radioactive waste is appropriately managed, protecting the environment and public health. Costs will be paid for by USDOE because, as the permittee, they are billed to fund Washington's oversight. (Air Pollution Control Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 216 - 1	\$84	\$84	\$84	\$84
<b>Total Expenditures</b>	<b>\$84</b>	<b>\$84</b>	<b>\$84</b>	<b>\$84</b>
<b>Biennial Totals</b>		<b>\$168</b>		<b>\$168</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	0.6	0.6	0.6	0.6
<b>Average Annual</b>		<b>0.6</b>		<b>0.6</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$45	\$45	\$45	\$45
Obj. B	\$17	\$17	\$17	\$17
Obj. E	\$2	\$2	\$2	\$2
Obj. G	\$2	\$1	\$2	\$1

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. J	\$0	\$1	\$0	\$1
Obj. T	\$18	\$18	\$18	\$18
Revenue	FY 2020	FY 2021	FY 2022	FY 2023
216 - 0299	\$84	\$84	\$84	\$84
<b>Total</b>	<b>\$84</b>	<b>\$84</b>	<b>\$84</b>	<b>\$84</b>
<b>Biennial Totals</b>		<b>\$168</b>		<b>\$168</b>

## Package Description

This request supports permit work of new air emissions sources related to the construction and operation of the Hanford tank waste treatment complex and implement new emissions controls required to control tank vapor emissions. The increased work includes:

-Support for the tank waste direct feed low-activity waste project that requires permits for new air emissions sources needed to complete construction and operate the plant. Specifically, new Notice of Construction permits will be required for five new facilities needed to begin treating Hanford tank waste by 2023. In addition there will be revisions of up to five existing Notice of Construction permits already in the Hanford Air Operating Permit. The permits set air emission limits for approximately 80 hazardous chemicals produced from Hanford tank treatment.

-Support for the evaluation and revision of permits to conform with the modified ambient air boundary and integrate the changes into the Air Operating Permit on a semi-annual basis. The revised boundary will require revision of the existing 24 Notice of Construction permits already in the Hanford Air Operating Permit.

## Impacts on Population Served:

The treatment of Hanford tank waste is the highest priority for the State to protect public health and the environment associated with the Hanford site. Treatment of Hanford's tank waste will remove the hazard of tank waste leaks or releases to the environment. Hanford's tanks are aging and losing their integrity as time goes by, and tank leaks create a substantial environmental impact and major cleanup need. The waste includes volatile chemicals that need to be controlled through air permitting while the treatment process is underway.

## Alternatives Explored:

The USDOE requests permits through Notice of Construction applications. Ecology reviews these new air sources to permit USDOE's operations, and there is no alternative to Ecology permit oversight. Ecology considered redirecting existing resources to this work but it would be at the expense of other priority Hanford work. Ecology requires additional appropriation to support the expenditure and recovery of permitting costs.

**Consequences of Not Funding This Request:**

If this request is not funded, Ecology would not have sufficient staff resources to support the tank waste treatment complex air permitting work, which would create delays in the construction schedule for the facilities.

**JUSTIFICATION FOR NEW OR INCREASED FEE REQUEST**

1. Fee Name: New Source Review Fee

2. Current Tax or Fee Amount: \$300,000

3. Proposed Amount:

FY 2020: \$384,000

FY 2021: \$384,000

4. Incremental Change for Each Year:

FY 2020: \$84,000

FY 2021: \$84,000

5. Expected Implementation Date: July 1, 2019

6. Estimated Additional Revenue Generated by Increase:

FY 2020: \$84,000

FY 2021: \$84,000

7. Justification: The increased revenue are new source review fees paid by USDOE for notice of construction permits they apply for to support new facilities on Hanford.

8. Changes in Who Pays: None, it remains USDOE

9. Changes in Methodology: None

10. RecSum Code: AE

11. Alternatives: No alternatives are available.

12. Statutory Change Required? No

**Assumptions and Calculations****Expansion or alteration of a current program or service:**

The table below provides 2015-17 and 2017-19 biennia funding for each activity related to this request; most of the increase in this request will occur in Activities A016 and A017. Administrative overhead related to this activity is in the agency's Administration Activity A002.

	<b>Activity A014</b>		<b>Activity A015</b>		<b>Activity A016</b>		<b>Activity A017</b>		<b>Activity A018</b>		<b>Total</b>
<b>ACCOUNT</b>	Restore the Air, Soil, and Water Contaminated from Past Activities at Hanford		Clean Up and Remove Large, Complex, Contaminated Facilities throughout Hanford		Treat and Dispose of Hanford's High-level Radioactive Tank Waste		Ensure Safe Tank Operations, Storage of Tank Wastes, and Closure of the Waste Storage Tanks at Hanford		Ensure the Safe Management of Radioactive Mixed Waste at Hanford		<b>Activity Total</b>
<b>2015-17</b>											
FTE	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	0.1
216-1 Air Pollution Control	\$2,221	\$2,224	\$2,215	\$2,218	\$2,237	\$2,240	\$2,222	\$2,225	\$2,214	\$2,210	\$22,226
<b>2017-19</b>											
FTE	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	0.1
216-1 Air Pollution Control	\$3,124	\$3,081	\$3,118	\$3,079	\$3,164	\$3,617	\$3,136	\$3,322	\$3,123	\$3,224	\$31,988

#### Detailed assumptions and calculations:

Ecology requires salaries, benefits, and associated staff costs for 0.5 FTE Environmental Engineer 3 to perform permit review for new air emissions sources at Hanford.

New Source Review permit applicants are billed for the actual cost to Ecology to process them; therefore billing revenue is equal to expenditures.

#### Workforce Assumptions:

<b>Expenditures by Object</b>		<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
A	Salaries and Wages	45,002	45,002	45,002	45,002	45,002	45,002
B	Employee Benefits	16,651	16,651	16,651	16,651	16,651	16,651
E	Goods and Services	2,239	2,239	2,239	2,239	2,239	2,239
G	Travel	1,276	1,276	1,276	1,276	1,276	1,276
J	Capital Outlays	633	633	633	633	633	633
T	Intra-Agency Reimbursements	18,311	18,311	18,311	18,311	18,311	18,311
<b>Total Objects</b>		<b>84,112</b>	<b>84,112</b>	<b>84,112</b>	<b>84,112</b>	<b>84,112</b>	<b>84,112</b>

#### Staffing

<b>Job Class</b>	<b>Salary</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
ENVIRONMENTAL ENGINEER 3	90,003	0.50	0.50	0.50	0.50	0.50	0.50
FISCAL ANALYST 2		0.05	0.05	0.05	0.05	0.05	0.05
IT SPECIALIST 2		0.03	0.03	0.03	0.03	0.03	0.03
<b>Total FTEs</b>		<b>0.6</b>	<b>0.6</b>	<b>0.6</b>	<b>0.6</b>	<b>0.6</b>	<b>0.6</b>

Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.



Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is a high priority on Ecology's risk register, and will allow Ecology to comply with Executive Order 16-06 – State Agency Enterprise Risk Management. It is also essential to implementing a priority in Ecology's strategic plan, because treating Hanford tank waste is Ecology's highest priority at Hanford. Hanford tank waste poses high risk until immobilized through treatment.

This request provides essential support to the Governor's Results Washington Goal 3.1.b – "Increase percentage of completed tasks for construction and operation of Hanford's direct feed low activity tank waste treatment facilities from 0% to 100% by 2023" by providing air emissions permits. While the request will not **increase** progress on the measured completion of tasks, it is critical to support completion of the tasks by USDOE.

### Performance outcomes:

The outcome of this request will be prompt review and processing of new air emissions permits by Ecology. These permits are required for USDOE to continue construction and eventual operation of the Hanford tank waste treatment complex.

## Other Collateral Connections

### Intergovernmental:

Ecology coordinates with USDOE and the U.S. Environmental Protection Agency to clean up the Hanford site. USDOE supports this request because obtaining these permits is critical to their project.

There are also numerous interested tribal and local governments.

### Stakeholder response:

There is strong local stakeholder support for this work that protects public health and the environment.

### Legal or administrative mandates:

A portion of this request anticipates implementing new tank vapor emissions control requirements.

The Washington Attorneys General Office filed suit against USDOE over vapor emissions from Hanford tanks. That litigation is ongoing, but Ecology expects a settlement to be reached in 2018.

Any new tank vapor emissions control technology that will be developed and implemented as a result of the settlement will require Ecology permitting.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AD - Emissions Check Program Sunset  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Stuart Clark  
 (360) 407-6880  
 Scla461@ecy.wa.gov

### Agency Recommendation Summary

The Vehicle Inspection and Maintenance Program (also known as the I&M or Emission Check Program) is scheduled by state law to sunset on December 31, 2019. (RCW 70.120.170(6) - Motor vehicle emission inspections). This request will eliminate Ecology's appropriation to run the program and the revenue that will no longer be collected from test fees. (General Fund-State, State Toxics Control Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 173 - 1	\$-434	\$-1,272	\$-1,271	\$-1,272
<b>Total Expenditures</b>	<b>\$-434</b>	<b>\$-1,272</b>	<b>\$-1,271</b>	<b>\$-1,272</b>
<b>Biennial Totals</b>		<b>\$-1,706</b>		<b>\$-2,543</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	-5.5	-11.5	-11.5	-11.5
<b>Average Annual</b>		<b>-8.5</b>		<b>-11.5</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$-316	\$-669	\$-669	\$-669
Obj. B	\$50	\$-247	\$-248	\$-247
Obj. E	\$-21	\$-45	\$-45	\$-45
Obj. G	\$-12	\$-26	\$-25	\$-26
Obj. J	\$-6	\$-13	\$-12	\$-13
Obj. T	\$-129	\$-272	\$-272	\$-272
<b>Revenue</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>

Revenue	FY 2020	FY 2021	FY 2022	FY 2023
001 - 0253	\$-873	\$-1,571	\$-1,414	\$-1,273
<b>Total</b>	<b>\$-873</b>	<b>\$-1,571</b>	<b>\$-1,414</b>	<b>\$-1,273</b>
<b>Biennial Totals</b>		<b>\$-2,444</b>		<b>\$-2,687</b>

## Package Description

The Emission Check Program began in 1982 to address violations of federal air quality standards for carbon monoxide and hydrocarbon emissions from automobiles. In its nearly 40-year history, the program has helped protect and improve air quality in Washington and has assisted millions of automobile owners identify problems with their vehicle's emission controls. Today, roughly a million automobiles are tested each year in Snohomish, King, Pierce, Clark, and Spokane counties, and every part of the state now meets federal air quality standards.

In the decades since the program began, increasingly stringent new vehicle emission control standards have led to cleaner and more durable automobiles being sold. Since 2009, the state has required new vehicles sold in Washington to meet California's clean car standards, which are the strictest in the country. Because these vehicles come with the highest level of emission controls available, and because manufacturers are now required to extend emission control system warranties, these newer vehicles are exempt from state emissions testing requirements. As a result, each year there are fewer vehicles required to undergo emission testing and, as cars get cleaner, the overall emission reduction benefits of the program have declined.

At the end of calendar year 2019, the statutory authorization for the Emission Check Program will sunset (RCW 70.120.170(6)). Ecology analyzed the most recent statewide emissions inventory data and does not expect sunset of the program to result in significant increase in the air pollutants targeted by the program.

## Impacts on Population Served:

Ecology does not expect any significant localized increase in the air pollutants addressed by the emission check program. Also, as cleaner cars continue to replace older, dirtier cars with fewer emission controls, overall statewide motor vehicle pollution is projected to continue to decrease in 2020 and beyond.

## Alternatives Explored:

The sunset date is identified in RCW 70.120.170(6) - Motor vehicle emission inspections. No alternatives were explored in light of the diminishing air quality returns from this historically very successful program.

### Consequences of Not Funding This Request:

Because the statute clearly sunsets the program at the end of 2019, Ecology can no longer implement the emission check program. If the appropriation related to this work is not reduced, Ecology will direct it to other high priority emissions reduction activities.

### Assumptions and Calculations

#### Expansion or alteration of a current program or service:

This request will eliminate the emission check program, beginning January 2020. This program is part of activity A047 Reduce Health and Environmental Threats from Motor Vehicle Emissions. The emission check program is 10 FTEs and \$2,444,000 of the total activity for the 2019-21 Biennium. Administrative overhead related to this activity is in the agency's Administration Activity A002.

<b>Activity A047 - Reduce Health and Environmental Threats from Motor Vehicle Emissions</b>		
Note: Emission Check Program is a slice of this activity. Funding changed from GF-State to STCA in 2017-19 as part of a \$16 million legislatively directed fund shift.		
	<b>2015-17</b>	<b>2017-19</b>
FTEs	17.8	17.4
001-1 General Fund - State	\$4,029,369	
173-1 State Toxics Control - State		\$4,053,793
<b>TOTAL</b>	<b>\$4,029,369</b>	<b>\$4,053,793</b>

#### Detailed assumptions and calculations:

Revenue from Motor Vehicle Emission Inspection fees that is deposited into GF-State will be eliminated beginning January 2020. There is a contractor that operates the test stations and collects a \$15 test fee. This contractor retains a portion of the test fee to cover its costs, with the remainder remitted to Ecology and deposited in the General Fund.

The number of tests has been declining by roughly 10 percent each year as the number of vehicles requiring testing declines. In the 2017-19 Biennium, Ecology's revenue estimate is \$2,150,000 in Fiscal Year 2018 and \$1,940,000 in Fiscal Year 2019. Based on the program sunset date, revenue is estimated to decline in Fiscal Year 2020 by approximately \$873,000 (\$1,940,000 x 90 percent collections x half a year), and the program and associated revenue will cease in Fiscal Year 2021.

Expenditures for Ecology to administer the motor vehicle emission check program will be eliminated beginning January 2020. The 10 direct FTEs that administer the program will be eliminated ongoing. To close out the program, from January 2020 through March 2020, Ecology estimates \$31,629 will be required for 0.18 FTE Environmental Specialist 4 to write a required Environmental Protection Agency (EPA) report and handle surplus equipment and other field needs, and 0.07 FTE Environmental Planner 5 to produce a final legislative report. The EPA report is required because the emission check program was part of the work to achieve attainment and EPA provided some funding for it. The legislative report will provide an overall review of the program and its outcomes.

In addition, from January 2020 through June 2020, Ecology estimates \$167,180 in unemployment costs (\$643/week, 26 weeks, 10 employees).

The reduction to STCA is estimated as follows:

Fiscal Year 2020 – Total reduction of \$434,479 and 5.5 FTEs -- Activity A047 reduction of \$390,704 and 4.75 FTEs (\$1,179,030 annual x 50 percent, add back \$31,629 to close out the program and \$167,180 unemployment costs) and Activity A002 Administrative overhead reduction of \$43,775 and 0.7 FTE.

Fiscal Year 2021 and ongoing – Total reduction of \$1,271,573 and 11.5 FTEs -- Activity A047 reduction of \$1,179,030 and 10 FTEs, and Activity A002 Administrative overhead reduction of \$92,543 and 1.5 FTEs.

FTEs for the reduction to the motor vehicle emission check program are displayed as Environmental Specialist 4, as the most common and representative job class for these positions.

#### Workforce Assumptions:

##### Expenditures by

Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
A	Salaries and Wages	(316,432)	(668,940)	(668,940)	(668,940)	(668,940)	(668,940)
B	Employee Benefits	50,100	(247,508)	(247,508)	(247,508)	(247,508)	(247,508)
E	Goods and Services	(21,266)	(44,770)	(44,770)	(44,770)	(44,770)	(44,770)
G	Travel	(12,122)	(25,520)	(25,520)	(25,520)	(25,520)	(25,520)
J	Capital Outlays	(6,008)	(12,650)	(12,650)	(12,650)	(12,650)	(12,650)
T	Intra-Agency Reimbursements	(128,751)	(272,185)	(272,185)	(272,185)	(272,185)	(272,185)
	<b>Total Objects</b>	<b>(434,479)</b>	<b>(1,271,573)</b>	<b>(1,271,573)</b>	<b>(1,271,573)</b>	<b>(1,271,573)</b>	<b>(1,271,573)</b>

##### Staffing

Job Class	Salary	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
ENVIRONMENTAL SPECIALIST 4	66,894	(4.82)	(10.00)	(10.00)	(10.00)	(10.00)	(10.00)
ENVIRONMENTAL PLANNER 5	85,671	0.07					
FISCAL ANALYST 2		(0.47)	(1.00)	(1.00)	(1.00)	(1.00)	(1.00)
IT SPECIALIST 2		(0.24)	(0.50)	(0.50)	(0.50)	(0.50)	(0.50)
<b>Total FTEs</b>		<b>(5.5)</b>	<b>(11.5)</b>	<b>(11.5)</b>	<b>(11.5)</b>	<b>(11.5)</b>	<b>(11.5)</b>

Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37 percent of salaries. Benefits in Fiscal Year 2020 also includes \$167,180 for estimated unemployment costs.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7 percent of direct program salaries and benefits, and is shown as object T. Agency

Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is related to the priority in Ecology's strategic plan to prevent and reduce toxic threats to public health from transportation related toxic air pollutant emissions. Transportation is the largest source of air pollution in Washington, including greenhouse gases.

This request is related to the Governor's Results Washington Goal 3: Sustainable Energy and a Clean Environment to prevent and reduce toxic air pollution emissions from transportation, the largest source of air pollution in Washington. The Emissions Check Program, along with a number of other vehicle emissions programs administered by the Air Quality Program, supports Measure 3.3 for Healthy Air.

### Performance outcomes:

The outcome of this request will be to eliminate GF-State revenue from emission check test fees and Ecology's STCA appropriation. The Emission Check Program is only one part of a suite of tools supporting the budget activity to reduce health and environmental threats from motor vehicle emissions. The activity includes a broad set of policy, planning, regulatory, and compliance work for motor vehicles and transportation fuel standards, implementing the California clean car program, and diesel emissions reduction efforts beyond the Emission Check Program. It supports performance measures tracking reductions of statewide motor vehicle emissions and diesel soot.

Strict emissions standards for model year 2009 and newer vehicles have outpaced emission reductions attributable to the Emission Check Program. While the program, if it were to continue, would still provide emission reductions in emission testing areas, Ecology does not expect any significant reduction in air quality benefits after the program sunsets in 2019. As cleaner cars continue to replace older, dirtier cars with fewer emission controls, overall statewide motor vehicle pollution is projected to decrease in 2020 and beyond.

## Other Collateral Connections

### Intergovernmental:

Ecology has notified and is working with the Departments of Licensing and Enterprise Services that will also be impacted by the sunset. Department of Licensing currently requires an Emission Test Certificate or Waiver for model years identified as needing an emission check test for annual vehicle registrations. Department of Enterprise Services is the contract manager for the contractor performing emission testing in Washington.

The local air agencies in Snohomish, King, Pierce, Clark, and Spokane counties are also aware that this program is sunseting.

**Stakeholder response:**

Ecology is working with the contractor that operates the testing stations to have a systematic shutdown of the program. While they would prefer to keep work going, they do not oppose this sunset, and are now working on establishing a similar program in Massachusetts.

Vehicle owners in Snohomish, King, Pierce, Clark, and Spokane counties will no longer have to have their vehicles tested. These counties had air pollution problems that were helped over time by the vehicle emission test program. Ecology has notified local air authorities in impacted counties that the program is sunseting, and none have expressed concerns.

**Legal or administrative mandates:**

The January 1, 2020 sunset date is established in RCW 70.120.170(6) - Motor vehicle emission inspections.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

State agencies are required to have state fleet vehicles in Pierce, King, Clark, Spokane, and Snohomish Counties tested. This obligation will be eliminated when the program ends on December 31, 2019.

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No



**Department of Ecology  
2019-2021 Operating Budget**

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AM - Office of Chehalis Basin  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Andrea McNamara Doyle  
 (360) 407-6548  
 mcma461@ecy.wa.gov

### Agency Recommendation Summary

Five of the largest floods in the Chehalis River Basin's history occurred in the last 30 years. Not taking action could cost \$3.5 billion in flood and related damages to Basin families, communities, farms, and businesses over the next 100 years. It could cost even more with climate change impacts. Salmon habitat is degraded, and survival of spring-run chinook populations is severely threatened. In 2016, the Legislature established the Office of Chehalis Basin in Ecology to aggressively pursue and oversee the implementation of an integrated Chehalis Basin Strategy to reduce long-term damages from floods and restore aquatic species habitat in the Basin (House Bill 2856). In line with the fiscal note for the bill, Ecology requests ongoing operating resources to staff the Office of Chehalis Basin. (General Fund – State)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$732	\$732	\$732	\$732
<b>Total Expenditures</b>	<b>\$732</b>	<b>\$732</b>	<b>\$732</b>	<b>\$732</b>
<b>Biennial Totals</b>		<b>\$1,464</b>		<b>\$1,464</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	5.1	5.1	5.1	5.1
<b>Average Annual</b>		<b>5.1</b>		<b>5.1</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$376	\$376	\$376	\$376
Obj. B	\$139	\$139	\$139	\$139
Obj. E	\$20	\$20	\$20	\$20
Obj. G	\$38	\$38	\$38	\$38

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. J	\$6	\$6	\$6	\$6
Obj. T	\$153	\$153	\$153	\$153

## Package Description

In December 2007, a series of severe storms caused extensive flood damage in southwest Washington, resulting in a presidential disaster declaration and federal assistance funding. From the 2007-09 Biennium through the 2017-19 Biennium, the state appropriated a total of \$152.7 million in capital budgets from state general obligation bonds for catastrophic flood relief and prevention projects in the Chehalis Basin.

Over the last few biennia, enacted capital budget provisos directed work on the multi-benefit Chehalis Basin Strategy. Common themes in the provisos include:

- Evaluating the feasibility and design of structural flood-damage reduction measures, such as retention structures and levees;
- Examining and funding non-structural measures to reduce flood hazards; and
- Protecting and enhancing populations of fish and other aquatic species.

Ecology and other state natural resource agencies participated in technical committees to provide comment on consultant products and conducted specific data collection or modeling projects. The Ruckelshaus Center, the leading consultant group, provided project management and oversight. The Chehalis River Flood Authority, consisting of local governments, also received funding for planning and early implementation of flood-damage reduction projects.

Governor Gregoire formed the Chehalis Basin Work Group in mid-2012, with members representing the breadth of community interests in the Basin. For the 2013-15, 2015-17, and 2017-19 biennial budgets, the Work Group recommended plans and budgets that informed the budget provisos and funding levels.

During its 2016 Session, the Legislature passed House Bill 2856 that established the Office of Chehalis Basin (OCB) within Ecology. State lawmakers also transitioned the Governor's work group to an independent Chehalis Basin Board, tasked with the responsibility for developing biennial and supplemental budget recommendations to the Governor. The mission of the OCB is to aggressively pursue development and implementation of an integrated strategy and administer funding for long-term flood damage reduction projects and aquatic species restoration activities in the Basin. The Board is comprised of members representing local and tribal governments, resource interests, and state agencies, and includes two members appointed by the Governor. It provides oversight of the development and implementation of a long-term strategy, including a broad suite of near-term and small to medium scale actions necessary to achieve the long-term basin-wide objectives. The Board meets monthly and is staffed by the OCB.

## THIS REQUEST

Ecology is requesting operating funding for OCB staff who will take the lead in preparing budgets and provide administrative and management support for the Board and the Office. Administrative support to the Board includes:

- Serving as the primary point of contact.
- Organizing, preparing presentations for, and conducting Board meetings.
- Coordinating with consultants.
- Planning for development of the long-term strategy, including guiding and supporting development of relevant studies; facilitating implementation of near-term, on the ground projects; leading the Board's development of overarching goals and objectives for flood damage reduction and restoration of aquatic habitat; and developing an implementation schedule and quantified measures for evaluating success of the long-term strategy implementation.
- Conducting research and preparing presentations for their meetings.
- Engaging and coordinating efforts with Board members, local and tribal governments, resource agencies, and state and federal agencies.
- Supporting the Board's strategic planning efforts and helping lead the stakeholder involvement process in the Basin.
- Attending Chehalis River Basin Flood Authority and Lewis County Flood Control Zone District meetings, and other basin partner meetings (like local conservation districts) as needed for coordination.

This request includes funding to administer the OCB and the Board for costs associated with:

- Planning, coordinating, and conducting monthly all-day Board meetings;
- Compensation per RCW 43.21A.731 for travel and lodging for qualifying Board members;
- Other meeting-related expenses, such as venues, preparing & printing materials; and supporting a stakeholder involvement process to help the Board develop the long-term strategy and oversee its implementation.

The request will also fund costs associated with developing and implementing policies and planning systems and overseeing project planning, design, review, and funding for the Basin Strategy.

Stable and reliable funding for these positions is vital. It will help ensure the efficient and effective management of funds and provide consistent support for the Board to accomplish the work mandated in the bill.

Ecology is also submitting a separate capital project request for new grants, contracts, projects, and interagency agreements. The capital request will help fund:

- Continued implementation of early action flood-damage reduction and aquatic habitat restoration projects.
- Completion of the long-term Chehalis Basin Strategy.

- Beginning implementation of large-scale actions identified in the Strategy.

**Impacts on Population Served:**

There are about 1,400 structures within the mainstem of the Chehalis River's 100-year floodplain. Depending on the actions adopted in the final long-term Chehalis Basin Strategy, flood damage to up to 85 percent of the structures will be reduced or eliminated, especially in communities upstream of Grand Mound, including Adna, Centralia, Chehalis, and Doty; in the Newaukum River sub-basin; and in downtown cores of Aberdeen and Hoquiam. This will establish a new paradigm in the Basin, where resiliency and preparedness replaces the cycle of repeated damage and recovery from floods.

Outside of the mainstem Chehalis River floodplain, there are about four times as many structures within the 100-year floodplain along the tributaries. Between 25 and 75 percent of these structures can be protected in a way that reduces their exposure to flood damage and escalating flood insurance premium rates over time. The large-scale actions being considered will help ensure that U.S. Interstate 5 through Centralia and Chehalis stays open during a 100-year flood. This will benefit Basin communities, regional travelers, and the local and state economies.

Restoring and protecting priority aquatic habitat across the Basin will benefit tribal, recreational, and commercial fishers and operations that depend on fishing for their cultural or economic livelihood.

**Alternatives Explored:**

Ecology could continue funding OCB staff and Board administration with the capital budget. But, due to the project nature of the capital budget, and the Office of Financial Management's capital budget instructions not to subsidize ordinary administrative staff expenses with long-term financing, these costs are more appropriately funded through the operating budget.

Ecology could continue funding this effort through consultants, similar to the role that the Ruckelshaus Center served in earlier years. However, having consultants serve the ongoing operational and administrative functions associated with implementing the long-term strategy does not align with the legislative intent to create a permanent office within state government to lead this work, similar to the Office of Columbia River.

**Consequences of Not Funding This Request:**

If the request to move OCB staff from the capital to the operating budget, along with funds for Board administration, is not funded, staff and the Board would continue to be paid for by capital project funding. If the capital budget is delayed or not fully funded, OCB staff and work of the Board would be interrupted, which would interrupt development, implementation, and administration of the entire Strategy. This occurred in the 2017-19 Biennium, when the capital budget was delayed. As a result, development and implementation of the Strategy was delayed by at least one year. In some cases, important elements of it were delayed up to two years – considering limitations like in-water work windows.

## Assumptions and Calculations

### **Expansion or alteration of a current program or service:**

Funding to establish OCB in the 2017-19 Biennium was not provided in the enacted operating budget. Because of the late passage of the 2017-19 Capital Budget, Ecology delayed hiring OCB staff. These staff are now hired and funded temporarily from the capital budget. This request does not change the funding level, but moves the OCB staff and Board administration costs from the capital to the operating budget as planned in the fiscal note. There are no base resources in the 2017-19 Operating Budget for this work.

### **Detailed assumptions and calculations:**

Beginning July 1, 2019 and ongoing, Ecology requires \$732,000 and 5.1 FTEs each year for salaries, benefits and associated staff costs for the OCB and Board administration. The job classes and FTEs reflect the actual staffing needed to manage the OCB and Board, and are slightly different than envisioned in the fiscal note, as noted.

#### 1.00 FTE Office of Chehalis Basin Director (Executive Manager 4)

The fiscal note for HB 2856 identified an EMS3 instead of an EMS4. Upon implementation, Ecology hired an EMS4 for the Office of Chehalis Basin Director position in order to be consistent with legislative intent that the OCB be modeled after the Office of Columbia River (OCR). The OCB Director is a direct report to the Ecology Director, just like the OCR Director, and these positions are EMS 4. The Office of Chehalis Basin Director provides the leadership and executive management required to engage federal, state, local, tribal, citizen, elected official, and environmental group interests within the Basin. This is done both through the Board and directly, to create innovate partnerships to develop the long-term strategy. The Director represents state interests in coordinating basin-specific strategies; manages personnel and budget resources to accomplish the mission of the OCB; coordinates with other programs and agencies when formulating policies, procedures, guidelines, and rules related to the OCB; and responds to a high level of public expectation associated with this new area-specific office.

#### 0.35 FTE Budget Manager (Washington Management Service 2)

The budget manager prepares and provides detailed management of budget estimates for strategic planning, budget prioritization with the Board, preparation of budget requests, and responses to questions from the Office of Financial Management and the Legislature. They also provide accurate monitoring and analysis of the budgets, allotments, and expenditures.

#### 1.00 FTE Office Manager (Administrative Assistant 4)

The fiscal note for HB 2856 identified a 0.50 FTE Secretary Senior instead of 1.0 FTE Administrative Assistant 4. Ecology is using an AA4 for the Office Manager position, which is consistent with the level of professional administrative support needed for OCR. There is a significant increase in workload associated with the 12 Board meetings needed each year, instead of the six envisioned in the fiscal note. The Office Manager provides administrative support to the OCB Director, the Board, and OCB managers. Primary responsibilities include providing assistance for major projects managed by the Director and staff, including board meetings, stakeholder meetings, legislative tours, and site visits. This position also coordinates and assists in

developing reports and briefing materials for meeting with state legislators and staff, Washington's U.S. congressional delegation, and federal officials. Other duties include serving as a liaison with Board members and between the OCB Director and other programs within Ecology, other state natural resource agencies, local government officials, and stakeholder groups participating in the Chehalis Basin Strategy. The Office Manager also composes and finalizes correspondence, processes forms and paperwork (personnel, purchasing, training, travel arrangements, reimbursements), schedules and coordinates meetings, takes Board meeting minutes, serves as the OCB's public records officer, establishes administrative systems for the office, and maintains files according to the records retention schedule.

#### 1.00 FTE Board Coordinator (Environmental Planner 5)

The fiscal note for HB 2856 identified 0.50 FTE Environmental Planner 3 and included funds for a consultant to provide facilitation. The Ruckelshaus contract included funding for two people, one highly skilled facilitator and one senior level planner. Upon implementation, Ecology is using 1.0 FTE EP5 for the Board Coordinator position who will do the work that was done under the Ruckelshaus contract, and the work that was originally identified for the EP3 will move to the AA4. This position serves as a planning consultant to the Board and OCB Director by coordinating monthly, full-day Board meetings. This position coordinates the Board's development and implementation of highly complex environmental resource plans by collaborating with multi-disciplinary project and program leads within Ecology, and with multi-disciplinary program leads from other federal, state, and local government agencies and tribes. The Board Coordinator tracks and synthesizes large volumes of technical information, and helps resolve issues arising from planning efforts that are complex and sensitive, including overseeing efforts to resolve major policy issues and implementation of major capital projects identified within resource plans. The Board Coordinator also provides assistance to OCB's Director and Policy Lead on developing and implementing operational planning systems within the OCB.

#### 1.00 FTE Strategic Plan Coordinator (Environmental Planner 5)

This position is the policy lead for OCB and coordinates strategic planning activities for the Office and the Board. This position provides the necessary leadership for engaging with natural resource agencies on detailed strategy development and implementation. This position leads the stakeholder involvement process, produces a detailed actions list that include key elements, such as conceptual-level cost. The Coordinator also designs measures for evaluating implementation success and provides support to the OCB Director on highly complex environmental policies and regulations pertaining to the Chehalis Basin region.

Costs for Board administration are based on costs for monthly Board meetings held since July 1, 2017, and statutory allowances for compensation and travel reimbursement:

Mileage is assumed to be reimbursed at \$0.545 per mile, at a maximum of 100 miles, for seven board members, or \$382 per meeting. Lodging is assumed to cost \$93 per day with a maximum of seven board members, or \$651 per meeting. Compensation is assumed at \$100 per day with a maximum of five board members (per RCW 43.03.250), or \$500 per meeting. And finally, copies, facility rental, and refreshments are estimated to cost \$750 per meeting. All totaled, this is \$2,283 per meeting X 24 meetings = \$54,792 per biennium. This cost is shown in object G.



**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	376,104	376,104	376,104	376,104	376,104	376,104
B	Employee Benefits	139,158	139,158	139,158	139,158	139,158	139,158
E	Goods and Services	19,475	19,475	19,475	19,475	19,475	19,475
G	Travel	38,497	38,497	38,497	38,497	38,497	38,497
J	Capital Outlays	5,503	5,503	5,503	5,503	5,503	5,503
T	Intra-Agency Reimbursements	153,033	153,033	153,033	153,033	153,033	153,033
<b>Total Objects</b>		<b>731,770</b>	<b>731,770</b>	<b>731,770</b>	<b>731,770</b>	<b>731,770</b>	<b>731,770</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
WMS BAND 2	89,076	0.35	0.35	0.35	0.35	0.35	0.35
EMS BAND 4	120,000	1.00	1.00	1.00	1.00	1.00	1.00
Environmental Planner 5	85,671	2.00	2.00	2.00	2.00	2.00	2.00
ADMINISTRATIVE ASSISTANT 4	53,585	1.00	1.00	1.00	1.00	1.00	1.00
FISCAL ANALYST 2		0.43	0.43	0.43	0.43	0.43	0.43
IT SPECIALIST 2		0.22	0.22	0.22	0.22	0.22	0.22
<b>Total FTEs</b>		<b>5.1</b>	<b>5.1</b>	<b>5.1</b>	<b>5.1</b>	<b>5.1</b>	<b>5.1</b>

Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE and also includes travel costs of \$54,792 a biennium for board members.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

**Strategic and Performance Outcomes****Strategic framework:**

This request is essential to implementing two priorities in Ecology's strategic plan, "Deliver Integrated Water Solutions" and "Reduce and Prepare for Climate Impacts," because the Legislature established the OCB in Ecology to aggressively pursue two objectives:

- Develop and implement an integrated Chehalis Basin Strategy to reduce long-term flood damage.
- Restore aquatic species in the Basin.

Helping prepare Basin communities and ecosystems for the impacts from climate change such as larger flood events, reduced summer stream flows, and ongoing degradation of aquatic species habitat also supports Ecology's strategic priorities.

This request provides essential support to the Governor's Results Washington Goal Healthy and Safe Communities by taking action to prevent \$3.5 billion in damage to families and communities during the next 100 years – a figure likely to increase with climate change. Also, the Chehalis Basin today has no Endangered Species Act (ESA) listed salmon. By providing funding for OCB staff and Board administration, Ecology will be able to finalize and implement the Strategy. This funding will help prevent continued decline and avoid ESA listings and associated consequences for tribal, commercial, and recreational fishers.

**Performance outcomes:**

The outcome of this request will be a safer place for families and communities impacted by flooding, and restored and resilient habitat for aquatic species, now and for future generations in the Chehalis Basin.

## Other Collateral Connections

**Intergovernmental:**

The Strategy will inform land use, infrastructure, habitat, and community flood preparedness plans and efforts in Grays Harbor, Lewis, and Thurston counties within the Chehalis Basin Water Resource Inventory Areas 22 & 23.

Local governments within the Basin that participate in the Flood Authority receive capital budget funding to implement local-priority flood protection projects. The Chehalis River Basin Flood Control Zone District receives capital budget funding as the sponsor of the proposed flood retention structure.

Tribal fishers will benefit from improved fish runs due to aquatic habitat restoration. The Confederated Tribes of the Chehalis Reservation is located within the Basin. The Quinault Indian Nation reservation is not located within the Basin, but they have usual and accustomed fishing and gathering treaty rights within it. Both tribes receive project funding through the capital budget to participate in the development and implementation of the Strategy.

Development and implementation of the Strategy affects the state departments of Fish and Wildlife (DFW), Natural Resources (DNR), Transportation (DOT), and the Washington State Conservation Commission (SCC). These agencies are ex-officio representatives on the Chehalis Board and have direct authority over some of the locations in which flood control or restoration actions are being contemplated. For example, DFW along with the Tribes, are co-managers of the fish resources in the basin. DNR oversees forest practices, which occur in over 60 percent of the Basin; DNR also issues permits for projects on state lands, which are required for most of the actions being implemented or considered. DOT is affected by the persistent and significant flooding of Interstate 5 and other state roadways. SCC coordinates work for all of the conservation districts in the state, three of which are intimately involved in development of the Chehalis Basin Strategy.

**Stakeholder response:**

Development and implementation of the Strategy also maintains important connections to conservation interests and agricultural industry. The location where flood damage reduction and restoration actions occur are in the floodplain, so landowners and agricultural landowners are integral to success of the Strategy. Conservation interests are represented on the Board, and are interested and engaged in restoration planning and the many flood damage reduction actions being considered (land use, a dam and levees, etc.)

It is anticipated that non-governmental stakeholders impacted by this request will be supportive. Feedback received to date, including from stakeholders familiar with the Office of Columbia River, is that the staffing proposal for core OCB staff is too small to be able to pursue the mission as aggressively as stakeholders would like, but the request is an attempt to balance the desire for more aggressive action (which would require greater staff capacity) with the desire to limit the number of permanent new state positions that are created. Therefore, some of the additional staff capacity needed to aggressively pursue the mission will continue to be funded on a temporary, project basis through the capital budget.

**Legal or administrative mandates:**

HB 2856 from the 2016 Legislative Session created the Office of the Chehalis Basin and directed it to aggressively pursue development and implementation of an integrated strategy and administer funding for long-term flood damage reduction projects and aquatic species restoration activities in the Basin.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** BC - Water Right Adjudication Options  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Jim Skalski  
 (360) 407-6617  
 jska461@ecy.wa.gov

### Agency Recommendation Summary

In many watersheds, there is great uncertainty over the validity and extent of both surface and groundwater rights and claims. Adjudicating water rights will resolve conflict, provide for effective planning and management of water resources, and result in economic and environmental certainty to water users and the state. This request will assess and explore opportunities to resolve water rights uncertainties and disputes through adjudications in critical basins where tribal senior water rights, unquantified claims, and similar uncertainties about the seniority, quantity, and validity of water rights pose an impediment to comprehensive water resource management. (General Fund-State)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$296	\$296	\$0	\$0
<b>Total Expenditures</b>	<b>\$296</b>	<b>\$296</b>	<b>\$0</b>	<b>\$0</b>
<b>Biennial Totals</b>		<b>\$592</b>		<b>\$0</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	1.2	1.2	0.0	0.0
<b>Average Annual</b>		<b>1.2</b>		<b>0.0</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$105	\$105	\$0	\$0
Obj. B	\$39	\$39	\$0	\$0
Obj. E	\$104	\$104	\$0	\$0
Obj. G	\$4	\$4	\$0	\$0
Obj. J	\$1	\$1	\$0	\$0

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. T	\$43	\$43	\$0	\$0

## Package Description

### PROBLEM

There is great uncertainty in many watersheds over the validity, extent, and seniority of both surface and groundwater rights and claims. This is particularly acute where federally recognized tribes claim senior water rights based on treaties, executive orders, and purposes for which their federal reservations were established. Uncertainty about the status of water rights, combined with competing interests for use of the resource, results in conflicts over water use, and undermines private and public ability to plan and rely upon water availability determinations. Despite many years of effort and significant investment to manage water locally and resolve water rights disputes among parties through watershed planning or other non-judicial means, timely and comprehensive water management is very difficult to achieve due to the fundamental uncertainties of unadjudicated water rights. The uncertainties include how much water is legally authorized for use; who is entitled to its use; whether the rights, certificates, and claims are valid; or what the priority of rights during water shortages are. Absence of legally authoritative information results in a number of problems:

- Continues and fuels chronic local water disputes.
- Restricts Ecology's ability to protect legal water users from impairment by those with no rights, those with junior water rights, or those using water beyond their limits.
- Hampers the ability to change, transfer, and market water to meet emerging economic and environmental needs, including trust water and developing water banks.
- Limits long-term financial investments that require certainty of water rights.
- Raises interstate conflict for shared waters.
- Fundamentally limits planning for and managing water use in the face of growing needs and demands for water. Ecology cannot successfully plan and manage water use where we lack legal certainty of water rights.

Determining water rights through adjudication is a complicated and meticulous process. Adjudication is a Superior Court process that legally determines whether a water right is valid, how much water can be used, and its priority during shortages. It prioritizes each individual water right according to Washington water law's "first-in-time, first-in-right" prior appropriation rule. For more information about the adjudication process refer to Ecology's publication "Process for Conducting a Water Rights Adjudication" at [Link: \(https://fortress.wa.gov/ecy/publications/documents/1011013.pdf\)](https://fortress.wa.gov/ecy/publications/documents/1011013.pdf)

Ecology is currently in the process of wrapping up the decades-long Yakima surface water rights adjudication. The work involved identifying every surface water right, permit, certificate and claim in the basin; determining whether any of the water rights had been relinquished in whole or in part over time; identifying seniority of each right relative to all the others; and resolving the many conflicts between and among those rights. Upon entry of the court's final order, the adjudication will result in durable certainty about the legal status of each surface water right in the basin. Please note, this effort did not include groundwater rights in the basin.

RCW 90.03.110(2) requires Ecology to do the following prior to initiating an adjudication:

- (a) Consult with the Administrative Office of the Courts (AOC) to determine whether sufficient judicial resources are available to commence and to prosecute the adjudication in a timely manner.
- (b) Report to the appropriate legislative committees on the estimated budget needs for the court and Ecology to conduct the adjudication.

## **SOLUTION**

This request will allow Ecology to assess opportunities to use the adjudication process to reduce and resolve uncertainty about water rights. Ecology will identify and prioritize watersheds where adjudications would be most helpful and appropriate based on factors like past and current attempts to resolve uncertainties and conflicts; level and immediacy of increased demands for water; availability of accurate information about hydrogeology and water supply; and, tribal interest in participation in adjudication. Examples of watersheds that may be well positioned for an adjudication include the Nooksack, Colville, Upper Columbia, and Spokane. This request will allow Ecology to pursue pre-adjudication steps in the prioritized watersheds, such as compiling preliminary summaries of water rights, identifying essential parties to the adjudication process, and holding mediated exploratory conversations with tribes.

As required by RCW 90.03.110(2), this request will help Ecology determine and make recommendations on the best path forward in determining water rights in watersheds experiencing significant water user conflict and increased tribal interest. Ecology will submit a report to the Governor and appropriate legislative committees by September 1, 2020 on adjudication options and the costs associated with each option for Ecology staffing, information technology needs, and legal and local government support. The options will be submitted in time for consideration in the 2021-23 Biennial Budget.

### **Impacts on Population Served:**

Scoping potential adjudication opportunities will help provide options for managing water and planning for future water needs. There is limited ability to protect water right holders, instream flows, and trust water rights from illegal water users unless water rights are legally quantified.

Ecology proposes to use the resources in this request to perform outreach to local communities potentially involved in an adjudication to gauge interest, define issues, and provide accurate information to local stakeholders.

### **Alternatives Explored:**

One alternative would be to fully launch an adjudicative process in one or more of the most water-challenged watersheds, but without further investigation, Ecology does not know the extent of resources needed to do so. Ecology has not consulted with local government (as required by RCW 90.03.110(2)) or the AOC to determine interest and the estimated resources required to initiate an adjudication.

Another alternative would be to not adjudicate water rights. This was not selected, because:

- It would continue and compound growing legal uncertainty regarding water rights. Uncertainties include the extent and validity of water claims; identity of the right holders; the quantities, sources, period, and purpose of use; and priority of use during periods of shortage and drought.
- It would continue to limit water users' ability to change, transfer, and market water to meet emerging economic and environmental needs, including trust water.
- There would continue to be an absence of information to plan for future regional water needs by defining legally allocated quantities of water.
- There would be increasing water disputes, perpetuating cycles of costly piecemeal litigation that do not make hydrologic or legal sense for the watershed as a whole.

### Consequences of Not Funding This Request:

If this request is not funded, state and local government ability to successfully meet and manage water needs in various watersheds would continue to be limited by lack of certainty of legally defined water rights. Considerable state, local, and tribal investments in watershed planning, water supply development, prior litigation, and other flow improvement efforts statewide would have limited effectiveness. In some watersheds, Washington's interest in waters shared with adjacent states would be at greater risk in negotiation or litigation due to the lack of legally determined water right status.

### Assumptions and Calculations

#### Expansion or alteration of a current program or service:

Ecology anticipates that the Yakima Adjudication will be completed by July 1, 2019. Staff currently assigned to the Yakima Adjudication will shift to supporting assessment, pre-adjudication, and water right mapping work funded by this request. They will develop geographic focus across potential watersheds, map/organize water right information to help scope each option, and identify new information technology system upgrades needed to support the adjudication options.

Administrative overhead related to this activity is in the agency's Administration Activity A002 not included in the table.

<b>Activity A001: Clarify Water Rights</b>			
<b>2015-17 Bien.</b>		<b>2017-19 Bien.</b>	
<b>Budget</b>	<b>FTE</b>	<b>Budget</b>	<b>FTE</b>
\$982,762	2.8	\$1,059,712	2.9

#### Detailed assumptions and calculations:

##### ASSUMPTIONS:

1. Multiple watersheds will be scoped to define the overall cost, complexity, and scale of basin-specific adjudication options.



2. Options under consideration may include the Nooksack, Colville, Upper Columbia and/or Spokane watersheds, and any related watersheds because these areas are known to encompass current and impending issues and opportunities.
3. Ecology will define the water records (water right certificates and claims) associated with each option. This will help determine the overall cost and complexity of each option.
4. Ecology will rely on existing records, technology and additional information requested from claimants to define the overall scale of each option.
5. Elements included in costing out each option are Ecology resources, AGO legal support, AOC Superior Court costs, County Clerk staffing, and document and information management costs.
6. Yakima adjudication will be complete by June 2019.
7. Existing staff currently assigned to Yakima Adjudication will shift focus to scoping adjudication options within selected watersheds.
8. Ecology will submit a report to the Governor and Legislature by September 1, 2020.

Depending on the watershed, Ecology anticipates there will be from 10,000 to 100,000 surface and groundwater related permits, rights, claims and wells to consider for each adjudication option. In comparison, the Yakima Adjudication only included about 4,000 individual surface water rights, claims, and permits in the adjudication process. The scope and scale of adjudicating both groundwater and surface water within multiple watersheds requires significant scoping and assessment of potential costs.

Due to the complexity of issues within some of the watershed adjudication options under consideration, Ecology will require senior level staff to coordinate with local and tribal government, elected officials, state agency partners and local courts. In addition to the redirected Yakima Adjudication staff, Ecology is requesting 1.0 FTE Washington Management Service 2 in Fiscal Years 2020 and 2021 to define the scope and cost of various water right adjudication options statewide. This position will coordinate the workload of existing adjudication staff to define potential options for new adjudications, coordinate with IT staff to define needed system modifications, and draft the legislative report.

Ecology requests the following proviso language be included in funding this request: \$296,118 of the general fund—state appropriation for fiscal year 2020 and \$296,118 of the general fund—state appropriation for fiscal year 2021 are provided solely for Ecology to assess the need, costs and barriers to initiating the adjudication process in critical watersheds to reduce and resolve uncertainty about water rights. Ecology will evaluate multiple watersheds to identify stakeholder and local government interest and concerns about the process, and to determine the cost of

conducting an adjudication in each watershed identified in the evaluation. Ecology will submit a report and recommendations to the Governor and appropriate legislative committees on the results of the evaluation by September 1, 2020.

### Workforce Assumptions:

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	105,000	105,000				
B	Employee Benefits	38,850	38,850				
E	Goods and Services	104,477	104,477				
G	Travel	3,803	3,803				
J	Capital Outlays	1,265	1,265				
T	Intra-Agency Reimbursements	42,723	42,723				
<b>Total Objects</b>		<b>296,118</b>	<b>296,118</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Staffing

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
WMS BAND 2	105,000	1.00	1.00				
FISCAL ANALYST 2		0.10	0.10				
IT SPECIALIST 2		0.05	0.05				
<b>Total FTEs</b>		<b>1.2</b>	<b>1.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

### Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE. \$100,000 per FY is included to provide mediation and facilitation services for pre-adjudication activity to support local and tribal consultation.

Travel is the agency average of \$2,552 per direct program FTE and includes a 50% increase to account for significant travel to rural areas of the state both in eastern and western Washington.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request supports Ecology's strategic priority to Develop Integrated Water Solutions, and the Governor's Results Washington Goal 3, Sustainable Energy and a Clean Environment. It does this by helping to meet economic and community needs for reliable water supplies, while protecting and enhancing river flows for fish.

This request supports Ecology's Strategic Plan to Deliver Integrated Water Solutions by determining the legal status of water rights for communities in economically and fish critical watersheds. Specifically, this proposal will develop options that:

1. Improve the economic vitality of business and individuals. Water is essential to economic activity. Adjudication strengthens Washington's position in inter-state and international water decisions. Clarity and certainty of water rights increases the predictability of water availability to business and farms, reduces investment risk, and helps to ensure water is used for its best purpose. Judicial confirmation of rights to use the public's water builds value and wealth for water right holders, especially for businesses, cities, and agriculture.
2. Improve the quality of Washington's natural resources. Water is an essential component of our natural resource environment, and adjudication supports water accountability necessary for protecting water supplies.
3. Improve cultural and recreational opportunities throughout the state. Our rivers, streams, lakes, and aquifers are invaluable cultural and recreational resources, and they support salmon - a Washington icon. Adjudication better allows for their protection and enhancement.
4. Strengthen government's ability to achieve results efficiently and effectively. Water users, local governments, and Ecology cannot effectively manage water or plan for future water needs unless we are able to define water rights and know how much water is legally allocated. Unless rights are adjudicated, we have limited ability to protect water right holders or instream flows and trust water rights from illegal water users.

This request is a high priority on Ecology's risk register, and will allow Ecology to comply with Executive Order 16-06 – State Agency Enterprise Risk Management. If Ecology Fails to address senior tribal water rights, there is a potential future risk that state water rights holders could be subjected to preemption or curtailment, resulting in significant financial and legal challenges.

**Performance outcomes:**

See narrative justification.

## Other Collateral Connections

**Intergovernmental:**

Ecology will engage with tribes to identify issues, concerns, and opportunities for addressing tribal senior water rights in comprehensive state adjudications. Ecology will perform outreach to local governments potentially involved in an adjudication to gauge interest, define issues, and provide accurate information to local decision makers. As part of the process, Ecology will work with county officials, the AOC, and relevant County Clerks to define the costs and benefits of an adjudication impacting a local government. Ecology will also reach out to other state agencies as appropriate for scoping and assessment.

**Stakeholder response:**

There is a mix of opposition and support for adjudication as evidenced by those currently in dispute over water rights in stalled local planning efforts and/or protracted litigation. Those with strong and senior claims are more inclined to support adjudication than those with junior and less certain claims. The cost of adjudication is a deterrent to support, but the certainty that is provided once an adjudication is complete encourages local economic development and environmental protection.

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AF - Flood Resilient Communities  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Scott McKinney  
 (360) 407-6131  
 scott.mckinney@ecy.wa.gov

### Agency Recommendation Summary

Flooding continues to be the most frequent major natural hazard facing Washington's communities. Flood-related damages can cost millions of dollars, and adversely affect human lives and safety. Ecology requests creating a Community Flood Resilience Grants Program to fund flood-hazard mitigation planning, mitigation projects, and emergency response. According to the National Institute of Building Sciences, every dollar spent on mitigating flood risks saves four to seven dollars in prevented damages. Besides saving money, reduced damage during flood events provides greater safety for our citizens. Related to Puget Sound Action Agenda Implementation. (Flood Control Assistance Account)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 02P - 1	\$1,000	\$1,000	\$1,000	\$1,000
<b>Total Expenditures</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>Biennial Totals</b>		<b>\$2,000</b>		<b>\$2,000</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	0.4	0.4	0.4	0.4
<b>Average Annual</b>		<b>0.4</b>		<b>0.4</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$16	\$16	\$16	\$16
Obj. B	\$12	\$12	\$12	\$12
Obj. E	\$50	\$50	\$50	\$50
Obj. G	\$5	\$5	\$5	\$5
Obj. N	\$913	\$913	\$913	\$913

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. T	\$4	\$4	\$4	\$4

## Package Description

Ecology is the authorized agency for flood hazard management in Washington. Since 1980, flooding has caused more than \$2 billion in damages in Washington. While most flood damages have occurred in Western Washington, Central and Eastern Washington experienced record flooding in May 2018, demonstrating that all communities across the state are at risk. In addition, University of Washington's Climate Impacts Group reports that flood risks will only worsen with climate changes, as the frequency and severity of rain events steadily increase.

Investing in flood hazard mitigation is cost effective. A 2017 study by the National Institute of Building Sciences showed that for every \$1 invested on mitigation, a community can expect a \$4 to \$7 return on preventing losses. These investments also provide an added economic benefit by reducing habitat losses that jeopardize salmon recovery. As communities continue to grow, more people and assets will be at risk during flood events. Investing in early, preventive actions will help communities become more resilient to flood hazards, protecting people, the environment, and our economy.

## Current Situation

Most communities in Washington, particularly in more rural areas, do not have the resources to adequately prepare for, mitigate, and respond to flooding.

### Preparation begins with planning

Increasing resilience to flooding begins with understanding and planning for ways to reduce risk. Communities need to identify their vulnerability to flood hazards, how those hazards may change over time, and what actions they need to take.

Flood-hazard management plans help communities identify and prioritize strategies for reducing their risk. They can also identify ways to achieve other benefits, such as salmon recovery and preserving agricultural lands, while reducing flood hazards. Having up-to-date flood plans also helps communities better compete for grants from federal and state grant programs, such as the Federal Emergency Management Agency's (FEMA) Hazard Mitigation or Ecology's Floodplains by Design grant programs.

Most communities have basic flood-hazard management plans, but many have not been updated since the 1990s. While some counties and cities have been able to invest in modern flood planning, most have not. The state's Flood Control Assistance Account (FCAA) Program historically provided grants to communities for flood-hazard reduction planning, but funding has not been available the last five biennia due to redirection of FCAA monies in the enacted budgets. There currently is no state funding to support this work (see Alternatives Explored for additional information).

The damage caused by the recent spring flooding in Central and Eastern Washington highlights the result of having no current flood planning strategy in place. Citizens suffered damages and disruption, and the U.S. Army Corps of Engineers spent several million dollars on emergency response actions. The final price tag to the counties has yet to be determined, and the total impact will likely never be fully accounted for. If better flood control planning and measures had been in place, hazards would have been identified, mitigated, and reduced or eliminated in advance, and people, communities, and infrastructure would have been better protected from flooding. When communities don't plan for our most frequent natural hazard, they will eventually suffer the consequences.

### Reducing risk

While planning is a critical first step, communities can't actually reduce their flood hazards until they invest in actions that mitigate risk. This includes capital projects that reduce flood hazards like levee repairs; early warning strategies like installing flood gauges; land-use reforms like changes to zoning codes or flood ordinances; acquiring flood-prone properties; and raising public awareness.

State funding programs for flood-hazard reduction projects include:

- Ecology's Floodplains by Design grant program funds large-scale, multi-benefit projects that reduce flood hazards and improve ecosystem health. This program does not typically fund projects designed to address smaller-scale flooding challenges plaguing many communities.
- Washington Military Department's Hazard Mitigation Assistance Program administers grants funded through FEMA. These grants require a state-local cost share agreement that is often challenging for less affluent communities to meet.

Ecology is not aware of any dedicated state funding program available to communities for smaller-scale flood-hazard reduction projects and to match federal flood mitigation programs.

### Responding to Flood Emergencies

Investing in planning and hazard reduction projects will reduce flood risks over time. But Washington will continue to experience flood emergencies that place citizens, property, and businesses at risk.

Local and tribal governments often lack the resources or capacity to respond to disasters. In some cases, they may need to take an immediate action, like repairing a levee, to prevent or mitigate an impending flood hazard. In other cases, they may have an urgent need for on-the-ground support to fill and stack sandbags or other protective measures.

Ecology's Washington Conservation Corps (WCC) can provide supervisors and members for emergency response efforts. Chapter 43.220 RCW states that WCC members "are to be available at all times for emergency response services coordinated through the department or other public agency. Duties may include sandbagging and flood cleanup, oil spill response, wildfire suppression, search and rescue, and other functions in response to emergencies." While this law provides legal authority, it does not provide a funding source for WCC's emergency response work. Ecology has to cobble together funding to cover the immediate costs of deploying WCC crews early to avert even greater damage to people and property.

The May 2018 flooding in Eastern Washington illustrates the issues rural communities face from floodwaters threatening homes and public infrastructure. The estimated response and damage costs were not high enough to qualify for a federal declaration. This would have provided dedicated disaster funding and allowed local communities to claim in-kind match generated by volunteers.

A state emergency declaration can be made with a lower cost threshold, but only authorizes a minor amount of funding (approximately \$100,000) for Emergency Management Division response. During the May 2018 flooding, local communities did not have funding to pay for the emergency deployment of WCC personnel. Fortunately, Ecology had a small amount of funding in the FCAA to immediately send six WCC crews for five days to fill and stack sandbags to protect homes, businesses, and public infrastructure. Other agencies were able to contribute funding five days later but, without WCC's quick response, these resources would have come too late to preserve homes and infrastructure in the communities affected by floods. Washington needs a dedicated fund source to provide initial emergency flood response support to communities.

### **Proposed solution**

This request will create a \$2 million Community Flood Resilience Grant Program, funded by restored FCAA appropriation, to provide flood mitigation grants to local governments. The new program will enable partners to take a preventive and thoughtful approach to reduce flood risks and make their communities more resilient to flooding. Ecology will distribute about \$1.75 million in competitive grants for:

- Vulnerability/risk assessments and studies to better understand local flood risks and identify mitigation strategies.
- Flood hazard planning that outlines strategies and projects to reduce flood risks, with priority given to planning efforts that include broad stakeholder engagement.
- Flood hazard reduction projects like capital construction and flood control structure upgrades, early warning systems, and property acquisitions.
- Local efforts in better zoning and land use options to keep people and infrastructure out of the flood hazard areas and to raise community awareness of flood hazards.

The remaining \$250,000 will be used to support emergency response to local flooding. This includes funding for rapid deployment of WCC crews to fill and stack sandbags, establish incident command posts, provide emergency water diversions, and carry out other emergency activities to protect infrastructure and the environment. Funding will also be provided directly to local governments for emergency response needs, like small-scale levee and tide-gate repairs, or removing structures.

### **Impacts on population served**

Local and tribal governments will lead flood-hazard reduction planning and implement the resulting projects. This work benefits and helps protect citizens living in or near flood hazard areas. The broader community will also benefit, because public infrastructure like roads, bridges, and utilities will be less at risk from flooding. The value of private and public property in flood hazard zones around the state is worth billions of dollars.



Communities that complete flood-hazard reduction plans will also be in a better position to compete for federal and state grants that build their flood resiliency.

The emergency funding will allow rapid, first-response to communities during major flood events for front-line actions that prevent loss of life and property. The value of saving lives and protecting communities from floods is immeasurable.

### **Alternatives explored**

Ecology reviewed the limited funding programs available for community efforts to reduce flood hazard risks and support initial emergency response actions. Most federal grants or other emergency funding, including federal disaster declarations, are limited to disaster recovery and become available only after costly damages have already occurred. Ecology's Floodplains by Design grant program requires flood-risk reduction activities combined with ecosystem restoration work – something not possible with small-scale projects; and these grants do not fund emergency response or planning efforts.

The best alternative for funding is the FCAA, restored to the authorized level of \$4 million, currently transferred according to RCW 86.26.007 (<http://apps.leg.wa.gov/RCW/default.aspx?cite=86.26.007>). FCAA was established in 1984 to support local floodplain management efforts. Historically, each biennium, the \$4 million was transferred into FCAA from General Fund-State, and Ecology had \$4 million in appropriation from the account. About \$2 million to \$2.5 million was provided as grants to local and tribal governments, and the rest supported Ecology's flood management work. Since the 2009-11 Biennium, enacted budgets have reduced the FCAA Program funding to \$2 million, leaving no funding for flood control grants. The 2017-19 Biennium Operating Budget permanently reduced the FCAA Program's appropriation to Ecology by \$2 million, and shifted the funding one-time for water supply purposes.

The \$2 million remaining in the FCAA Program supports Ecology staff who:

- Provide technical support to communities on flood-hazard reduction projects and planning.
- Carry out the state's role in administering the National Flood Insurance Program.
- Review local flood ordinances and provide assistance to communities on implementing their local regulations.
- Conduct trainings and outreach to local floodplain managers.
- Provide engineering review and assistance on proposed flood-hazard reduction projects.
- Review channel migration zone assessments.
- Coordinate with the state's Emergency Management Division on grant programs and state and federal flood hazard policy proposals and emergency response.
- Act as technical experts as needed in assisting with scoring and ranking Floodplains by Design funding proposals. *Note: Staff funded by the capital budget manage Floodplains by Design grants and projects and perform Floodplains by Design program development.*

Also, a small amount of FCAA funds are set aside each biennium for emergency response actions. In the 2017-19 Biennium, Ecology allocated \$75,000 for emergency response. By June 2018, these funds were exhausted.

Given that FCAA is currently supporting important state staff resources for floodplain management, shifting some or all of the \$2 million in FCAA funding away from staffing and spending the money on grants and emergency response is not a viable option for supporting community flood resilience, since the staff needed to help communities would no longer be available.

### Consequences of Not Funding This Request

If this request is not funded, the flood risk to communities and citizens would continue. Many communities would not have resources to identify their risks and vulnerabilities and carry out flood mitigation projects like levee repairs, dikes and other flood control structures. As a result, fewer people and properties would be removed from harm's way. Communities and residents would continue to suffer economic losses, especially since the National Flood Insurance Program does not reimburse property owners for many direct personal damages.

Without funding, local economies would be disrupted, and flood-related financial losses would mount. Emergency response actions would be required more often, at a cost four to seven times higher than investing in preventative measures. Ecosystems would be harmed or destroyed, leading to costly corrections later. Salmon recovery and other habitat restoration efforts would be compromised, and actions requiring longer-term discussions and strategies would be left undone. There would also be long-term impacts to housing prices as communities become known for experiencing frequent flooding.

### Assumptions and Calculations

#### Expansion or alteration of a current program or service:

This request expands activity A040, "Provide technical and financial assistance to local governments to reduce flood hazards." The table below includes base funding and FTEs from the 2015-17 and 2017-19 biennia for this activity:

	2015-17	2017-19
FTE	8.0	8.0
General Fund - Federal	520,935	520,935
General Fund - Private/Local	332,937	318,327
Flood Control Assistance Account	1,936,171	2,017,928
Total	2,790,043	2,857,190

Administrative Overhead related to this activity is in the agency's Administration Activity A002.

Please note that emergency funds for potential WCC deployment in this request will not expand the WCC Program, because any funding used for emergency response will offset other partner funding.

WCC relies on 75 percent partner funding to pay for crew services that restore critical habitat, improve trails, reduce wildfire hazards, control erosion, and more. These projects provide WCC members (young adults 18-25 and military veterans) with hands-on experience. In addition, WCC equips members and staff with disaster management skills through their robust training program.

This training, along with staff experience on past response deployments, makes WCC a national leader in disaster management. Each year, FEMA funds WCC assistance on federally declared national disasters. This request will allow for similar deployments in Washington on smaller, undeclared disasters.

**Detailed assumptions and calculations:**

Beginning July 1, 2019 and ongoing, Ecology requests \$2 million in FCAA for grants to local and tribal entities for flood control planning, mitigation, and emergency response. Pass-through Community Flood Resilience grants for local and tribal entities are \$1.75 million a biennium, shown in object N. Existing FCAA Program staff will administer the grants, so no new funding is needed for grant oversight.

This request will also provide \$250,000 in emergency flood response funding. The expenditures included in the table for this are based on WCC costs to deploy five crews the initial seven days of flood response for two emergency events in a biennium, but the funding will also be provided to local governments for direct emergency response actions, which will reduce funding for WCC deployment. In the event a community identifies a project with immediate beneficial results outside of WCC work, up to \$100,000 will be provided to protect public infrastructure for costs like heavy equipment rental, relocating structures, pumps, and sandbag supplies.

Salaries for WCC Crew Supervisor 1, step L are shown in object A.

Salaries for WCC members are shown in object NW. WCC members are considered special employees, not state employees or agency FTEs.

Benefits for WCC Crew Supervisor 1 plus benefits for WCC Members are shown in object B. Benefits for WCC Crew Supervisor 1 are calculated at 49 percent of salaries. Benefits for WCC members are calculated at 8.57 percent of salaries + 0.09885/hour per member for medical aid and industrial insurance.

Travel is shown in object G and calculated at \$21.34 per person per day X 30 people (10 crews X 6 people per crew) X 14 days. This assumes local shelters or camp facilities are in place to lower per diem costs.

Chapter 43.220.231 RCW sets limitations on use of funds (agency administrative costs, program support costs, and supervision of corps members). A five percent agency administrative rate is calculated on all WCC costs and shown in object T.

It is important to note that disaster crew costs are different from regular crew costs. Disaster crew costs cover salaries and benefits and assume substantial overtime and travel. Regular crew costs cover all costs for operating crews, including salaries, benefits, no overtime, travel, and equipment.

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	16,109	16,109	16,109	16,109	16,109	16,109
B	Employee Benefits	11,829	11,829	11,829	11,829	11,829	11,829
E	Goods and Services	50,000	50,000	50,000	50,000	50,000	50,000
G	Travel	4,512	4,512	4,512	4,512	4,512	4,512
N	Grants, Benefits, and Client Services	913,428	913,428	913,428	913,428	913,428	913,428
T	Intra-Agency Reimbursements	4,122	4,122	4,122	4,122	4,122	4,122
<b>Total Objects</b>		<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>

**Staffing****Job**

<b>Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
WCC Crew Supervisor 1	47,380	0.34	0.34	0.34	0.34	0.34	0.34
FISCAL ANALYST 2		0.03	0.03	0.03	0.03	0.03	0.03
IT SPECIALIST 2		0.02	0.02	0.02	0.02	0.02	0.02
<b>Total FTEs</b>		<b>0.4</b>	<b>0.4</b>	<b>0.4</b>	<b>0.4</b>	<b>0.4</b>	<b>0.4</b>

**Strategic and Performance Outcomes****Strategic framework:**

This request is essential to implementing a priority in Ecology's strategic plan to Deliver Integrated Water Solutions by making sure flood hazard mitigation efforts are compatible with activities like:

- Salmon recovery,
- Irrigation water delivery,
- Transportation, and
- Other floodplain activities.

This request provides essential support to three of the Governor's Results Washington goals:

- Goal 2: Prosperous Economy by preventing the disruption of local and regional economies during flood events, and costly damage to property and infrastructure.
- Goal 4: Healthy and Safe Communities by preventing and mitigating flood risks to our citizen's health and safety, their property, and public systems.
- Goal 5: Efficient, Effective and Accountable Government because preventing and/or mitigating flood hazards has a return of \$4 to \$7 for every \$1 invested.

This request also supports Puget Sound Action Agenda implementation through sub-strategies and regional priorities. Refer to narrative in Puget Sound recovery section.

**Performance outcomes:**

The outcome of this request will be to create and implement a competitive Community Flood Resilience Grants Program that funds flood-hazard planning and reduction projects for local and tribal governments. The program will help prevent and mitigate flooding impacts to communities and residents. It will also provide emergency funding for smaller in-state flood emergencies.

Based on previous accomplishments when the FCAA Program was funded at \$4 million, Ecology anticipates the following outcomes each biennium:

- Flood plans for eight to ten communities.
- Eight to ten flood hazard reduction projects.
- Deployment of up to five WCC crews for the initial seven days of flood response for two emergency events.
- Two to four small-scale emergency response investments to abate or mitigate a flood risk.

**Other Collateral Connections****Intergovernmental:**

Local and tribal governments will be eligible to compete for flood planning and project grants of up to \$250,000 each. Local and tribal governments will manage the flood-hazard mitigation planning process then compete for project funding.

There is broad support from communities for renewed funding for this work, as expressed through surveys used to inform the “Five year Strategy for Integrated Floodplain Management in Washington” (Ecology, The Nature Conservancy, Puget Sound Partnership) available at: <https://tnc.app.box.com/s/yh1uy7wz14tt7ruikffs9cmbq8y92wp7>. There is no known opposition to this proposal.

Improving floodplain management planning by local and tribal governments will help the Washington Military Department’s Emergency Management Division write and implement the statewide hazard mitigation plan, since it helps link local and tribal government planning to state planning.

**Stakeholder response:**

Non-governmental stakeholders include all citizens at risk of flood hazards, business and private property owners, agricultural interests, and recreational interests (e.g., boating and fishing). These entities all prefer an integrated approach to managing flood hazards. There is no known opposition.

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

By providing funding for planning and project implementation to protect and restore floodplains, this proposal supports the Puget Sound Action Agenda's Habitat Strategic Initiative including Sub-strategy 5.3, protect and Maintain intact and functional floodplains, Sub-strategy 5.4, implement and maintain priority floodplain restoration projects and the following Sub-strategy Regional Priorities:

- 5.3-1 - Focus on rural and agricultural landscapes with opportunities to protect and provide access to priority habitat for threatened and endangered species such as Chinook salmon, steelhead, and summer chum salmon.
- 5.3-2 - Improve data and information (such as floodplain mapping, inundation, channel migration zone, historic habitat analysis) to accelerate floodplain protection, restoration, and flood hazard management. Relates to land use activities and potential impacts on floodplain habitat processes.
- 5.3-3: Identify key areas for acquisitions, easements, or other similar actions.
- 5.3-4: Align policies, regulations, planning, and agency coordination to support multi-benefit floodplain management, incorporating climate change forecasts.
- 5.3-5: Investigate opportunities to acquire exceptional habitat at above-market value.

This request also supports the Puget Sound Action Agenda through the following Vital Sign Regional Priorities:

- FP2.1 Collaborative, multi-benefit groups develop a plan that prioritizes locations to restore or protect.
- FP3.2 Implement plans and priorities to protect habitat.
- FP3.3 Implement plans and priorities to restore habitat.
- FP3.4 Collect and analyze data to adaptively manage recovery practices.

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** BF - Lower Yakima Valley GWMA Monitoring  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Sage Park  
 (509) 457-7120  
 sage.park@ecy.wa.gov

### Agency Recommendation Summary

Groundwater quality in the Lower Yakima Valley is contaminated with elevated concentrations of nitrate exceeding the state drinking water standard. This is a health concern. Alternatives to drinking contaminated water are to buy bottled water, or to install a water treatment system. Both of these are expensive options. A Groundwater Management Area (GWMA) was designated as a way for the community and interested parties to find ways to reduce nitrate concentrations in groundwater. One of the top priorities identified by the GWMA is to develop a long term groundwater monitoring network to determine which new management practices will work to lower nitrate concentrations. (General Fund-State)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$175	\$175	\$53	\$53
<b>Total Expenditures</b>	<b>\$175</b>	<b>\$175</b>	<b>\$53</b>	<b>\$53</b>
<b>Biennial Totals</b>		<b>\$350</b>		<b>\$106</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	1.5	1.5	0.4	0.4
<b>Average Annual</b>		<b>1.5</b>		<b>0.4</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$88	\$88	\$27	\$27
Obj. B	\$33	\$33	\$10	\$10
Obj. C	\$4	\$4	\$1	\$1
Obj. E	\$9	\$9	\$2	\$2
Obj. G	\$3	\$3	\$1	\$1

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. J	\$2	\$2	\$1	\$1
Obj. T	\$36	\$36	\$11	\$11

## Package Description

Groundwater in the Lower Yakima Valley is contaminated with elevated concentrations of nitrate. The Lower Yakima Valley aquifer is a principal drinking source for over 56,000 residents in the area. Recent groundwater monitoring conducted by the United States Geological Survey (USGS) indicate that over 20 percent of the private drinking water wells exceed the safe drinking water standard for nitrate. The elevated nitrate concentrations detected in groundwater indicate impacts by human activity. These impacts are significant to human health. Drinking water high in nitrates is a potential health risk for young infants, pregnant women, and persons with compromised immune systems. The Washington State Department of Health has warned it can lead to a serious condition that reduces oxygen to red blood cells, which if untreated, may cause death. This is commonly known as "blue baby syndrome" in infants.

In 2012, a groundwater management area (GWMA) was formed to characterize, analyze and develop a plan to address the goal of reducing nitrate concentrations in the Lower Yakima Valley groundwater to safe levels. The Lower Yakima Groundwater Advisory Committee is made up of a diverse group of about 40 representatives from local, state and federal government agencies; local concerned citizens; farmers; livestock producers; tribes; university staff; environmentalists; and others. The Committee has been meeting monthly over the last six years and works to reach consensus on issues using credible data and sound scientific practices.

The work the Committee is completing in the assessment and planning phase provides the foundation for the implementation phase of the groundwater management plan. The plan includes the assessment and list of recommendations to help reduce nitrate concentrations in groundwater.

Agriculture is the primary economic and land use activity in the Lower Yakima Valley. Most of the cropland is irrigated. Nitrate sources include commercial fertilizers, manure, compost, lagoons, on-site sewage systems, hobby farms, and abandoned wells, among others.

Ecology received a one-time capital appropriation of \$450,000 for this work in the 2012 Supplemental Capital Budget (Engrossed Senate Bill 5127). Ecology provided funding to Yakima County to establish the GWMA and complete the initial plan. Tasks completed by the GWMA in the planning phase include:

- Free well water testing.
- Point of use water treatment systems.
- Education and public outreach in both English and Spanish. This included:
  - Door to door outreach and surveys
  - Fact sheets
  - Attending community fairs



- Community billboards
- Website posts
- Radio public service announcements
- News releases
- Establishing a comprehensive database that can graphically display information (GIS).
- Collecting deep (six feet down) soil samples from 175 fields.
- Conducting a detailed nitrogen availability assessment to identify the predominant sources of nitrogen.
- Collecting samples from 159 private domestic wells for six consecutive months. (This sampling was conducted by the U.S. Geological Survey (USGS) through an interagency agreement and no additional funding is available for monitoring.)
- Currently in the process of installing 20 to 30 monitoring wells for future monitoring of long term trends.
- Developing sampling plans for all future monitoring work.
- Developing alternative management strategies intended to reduce the nitrate loading to groundwater from a variety of sources.

The Committee is in the process of finalizing their plan, with the required elements described in Chapter 173-100 WAC, for reducing groundwater nitrates. Once the plan is approved by the Committee, it will go through a State Environmental Policy Act (SEPA) process that includes the opportunity for public comment.

Groundwater monitoring will help establish baseline conditions so that we can effectively measure changes to groundwater in the future. Alternative management practices designed to reduce nitrate loading to groundwater will be implemented, and a groundwater monitoring system is essential to provide feedback about the effectiveness of these practices. Monitoring will help identify those practices most effective at reducing nitrate concentrations.

This request will support monitoring of 75 groundwater wells to determine how nitrate concentrations are changing with the implementation of new management practices. This is the minimum number of wells that should be monitored for sufficient spatial coverage in the GWMA. Ideally Ecology should monitor 150 wells to provide the best representation across the GWMA, which consists of over 175,000 acres, but costs would be roughly 60 percent higher.

To establish baseline nitrate concentrations and natural seasonal variability that occurs in groundwater, Ecology proposes sampling three times a year during the first two years. After two years, sampling will be reduced to once per year. Seasonal variability established during the first two years of the monitoring program will help determine the optimal time of year to sample in later years.

Figure 1 illustrates the results of recent groundwater monitoring. A subset of these monitoring wells and the new groundwater monitoring wells being installed by Yakima County will be selected for the long-term groundwater monitoring effort.

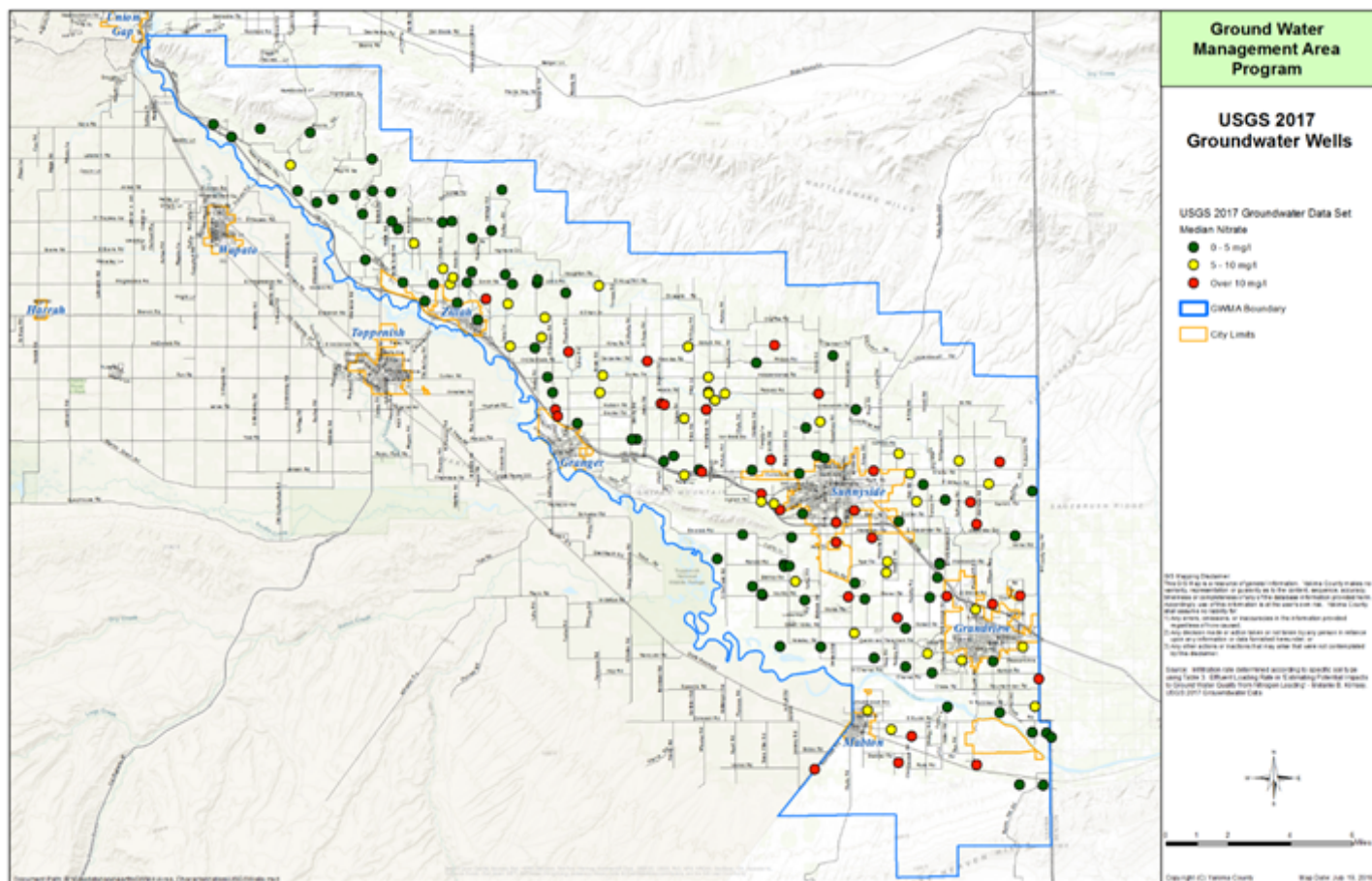


Figure 1. Recent Groundwater Monitoring Results in the Lower Yakima Valley Groundwater Management Area (USGS, 2017)

### Impacts on Population Served:

The entire population of the Lower Yakima Valley will benefit from having a clean and safe source of drinking water. This monitoring program will direct efforts to improve groundwater quality by evaluating which management practices get the best results.

Information collected will support the community to make better decisions about how to best protect their drinking water supplies. Clean, safe drinking water is important to the health of our communities; it helps sustain agricultural economy and it is good for the environment. Working in concert to address all sources of nitrate will help improve groundwater quality so that all residents can have a safe source of drinking water.

### Alternatives Explored:

Ecology considered adding all existing and new groundwater monitoring wells (about 185 total) in this monitoring effort, but we believe a network of 75 wells should be sufficient.

One alternative is to have Yakima County do the monitoring, but they do not have the funding or experts to do the work, which requires a licensed hydrogeologist. It is more cost-effective for Ecology to do the monitoring since we have the expertise in doing similar work across the state.

The GWMA identified close to 200 recommendations and alternatives to improve groundwater quality. Monitoring groundwater was one of the top recommendations voted by committee members as an essential element of the implementation phase. Groundwater monitoring helps us know the effectiveness of the new management strategies.

### **Consequences of Not Funding This Request:**

Groundwater quality needs to improve. In order for improvement to be made, citizens in the area will need to change what they are doing. It will be challenging to convince someone to change their habits if we can't demonstrate that what they are doing will make a difference. Groundwater monitoring is the tool to demonstrate which changes in management practices work, and which ones do not work.

If this request is not funded, the Lower Yakima Valley GWMA would have a plan, but would not have the means to implement the groundwater monitoring needed to determine if management practices work. There would continue to be data gaps in understanding the nutrient loading in the Lower Yakima Valley, making it difficult to analyze the impacts and reduce nitrate sources needed to meet water quality targets that protect the health of the community.

## **Assumptions and Calculations**

### **Expansion or alteration of a current program or service:**

Ecology does not currently have base budget funding for groundwater monitoring in the Lower Yakima Valley GWMA.

### **Detailed assumptions and calculations:**

From July 1, 2019 through June 30, 2021, Ecology requires salaries, benefits, and associated staff costs for:

0.3 FTE Hydrogeologist 4 to act as the licensed hydrogeologist and project manager to lead the field monitoring, including maintaining dedicated monitoring well locations, conduct water quality sampling, three times per year, and provide active Quality Assurance/Quality Control (QA/QC) assessments of collected data. Based on an analysis of similar Ecology monitoring projects, it takes approximately 0.3 FTE of a senior level staff to accomplish this work.

1.0 FTE Hydrogeologist 1 to purchase all field supplies, prepare for field monitoring (including contacting private well owners), assist with three times a year water quality sampling, and help to maintain dedicated monitoring well locations. For the safety of our staff, two-person teams typically conduct this type of field work.

Beginning July 1, 2021 and ongoing, water quality sampling will be reduced to once per year, so Ecology will require a reduced level of staffing to 0.13 FTE Hydrogeologist 4 and 0.25 FTE Hydrogeologist 1.

### **Laboratory Analytical Costs**

- From July 1, 2019 – June 30, 2021, sampling of 75 groundwater wells three times a year (255 total samples including blanks and duplicates) for a total estimated cost of \$3,825/year.

- Beginning July 1, 2021 and ongoing, annual sampling of 75 groundwater wells (85 total samples including blanks and duplicates) for a total estimated cost of \$1,275/year.

## Equipment

Equipment and supplies to be purchased throughout the project are considered consumables and include items such as tubing, filters, gloves, calibration standards, and replacement parts for field meters and pumps.

## DES Vehicle Rental

- From July 1, 2019 – June 30, 2021, Ecology will rent a van through the Department of Enterprise Services (DES) to conduct sampling at a cost of \$300 a month, \$3,600 in Fiscal Years 2020 and 2021.
- Beginning July 1, 2021 and ongoing, the van will be rented a total of three months each year at \$300 a month, \$900 in Fiscal Year 2023 and ongoing.

## Workforce Assumptions:

Expenditures by Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
A	Salaries and Wages	88,474	88,474	26,947	26,947	26,947	26,947
B	Employee Benefits	32,735	32,735	9,971	9,971	9,971	9,971
C	Personal Service Contract	3,825	3,825	1,275	1,275	1,275	1,275
E	Goods and Services	9,420	9,420	2,601	2,601	2,601	2,601
G	Travel	3,318	3,318	970	970	970	970
J	Capital Outlays	1,645	1,645	480	480	480	480
T	Intra-Agency Reimbursements	35,999	35,999	10,965	10,965	10,965	10,965
<b>Total Objects</b>		<b>175,416</b>	<b>175,416</b>	<b>53,209</b>	<b>53,209</b>	<b>53,209</b>	<b>53,209</b>

## Staffing

Job Class	Salary	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
HYDROGEOLOGIST 4	87,793	0.30	0.30	0.13	0.13	0.13	0.13
HYDROGEOLOGIST 1	62,136	1.00	1.00	0.25	0.25	0.25	0.25
FISCAL ANALYST 2		0.13	0.13	0.04	0.04	0.04	0.04
IT SPECIALIST 2		0.07	0.07	0.02	0.02	0.02	0.02
<b>Total FTEs</b>		<b>1.5</b>	<b>1.5</b>	<b>0.4</b>	<b>0.4</b>	<b>0.4</b>	<b>0.4</b>

## Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Personal Service Contracts are \$3,825 in FY 2020 and 2021, and \$1,275 in FY 2022 and ongoing.

Goods and Services are the agency average of \$4,477 per direct program FTE.

It also includes rental of a van from Department of Enterprise Services at \$300/month (12 months or \$3,600 in FYs 2020 and 2021, 3 months or \$900 in FYs 2022 and ongoing).

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is essential to implementing Ecology's strategic plan priority to Deliver Integrated Water Solutions through using groundwater monitoring to evaluate alternative management strategies that will ultimately reduce nitrate concentrations in the Lower Yakima Valley groundwater. Groundwater monitoring conducted by USGS in 2017 indicates that over 20 percent of the private drinking water wells exceed the safe drinking water standard for nitrate, which puts the health of local residents at risk.

This request provides essential support to the Governor's Results Washington Goals of Prosperous Economy and Healthy and Safe Communities. Protecting groundwater is critical to maintaining agricultural economy and the health of community drinking water.

### Performance outcomes:

The outcome of this request will be to provide credible scientific information to support management decisions around the need to implement nutrient reduction measures in the Lower Yakima Valley, and assess conditions in order to reduce nitrate concentrations in groundwater. This investment will ensure critical data collection continues so the community can measure progress in water quality improvement during the implementation phase. The proposed monitoring program will provide reliable, long-term information on Lower Yakima Valley groundwater nitrate concentrations.

## Other Collateral Connections

### Intergovernmental:

Many local, state and federal government agencies participate on the Lower Yakima Groundwater Advisory Committee. In addition to Ecology, these agencies include: Washington State Departments of Health and Agriculture, Yakima County Health Department, US Environmental Protection Agency, Yakama Nation, South Yakima Conservation District, and Yakima County Public Works. These government agencies have a vested interest in making improvements to groundwater quality.

### Stakeholder response:

The Committee includes almost 40 stakeholders that include citizens and representatives of specific interest groups such as farmers, dairy producers, environmental groups, and others. Groundwater monitoring was voted as one of the top priorities by all of these diverse interest groups.

Senator Jim Honeyford has been supportive of this work, sponsoring funding that established the GWMA, paid for water treatment systems, and helped fund many of the initiatives completed by the GWMA.

**Legal or administrative mandates:**

RCW 90.44.400 and Chapter 173-100 WAC provide the authority for designating the Lower Yakima Valley Groundwater Management Area. Groundwater monitoring is a required element in WAC 173-100-100(6)(b) to evaluate the effectiveness of the program.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AV - Floodplains by Design Rulemaking  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Brian Lynn  
 (360) 407-6224  
 blyn461@ecy.wa.gov

### Agency Recommendation Summary

Beginning with the 2013-15 Biennium, the Legislature has appropriated \$121 million for Floodplain by Design projects that reduce flood risks to infrastructure and development and restore salmon habitat. The projects restore natural floodplain conditions, preserve open spaces, correct problems created by historic flood control actions, and improve long-term community flood resilience. The enacted 2018 Supplemental Budget includes a proviso for Ecology to study the Floodplains by Design program, and to make recommendations for statutory and policy changes. As a result, Ecology is submitting agency request legislation for the 2019 Legislative Session to establish the Floodplains by Design program in law, and recommend rulemaking. Ecology requests one-time funding to develop rules to codify the process and procedures for administering the grant program.

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$110	\$58	\$0	\$0
<b>Total Expenditures</b>	<b>\$110</b>	<b>\$58</b>	<b>\$0</b>	<b>\$0</b>
<b>Biennial Totals</b>		<b>\$168</b>		<b>\$0</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	0.9	0.9	0.0	0.0
<b>Average Annual</b>		<b>0.9</b>		<b>0.0</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$58	\$31	\$0	\$0
Obj. B	\$22	\$11	\$0	\$0
Obj. E	\$3	\$2	\$0	\$0
Obj. G	\$2	\$1	\$0	\$0

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. J	\$1	\$0	\$0	\$0
Obj. T	\$24	\$13	\$0	\$0

## Package Description

### Background:

In Washington, damages from flooding exceed damage by all other natural hazards. Since 1980, flooding has caused more than \$2 billion in damages, with highly populated areas in Western Washington most at risk. Past solutions to address flooding were often out of step with other ecosystem protection or restoration activities.

Ecology implements the Floodplains by Design program, an integrated approach that combines flood-hazard reduction actions with salmon recovery, river and habitat restoration, and other public benefits. Floodplains by Design is public-private partnership between Ecology, The Nature Conservancy, and the Puget Sound Partnership.

Since the 2013-15 Biennium, the state has appropriated \$121 million for 38 community-based, multi-benefit flood hazard reduction projects. These projects have successfully:

- Reduced flood hazards for 25 communities.
- Reconnected more than 1,000 acres of floodplain habitat.
- Restored crucial salmon habitat in more than 10 miles of river.
- Removed 430 at-risk dwellings from high-risk flood zones.
- Leveraged \$100 million in other local, state and federal funds.

The enacted 2018 Supplemental Budget ([Engrossed Substitute Senate Bill 6095 Sec. 3001](http://leap.leg.wa.gov/leap/budget/lbns/2018Cap6095-S.SL.pdf) (<http://leap.leg.wa.gov/leap/budget/lbns/2018Cap6095-S.SL.pdf>)) includes a proviso and \$75,000 to convene and facilitate a stakeholder process to review and make recommendations for statutory authorizations and improvements of the Floodplain by Design program. The review must include analysis of statewide funding needs and program design, criteria, information, and coordination required for projects to proceed through the selection and funding process in a transparent and efficient manner. A final report is due to the Legislature by December 1, 2018.

As a result of this study, Ecology is submitting agency request legislation to establish the Floodplains by Design program in law. The proposed legislation will require rulemaking to establish the specific processes and procedures for administering the grant program.

### Impacts on Population Served:

Codifying the Floodplains by Design program in law and rule will provide more efficient and transparent service to local government partners, and ultimately help them reduce flood risks while improving the environmental functions and economic benefits floodplains provide.



### Alternatives Explored:

Ecology considered not codifying the program in rules, but recent internal audits and Ecology best practices for other grant programs demonstrate that having grant processes and procedures in rule provides transparency to grant recipients and helps avoid audit findings. Additionally, the rule development process provides an opportunity for stakeholders to help shape the program.

### Consequences of Not Funding This Request:

Assuming Ecology's request legislation is passed by the Legislature and requires rules for implementation, if this request is not funded, we would not have the resources to develop rules. As a result, Ecology would be out of compliance with the newly enacted law, there would be less transparency for grant applicants and recipients, less formal engagement from tribes and stakeholders in developing the program, and a potential for audits.

### Assumptions and Calculations

#### Expansion or alteration of a current program or service:

Ecology technical staff for the Floodplains by Design program are funded through the capital budget. There is no base operating funding for the program.

#### Detailed assumptions and calculations:

Ecology assumes that efficiencies will be gained by using the existing Floodplains by Design guidelines and rules from similar Ecology grant programs to write the rule for Floodplains by Design. As a result Ecology estimates that the time required for rulemaking could be shortened from the standard 24 months, to 18 months.

Beginning July 1, 2019, Ecology requires salary, benefits, and associated staff costs for:

- 0.40 FTE Environmental Planner 3 in Fiscal Year (FY) 2020 and 0.20 FTE in FY 2021
- 0.10 FTE Environmental Planner 5 in FY 2020 and 0.05 FTE in FY 2021
- 0.10 FTE Washington Management Service 2 in FY 2020 and 0.05 FTE in FY 2021

Beginning January 1, 2020, Ecology also requires 0.15 FTE Economic Analyst 3 in FY 2020 and 0.10 FTE in FY 2021 to perform the small business economic analysis required with rule development.

#### Workforce Assumptions:

Expenditures by Object		<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
A	Salaries and Wages	58,205	31,044				
B	Employee Benefits	21,537	11,486				
E	Goods and Services	3,359	1,791				
G	Travel	1,914	1,021				
J	Capital Outlays	950	506				
T	Intra-Agency Reimbursements	23,683	12,631				
<b>Total Objects</b>		<b>109,648</b>	<b>58,479</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
Economic Analyst 3	77,618	0.15	0.10				
ENVIRONMENTAL PLANNER 3	70,315	0.40	0.20				
Environmental Planner 5	85,671	0.10	0.05				
WMS BAND 2	98,691	0.10	0.05				
FISCAL ANALYST 2		0.07	0.04				
IT SPECIALIST 2		0.04	0.02				
<b>Total FTEs</b>		<b>0.9</b>	<b>0.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Explanation of costs by object:**

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

**Strategic and Performance Outcomes****Strategic framework:**

This request is essential to implementing several priorities in Ecology's strategic plan because it supports the development of the Floodplains by Design program. The program supports Ecology's strategic plan by protecting and restoring functioning floodplains in Puget Sound; delivering integrated water solutions through increased financial assistance to support community-based projects to reduce flood hazards and provide ecosystem benefits; reducing and preparing for climate change impacts by considering future flooding scenarios; and designing flood hazard reduction approaches.

This request provides essential support to the Governor's Results Washington Goal 5, Effective, Efficient, and Accountable Government, by ensuring that laws, rules, and guidelines for the Floodplains by Design program are consistent, and provide transparent and efficient service to grant recipients. This helps avoid audit findings.

**Performance outcomes:**

The outcome of this request will be rules in place for the administration of the Floodplains by Design program to provide transparency, consistency, and efficiency to grant recipients and other interested parties.

## Other Collateral Connections

### Intergovernmental:

The following entities are eligible to apply for FbD grants:

- Counties, cities, and towns
- Special purpose districts, such as flood control districts
- Federally recognized tribes
- Conservation districts
- Municipal or quasi-municipal corporations
- Not-for-profit organizations

### Stakeholder response:

There is generally broad support for the Floodplain by Design program and therefore, Ecology does not anticipate opposition to the development of regulations to implement the program.

Ecology anticipates non-governmental stakeholders involved in the Floodplains by Design program will support this request. The program is a collaborative public-private partnership that brings diverse stakeholders together to solve real community problems, and rules that support the program will formalize practices used and refined over the last six years since the Legislature began funding the program.

### Legal or administrative mandates:

This request and the associated agency request legislation were developed in response to the 2018 Supplemental Budget proviso (ESSB 6095 sec. 3001) that requires Ecology to convene and facilitate a stakeholder process to review and make recommendations for statutory authorizations and improvements to the Floodplain by Design program. The final report is due to the Legislature by December 1, 2018.

### Changes from current law:

As a result of the study from the 2018 proviso, Ecology is submitting agency request legislation to codify the Floodplains by Design program in statute.

### State workforce impacts:

N/A

### State facilities impacts:

N/A

### Puget Sound recovery:

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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**Department of Ecology  
2019-2021 Operating Budget**

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AX - Puget Sound WQ Observation Network  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Dale Norton  
 (360) 407-6596  
 Dnor461@ecy.wa.gov

### Agency Recommendation Summary

The Salish Sea is uniquely vulnerable to impacts from climate change, increasing nutrient inputs, and ocean acidification. This request will add important measures of these pressures on Puget Sound to Ecology's water quality monitoring networks. Critical marine and freshwater data gaps exist, and Ecology does not have dedicated resources to assess and track impacts from excess nutrient loading and associated changes in ocean acidification conditions in Puget Sound that affect the food web and commercial shellfish industry. A healthy marine food web is critical to regional efforts to successfully recover salmon and Southern Resident Killer Whale populations. Related to Puget Sound Action Agenda Implementation. (General Fund-State)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$1,054	\$853	\$853	\$853
<b>Total Expenditures</b>	<b>\$1,054</b>	<b>\$853</b>	<b>\$853</b>	<b>\$853</b>
<b>Biennial Totals</b>		<b>\$1,907</b>		<b>\$1,706</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	4.0	5.2	5.2	5.2
<b>Average Annual</b>		<b>4.6</b>		<b>5.2</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$267	\$330	\$330	\$330
Obj. B	\$99	\$122	\$122	\$122
Obj. C	\$150	\$220	\$220	\$220
Obj. E	\$16	\$20	\$20	\$20
Obj. G	\$9	\$11	\$11	\$11

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. J	\$404	\$16	\$16	\$16
Obj. T	\$109	\$134	\$134	\$134

## Package Description

A healthy and resilient Salish Sea is critical to our regional economy and way of life. The Salish Sea is an intricate network of coastal waterways, which includes Puget Sound, the Strait of Juan de Fuca and the San Juan Islands, as well as British Columbia's Gulf Islands and the Strait of Georgia. It suffers from a number of water quality problems, including low dissolved oxygen levels and ocean acidification (OA) caused, in part, by an overabundance of nutrients, especially nitrogen. Although much of the nutrients in Puget Sound come from the ocean, human contributions are also significant.

Ecology has invested considerable resources over the last decade in developing the Salish Sea Model (Model), a powerful computerized tool that helps evaluate and guide management actions for water quality problems in the Salish Sea. The Model allows Ecology to run virtual experiments to assess how water quality might change under different scenarios (e.g., changes in river flows or reduced nutrient loading). It is a powerful scientific and engineering tool that is essential to answering questions like:

- 1) What are the relative impacts on dissolved oxygen and ocean acidification levels from key stressors, such as human nutrient loads and climate change?
- 2) Should human sources of nutrients be reduced to protect water quality and the Salish Sea food web and, if so, how much?

The Model is foundational to the Puget Sound Nutrient Reduction Strategy that Ecology is developing. This strategy will define management actions needed to improve and protect water quality in the Salish Sea and to plan for future conditions in the region. But, there are gaps in the data that limit how informative this tool can be.

A recent report commissioned by Ecology estimated that capital and operations and maintenance costs to implement nutrient removal technology at all municipal wastewater treatment plants discharging to Puget Sound would cost into the billions of dollars (Ecology, 2011). In addition, the Washington portion of the Salish Sea supports an estimated \$150 million a year shellfish industry that is threatened by ocean acidification (Washington Marine Resource Advisory Council, 2017). Important management decisions, such as the need to make large investments in advanced treatment technology, should be based on sound and complete scientific information to ensure the most efficient and effective approaches.

Several critical data needs for the modeling work could be addressed by enhancing and leveraging Ecology's existing marine and freshwater quality observation networks. While good information is available on nutrient loading from municipal wastewater treatment plants (called point source), we need seasonal characterizations of nutrient loading from rivers and streams to help understand non-



point source nutrient contributions. Ecology also needs ongoing measures of nutrient cycling and ocean acidification in marine waters. Collecting this new information will allow us to better assess the impacts of nutrient loading, climate, and ocean acidification on the Salish Sea from regional sources. This, in turn, will help scientists evaluate potential impacts to the Puget Sound food web that is critical to the recovery of salmon and Southern Resident Killer Whale populations in the region.

Nutrient information from major tributaries to Puget Sound is currently limited to once a month sampling, which is not enough to characterize actual variations in seasonal loadings during the full range of flow conditions, especially during storm events. Also, no routine data is collected to assess factors affecting ocean acidification (especially carbon species and alkalinity). These data are needed to better assess non-point source loading to Puget Sound to complement our understanding of point source inputs for the nutrient reduction strategy.

This request will add continuous monitoring for dissolved oxygen, pH, nitrate, turbidity, temperature, and conductivity. It will add targeted storm event sampling at the mouth of the seven largest rivers discharging to Puget Sound (Nisqually, Puyallup, Green/Duwamish, Snohomish, Stillaguamish, Skagit, and Nooksack) to better characterize water quality and nutrient loading at the point of discharge to Puget Sound. The data will be available on the web on a real-time basis (less than three hours), and Ecology will post storm event and monthly sampling results to the web quarterly.

A number of groups conduct marine water monitoring in the Salish Sea, but most are limited in their geographic distribution or frequency. Ecology is the only entity that conducts monthly marine water quality monitoring throughout Puget Sound. We currently monitor pH, temperature, and other parameters at about 40 stations distributed throughout Puget Sound, Hood Canal, and coastal estuaries, as part of the long-term Puget Sound marine water quality observation network.

Ecology used one-time state funding (made available through a temporary suspension of other monitoring work) to conduct a proof of concept pilot study at 20 marine stations on nutrient cycling and parameters to assess and track ocean acidification (alkalinity and dissolved inorganic carbon). Based on this pilot work, the data proved to be critical for understanding water quality conditions in the Salish Sea, and they are needed long-term to track and assess changing conditions in the marine environment. Ecology received temporary Environmental Protection Agency (EPA) National Estuary Program (NEP) grant funding to continue ocean acidification monitoring from July 2018 to June 2020. A long term and stable funding source is needed to continue this vital monitoring work.

Figure 1 illustrates the proposed freshwater (seven stations) and marine monitoring (20 stations) locations included in this request. This request will leverage Ecology's existing monitoring networks by adding the ability to collect continuous and storm event data remotely at the mouths of seven major rivers and streams entering Puget Sound. At a subset of existing marine monitoring locations, additional water quality measurements will be made to assess nutrient cycling and ocean acidification conditions.

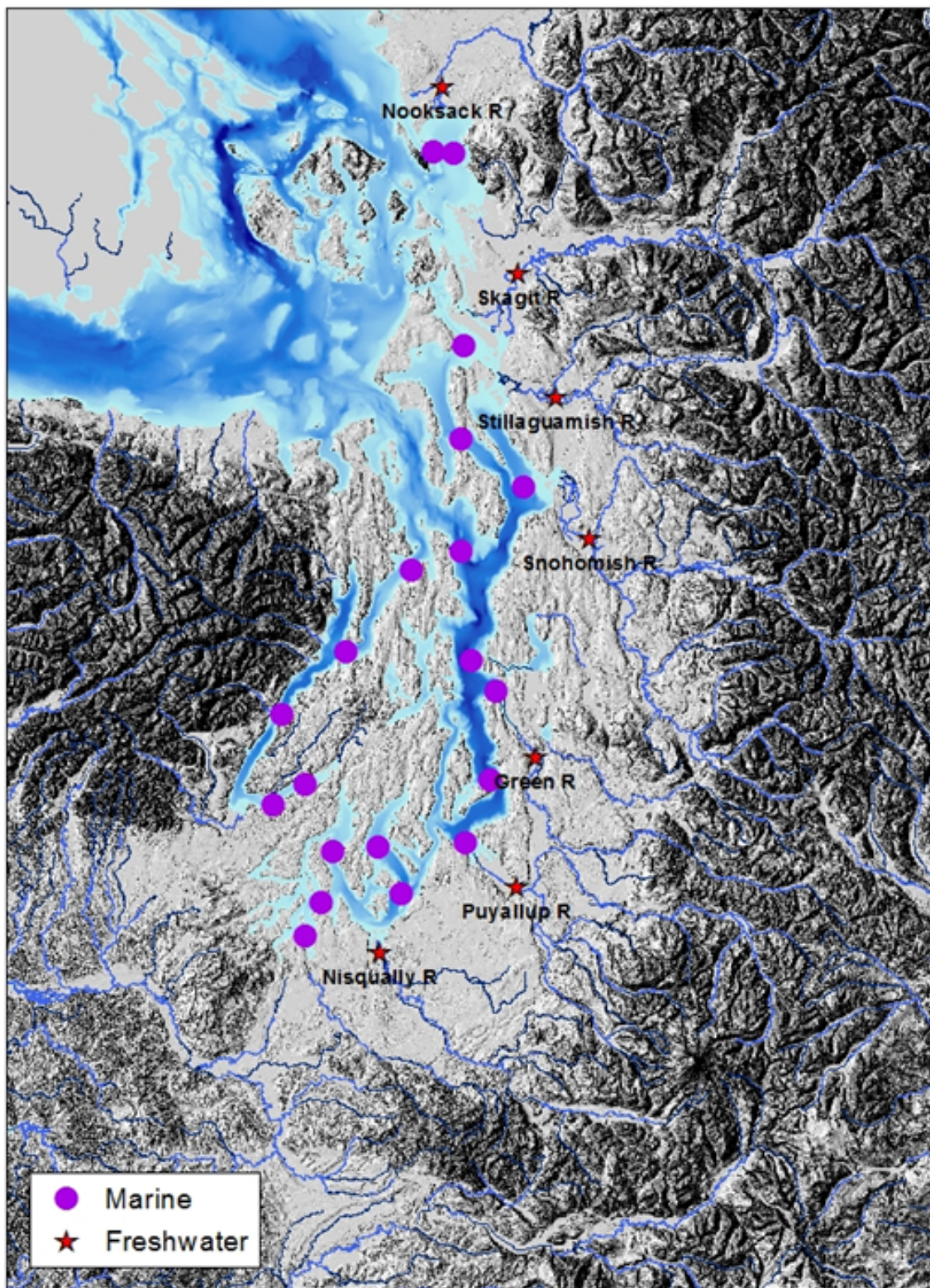


Figure 1: Map of proposed sampling locations

Right now, Ecology does not have a dedicated, full-time scientist to work on ocean acidification technical issues. Ocean acidification work is typically handled on an ad hoc basis at Ecology as questions and issues arise, and there is limited capacity to coordinate activities across programs. This

request will add a dedicated staff position to provide internal oversight of ocean acidification science, coordinate ocean acidification technical work across the agency, and collaborate externally with other groups. This includes the:

- Governor's Office,
- Marine Resource Advisory Council,
- Washington Ocean Acidification Center,
- National Oceanic and Atmospheric Administration (NOAA),
- shellfish industry, and
- other regional/national experts on this topic.

The position will also support climate change policy leads at Ecology and the Governor's Office.

### **Impacts on Population Served:**

The information collected will support scientific research on two important issues that affect residents of the Puget Sound basin and Washington's economy: ocean acidification and nutrient reduction strategies. The data collected will help provide credible scientific information to aid natural resource managers in making decisions on pollution control measures to address these important issues.

Ocean acidification and nutrient over-enrichment pose serious threats to Washington's marine economy, communities, and environment. Washington is the country's leading producer of farmed oysters, clams, and mussels. Annual sales of shellfish grown in Washington exceed \$270 million, accounting for almost 85 percent of West Coast sales (including Alaska). Oysters alone account for more than 80 percent of the state's farmed shellfish harvest and more than 50 percent of its total annual sales (\$58 million). Geoduck and other clam sales contribute an additional \$20 million each, while the Dungeness crab fishery accounts for \$80 million in annual revenue. Washington's seafood industry generates profits and employment at neighborhood seafood restaurants, distributors, and retailers, contributing over 42,000 jobs in Washington and at least \$1.7 billion to the gross state product. Not included in these statistics are the economic and cultural values of marine resources to Washington's tribal communities (WMRAC, 2017).

### **Alternatives Explored:**

Ecology submitted a Near Term Action (NTA) request (2018-0450) for continuous nitrate monitoring in freshwater under the Chinook Recovery regional priority for inclusion in the 2018-2022 Puget Sound Action Agenda update. An activity must be an NTA in the Action Agenda to compete with all the other priorities for the limited federal National Estuary Program funding available. Recent changes to the criteria and amount available through NEP mean Ecology may not be successful in securing future funding for this activity. Over 600 NTAs were submitted for funding consideration in the next four-year cycle. Total available NEP funding will be around \$3 million or less (previously it was \$5.7 million), and it will be a very competitive award process. Ecology requires a stable funding source for this critical monitoring activity in order to track conditions over time, rather than unpredictable and temporary funding.

Ecology could let other Salish Sea monitoring entities lead the way in modeling efforts, but none have a comprehensive water quality modeling tool that links freshwater and marine systems geographically and temporally.

### Consequences of Not Funding This Request:

If this request is not funded, data gaps would continue in understanding the nutrient loading to the Salish Sea, making it difficult to analyze the impacts and source reductions needed to meet water quality targets that protect and preserve water quality in Puget Sound. Less accurate model scenarios could lead to an error in investments, like additional wastewater treatment. This could result in significant costs that do not achieve intended benefits.

Without funding, Ecology would lack expertise on ocean acidification issues and would not have complete information to develop a strategy to deal with the impacts of ocean acidification and climate change. The shellfish industry in Puget Sound is in peril from the effects of ocean acidification, and a healthy food web is critical to successful recovery of salmon and Orca populations. It is unlikely that salmon and Orca populations will recover without a healthy food web and good water quality.

### Assumptions and Calculations

#### Expansion or alteration of a current program or service:

This request expands activity A027, "Monitor the Quality of State Waters and Measure Stream Flows Statewide." The table below includes base funding and FTEs from the 2015-17 and 2017-19 biennia for this activity. Administrative Overhead related to this activity is in the agency's Administration Activity A002.

Activity Code	Account	Account Name	2015-2017 Funding	2017-2019 Funding
A027	FTEs		53.4	52.6
A027	001-1	GF-State*	1,993,536	0
A027	001-2	GF-Federal	3,977,009	4,058,786
A027	001-7	GF-Private/Local	33,192	38,676
A027	173-1	State Toxics Control	5,133,298	7,302,387
A027	176-1	Water Quality Permit	94,150	94,150
A027	19G-1	Env. Legacy Steward	1,803,085	1,945,261
A027	222-1	Freshwater Aquatic Weeds	238,901	249,194
	<b>Total</b>		<b>13,273,171</b>	<b>13,688,454</b>
*Funding changed from GF-State to STCA as part of a \$16 million legislatively-directed fund shift in the 2017-19 enacted budget.				

Activity A027 Monitor the Quality of State Waters and Measure Stream Flows Statewide contains long-term water quality and flow monitoring in rivers and streams statewide, as well as marine waters and sediments in the Salish Sea and coastal regions. Ecology monitors water quality at nearly 100 freshwater rivers and streams to understand the health of the state's waterways. We also maintain a network of nearly 100 stream gaging stations that monitor flow conditions for



recreational activities, water supplies for migrating fish, and to develop strategies to respond to climate change. Ecology conducts long-term monitoring of marine waters and sediment to identify ecosystem changes in Puget Sound, Grays Harbor, and Willapa Bay.

Funding for Activity A027 supports existing, long-term, statewide programs. There are no ongoing, long-term resources dedicated to monitoring ocean acidification parameters, and monitoring for nutrients in freshwater tributaries flowing into Puget Sound is limited to once a month. Ecology was able to obtain a two-year EPA NEP grant to monitor for nutrients and other ocean acidification parameters, but this funding will end in June 2020.

**Detailed assumptions and calculations:**

Beginning July 1, 2019 and ongoing, Ecology requires salaries, benefits, and associated staff costs for:

- 1.0 FTE Hydrogeologist 2 to lead the field monitoring, including installing and maintaining monitoring stations, monthly water quality sampling, storm event sampling, and calibration of continuous sensors at seven discharge points in major freshwater river systems throughout Puget Sound. Based on an analysis of Ecology's existing statewide monitoring network, it takes approximately 1.0 FTE per eight stations to accomplish the work described above, which does not include storm event sampling.
- 1.0 FTE Hydrogeologist 2 to develop and maintain calibration records, provide active Quality Assurance/Quality Control (QA/QC) assessments, and compiling and reporting the continuous water quality data stream. This position will also support installation, operation and maintenance of the stations, as well as help with monthly monitoring and storm event sampling. Safety protocols require two-person teams to conduct field work that involves potentially hazardous situations that might occur during storm events.
- 1.0 FTE Natural Resource Scientist 4 to serve as the lead for data analysis and coordination of ocean acidification monitoring and technical issues for Ecology, including collaborating with the Salish Sea modeling team, the Governor's Office, and other external groups working on ocean acidification and climate change. This position requires a strong science background in marine chemistry.

Ecology does not have a science lead in ocean acidification that can support the agency on important science and management issues. The work accomplished to date has been performed ad hoc around the issue of the day by redirecting various staff from core federal Clean Water Act marine water quality monitoring. Ecology needs an ocean acidification expert with broad perspective to coordinate efforts and direct the science that informs how the agency analyzes, prepares for, and responds to ocean acidification and climate change.

- 0.5 FTE Information Technology Specialist 4 to provide application development support for operations and maintenance of existing marine and freshwater data management systems. Ecology maintains two software systems for managing data collected from its fresh and marine water monitoring programs (MPA – Monitoring Program Automation, EAPMW – EAP Marine Waters, respectively). They each will require enhancements to their databases, business logic, and user interfaces to support collecting this new data. Also, modifications will have to be made to the IT architecture that moves the finalized, qualified, results and makes them available to the public and partner agencies through Ecology's Environmental Information Management (EIM) system. Because the monitoring network is being expanded, we are requesting this new staff resource to match the increase in data being generated and managed from the new work.

Beginning July 1, 2020 and ongoing, Ecology will require 1.0 FTE Natural Resource Scientist 2 to conduct field sampling, laboratory sample analysis, electronic sensor calibrations, data compilation, and assist with QA/QC assessment and analysis of the marine monitoring ocean acidification data.

### **Laboratory Analytical Costs**

- Beginning July 1, 2019 and ongoing, monthly sampling for nutrients (both marine and freshwater) includes 1,107 samples/year for a total estimated cost of \$141,000.
- Beginning July 1, 2019 and ongoing, monthly freshwater monitoring for ocean acidification parameters includes 96 samples/year for a total estimated cost of \$9,000.
- Beginning July 1, 2020 and ongoing, monthly marine water monitoring for ocean acidification parameters includes 624 samples/year for a total estimated cost of \$70,000.

Total Lab costs (object C) for Fiscal Year 2020 are \$150,000 ( $\$141,000 + \$9,000 = \$150,000$ )

Total Lab costs for Fiscal Year 2021 and ongoing are \$220,000  
( $\$141,000 + \$9,000 + \$70,000 = \$220,000$ )

### **Equipment**

Initial equipment costs assume constructing seven new freshwater water quality monitoring stations at existing monthly sampling points, plus one set of equipment as a backup, at an estimated cost of \$50,000 per station for infrastructure, sensors, and instruments. These stations will conduct continuous monitoring and targeted storm event sampling to characterize water quality and nutrient loading at discharge points to Puget Sound. Based on historical operation of Ecology's statewide monitoring network, annual operating costs for calibration and maintenance are typically \$1,500/station/year, for a total of \$10,500/year for seven stations.

Total equipment one-time costs (object J) in Fiscal Year 2020 are \$400,000.

Total equipment calibration and maintenance costs for Fiscal Year 2021 and ongoing are \$10,500/year.

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	267,401	329,537	329,537	329,537	329,537	329,537
B	Employee Benefits	98,938	121,928	121,928	121,928	121,928	121,928
C	Personal Service Contract	150,000	220,000	220,000	220,000	220,000	220,000
E	Goods and Services	15,670	20,147	20,147	20,147	20,147	20,147
G	Travel	8,932	11,484	11,484	11,484	11,484	11,484
J	Capital Outlays	404,428	16,193	16,193	16,193	16,193	16,193
T	Intra-Agency Reimbursements	108,803	134,085	134,085	134,085	134,085	134,085
<b>Total Objects</b>		<b>1,054,172</b>	<b>853,374</b>	<b>853,374</b>	<b>853,374</b>	<b>853,374</b>	<b>853,374</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
NATURAL RESOURCE SCIENTIST 2	62,136		1.00	1.00	1.00	1.00	1.00
NATURAL RESOURCE SCIENTIST 4	83,548	1.00	1.00	1.00	1.00	1.00	1.00
IT SPECIALIST 4	79,553	0.50	0.50	0.50	0.50	0.50	0.50
HYDROGEOLOGIST 2	72,038	2.00	2.00	2.00	2.00	2.00	2.00
FISCAL ANALYST 2		0.35	0.45	0.45	0.45	0.45	0.45
IT SPECIALIST 2		0.18	0.23	0.23	0.23	0.23	0.23
<b>Total FTEs</b>		<b>4.0</b>	<b>5.2</b>	<b>5.2</b>	<b>5.2</b>	<b>5.2</b>	<b>5.2</b>

**Explanation of costs by object:**

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Personal Service Contracts includes estimated laboratory analytical costs of \$150,000 for FY 2020 and \$220,000 starting in FY 2021 and ongoing.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE. It also includes costs for construction and maintenance of seven water quality monitoring stations plus backup equipment with one-time costs of \$400,000 in FY 2020 and \$10,500 ongoing operating costs starting in FY 2021.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

**Strategic and Performance Outcomes****Strategic framework:**

This request is essential to implementing Ecology's strategic priority to reduce and prepare for climate impacts. This request will help us understand the impacts to natural systems by monitoring trends and improving knowledge on ecosystem responses to climate change. Research will also

be conducted to identify impacts to organisms at the base of the food chain that live in sediments and relationships to nutrient and food web changes, and to investigate potential connections between stream flow and water quality in Puget Sound.

This request provides essential support to the Governor's Results Washington Goal "Sustainable Energy and a Clean Environment (3.2 - "Clean, Cool, Water") by providing data to assess river, stream and marine water quality with the goal of increasing the number of areas meeting water quality standards. The information generated from this work will support Ecology's development of a nutrient reduction strategy to address water quality impairments and ocean acidification conditions.

This request supports the Governor's Southern Resident Killer Whale Executive Order 18-02. The data collected under this proposal is aimed at evaluating options to reduce nutrient inputs and identifying the most problematic areas for ocean acidification. Addressing both of these factors will promote a healthy Puget Sound food web. A healthy food web is critical to restoring Puget Sound salmon and Southern Resident Killer Whale populations.

This request also supports Puget Sound Action Agenda implementation through Sub-strategies, Regional Priorities, and Biennial Science Workplan Actions. Refer to narrative in Puget Sound recovery section.

**Performance outcomes:**

The outcome of this request will be to provide credible scientific information to support management decisions around the need to implement nutrient reduction measures in the Salish Sea and assess conditions to identify areas in Puget Sound most susceptible to ocean acidification. As a result of this funding, Ecology will be in a better position to coordinate ocean acidification research within the agency and with outside groups, including the Governor's Office, Marine Resource Advisory Council, NOAA, the University of Washington's Ocean Acidification Center, and the shellfish industry, to develop strategies to mitigate impacts on the ecosystem.

## Other Collateral Connections

**Intergovernmental:**

The Puget Sound Partnership is charged with developing an Action Agenda that protects and restores Puget Sound. This includes identifying strategies to meet recovery goals, reviewing and prioritizing NTAs, and monitoring progress toward meeting recovery targets (Vital Signs). Three strategic initiatives; 1) stormwater, 2) habitat, and 3) shellfish are the focus of this work. This proposal directly supports all three focus areas by providing critical long term monitoring of marine and freshwater water quality conditions. The information generated is needed to develop water quality improvement plans to restore Puget Sound and to track progress of meeting recovery targets (marine and freshwater quality vital signs).

Shellfish and salmon are the center of the Salish Sea tribal community's culture and existence. Good water quality is critical to their survival. Tribal communities are anticipated to fully support additional water quality monitoring efforts that protect marine resources.



The Department of Natural Resources has an established program to conserve eelgrass meadows and promote habitat restoration, and has been actively coordinating activities among state agencies on ocean acidification. This request will help restoration efforts by collecting water quality information that can be used in modeling efforts to help select the best sites for eelgrass restoration efforts where the sites have been affected by ocean acidification.

The Puget Sound Institute is compiling a document that summarizes what is known about nutrient issues in Puget Sound. This work is being done to support developing a Water Quality Implementation Strategy, led by Ecology for the Puget Sound Nutrient Reduction Strategy.

University of Washington's Ocean Acidification Center (WOAC) helps provide data and modeling to support ocean acidification evaluation including monitoring via buoys and cruises, laboratory studies of biological impacts, water quality monitoring and treatment options at hatcheries, and forecasting. The data generated from this request will be useful in supplementing ongoing work by the UW by providing coupled freshwater and monthly marine information across the Puget Sound region. Availability of water quality monitoring information is critical to ongoing modeling efforts. The monitoring conducted under this request, along with the WOAC monitoring effort, will help focus, align, and build on Puget Sound-wide monitoring and research efforts (WMRAC, 2017).

Regional, County, and City Governments - Implementing advanced nutrient removal technology at wastewater treatment plants represents significant capital improvement costs that will likely result in associated rate payer increases for both county and local municipalities. Decision makers need solid scientific information to make important management decisions on implementing new technology. At the Puget Sound Nutrient Forum, stakeholders consistently requested better information on non-point pollution loading to Puget Sound. This information will be provided by the freshwater monitoring enhancements included in this request.

**Stakeholder response:**

The commercial and recreational shellfish industries are significantly impacted by ocean acidification conditions. A partnership between shellfish growers and scientists has flourished in the Pacific Northwest. Data exchange between growers and regional monitoring and modeling efforts has helped both groups better understand and predict ocean acidification conditions in nearshore areas (WMRAC, 2017).

The Governor's Southern Resident Killer Whale Task Force understands good water quality is critical to recovery of salmon and Southern Resident Killer Whale populations. Nutrient inputs affect dissolved oxygen levels and ocean acidification conditions, which affect the Salish Sea marine food web.

**Legal or administrative mandates:**

This request will help provide vital information for the Governor's Southern Resident Killer Whale Task Force established in Executive Order 18-02.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

This request supports Puget Sound Action Agenda implementation through Near Term Actions 2016-0408, 2018-0444, 2018-0450, and 2018-0822. This request also implements a second strategic priority to protect and restore Puget Sound. It will do this by generating scientific information to directly support development of a nutrient reduction strategy to improve water quality and address Clean Water Act impairments in Puget Sound. Objective two under this strategy is to improve shellfish health through continued support for the Washington Shellfish Initiative. Specifically, it calls for the following actions related to ocean acidification:

1. Secure funding to research and monitor ocean acidification in Puget Sound.
2. Identify water quality trends (seasonal and annual) and investigate areas of concern.
3. Determine how ocean acidification is impacting the food web in Puget Sound, including impacts to fisheries and other resources.

Additionally, this request directly supports these Biennial Science Workplan Actions:

- SWA 2016-13 - Expand alkalinity and DIC monitoring.
- SWA 2016-10t - Conduct a Sound-wide climate vulnerability assessment.
- SWA 2016-60t - Integrated study of ocean acidification, monitoring of OA and biological responses, forecast modeling, and research collaboration.

This request supports Puget Sound Action Agenda implementation through Sub-strategies:

- 1.2 - Support local governments to adopt and implement plans, regulations, and policies consistent with protection and recovery targets, and incorporate climate change forecasts.
- 21.1 - Complete total maximum daily load (TMDL) studies and other necessary water cleanup plans for Puget Sound to set pollution discharge limits and determine response strategies to address water quality impairments.

This request also supports Puget Sound Action Agenda implementation through the following Sub-Strategy Regional Priorities and Vital Sign Regional Priorities:

**Sub-strategy Regional Priorities**

- 1.2-4 - Conduct climate change vulnerability analysis, including identifying areas resilient to climate change, as well as to integrate land use, protection, and restoration priorities.

- 16.2 - Enhance ecosystem resilience to climate change such as sea level rise and ocean acidification.

#### Vital Sign Regional Priorities:

- CHIN5.1 - Assess risk of climate change to salmon recovery and share assessment(s) and analysis with watersheds to incorporate into planning processes.
- EST1.3 - Gain a better understanding of how habitat may change in the future due to pressures like climate change and population growth.
- FP1.3 - Gain a better understanding of how habitat may change in the future due to pressures like climate change and population growth.
- SHELL1.10 - Support implementation of Total Maximum Daily Load (TMDL) studies and other necessary water cleanup plans for Puget Sound to set pollution discharge limits and determine response strategies to address water quality impairments
- BIBI5.1 - Conduct watershed-scale planning to protect and restore water quality.

## Reference Documents

- Puget Sound WQ Observation Network IT Addendum.docx
- References.docx

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

Yes

Puget Sound WQ Observation Network IT Addendum.docx

# 2019-21 IT ADDENDUM

NOTE: Only use this addendum if your decision package includes IT and does NOT relate to the One Washington project.

## Puget Sound WQ Observation Network

### Part 1: Itemized IT Costs

Please itemize all IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation), or IT staff. When itemizing costs, please consider the total cost of the combined level of effort which includes: the associated costs, from planning through closeout, of state, vendor, or both, in order to purchase, acquire, gather and document requirements, design, develop or configure, plan or conduct testing, and complete implementation of enhancement(s) to an existing system.

Information Technology Items in this DP (insert rows as required)	FY 2018	FY 2019	FY 2020	FY 2021
ITS4 (0.5FTE)	74,827	74,827	74,827	74,827
<b>Total Cost</b>	<b>74,827</b>	<b>74,827</b>	<b>74,827</b>	<b>74,827</b>

### Part 2: Identifying IT Projects

If the investment proposed in the decision package is the development or acquisition of an IT project/system, or is an enhancement to or modification of an existing IT project/system, it will also be reviewed and ranked by the OCIO as required by RCW 43.88.092. The answers to the three questions below will help OFM and the OCIO determine whether this decision package is, or enhances/modifies, an IT project:

1. Does this decision package fund the development or acquisition of a new or enhanced software or hardware system or service? ☒ Yes ☐ No
2. Does this decision package fund the acquisition or enhancements of any agency data centers? (See OCIO [Policy 184](#) for definition.) ☐ Yes ☒ No
3. Does this decision package fund the continuation of a project that is, or will be, under OCIO oversight? (See OCIO [Policy 121](#).) ☐ Yes ☒ No

If you answered “yes” to any of the above questions, you must answer the questions in Part 3 to finish the IT Addendum. Refer to Chapter 10 of the operating budget instructions for more information and a link to resources and information about the evaluation criteria questions.

### Part 3: IT Project Questions

#### Agency readiness/solution appropriateness

#### Organizational change management

1. Describe the types of organizational changes expected because of this effort. How has your agency considered these impacts in planning the project and within this funding request?

Include specific examples regarding planned Organizational Change Management (OCM) activities and whether or how the requested funding will support these efforts.

The IT element of this decision package is intended to minimize organizational change. Ecology is looking to enhance and expand the capabilities of our existing monitoring data management systems to allow more users to take advantage of the improved workflow and automation that they provide. This request will help accelerate these enhancements and prevent the creation of inefficient and wasteful stop-gap measures, such as MS Access and Excel, being used in an ad-hoc manner for managing this new monitoring data.

By adding the capability to manage this new data stream to the Environmental Assessment Program software, we are maintaining the existing processes and minimizing any changes. Staff not yet trained on these systems will be fully trained using Ecology resources and any new processes will be documented and communicated to all users of the systems by the IT Project Manager.

Additionally, the IT Project Manager will monitor the project over its lifecycle to identify and mitigate any unforeseen Change Management issues as they arise.

#### **Agency technology portfolio risk assessment**

2. How does this project integrate into and/or improve the overall health of your agency's IT portfolio? Include specific examples such as system efficiencies, technology risks mitigated, technology improvements achieved, etc.

Ecology will enhance and customize, where necessary, existing systems, re-using a platform and code base that is proven in managing similar types of scientific field data.

Doing this will accelerate the pace that the final, qualified, data becomes available to scientists and the public, and prevent redundant desktop solutions and/or inefficient manual processes being put in place while scientists wait for existing IT resources to free up from other competing priority work.

#### **Solution scale**

3. Explain how this investment is scaled appropriately to solve the proposed business problem. Describe what considerations and decisions the agency has made to determine the sizing of this investment and why it is appropriate to solve the business problem outlined in the decision package.

This request represents an expansion of the current water quality monitoring efforts in the Puget Sound Basin, which will create an associated increase in the amount of data generated that needs to be processed and studied. This will create a greater understanding of Washington's environment in the context of climate change, population growth, and nutrient enrichment. The information obtained will help better inform decision making and policies for managing the environment. The value to the state greatly exceeds the incremental IT investment being requested.

Ecology has performed the evaluation of the increase in IT resources needed to accommodate the expansion of monitoring programs based on past experience developing the related IT support systems. Without these additional IT resources, there would be significant delays in

processing and reporting the results of this critical scientific data, which would delay the realization of the value that this information would provide the state.

#### Resource availability

4. How has the agency determined the resources required for this effort to be successful? How does this funding request support that resourcing need? If the agency intends to use existing resources for this effort, how are risks around resource availability being addressed?

Ecology used traditional project management estimation based on historical performance doing similar work on these software data management applications. Using existing IT Project Management resources, Ecology will monitor the scope, time and costs to ensure they are held in check and successfully meet all the project objectives. This funding will support enhanced development and maintenance resources that will be dedicated to this effort through its completion.

#### Investment urgency

5. With regards to the urgency of this investment, please select **one** of the following that most closely describes the urgency of your investment, and **explain your reasoning**:

- ☐ This investment addresses a currently unmet, time sensitive legal mandate or addresses audit findings which require urgent action.

**Reason:**

- ☐ This investment addresses imminent failure of a mission critical or business essential system or infrastructure and will improve that issue.

**Reason:**

- ☒ This investment addresses an agency's backlog of technology systems and provides an opportunity for modernization or improvement.

**Reason:** This investment will aid in the process of modernizing and improving data management applications to increase their capabilities and improve levels of automated data processing. This request addresses a business need of modernization focused on reducing staff workload under increasing levels of data management.

- ☐ This investment provides an opportunity to improve services, but does not introduce new capability or address imminent risks.

**Reason:**

#### Architecture/Technology Strategy Alignment

##### Strategic alignment

6. Using specific examples, describe how this investment aligns with strategic elements of the Enterprise Technology Strategic Plan. Examples of strategic principles that tie back to tenets of the strategic plan include, but are not limited to: buy don't build, solutions hosted on modern hosting solutions, solutions promoting accessibility, early value delivery of functionality throughout the project, and modular implementation of project features.

This request is driven by business needs and scientific objectives rather than by the IT strategic plan. The IT element of this request will facilitate better delivery of the business needs and scientific goals of Ecology's and other important Puget Sound monitoring efforts.

Ecology's IT governance is inherently focused on the goals as set out by the Enterprise Technology Strategic Plan. The IT Planning and Prioritization committee uses its guidance to set the priorities of the IT work it oversees, in particular the objectives of "Better Business through Technology", "Improving effectiveness of staff, processes and systems", and "innovation from thoughtful experimentation & incremental development", with which this IT enhancement is well aligned.

This project aligns with the "modern hosting solution" tenet because it will be hosted in the modern State Data Center. This project aligns with the "solutions promoting accessibility" tenet because the system enhancements will comply with Ecology's latest accessibility standards. This project aligns with the "early value delivery" tenet because the system enhancement work will be done incrementally to build functionality driven by business prioritization. This project aligns with the "modular implementation" tenet because Ecology will be enhancing an existing system; we are re-using the platform and code-base that has already been developed surrounding similar business and scientific needs. Ecology will repurpose many modules that have already been developed with as few changes as possible beyond what is needed to support this new source of data.

### **Technical alignment**

7. Using specific examples, describe how this investment aligns with technical elements of the Enterprise Technology Strategic Plan. Examples of technical principles that tie back to tenets of the strategic plan include, but are not limited to: data minimization, incorporating security principles into system design and implementation, publishing open data, and incorporating mobile solutions into systems.

The technical elements of the planned IT enhancements will be aligned with numerous technical objectives set within the Enterprise Technology Strategic Plan. Ecology will work incrementally to build functionality driven by business prioritization, using customer feedback to refine both the specific functionality and behavior of the system. It will be built to Ecology's latest security, accessibility and supportability standards, and be focused on creating consolidated common technology and services, and open access to data.

### **Governance processes**

8. What governance processes does your agency have in place to support this project, or what new governance processes will be introduced to accommodate this effort? Examples of governance processes include executive sponsorship and steering, vendor/contract management, change control, quality assurance (QA), independent verification and validation (IV&V), and incorporating stakeholder feedback into decision making processes. Provide examples of how your proposed budget includes adequate funding and planning for governance processes, if applicable.

Both of the data management systems that are used in processing marine and freshwater data have an established governance structure. This includes an executive sponsor located in Ecology's Environmental Assessment Program who sets the project objectives and authorizes the resources, a steering committee that is the decision making board, an IT project manager and a

business users group. This project structure will monitor and direct activities to assure business needs, security and architecture issues are addressed in a timely manner.

Ecology has a well-established IT governance process that includes:

- IT BAT – IT Business Advisory Team is a combination of IT and business representatives that establish the agency’s business driven IT strategy.
- SAT – Strategic Architecture Team collaborates with the BAT to select technical opportunities to best meet business needs. Advises IT Leadership Team.”

Ecology also has a well-established governance process for budget building that thoroughly vets decisions packages with an IT component and prioritizes them based on greatest value.

### **Interoperability, interfaces and reuse**

9. Does this proposed solution support interoperability and/or interfaces of existing systems within the state? Does this proposal reuse existing components of a solution already in use in the state? If the solution is a new proposal, will it allow for such principles in the future? Provide specific examples.

This does not integrate with any statewide systems or replicate systems in use outside Ecology.

However, it does interface with internal applications. The intent of the marine and freshwater data processing systems is to automate processing of water quality information from collection in the field through processing of the data to ultimate storage in Ecology’s existing Environmental Information Management (EIM) System. By interfacing with EIM, the data generated will be electronically available to Ecology staff and external stakeholders.

Ecology is enhancing an existing system, re-using the platform and code-base already developed surrounding similar business and scientific needs. We will repurpose many modules that have already been developed with as few changes as possible beyond what is needed to support this new source of data.

## **Business/Citizen Driven Technology**

### **Measurable business outcomes**

10. Describe how this proposed IT investment improves business outcomes within your agency? Provide specific examples of business outcomes in use within your agency, and how those outcomes will be improved as a result of this technology.

This IT effort is designed to support the business need to process new scientific data through existing management systems and allow that data to be disseminated to the public through an established process in the most efficient way possible.

Efficiency in processing data will improve timeliness in reporting environmental results. Scientists and policy-makers will have better information to make environmental decisions because the decisions will be based on timely, scientifically supported information.

### **Customer centered technology**

11. Describe how this proposed investment improves customer experience. Include a description of the mechanism to receive and incorporate customer feedback. If the investment supports internal IT customers, how will agency users experience and interact with this investment? If



the customers are external (citizen), how will the citizen experience with your agency be improved as result of implementing this investment? Provide specific examples.

Users of the information generated (both internal and external) will have timely electronic access to continuous water quality monitoring results for the Puget Sound Basin. Through automation, Ecology will be able to report more accurate data in a shorter period of time.

Internal data management staff, field collection staff, scientists and policy makers will have an improved experience working with this new enhanced source of data that will support timely processing and reporting of the information. They will benefit immensely from a standardized process within a modern and responsive system that provides automation to assist in their work.

### **Business process transformation**

12. Describe how this IT investment supports business processes in your agency. Include the degree of change anticipated to business processes and the expected improvements as a result of this technology. Describe how the business and technology will coordinate and communicate project tasks and activities. Provide specific examples of how business processes are related to this technology and expected improvements to business processes as a result of implementing this technology.

The availability of this data in these systems will provide enhanced awareness of the impact of climate change and nitrification of Washington's waters. Internal data management staff, field collection staff, scientists and policy makers will have an improved experience working with this new enhanced source of data that will support timely processing and reporting of the information. They will benefit immensely from a standardized process within a modern and responsive system that provides automation to assist in their work.

## Puget Sound WQ Observation Network Attachment

### References:

Information on the Puget Sound Nutrient Reduction Strategy and the Salish Sea Model can be found on Ecology's website at <https://ecology.wa.gov/Water-Shorelines/Puget-Sound>.

Ecology, 2011. Technical and Economic Evaluation of Nitrogen and Phosphorus Removal at Municipal Wastewater Treatment Facilities. Prepared by Tetra Tech for the Washington State Department of Ecology. Publication No. 11-10-060  
<https://fortress.wa.gov/ecy/publications/SummaryPages/1110060.html>

Washington Marine Resource Advisory Council, 2017. 2017 Addendum to Ocean Acidification: From Knowledge to Action, Washington State's Strategic Response. EnviroIssues (cds). Seattle, WA. <http://oainwa.org/>



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** BB - Water Quality Nonpoint Specialists  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Garret Ward  
 (360) 407-7544  
 gwar461@ecy.wa.gov

### Agency Recommendation Summary

Nonpoint sources of water pollution, such as runoff from streets, farms, forestlands, and other sources, continue to pollute Washington's waters, and now represent one of the largest remaining challenges to achieving clean water in our state. Key to addressing this challenge is having focused field staff that can carry out the state's Nonpoint Source Pollution (NPS) Program. Ecology is requesting ongoing funding to support six new Nonpoint Water Quality Specialists needed to work with landowners and local governments to promote voluntary compliance, implement best management practices, and support the completion of water quality cleanup plans. Related to Puget Sound Action Agenda implementation. (General Fund – State)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$707	\$707	\$707	\$707
<b>Total Expenditures</b>	<b>\$707</b>	<b>\$707</b>	<b>\$707</b>	<b>\$707</b>
<b>Biennial Totals</b>		<b>\$1,414</b>		<b>\$1,414</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	6.9	6.9	6.9	6.9
<b>Average Annual</b>		<b>6.9</b>		<b>6.9</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$358	\$358	\$358	\$358
Obj. B	\$133	\$133	\$133	\$133
Obj. E	\$47	\$47	\$47	\$47
Obj. G	\$15	\$15	\$15	\$15
Obj. J	\$8	\$8	\$8	\$8

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. T	\$146	\$146	\$146	\$146

## Package Description

### Background and Problem Statement:

Ecology is the regulatory agency charged with protecting the quality of Washington's water and serves as the lead agency in restoring, maintaining, and enhancing water quality collaboratively with citizens, stakeholder groups, tribes, local governments, local governmental entities, state, and federal agencies. Washington has made substantial progress in protecting and restoring water quality in our rivers, lakes, and coastal waters since the passage of the federal Clean Water Act (CWA) and state Water Pollution Control Act (Chapter 90.48 RCW). To date, the majority of this progress has occurred through the control of pollutants discharged from factories, sewage plants, and other "point" sources of pollution.

Despite these improvements, a large number of waterbodies remain polluted. Runoff from streets, farms, forestlands, and other sources continue to pollute our waters. Known as nonpoint sources (NPS) of pollution, this now represents one of the largest remaining challenges in achieving clean water in Washington.

Ecology's NPS program uses a combination of public education, technical assistance, financial assistance, and regulatory tools to help citizens understand and comply with state and federal water quality laws and regulations. Ecology's strategy for addressing NPS pollution focuses on:

- Cleaning up impaired watersheds.
- Completing watershed evaluations to identify NPS pollution issues.
- Implementing best management practices (BMPs) to address identified pollution sources and ensure compliance with water quality standards.

Ecology uses the following tools to guide and promote this strategy:

1. Water quality cleanup plans – Also known as Total Maximum Daily Loads (TMDLs), which are plans for restoring impaired waters, as required by the federal Clean Water Act.
2. Watershed based efforts focused on the implementation of on-the-ground BMPs to achieve compliance with state water quality law using Ecology's state nonpoint authority (known as Straight to Implementation).
3. Grant and loan programs.
4. Inspection and technical assistance.
5. Education, outreach, and voluntary programs.
6. Partnerships.

Key to this strategy's success is having implementation-focused field staff that can carry out the above work on an ongoing basis across the full spectrum of potential NPS issues. Unfortunately, Ecology does not have the staffing resources needed to complete this work. There are currently only six NPS

water quality field specialists at Ecology funded through a one-time Environmental Protection Agency's National Estuary Program (NEP) grant that ends June 30, 2019.

While Ecology is pursuing new one-time federal funding through the NEP to continue some of this work next biennium, if secured, that funding could only be used to address nonpoint issues affecting shellfish protection. Shellfish protection is important, and Ecology will use any funding obtained through the NEP grant to continue dedicated protection of this resource. But Ecology requires additional ongoing staff to address the broader array of nonpoint issues facing Washington.

NPS pollution can affect water quality in numerous ways. Lack of riparian habitat causes many streams throughout the state to become too warm in the summer, making them unsuitable to support healthy populations of cold-water fish such as salmon and trout. Pollutants ranging from excess nutrients to toxics are affecting the food web in the Puget Sound and other waterways. Sediment can carry other pollutants into the water and fill salmon spawning gravel beds. Southern Resident Orcas are in danger of extinction because of toxics in the water and prey availability. Bacteria and other pathogens from livestock manure, pet waste and failing septic systems have caused shellfish closures and can cause illness to people swimming in the water or eating contaminated shellfish.

By almost any measure (impaired waterways, salmon habitat, shellfish bed closures, water quality cleanup plan implementation), the pace of implementing practices to address nonpoint pollution has lagged behind what is needed to meet water quality standards, recover salmon and shellfish, and support Orca recovery. Ecology needs additional staff to have the capacity and flexibility to respond to and address all occurrences of NPS pollution across Western Washington and the Puget Sound region.

#### Solution:

Ecology is requesting ongoing funding from General Fund-State to support six new nonpoint specialist positions beginning in the 2019-21 Biennium. These positions will play a vital role in implementing Ecology's NPS pollution program, working with landowners and local governments to promote voluntary compliance, implement BMPs, and support the completion of water quality cleanup plans.

Building a strong, enduring NPS program requires a tremendous amount of relationship building within local communities. These positions will support the implementation of water quality cleanup plans, Pollution Identification and Correction (PIC) programs, and other watershed-based efforts. Working out of Ecology's Northwest and Southwest regional offices, the staff will use a watershed evaluation process to identify pollution problems, contact landowners and producers, and work with them or other watershed stakeholders to implement recommended BMPs that prevent discharges of pollutants.

Moving forward, these positions will become even more important as Ecology is expected to deliver additional on-the-ground changes that lead to environmental improvements in the coming years.

- Nutrient Reduction Strategy - The Puget Sound Nutrient Reduction project will be looking at the reductions necessary to achieve compliance with water quality standards in the Puget Sound. Nutrient over enrichment has a multitude of effects on the Puget Sound, including impacts on the

food web. Reductions from all sources (point and nonpoint) will be important to reach the state's water quality goals. Over the last several months, Ecology staff have been reaching out to permitted dischargers who are communicating the need for Ecology to address all sources of pollution, including better control over nonpoint sources. This request is key to helping implement the nonpoint component of this project.

- **Salmon Recovery** - Salmon need clean and cool water. Implementing temperature-focused water quality cleanup plans are an important piece of supporting salmon recovery. To date, the pace of implementing the nonpoint portion of these cleanup plans has lagged. This request will help fill the gap in field staff dedicated to implementing these cleanup plans.
- **Orca Recovery** - The Governor's Executive Order 18-02, designed to protect Washington's Southern Resident Orca and Chinook salmon populations, focuses on 1) prey availability and 2) toxics. Orcas rely on Chinook salmon as a key source of food. Additionally, toxins entering the Puget Sound effect Orcas. This request will help implement the initiative by addressing pollution sources that threaten salmon survival – not just in Puget Sound – but also all along our coastline and the Columbia River.
- **Shellfish Recovery** – Local governments rely on Ecology to act as a regulatory backstop to their Pollution Identification and Control (PIC) programs, which are designed to identify NPS and help implement BMPs to address the sources. Shellfish Protection Districts also provide a framework for locally led programs to address areas where pollution is affecting shellfish resources. This request will help coordinate efforts with local PIC and shellfish protection districts, provide a regulatory backstop for implementing these programs, and continue support for the Governor's Washington Shellfish Initiative (<https://www.governor.wa.gov/issues/issues/energy-environment/shellfish>). These new positions will help fill the gap if Ecology is unsuccessful in securing new federal NEP funding to continue the dedicated shellfish protection work.

### **Impacts on Population Served:**

Private landowners in both urban and rural areas, business owners, and agricultural producers are the most important partners in protecting water quality. Ultimately, they are the ones responsible for implementing BMPs that address nonpoint sources of pollution. Garnering their support and participation provides one of the best ways to make direct changes to protect water quality in the watersheds where they live.

In many areas of the state, Ecology needs to continue creating strong and productive relationships with landowners. This is best accomplished through a person-to-person approach, where Ecology staff work directly with a landowner to offer technical assistance to solve a NPS pollution problem. When there is a conservation district willing to work with Ecology, the landowner contact is often made by Ecology and the conservation district together. These six new positions will improve Ecology's ability to provide outreach, education, and technical assistance when it comes to NPS pollution issues.

**Alternatives Explored:**

One alternative explored was shifting existing internal resources from other activities to complete this work within existing funding. However, in order to operate a successful NPS pollution program, Ecology must be able to implement all aspects of the program:

1. Water quality cleanup plans - TMDLs, which are plans for restoring impaired waters, as required by the federal Clean Water Act.
2. Straight to Implementation (STI) projects, which implement BMPs to achieve compliance with state water quality law using Ecology's state nonpoint authority.
3. Grant and loan programs.
4. Inspection and technical assistance.
5. Education, outreach, and voluntary programs.
6. Partnerships.

Where possible, Ecology has already started redeploying its resources in a more systematic way by aligning the TMDL and NPS programs. This has helped leverage an array of staff expertise and orient programmatic efforts toward cleaning up impaired watersheds. But these efforts only get us so far, because not all staff can be redirected to implementation. Doing this would make Ecology less effective in the vacated areas. To effectively implement all aspects of the NPS program, Ecology needs ongoing financial resources to staff the entire program.

Ecology requests GF-State for this work since that is historically how the program was funded. The pressure on operating funds during the Great Recession resulted in many fund shifts, including this activity. Over the last few biennia, enacted budgets have shifted this work from General Fund-State (GF-State) to the State Toxics Control Account (STCA). Enacted budgets permanently shifted \$75 million of GF-State work in state agencies' operating budgets to Model Toxics Control Act (MTCA) accounts, which includes STCA. Although these fund shifts preserved some core environmental work, they also eroded MTCA funding capacity for capital projects.

Ecology has a separate operating request to restore the \$64 million GF-State shifted to MTCA accounts in Ecology's budget. Shifting the funding back to GF-State for NPS pollution work will free up MTCA dollars for toxics management, prevention, and cleanup. However, if the base NPS pollution work is not shifted back to GF-State, using MTCA funding for this request is a viable alternative.

**Consequences of Not Funding This Request:**

If this request is not funded, Ecology's Water Quality Program would not have the staff needed to fully implement the NPS pollution program. Ecology's ability to provide technical assistance and conduct compliance efforts in the field would continue to lag behind what is needed to meet water quality standards, recover salmon and shellfish, and support Orca recovery. Relationships with local governments, citizens, and other partners in NPS pollution prevention would be harder to establish and maintain, as Ecology would not have the staff resources needed to engage in joint efforts with these entities.

Specifically, not funding this request means Ecology would not have the staffing capacity needed to effectively:

- Respond to environmental complaints.
- Implement water quality cleanup plans or conduct other watershed cleanup efforts.
- Improve water and habitat quality for salmon, including endangered species.
- Prevent backsliding in areas where water quality improvements have been made.
- Support local PIC programs and shellfish protection districts.
- Respond to threatened or downgraded shellfish growing areas and achieve Puget Sound shellfish recovery goals.

## Assumptions and Calculations

### Expansion or alteration of a current program or service:

This request expands the existing level of service. Below is a summary of the 2015-17 and 2017-19 funding and FTE levels for the activity this request supports. Administrative overhead related to this activity is in the agency's Administration Activity A002 and not included in the program totals.

<b>A049 - Reduce Nonpoint Source Pollution</b>		
	<b>2015-17</b>	<b>2017-19</b>
FTEs Total	30.1	30.1
001-1 General Fund - State Total	\$52,787	\$0.00
001-2 General Fund - Federal	\$3,824,653	\$3,873,216
027-1 Reclamation	\$1,118,214	\$1,184,032
173-1 State Toxics Control - State	\$1,851,225	\$1,984,492
<b>TOTAL</b>	<b>\$6,846,879</b>	<b>\$7,041,740</b>

Historically, state funding for this activity has come primarily from GF-State. However, due to a variety of fund shifts over the years, that funding has now been fully shifted to STCA. This request adds a total of \$1,413,218 and 6.0 FTEs per biennium in GF-State to this activity. However, STCA could also fund this request.

### Detailed assumptions and calculations:

Beginning July 1, 2019 and ongoing, Ecology requires salary, benefits, and associated staff costs for 5.0 FTEs Environmental Specialist 3 (ES3) and 1.0 FTE ES4 operating out of Ecology's Northwest and Southwest regional offices to provide outreach, education, and technical assistance when it comes to NPS pollution issues.

Ecology also requires \$40,000 (object E) per biennium to support laboratory analysis costs of nonpoint samples collected by these staff throughout Western Washington and the Puget Sound.



**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	358,405	358,405	358,405	358,405	358,405	358,405
B	Employee Benefits	132,610	132,610	132,610	132,610	132,610	132,610
E	Goods and Services	46,862	46,862	46,862	46,862	46,862	46,862
G	Travel	15,312	15,312	15,312	15,312	15,312	15,312
J	Capital Outlays	7,590	7,590	7,590	7,590	7,590	7,590
T	Intra-Agency Reimbursements	145,830	145,830	145,830	145,830	145,830	145,830
<b>Total Objects</b>		<b>706,609</b>	<b>706,609</b>	<b>706,609</b>	<b>706,609</b>	<b>706,609</b>	<b>706,609</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
ENVIRONMENTAL SPECIALIST 3	57,718	4.00	4.00	4.00	4.00	4.00	4.00
ENVIRONMENTAL SPECIALIST 3 (BELLEVUE)	60,639	1.00	1.00	1.00	1.00	1.00	1.00
ENVIRONMENTAL SPECIALIST 4	66,894	1.00	1.00	1.00	1.00	1.00	1.00
FISCAL ANALYST 2		0.60	0.60	0.60	0.60	0.60	0.60
IT SPECIALIST 2		0.30	0.30	0.30	0.30	0.30	0.30
<b>Total FTEs</b>		<b>6.9</b>	<b>6.9</b>	<b>6.9</b>	<b>6.9</b>	<b>6.9</b>	<b>6.9</b>

**Explanation of costs by object:**

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE. Also includes \$40,000 per biennium in laboratory analysis costs of nonpoint samples.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

**Strategic and Performance Outcomes****Strategic framework:**

This request is essential to implementing priorities in Ecology's strategic plan to:

- Prevent and Reduce Toxic threats by identifying pollution sources (e.g. erosion for agricultural fields, direct overspray, and runoff from fields) to reduce pesticides, herbicides, and PCBs discharging to rivers, streams, and Puget Sound, so that water quality is improved.

- Deliver Integrated Water Solutions by implementing a collaborative approach to finding holistic solutions for landowners and stakeholders to reduce NPS pollution and improve water quality.
- Protect and Restore Puget Sound by working with landowners and local partners to implement BMPs to protect water quality so that the health of Puget Sound is improved so that shellfish beds can reopen, salmon species are recovered, and NPS pollution is reduced.

This request provides essential support to the Governor's Results Washington Goal 3: Sustainable Energy and A Clean Environment by:

- Helping citizens and local governments implement BMPs designed to prevent, mitigate, and respond to NPS pollution to increase the percentage of rivers meeting good water quality standards.
- Increasing the number of implemented agricultural BMPs designed to improve water quality within Puget Sound shellfish growing areas so that the amount of improved shellfish classification acreage in the Puget Sound is increased.

This request also supports Puget Sound Action Agenda implementation through Sub-strategies and Regional Priorities. Refer to narrative in Puget Sound recovery section.

#### **Performance outcomes:**

The outcome of this request will be full implementation of Ecology's NPS pollution program. These six nonpoint specialist positions will play a vital role in:

- Helping to prevent and mitigate NPS pollution discharges.
- Supporting locally led PIC programs and other watershed-based efforts.
- Working with landowners and local governments throughout the Puget Sound to:
  - Promote voluntary compliance.
  - Implement BMPs that prevent discharges of pollutants.
  - Support the completion of water quality cleanup plans.

## **Other Collateral Connections**

#### **Intergovernmental:**

This request supports a number of cross-agency and intra-governmental relationships. In 2014, Ecology created the Agriculture and Water Quality Advisory Committee. This committee includes a broad array of agricultural interests. The committee discusses issues and provides advice and guidance associated with the work Ecology does to prevent agricultural pollution, including issues related to the implementation of the NPS pollution program. The purpose of the committee is to provide an open forum for producers and stakeholders to meet Ecology staff, learn about our work, and provide guidance as we tackle the challenge of ensuring water quality protection and a healthy agricultural community.

Local governments and special purpose districts are the on-the-ground implementers of many NPS pollution control activities. Ecology relies heavily on the continued commitment of energy and resources by these entities. Additionally, local governments can often play an important role in monitoring and correcting NPS pollution.

Other state agencies also play a key role in implementing authorities that can help in preventing and controlling NPS pollution. No single state agency has all the tools to solve nonpoint source pollution problems. These other agencies include Department of Health, the Puget Sound Partnership, the Recreation and Conservation Office, the State Conservation Commission, Department of Agriculture, Department of Fish and Wildlife, Department of Commerce, and the Washington State University Stormwater Center in Puyallup.

**Stakeholder response:**

When one-time NEP grant funding was originally provided to support Ecology's nonpoint field work, support was unanimous during the public outreach process because Ecology's efforts were vital to the success of local PIC program implementation and the Washington Shellfish Initiative. The Puget Sound Leadership Council Chair commented, *"The Leadership Council appreciates the emphasis on enforcement (NTA C1.6.3) to reduce nutrient loading."* Funding for these new, ongoing positions will strengthen protection of salmon and shellfish, along with providing needed technical assistance to local communities that are trying to implement BMPs to address NPS pollution.

Ecology also expects support from tribal partners for adding these positions and allowing Ecology to broaden its work focus beyond just shellfish recovery efforts. As an example of this anticipated support, on June 26, 2018, Ecology received a letter of concern from the Swinomish Tribe regarding what they perceive to be too narrow of a focus for the NPS program.

Excerpt from letter:

*"From our perspective, the Department of Ecology has unilaterally prioritized shellfish recovery efforts without equally prioritizing the recovery of water quality impaired salmon streams that was documented in the 2004 Lower Skagit Tributaries TMDL study."*

To meet these expectations, Ecology must take a more active role in implementing water quality cleanup plans across the entire array of potential nonpoint issues (temperature, nutrients, sediment, bacteria, etc.). If funded, these new staff will take a collaborative, watershed-based approach to identifying and correcting problems across the entire array of potential NPS pollution issues. This includes working with local partners, engaging landowners, and using a variety of tools to encourage voluntary compliance to find and fix pollution problems.

**Legal or administrative mandates:**

Implementing an effective NPS pollution program is a requirement of the Coastal Zone Act Reauthorization Amendments (CZARA). CZARA augments Clean Water Act Section 319 NPS pollution programs in the coastal zone area. In Washington, this includes 17 counties in Western Washington: Clallam, Island, Jefferson, King, Kitsap, Mason, Pierce, San Juan, Skagit,

Snohomish, Thurston, and Whatcom in the Puget Sound region and Grays Harbor, Lewis, Pacific, Wahkiakum, and Cowlitz along the Pacific Coast/Columbia River. At the heart of the program is the requirement that states develop management measures (BMPs) necessary to ensure attainment of water quality standards. Further, states must also have enforceable policies and mechanisms to implement the program, including the management measures. Right now, the Northwest Environmental Advocates (NWEA) are suing EPA and NOAA, alleging that Ecology's NPS pollution program is deficient. If NWEA is successful, EPA and NOAA are required to withhold Coastal Zone and Section 319 grant funds from Ecology. The requested nonpoint specialist positions are key to implementing the source control strategy (e.g., complaint response and watershed evaluations) and are the regulatory backstop used to meet CZARA requirements related to having an enforceable program.

An effective NPS pollution program is also a requirement of the Water Pollution Control Act (Chapter 90.48 RCW) and is necessary to establish and implement water quality standards for the state under Chapter 173-201A WAC.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

This request supports Puget Sound Action Agenda implementation through Near Term Actions 2016-0287, 2018-0812, and 2018-0943 and Sub-strategies 11.1, target voluntary and incentive-based programs that help working farms contribute to Puget Sound recovery and 10.4, control sources of pollutants.

The nonpoint specialists' work also supports six EPA Sub-strategy Regional Priorities and four Vital Sign Regional Priorities for the Puget Sound:

**Sub-strategy Regional Priorities:**

- 10.4-1: Promote source control and technical assistance programs at the local level.
- 10.4-2: Reduce pollutants from onsite sewage system sources, agriculture operations, and/or toxics from residential and commercial uses.
- 10.4-3: Promote enforcement and compliance related to pollution source control.

**Vital Sign Regional Priorities:**

- SHELL 1.3 - Increase compliance with and enforcement of environmental laws, regulations, and permits.
- SHELL1.4 - Promote voluntary and incentive-based programs that help working farms contribute to Puget Sound recovery

- CHIN 1.10 - Enforce and improve compliance with existing regulations.
- BIB3.1 - Facilitate the increased use or performance of best management practices in working/rural lands.

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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**Department of Ecology  
2019-2021 Operating Budget**

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** BG - Shift MTCA-funded work back to GF-S  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Rebecca Pittman  
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### Agency Recommendation Summary

To address significant budget deficits during the great recession, final enacted budgets shifted Ecology operating activities from General Fund-State (GF-S) funding to Model Toxics Control Act (MTCA) account funding. From the 2011-13 Biennium through the 2017-19 Biennium, \$64.2 million in operating activities have been shifted to MTCA funding. Ecology is requesting to shift specific operating activities back to GF-S funding to address stakeholder and taxpayer concerns, restore overall capacity for base environmental and public health work, reduce demand on State Bond funds in the capital budget, and allow MTCA funds to be used for priority areas identified in statute for toxics management, prevention, and cleanup projects and work statewide.

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$32,115	\$32,115	\$32,115	\$32,115
Fund 173 - 1	\$-29,013	\$-29,013	\$-29,013	\$-29,013
Fund 19G - 1	\$-3,102	\$-3,102	\$-3,102	\$-3,102
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Biennial Totals</b>		<b>\$0</b>		<b>\$0</b>

### Package Description

The Model Toxics Control Act (MTCA) is Washington's environmental cleanup law. It authorizes a broad range of work to clean up and prevent contaminated sites. To do this work, Washington voters authorized a tax on hazardous substances, such as petroleum products, pesticides, and other chemicals. Revenues from this Hazardous Substance Tax (HST) are deposited into the MTCA accounts [State Toxics Control Account (STCA), Local Toxics Control Account (LTCA), and the Environmental Legacy Stewardship Account (ELSA)]. The money helps pay to manage, prevent, and clean up pollution.

Because approximately 90 percent of HST revenue comes from petroleum products and is based on their wholesale value, MTCA fund balances are traditionally volatile. This volatility drove Ecology to develop a funding strategy to use revenue spikes to fund large toxics cleanup, stormwater and air toxics projects. This strategy helped to ensure the accounts would not be over appropriated, and the money would be available for its intended purpose. Because the MTCA funds have always been used for both operating and capital budget investment, fund balance capacity is needed each biennium to fund new capital budget projects (vs. all being utilized in the operating budget only).

Over the last few biennia, the enacted budgets have permanently shifted \$75 million of GF-S funded work in all agencies' operating budgets to the MTCA accounts (see attached chart of MTCA shifts over time – Ecology's portion of this is \$64.2 million). With a \$140 million-a-year HST revenue cap in statute for STCA and LTCA, and the very large GF-S switches into these accounts, there is not enough revenue to cover base operating budget STCA and ELSA appropriations. To address this situation Ecology, the Office of Financial Management (OFM) and the State Treasurer have been given authority to transfer between the accounts the last two biennia (see current provisions in the 2018 Supplemental Capital Budget Substitute Senate Bill 6090 Sec. 7022). Even with this shift back, transfer provisions in the budget bill will be needed again to keep STCA and ELSA solvent in 2019-21.

Since the 2011-13 Biennium, there has been significant revenue decline and pressure on MTCA funds:

- The price of crude oil began dropping after the summer of 2014, which resulted in a correlated and significant decrease in HST revenue.
- Prior to the downward plunge in oil prices, MTCA revenue collections were around \$200 million a year from 2012 through 2014. Collections dropped to \$113 million in 2016, and \$124 million in 2017.
- MTCA appropriations have been expanded in recent biennia to several agencies (from five agencies in the 2003-05 Biennium to 11 agencies today).
- \$26 million in loans were provided to MTCA from other dedicated accounts in the enacted budgets, the balance of these repayments are due through the 2021-23 Biennium.

The overall Near GF-S investment in natural resource agencies' work has declined significantly since the 2005-07 Biennium. From 2005-07 to 2015-17, natural resource agencies' operating budget expenditures have gone from 34 percent Near GF-S funding to 16 percent, while their operating expenses funded by MTCA have increased from seven percent to ten percent over the same ten-year period (data sourced from [fiscal.wa.gov](http://fiscal.wa.gov)). Also during that time, those agencies' capital expenditures show great variation in funding sources. From 2005-07 to 2015-17, there has been a ten percent increase in bond funding, while MTCA funding for capital expenses has remained stable, at 11 percent. This pattern of increasing reliance on MTCA for operating expenses and not using MTCA to invest in capital projects reduces natural resource agencies' capacity to fund critical projects that manage, prevent, and clean up pollution.

For Ecology specifically, Near GF-S operating expenditures have gone from 29 percent in 2005-07 to 12 percent in 2015-17. Over the same time period, Ecology's MTCA operating expenditures grew from 23 percent to 40 percent. In 2005-07, eight programs were funded with MTCA. Today, ten out of Ecology's 11 programs rely on MTCA funding for core environmental work.

Illustrated with another data metric: Ecology's Near GF-S operating appropriation (appropriation not expenditure as noted above) in 2007-09 was \$132.4 million, and today it is \$42.3 million. This represents a reduction in Near GF-S appropriations to Ecology of 68 percent. During this same period, MTCA operating appropriation increased from \$117.4 million (25% of agency base budget) to \$193.9 million (39% of agency base budget).

MTCA's authorized uses are stated in Chapter 70.105d RCW and summarized below (see RCWs 70.105d.070 and 170 for full list and details):

**State Toxics Control Account (STCA) authorized uses include, but are not limited to:**

- Hazardous and solid waste management and recycling.
- Hazardous waste cleanup.
- Oil and hazardous materials spill prevention, preparedness, training, and response.
- Water and environmental health protection and monitoring.
- Water pollution control grant and loan programs.
- Pesticides management.
- Air quality programs.

**Ecology passes Local Toxics Control Account (LTCA) funding through to local governments for:**

- Remedial actions for reuse of contaminated properties.
- Stormwater pollution source projects that protect or prevent hazardous clean-up sites.
- Hazardous and solid waste management and recycling.

**The Environmental Legacy Stewardship Account (ELSA) can be used to cover any activities authorized under the STCA and LTCA; and it can also specifically be used for:**

- Projects that result in significant reductions in the time to complete compared to baseline averages.
- Projects to reduce stormwater pollution from existing infrastructure.
- Cleanup and disposal of hazardous substances from abandoned or derelict vessels.

**In addition to these fund specific authorizations, the funds are also cross-authorized.**

- **STCA** - RCW 70.105D.070(3)(s) authorizes STCA to be used for "appropriations to the LTCA or the ELSA account....."
- **LTCA** – RCW 70.105D.070(4)(a)(vii) authorizes LTCA to be used for "appropriations to the STCA or the ELSA account....."

- **ELSA** - RCW 70.105D.170(2)(b) authorizes the use of ELSA to fund the purposes of the State and Local Toxics Control accounts (RCW 70.015D.070 (3) and (4)).

This request will shift specific activities (see the attached table) from MTCA funding back to GF-S. This fund shift will help address the ongoing funding shortfalls in STCA and ELSA and will allow Ecology to restore lost capacity for MTCA capital budget investments in toxics cleanup, prevention and management work. This will help ensure the accounts stay solvent, and funding will be available for its intended purpose. Ecology's priority is to reverse the fund shifts in the amount and order from the newest to oldest in the enacted budgets.

Ecology's priority for any freed up MTCA funding is to exchange the \$58 million in State Building Construction Account (SBCA) funding we are requesting for the 2019-21 Remedial Action Grants capital project (this project also requests \$27 million in projected LTCA fund balance). Any additional MTCA fund balance could then be exchanged for SBCA in the 2019-21 Protect Investments in Cleanup Remedies (\$9.6 million), the 2019-21 Clean Up Toxic Sites- Puget Sound (\$10.2 million), and 2019-21 Eastern Washington Clean Sites Initiative (\$12.1 million).

### **Impacts on Population Served:**

Freeing up MTCA dollars for purposes like capital budget cleanup, stormwater management, solid waste management, and air pollution control projects will help protect and improve environmental and public health outcomes across the state, and provide economic benefits to communities.

### **Alternatives Explored:**

The alternative is to not switch back any of the fund shifts.

### **Consequences of Not Funding This Request:**

If none of the MTCA funding is switched back to GF-S, there would continue to be less funding available for priority toxics reduction work. STCA and ELSA would also continue to have solvency issues, and Ecology, OFM, and the State Treasurer would need ongoing transfer provisions in every biennial budget to maintain positive cash balances in the three MTCA accounts.

## **Assumptions and Calculations**

### **Expansion or alteration of a current program or service:**

N/A

### **Detailed assumptions and calculations:**

This request shifts back MTCA account funding to GF-S based on the activities shifted since the 2011-13 Biennium.

**Air Quality Program (AQP):** This request shifts back all \$20.5 million STCA to GF-S in AQP activities from past fund shifts.

**Environmental Assessment Program (EAP):** This request shifts back \$9.2 million STCA to GF-S in EAP activities to reverse past fund shifts.

Shorelands and Environmental Assistance Program (SEA): This request shifts back \$14.7 million STCA to GF-S and \$6 million ELSA to GF-S in SEA activities from past fund shifts.

Water Quality Program (WQP): This request shifts back \$8.2 million STCA to GF-S in WQP activities to reverse past fund shifts.

Administration Program: This request shifts back \$5.4 million STCA to GF-S and \$220,000 ELSA to GF-S in Administration activities to reverse past fund shifts. This includes \$289,000 for climate policy and \$5.3 million for administrative indirect as required for fund equity related to reversing shifts in accounts that pay for staff.

**Workforce Assumptions:**

N/A

## Strategic and Performance Outcomes

**Strategic framework:**

This request is essential to implementing Ecology's strategic plan priority to Prevent and Reduce Toxic Threats because MTCA dollars freed up can be redirected to cleanup and management projects that help protect human health and the environment from toxic and hazardous chemicals.

Restoring capacity to one of the largest dedicated environment funds in the state will increase overall capacity for priority investment in Puget Sound recovery. As noted above, if this capacity is restored, Ecology is requesting the \$64.2 M be used for Remedial Action Grants. Many of these projects directly support Puget Sound recovery by cleaning up areas contaminated with hazardous substances returns a polluted or degraded environment, as much as possible, to a healthy, self-sustaining ecosystem. Ecology works in partnership with local governments to fund remedial actions at contaminated sites in Puget Sound.

This request provides essential support to the Governor's Results Washington Goal 2: Prosperous economy, Goal 3: Sustainable and Clean Energy, Healthy Lands, and Goal 4: Healthy & safe communities, Healthy Youth and Adults by ensuring funds are available for toxics prevention, management, and cleanup across Washington. This work helps remove toxic chemicals from the environment, like arsenic from playground soil or methane gas from a solid waste landfill.

**Performance outcomes:**

The outcome of this request will be freed up funding for critical toxics management, prevention, and cleanup projects statewide. This request will help address the ongoing funding shortfalls in STCA and ELSA, and will allow Ecology to re-implement the strategy to use more of the funding for capital projects as a better way of managing a volatile revenue source like the HST. This will help ensure the accounts stay solvent, and funding will be available for its intended purpose.

## Other Collateral Connections

### **Intergovernmental:**

With restored MTCA capacity, the Legislature can redirect MTCA funding toward priority toxics prevention, reduction, cleanup, and management projects, including Remedial Action, Stormwater, and Local Solid Waste Financial Assistance grants.

Other state agencies that have had GF-S shifted for MTCA funding include the Departments of Natural Resources and Fish and Wildlife, and the Puget Sound Partnership. Ecology contacted these agencies to inform them of this request.

### **Stakeholder response:**

Stakeholder response: Ongoing dialog with the tax payers and with stakeholders from industry, environmental coalitions, counties, cities, and ports indicate they are very supportive of returning MTCA funding to its intended priorities by shifting operating activities back to GF-S.

### **Legal or administrative mandates:**

N/A

### **Changes from current law:**

Ecology, OFM, and the Treasurer's Office will need transfer provisions between the three MTCA accounts in 2019-21. The current language in SSB 6090 Sec. 7022 states, "As directed by the department of Ecology in consultation with the office of financial management, the state treasurer shall transfer amounts among the state toxics control account, the local toxics control account, and the environmental legacy stewardship account as needed during the 2017-2019 fiscal biennium to maintain positive account balances in all three accounts." Ecology is requesting this same language be added to the enacted 2019-21 operating or capital budget.

### **State workforce impacts:**

N/A

### **State facilities impacts:**

N/A

### **Puget Sound recovery:**

N/A

## Reference Documents

- MTCA Shift Activity Table.xlsx
- Operating Activities Funded with MTCA.pdf

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

# Shift MTCA-funded work back to General Fund-State

8/16/2018

**Purpose:** This document provides operating activity-level details of ongoing fund shifts from General Fund - State (GF-S) to the Model Toxics Control Act (MTCA) accounts from the 2009-11 Biennium thru the 2017-19 Enacted Budget. The data is from Enacted Budget Activity Recast reports submitted to the Office of Financial Management.

		Estimated FUND SHIFT 2019-21 Request				STCA & ELSA 2019-21 CFL		Notes	TOTAL FUND SHIFTS GF S TO MTCA	2017-19		2015-17		2013-15		2011-13	
Program	Activity	GF-S	STCA	ELSA	STCA	ELSA	STCA			ELSA*	STCA	STCA	ELSA	STCA	STCA	STCA	STCA
Air Quality	A025 Measure Air Pollution Levels and Emissions	20,462,010	(20,462,010)	0	20,462,010	2,768,396			17,230,021								
	A034 Prevent Unhealthy Air and Violations of Air Quality Standards	3,204,491	(3,204,491)		3,204,491	262,973			2,521,362						2,521,362		
	A045 Reduce Air Pollution from Industrial and Commercial Sources	5,654,042	(5,654,042)		5,654,042	1,745,592		Shift all AQP STCA back to GF-S to return to 2011-13 CFL STCA level (zero STCA)	4,432,615						4,432,615		
	A047 Reduce Health and Environmental Threats from Motor Vehicle Emissions	1,122,586	(1,122,586)		1,122,586	0			1,061,039			408,000			653,039		
	A048 Reduce Health and Environmental Threats from Smoke	1,673,785	(1,673,785)		1,673,785	299,566			1,542,133						1,542,133		
	A051 Reduce Risk from Toxic Air Pollutants	1,831,342	(1,831,342)		1,831,342	460,265			945,397						945,397		
Environmental Assessment	A063 Climate Change Mitigation and Adaptation	2,770,866	(2,770,866)		2,770,866	0			2,679,448	2,679,448							
	A007 Conduct Environmental Studies for Pollution Source Identification and Control	9,236,792	(9,236,792)	0	19,312,080	2,064,811		Shift amount equals amount of fund shifts by activity except A012 is changed to match remaining amount in activity and A007 is adjusted to match total	9,236,792								
	A012 Ensure Environmental Laboratories Provide Quality Data	1,518,433	(1,518,433)		5,875,919				1,513,510	138,490					1,375,020		
	A020 Improve Quality of Data Used for Environmental Decision Making	1,627,578	(1,627,578)		1,627,578				1,632,501	1,632,501							
	A026 Measure Contaminants in the Environment by Performing Laboratory Analyses	138,410	(138,410)		522,389				138,410	138,410							
	A027 Monitor the Quality of State Waters and Measure Stream Flows Statewide	1,559,502	(1,559,502)		3,604,211				1,559,502	409,502					1,150,000		
Shorelands & Environmental Assistance	A036 Protect and Manage Shorelines in Partnership with Local Governments	4,392,869	(4,392,869)		7,681,983	2,064,811		STCA and ELSA amounts match	4,392,869	2,101,168					2,291,701		
	A037 Protect Water Quality by Reviewing and Conditioning Construction Projects	20,698,606	(14,715,048)	(5,983,558)	16,358,181	5,983,558		remaining STCA by activity except A036	24,150,811								4,500,000
	A038 Protect, Restore and Manage Wetlands	6,550,177	(566,619)	(5,983,558)	2,209,752	5,983,558		STCA is adjusted to match agency total	4,613,513	113,513							
	A041 Provide Technical Assistance on State Environmental Policy Act (SEPA) Review	2,395,311	(2,395,311)		2,395,311			LITCA was shifted to ELSA in 2013-15 S01	2,031,950			2,031,950					
	A042 Provide Technical Training, Education, and Research through Padilla Bay Estuarine Reserve	4,212,188	(4,212,188)		4,212,188			Realign ML Funding for New Accounts	7,463,561			3,876,295			3,587,266		
	A056 Restore Watersheds by Supporting Community-Based Projects with the Washington Conservation Corps	1,300,246	(1,300,246)		1,300,246				2,490,359	1,140,875		200,698			1,148,786		
Water Quality	A043 Provide Technical Training, Education, and Research through Padilla Bay Estuarine Reserve	1,757,188	(1,757,188)		1,757,188				3,193,478	1,708,928					1,484,550		
	A006 Clean Up Polluted Waters	4,483,496	(4,483,496)		4,483,496												
	A008 Control Stormwater Pollution	8,215,322	(8,215,322)	0	13,454,078	12,291,115		Shift amount equals amount of fund shifts by activity	4,357,950			2,429,544			1,928,406		
	A032 Prevent Point Source Water Pollution	2,692,037	(2,692,037)		3,903,363	199,937			8,215,321								
	A043 Provide Water Quality Financial Assistance	1,551,781	(1,551,781)		2,929,782	2,447,387			2,692,037	58,290					660,386		1,973,361
	A049 Reduce Nonpoint Source Water Pollution	423,786	(423,786)		770,719	399,871			1,551,781						64,760		1,487,021
Administration	A043 Provide Water Quality Financial Assistance	2,369,842	(2,369,842)		3,781,402	9,243,920		Shift amount equals amount of fund shifts plus estimated	423,786						423,786		
	A049 Reduce Nonpoint Source Water Pollution	1,177,876	(1,177,876)		2,068,812	2,425,857			2,369,841	280,029					2,089,812		
	A002 Administration -Indirect as required for fund equity	5,617,270	(5,397,055)	(220,215)	13,338,187	2,425,857			1,177,876	54,952					486,972		635,952
	A063 Climate Change Mitigation and Adaptation	5,327,891	(5,107,676)	(220,215)	13,048,808	2,425,857			5,397,055								
		289,379	(289,379)		289,379	0			5,107,676	1,320,001		540,000			2,767,795		479,880
									289,379	289,379							
Total - Ecology		64,230,000	(58,026,227)	(6,203,773)					64,230,000	16,000,000		9,600,000	0	29,130,000	5,000,000	4,500,000	



# Operating Activities Funded with Model Toxics Control Act Dollars Shifted from General Fund - State (Ongoing)

**Purpose:** Identifies operating activity-level details of ongoing fund shifts from General Fund - State (GF-S) to the Model Toxics Control Act (MTCA) accounts (State Toxics Control (STCA), Local Toxics Control (LTCA), and the Environmental Legacy Stewardship (ELSA)) from the 2009-11 Biennium thru the 2017-19 Enacted Budgets.

8/29/2018

Budget Level	Budget Item	Rec Sum	Account-Type	Agency Total
17-19 PL	PCST Program Cost Shift/Toxics	Spending authority is shifted from General Fund-State to the State Toxics Control Account in the Air Quality, Environmental Assessment, Shorelands, Water Quality, and Administration programs on an ongoing basis.	173-1 State Toxics Control - State	16,000,000
15-17 PL	G03 Air Quality & Shorelands Fund Shift	General Fund-State expenditures for the Department of Ecology's Air Quality program and the Shorelands and Environmental Assistance program are shifted to the State Toxics Control Account on an ongoing basis.	173-1 State Toxics Control - State	9,600,000
13-15 PL	02 Air Quality Fund Shift	Work within the Air Quality Program related to preventing unhealthy air and violations of federal air quality standards is shifted on an ongoing basis from the state general fund to the State Toxics Control Account (STCA).	173-1 State Toxics Control - State	5,130,000
13-15 PL	04 Fund Shift to Toxics	State general fund expenditures are shifted on an ongoing basis to the STCA for activities in the Air Quality, Water Quality, Environmental Assessment, Shorelands and Environmental Assistance, and Administration Programs.	173-1 State Toxics Control - State	24,000,000



11-13 PL	07 Continued Pollution Control Fund Shift	Continuing a budget change initiated in the 2010 supplemental operating budget, the General Fund-State portion of activities that support cleaning up polluted waters, controlling stormwater pollution, and preventing point source and non-point source pollution is shifted, on a one-time basis, to the State Toxics Control Account.	173-1 State Toxics Control - State		5,000,000
11-13 PL	CB Local Shoreline Grants Fund Shift	Base funding of \$4.5 million is shifted permanently from General Fund- State to the Local Toxics Control Account for grants to local governments engaged in Shoreline Master Program updates.	174-1 Local Toxics Control		4,500,000
<b>Notes:</b> <b>1</b> Expenditures from the State and Local Toxics Control Accounts were subsequently partially shifted to ELSA (see 2013-15 Budget item S01). <b>2</b> See 2017-19 Biennium Budget Item PCST (Forest Practices Program) Rec Sum - Spending authority is shifted from General-Fund State to the State Toxics Control Account in the Forest Practices Program on an ongoing basis. <b>3</b> See 2015-17 Biennium Budget Item A0 (Forest Practices Fund Exchange) Rec Sum - A portion of the state general fund support for the Forest Practices Program is shifted to the State Toxics Control Account on an ongoing basis. <b>4</b> See 2009-11 Biennium Operating Budget Item HAD (Administration Fund Shift) Rec Sum - Administration expenses are shifted from the state general fund to the State Toxics Control Account. <b>5</b> See 2013-15 Biennium Operating Budget Items 1E (Shift PS Toxic Sampling); 1H (Shift Water Quality Lab); 1I (Shift Hatchery NPDES); 1J (Shift GMA/SMA).				<b>Total Ecology MTCA Fund Shifts<sup>1</sup></b>	<b>64,230,000</b>
				<b>DNR - Forest Practices 2017-19 173 Fund Shift<sup>2</sup></b>	<b>5,000,000</b>
				<b>DNR - Forest Practices 2015-17 173 Fund Shift<sup>3</sup></b>	<b>5,438,000</b>
				<b>PSP - Administration 2009-11 173 Fund Shift<sup>4</sup></b>	<b>170,000</b>
				<b>WDFW - Multiple 2013-15 19G Fund Shifts<sup>5</sup></b>	<b>510,000</b>
				<b>Grand Total = Ecology + Other Agencies</b>	<b>75,348,000</b>

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# 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AP - Records Management Using ECM  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Jason Howell  
 (360) 407-7605  
 Jason.howell@ecy.wa.gov

## Agency Recommendation Summary

Ecology is required by state law to properly preserve its public records and provide access to those records by responding to public records requests. Records management at Ecology is antiquated, costly, and time-consuming. Ecology is proposing to modernize its record management processes and implement an Enterprise Content Management (ECM) solution purchased through the statewide master contract for ECM systems. Additional work will be required to configure the ECM solution and develop the interfaces between the solution and Ecology's current information technology systems. Modernizing and streamlining records management will improve customer service, lower financial risks and increase efficiency.

## Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$340	\$340	\$340	\$340
Fund 027 - 1	\$23	\$23	\$23	\$23
Fund 02P - 1	\$14	\$14	\$14	\$14
Fund 044 - 1	\$74	\$74	\$74	\$74
Fund 163 - 1	\$14	\$14	\$14	\$14
Fund 173 - 1	\$1,349	\$1,349	\$1,349	\$1,349
Fund 174 - 1	\$31	\$31	\$31	\$31
Fund 176 - 1	\$468	\$468	\$468	\$468
Fund 182 - 1	\$37	\$37	\$37	\$37
Fund 199 - 1	\$20	\$20	\$20	\$20
<b>Total Expenditures</b>	<b>\$2,999</b>	<b>\$2,999</b>	<b>\$2,999</b>	<b>\$2,999</b>
<b>Biennial Totals</b>		<b>\$5,998</b>		<b>\$5,998</b>

<b>Operating Expenditures</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Fund 19G - 1	\$235	\$235	\$235	\$235
Fund 207 - 1	\$65	\$65	\$65	\$65
Fund 20R - 1	\$156	\$156	\$156	\$156
Fund 216 - 1	\$34	\$34	\$34	\$34
Fund 217 - 1	\$77	\$77	\$77	\$77
Fund 219 - 1	\$31	\$31	\$31	\$31
Fund 564 - 1	\$31	\$31	\$31	\$31
<b>Total Expenditures</b>	<b>\$2,999</b>	<b>\$2,999</b>	<b>\$2,999</b>	<b>\$2,999</b>
<b>Biennial Totals</b>		<b>\$5,998</b>		<b>\$5,998</b>
<b>Staffing</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
FTEs	9.2	9.2	9.2	9.2
<b>Average Annual</b>		<b>9.2</b>		<b>9.2</b>
<b>Object of Expenditure</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Obj. A	\$482	\$482	\$482	\$482
Obj. B	\$178	\$178	\$178	\$178
Obj. C	\$1,538	\$1,538	\$1,538	\$1,538
Obj. E	\$375	\$375	\$375	\$375
Obj. G	\$20	\$20	\$20	\$20
Obj. J	\$210	\$210	\$210	\$210
Obj. T	\$196	\$196	\$196	\$196
<b>Revenue</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
20R - 0294	\$156	\$156	\$156	\$156
<b>Total</b>	<b>\$156</b>	<b>\$156</b>	<b>\$156</b>	<b>\$156</b>
<b>Biennial Totals</b>		<b>\$312</b>		<b>\$312</b>

## Package Description

Ecology has over 1,600 staff working in our ten environmental programs and agency administration who are responsible to protect and preserve the environment for current and future generations, while valuing and supporting Washington's economic success. This work entails a voluminous amount of information, from major environmental permit and project oversight, to the day-to-day management of

contracts, grants, and loans. Over the last decade, Ecology's unstructured electronic records related to this work have grown exponentially. Unstructured means the content is not managed according to a file plan or classification system. There is no standard process for records retention or disposition, and electronic search tools cannot be fully utilized. Ecology has also accumulated an enormous amount of paper records. Paper records must be manually reviewed when fulfilling public records requests. It is very difficult, time consuming, and expensive to search and produce paper records.

Ecology needs to modernize its outdated records management processes and systems through deploying an Enterprise Content Management (ECM) system. This will meet Ecology's objectives to:

- Mitigate risk, improve statutory compliance, and reduce liability associated with proper and timely records retention and disposition actions.
- Improve customer satisfaction through quicker access to information, reduced duplication, and increased transparency.
- Simplify and speed up responses to public records and discovery requests by reducing staff time spent searching for and reviewing records.

This request will implement an agencywide ECM system that will:

- Fully comply with public records laws and minimize legal risks.
- Improve transparency and information sharing between staff and with customers by creating a reliable, searchable repository for Ecology documents. This includes both paper records converted to electronic and other related electronic records.
- Automate records management processes used by staff, such as automatic filing based on pre-defined business rules for document types, records retention, and disposition of records.
- Establish a standard process for scanning historic paper records when needed.
- Create a standard process for migrating records from Ecology systems into the ECM repository.

#### **Problem Statement and Current Situation:**

Ecology has over 50 terabytes (TB) of electronic records on its shared network drives (approximately 7.4 million records). Ecology staff report spending over 22,000 hours in 2017 responding to 4,140 public records requests at a cost of about \$1.3 million.

Also, Ecology has a burden of paper records that would be better managed electronically. There is over 21,000 linear feet devoted to storage of paper records just at Ecology's Lacey facility. Paper records are stored in filing cabinets in high-density filing rooms in all agency programs and regions. They not only take up physical storage, but they must be manually reviewed to retrieve information when requested.

As a result of untimely and incomplete responses to public records requests, Ecology has incurred \$513,795 in Public Records Act (PRA) penalties and opposing attorney fees in nine different legal matters over the last ten years. This number does not include Ecology's defense costs. Ecology is

also the primary agency subject to litigation hold in the *State v. Monsanto* matter where we have identified over 1.1 million email items and 3,000 linear feet (approximately 5.2 million pages) of paper records potentially relevant to the matter.

Right now, Ecology staff spend a significant amount of time managing, searching for, retrieving, and reviewing records to respond to public records requests. In large environmental programs, especially, this means resources that should be focused on critical environmental work are shifted to records management and public disclosure activities. The two most impacted programs are Water Quality and Toxics Cleanup.

The Water Quality Program (WQP) administers over 3,500 construction and industrial stormwater general permit coverages annually. Since 2011, the number of active permit coverages has grown by over 43 percent. Between 2013 and 2018, the number of public records requests (PRRs) assigned to WQ at headquarters has risen by 218 percent. In calendar year 2018, headquarters is on pace to respond to 465 requests, which is an 80 percent increase over 2017. Going forward, if we do not implement an ECM solution, Ecology estimates WQ permit administrators could spend up to 30 percent of their time managing permit-related records and responding to requests.

The Toxics Cleanup Program (TCP) responds to about 25 percent of the more than 4,000 public records requests processed by Ecology each year. The high demand for records required TCP to redirect and dedicate a vacant FTE to public disclosure and records management responsibilities during the 2015-17 Biennium. Spending time on public disclosure and records management hampers TCP's ability to address environmental obligations and priorities.

In the 2017-19 Biennium, Ecology is conducting a pilot project for an ECM system. The pilot is developing best practices and establishing an operational and technical framework for agencywide implementation of the system proposed in this request. The initial hardware and software for the ECM pilot project is being installed and configured at the State Data Center.

### **Solution:**

Building on the pilot work, an agencywide ECM system will be implemented to consolidate agency records into a single, searchable repository. ECM is an industry best practice for records management already used by many other state agencies.

This project will be co-led by Ecology's Administrative Services Division (ASD) and Information Technology Services Office (ITSO). The project staffing model relies on both Ecology staff and contracted resources.

Ecology staff will include:

- Business lead to help transition Ecology staff to ECM.
- Technical staff to configure the ECM solution and develop the interfaces between the ECM solution and Ecology's current IT systems.

- Temporary information technology staff to support and/or backfill the technical support staff needed as Subject Matter Experts (SME).
- Temporary program staff to help programs implement ECM; they will rotate to each program area as ECM is rolled out.

Contracted resources will include:

- Expert project manager. This position will be for the duration of the project to ensure continuity in implementation efforts.
- Organizational change management (OCM) consulting to increase the success of the organizational changes needed for a successful ECM implementation.
- Business analyst for current state analysis, future state, gap analysis, and improvements to records management processes.
- External project quality assurance, as required by the Office of the Chief Information Officer (OCIO) for this project size.
- ECM implementation specialist to ensure the full capabilities of ECM can be used in Ecology's technical environment, and identify any technical changes needed to implement the system successfully. This specialist will also work with the OCM on methods for addressing organizational change needed with implementation.

This approach will ensure Ecology program staff, who have intimate knowledge of the Ecology data and public records requests and records management processes, have adequate time to cleanup existing records and migrate them to the ECM solution.

The ECM project will be completed over three biennia using a phased implementation approach. In the first biennium (2019-21), planning, requirements, analysis, and design will include setting up and configuring the business processes and ECM solution for an agencywide implementation based on lessons learned from the pilot. The first biennium will also include procuring an OCM consultant to prepare a change management plan for Ecology. The project will implement the best practices for the operational and technical framework established during the pilot execution. A few environmental or administrative programs will be selected during the first biennium to implement ECM. Programs will be selected based on information gathered from previous consultations (greatest benefits and need, lowest resistance to change), new information gained from the pilots, and from consultation with Ecology's management regarding legal and operational risk factors.

Project management, OCM, business analysis, and ECM implementation consultants will work with Ecology ITSO and program staff to document the current state, identify business workflow needs, develop standards for records management, and design the future ECM solution for Ecology. Then the development, testing, training, system integration, and stabilization will occur to implement the ECM solution for the programs and regions selected to migrate. Interfaces with other Ecology data systems (e.g., Water Quality Permitting and Reporting System, Integrated Site Information System) will be

created after the ECM solution is set up and ready to use for electronic and paper content. The required interfaces will be identified during the biennium when the program is being migrated, and will be created as soon as resources are available.

In the second (2021-23) and third (2023-25) biennia of the project, additional programs and regions will be phased into using the ECM solution.

Ecology is submitting a related operating budget request titled, "Public Disclosure Management" that will address tracking public disclosure requests and producing the records. Implementing an ECM solution complements that request, because a fully indexed and searchable records repository allows the centralized Public Disclosure Office to efficiently search for records without relying on the time intensive and duplicative process of individual self-collection.

### **Strategic Alignment:**

This request is essential to implementing Ecology's mission and strategic plan. Ecology's mission is accomplished through sound science and engineering, which depend on successful creation, preservation, and use of records and data. Effectively managing Ecology's records can only occur through thoughtful and systematic strategies addressing the entire life cycle of records, from creation, through active use, and to final disposition.

Records management modernization is essential for continued support of all the priorities and goals in Ecology's strategic plan. All Ecology staff participate in records management as part of their daily work. This project will impact how they will do their work. Migrating to a more modern, standardized, records management approach will result in a significant reduction in Ecology's time spent on records management and public records requests.

### **Impacts on Population Served:**

Ecology's ability to effectively manage its records is crucial to providing information to local partners, businesses, and Washington residents. The direct impact on state residents includes:

- Public records requesters will receive timely and accurate information.
- Participants in litigation holds and discovery requests will receive timely and accurate information.
- Ecology staff will spend less time searching through records, freeing them to do the priority environmental they were hired for.
- Fewer paper records will be produced and stored at the State Records Center and State Archives.

### **Alternatives Explored:**

Ecology contracted with private consulting firms to assess the state of our current records management practices. These consulting firms helped develop an ECM strategy and migration plan and provided comprehensive analyses and recommendations for improving records management processes across Ecology. Continuing with our current processes is not a sustainable option, because



it does not meet Ecology business needs; continues to waste state resources; diverts Ecology staff resources from critical environmental work; places Ecology at risk for non-compliance with public records laws; and does not provide needed transparency for our partners and customers.

Ecology considered manual intervention by redirecting existing staff to work on records management with no technology upgrades. But redirecting staff would come at a considerable cost to core environmental work. The agency cannot afford to redirect resources to manually review, organize, and disposition over 50TB of electronic records, or digitize Ecology's considerable paper inventory without an ECM solution.

### **Consequences of Not Funding This Request:**

If this request is not funded, Ecology would continue inefficient records storage and retrieval practices. Processes around litigation holds, public records requests, and records management would remain costly, labor-intensive, and time-consuming. As record volumes grow, searching, reviewing, managing, and dispositioning records would become more cumbersome. This would increase liability and risk of not finding relevant records when needed. More time spent on inefficient administrative tasks translates to less time spent by employees on environmental work.

Without assistance from expert consulting services for ECM and project staffing, the timeline would have to be stretched out significantly.

## **Assumptions and Calculations**

### **Expansion or alteration of a current program or service:**

This request will take place over a six-year period, starting in July 2019.

During this project (Fiscal Years 2020 through 2025), Ecology's ITSO and program staff assigned to the project will have their priorities and work adjusted to accomplish necessary project work. This includes evaluating all program areas for records management business process improvements, standardizing and modernizing the records management approach across program areas and locations, and implementing the ECM solution.

Information technology (IT) staff from ITSO and program IT staff currently support records management for the programs and regions. The IT staff manage the infrastructure that the systems operate within, manage the servers that the records are stored on, administer the security required for access to the records, and administer the backup and recovery of all Ecology records. These IT staff will continue to work on these technical support areas as they relate to the ECM implementation.

All Ecology staff participate in records management as part of their daily work processes. This project will change how they complete their work by using an ECM solution, but it will not change the basic work that needs to be done.

Ecology does not anticipate any savings for staffing from this request. Staff that are temporarily redirected to work on this project will return their focus to their environmental program work when the project is complete.

**Detailed assumptions and calculations:**

Ecology requires \$2,999,000 a year from multiple funds during Fiscal Years 2020 to 2025 to complete the ECM modernization and migration.

This request will fund business process improvements and modernization of the records management systems at Ecology, implementation of the ECM solution, and contracted resources to ensure project success.

One-time costs each fiscal year include:

- ECM Software licensing \$100,000 – Additional software will be required because the elements of the current pilot software do not fully meet the needs of an agencywide ECM implementation.
- Hardware (storage) \$200,000 – server storage and other related hardware. It is anticipated that Ecology will need to procure additional hardware in the short term due to the increased data storage needed by converting paper records to digital.
- Scanner Leasing \$50,000
- 1.0 FTE Information Technology Systems and Application Specialist 6 - project position to support and backfill the application developers and administrative costs - \$180,500.
- 2.0 FTEs Information Technology Specialist 5 – project positions to support and backfill the application developers and administrative costs - \$328,500.
- 3.0 FTEs Forms and Records Analyst 1 – project positions to help program and regional staff perform file migration, scanning, and prep work for implementing ECM - \$248,000.
- 2.0 FTEs Forms and Records Analyst 1 - project and ongoing positions to help the two programs with the greatest records needs (WQP and TCP) address long term records management and digitization issues - \$165,500
- Contracted resources:
  - Expert Project Manager - \$288,000
  - Organizational Change Management consultant - \$350,000
  - Business Analysis Consultant - \$250,000
  - External Quality Assurance Consultant for OCIO oversight - \$150,000
  - ECM Implementation Specialist expertise - \$500,000
- 10 percent Contingency (industry standard for large IT projects) on non FTE costs - \$188,800

Ongoing costs of \$265,500 starting in Fiscal Year 2026 are for software licensing and 2.0 FTEs Forms and Records Analyst 1 positions for WQP and TCP.

Revenue from the Radioactive Mixed Waste Account is adjusted to reflect the change in expenditures.

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	481,815	481,815	481,815	481,815	481,815	481,815
B	Employee Benefits	178,272	178,272	178,272	178,272	178,272	178,272
	Personal Service						
C	Contract	1,538,000	1,538,000	1,538,000	1,538,000	1,538,000	1,538,000
	Goods and						
E	Services	374,616	374,616	374,616	374,616	374,616	374,616
G	Travel	20,416	20,416	20,416	20,416	20,416	20,416
J	Capital Outlays	210,120	210,120	210,120	210,120	210,120	210,120
T	Intra-Agency Reimbursements	196,045	196,045	196,045	196,045	196,045	196,045
	<b>Total Objects</b>	<b>2,999,284</b>	<b>2,999,284</b>	<b>2,999,284</b>	<b>2,999,284</b>	<b>2,999,284</b>	<b>2,999,284</b>

**Staffing****Job**

<b>Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
IT SYSTEMS/APP SPEC 6	96,919	1.00	1.00	1.00	1.00	1.00	1.00
IT SPECIALIST 5	87,793	2.00	2.00	2.00	2.00	2.00	2.00
FORMS & RECORDS							
ANALYST 1	41,862	5.00	5.00	5.00	5.00	5.00	5.00
FISCAL ANALYST 2		0.80	0.80	0.80	0.80	0.80	0.80
IT SPECIALIST 2		0.40	0.40	0.40	0.40	0.40	0.40
<b>Total FTEs</b>		<b>9.2</b>	<b>9.2</b>	<b>9.2</b>	<b>9.2</b>	<b>9.2</b>	<b>9.2</b>

**Explanation of costs by object:**

A - Salary estimates are current biennium actual rates at Step L.

B - Benefits are the agency average of 37% of salaries.

C – Personal Services Contracts \$1,538,000 each fiscal year.

E - Goods and Services are the agency average of \$4,477 per direct program FTE and also includes \$100,000 for software licensing, \$50,000 for scanner leasing, and \$188,800 for contingency funding for each fiscal year.

G - Travel is the agency average of \$2,552 per direct program FTE.

J - Equipment is the agency average of \$1,265 per direct program FTE, for a total of \$10,120 per year, and \$200,000 for storage hardware.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is a high priority on Ecology's risk register (highest risk category in the agency), and will allow Ecology to comply with Executive Order 16-06 – State Agency Enterprise Risk Management. It will reduce and mitigate Ecology risk, improve statutory compliance, reduce liability associated with proper timely records retention and disposition actions, and ensure faster response times associated with enhanced search, litigation hold, and public records production.

This request provides essential support to two of the Governor's Results Washington Goals.

### Goal 3 – Sustainable energy & a clean environment by:

- Efficiently and effectively managing the records management systems necessary to monitor the environment.
- Ensuring that information vital to the public's environmental protection efforts can be located and provided quickly.

### Goal 5 – Efficient, effective and accountable government by:

- Improving customer satisfaction and services to the public by increasing timeliness of public records requests.
- Improving records management will simplify and speed up responses to public records and discovery requests by reducing staff time spent searching for and reviewing records.
- Reducing liability costs due to less record duplication and on-time disposition of records that have met retention.
- Decreasing storage costs for both electronic and paper records; cost avoidance by eliminating storing records redundantly;.
- Reducing costs of manual paper processes by streamlining process workflows and documenting approvals through automation and online approvals in the ECM system. An ECM system can track process changes during the lifecycle of the record.

### Performance outcomes:

The outcome of this request will be an improvement in all records management processes in Ecology.

## Other Collateral Connections

### Intergovernmental:

Ecology issues permits to many tribal, regional, county, and city governments and other state agencies. Some of those permits are now processed manually using using paper records. These manual processes will be redesigned around electronic records instead of paper records. This redesign will lead to a more efficient and timely process for intergovernmental customers.

Secretary of State – Reduced paper sent to the State Archives and Records Center for storage.

Attorney General – Improved response to litigation hold and discovery requests.

**Stakeholder response:**

Other stakeholders that will be impacted by this initiative are public records requestors and entities that are required to submit forms and information to Ecology for regulatory purposes. All of these stakeholders will benefit from the efficiencies gained by moving from paper to electronic records management processes.

**Legal or administrative mandates:**

The following are relevant administrative mandates:

- Executive Order 16-06 Risk Management
- Executive Order 16-07 Modern Workplace
- Chapter 40.14 RCW, Preservation and Destruction of Public Records
- Chapter 42.56 RCW, Public Records Act (PRA)
- Paper Records Reduction Reports to the Legislature (2014 and 2015, Secretary of State, Division of Archives)
- The Effect of Public Records Requests on State and Local Governments (2016 Performance Audit Report, State Auditor's Office)

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

**Reference Documents**

- ECM Resource Links.docx
- Records Management Using ECM IT Addendum.docx

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

Yes

Records Management Using ECM IT Addendum.docx

**WA State Auditor's Office Performance Audit report** (*The Effect of Public Records Requests on State and Local Governments*) - Staff time to locate, review, redact, and prepare public records for release is 90 percent of the cost of responding to requests. With more than \$10 million dollars in public disclosure litigation costs in a single year, government agencies must find a better way. As the report notes, "Advances in technology have transformed the way governments conduct their business and increased the amount of digital information they must manage. **Maintaining records today requires investments in information technology to organize, store, secure, search and inventory records, and trained employees to manage them** [emphasis added]."

[http://www.sao.wa.gov/state/Documents/PA\\_Public\\_Records\\_2-pager.pdf](http://www.sao.wa.gov/state/Documents/PA_Public_Records_2-pager.pdf)

Executive Order 16-06, [State Agency Enterprise Risk Management](#), and RCW 43.19.781, direct state agencies to provide top management support for safety and loss control and to develop an awareness of risk management through education, training, and information sharing.

Executive Order 16-07, [Building a Modern Work Environment](#) directs agencies to provide a workplace and tools that support the work being performed and the customers being served, in a cost-effective and space-efficient way that promotes flexibility, collaboration, and productivity.

OFM 2016 report, [Building a Modern Work Environment: Washington Space Use and Standards, Space Use Recommendations Report](#)

"Individual employees may not need as much physical space as what has previously been provided due to advances in technology, such as electronic rather than paper files or sound-masking technology."

*The Digital Landfill*, [8 Benefits of an ECM Solution](#), "Implementing an ECM solution is a good thing, but how do you prove it?"

*Paper Records Reduction Workgroup* – [Secretary of State Washington State Archives](#)

State of Washington, November 2014, report titled: "[Modernization of Legacy IT Systems - A Report to the Legislature](#)." The report recommendations include standardizing across the enterprise; migrating to shared, enterprise, or cloud services; and keeping current on software versions.

# 2019-21 IT ADDENDUM

NOTE: Only use this addendum if your decision package includes IT and does NOT relate to the One Washington project.

## ELECTRONIC RECORDS MANAGEMENT USING ECM SOLUTION

### Part 1: Itemized IT Costs

Please itemize all IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation), or IT staff. When itemizing costs, please consider the total cost of the combined level of effort which includes: the associated costs, from planning through closeout, of state, vendor, or both, in order to purchase, acquire, gather and document requirements, design, develop or configure, plan or conduct testing, and complete implementation of enhancement(s) to an existing system.

Information Technology Items in this DP	FY 2020-2021	FY 2022-2023	FY 2024-2025
Software Licensing	\$200,000	\$200,000	\$200,000
Hardware	\$400,000	\$400,000	\$400,000
Leased Scanners	\$100,000	\$100,000	\$100,000
Contracted Project Manager	\$576,000	\$576,000	\$576,000
Contracted Organizational Change Management (OCM) consultant	\$700,000	\$700,000	\$700,000
* Contracted External QA consultant	\$300,000	\$300,000	\$300,000
Contracted ECM Consulting	\$1,000,000	\$1,000,000	\$1,000,000
One Contracted Business Analyst	\$500,000	\$500,000	\$500,000
Project - Staff costs for 1.0 FTE ITAS 6. The position will act as the business lead and help transition the Ecology staff to ECM.	\$361,000	\$361,000	\$361,000
Project - Staff costs to backfill 2 FTEs at the ITS5 level; for technical support	\$657,000	\$657,000	\$657,000
<b>Subtotal</b>	<b>\$4,794,000</b>	<b>\$4,794,000</b>	<b>\$4,794,000</b>
Contingency 10% of non-FTE costs	\$377,600	\$377,600	\$377,600
<b>Total Cost</b>	<b>\$ 5,171,600</b>	<b>\$ 5,171,600</b>	<b>\$ 5,171,600</b>

\*This project will likely require oversight by the Office of the Chief Information Officer (OCIO). Oversight requires that the project pay for external Quality Assurance (QA) services.

## Part 2: Identifying IT Projects

If the investment proposed in the decision package is the development or acquisition of an IT project/system, or is an enhancement to or modification of an existing IT project/system, it will also be reviewed and ranked by the OCIO as required by RCW 43.88.092. The answers to the three questions below will help OFM and the OCIO determine whether this decision package is, or enhances/modifies, an IT project:

1. Does this decision package fund the development or acquisition of a new or enhanced software or hardware system or service? ☒ Yes ☐ No
2. Does this decision package fund the acquisition or enhancements of any agency data centers? (See OCIO [Policy 184](#) for definition.) ☐ Yes ☒ No
3. Does this decision package fund the continuation of a project that is, or will be, under OCIO oversight? (See OCIO [Policy 121](#).) ☐ Yes ☒ No

If you answered “yes” to any of the above questions, you must answer the questions in Part 3 to finish the IT Addendum. Refer to Chapter 10 of the operating budget instructions for more information and a link to resources and information about the evaluation criteria questions.

## Part 3: IT Project Questions

### Agency readiness/solution appropriateness

#### Organizational change management

1. Describe the types of organizational changes expected because of this effort. How has your agency considered these impacts in planning the project and within this funding request? Include specific examples regarding planned Organizational Change Management (OCM) activities and whether or how the requested funding will support these efforts.

Organizational Change Management (OCM) will be crucial for implementing Electronic Content Management (ECM) for records management at Ecology. The project will be modernizing records management practices and standardizing business processes across the agency. Many organizational changes including standardized business workflows will occur. For example in the permitting process, a permit file in the Water Quality Program (WQP) section at Eastern Regional Office (ERO) will share the same file plan, folder structure, automated retention values, and metadata fields as a permit file in the WQP section at NWRO.

Ecology’s executive leadership wants to serve the public better because from the public’s perspective, we are one agency – ONE Ecology – not ten (10) separate environmental programs. We are working to get out of silos and connect work across all programs in the agency.

An OCM consultant will be contracted to work with Ecology staff to cultivate the necessary changes and facilitate addressing the impacts. Other project resources will also be hired to work on these organizational changes. These include business analysts and ECM consultants to assist Ecology staff evaluate their current state, define future state, and develop plans to implement ECM. This decision package also requests three FRA1s (forms and records analysts) to help the programs and regions implement ECM. These resources will start on the project in the first biennium and work with the programs/regions that are implementing. The FRA1s will transfer to the next programs and regions as they implement for the next two biennia. All impacts will be monitored and



appropriate measures will be taken to address the impact, e.g., training on the ECM solution will also be included by the project, as deemed necessary.

### **Agency technology portfolio risk assessment**

2. How does this project integrate into and/or improve the overall health of your agency's IT portfolio? Include specific examples such as system efficiencies, technology risks mitigated, technology improvements achieved, etc.

Implementing ECM for records management processes improves the IT portfolio because ECM is a foundational step that can improve many business processes by using technology. As a knowledge based agency, ECM will improve Ecology's information access for everyday business as well improve efficiency and defensibility of public disclosure and litigation discovery.

ECM will support Ecology's efforts to centralize public disclosure management by creating an enterprise search capability that will improve accuracy and defensibility while reducing time intensive self-collection efforts. This mitigates legal risk and gives time back to Ecology staff spend on core environmental work.

This project will improve, standardize, and modernize the IT application portfolio by consolidating or integrating several disparate document and imaging systems into an ECM solution for all Ecology programs. Technology risks that will be mitigated during the project are related to using fewer systems and document storage areas for records management such as:

- Fewer duplicate records using ECM automatic de-duplication features.
- Fewer records mean less storage needed.
- Reduced records management overhead.
- Improved security and more consistent access to documents.

### **Solution scale**

3. Explain how this investment is scaled appropriately to solve the proposed business problem. Described what considerations and decisions the agency has made to determine the sizing of this investment and why it is appropriate to solve the business problem outlined in the decision package.

In order to improve the records management and retrieval processes at Ecology, all program areas and regions must be included in implementing ECM. Customers of Ecology (businesses, property owners, other organizations, other customers) that interact with Ecology, often work with multiple Ecology program areas and in many regions throughout the state. These customers should receive consistent information from their requests, regardless of the source.

This ECM project's scope includes all programs so that the desired benefits can be achieved. ECM work, process changes and technology changes, will take significant time and therefore must be phased in, program by program, region by region. The project approach is planned with this in mind.

### **Resource availability**

4. How has the agency determined the resources required for this effort to be successful? How does this funding request support that resourcing need? If the agency intends to use existing resources for this effort, how are risks around resource availability being addressed?

As described in the decision package, the project staffing model relies on both Ecology staff and contracted resources, because this project will require significant additional work for Ecology staff, who are already working at capacity on other mission-critical agency priorities. Ecology staff will include:

- Business lead to help transition the Ecology staff to ECM.
  - 1.0 FTEs Information Technology Specialist 6 - project position to support and backfill the application developers and administrative costs
- Temporary information technology staff to support and/or backfill the technical support staff needed.
  - 2.0 FTEs Information Technology Specialist 5 – project positions to support and backfill the application developers and administrative costs.
- Technical staff to configure the ECM solution and to develop the interfaces between the ECM solution and Ecology's existing IT systems.
- Temporary program staff to support the program areas in implementing ECM; they will rotate to each program area as ECM is rolled out.
  - 3.0 FTEs Forms and Records Analyst 1 – project positions to help program and regional staff perform file migration, scanning, and prep work for implementing ECM.
- Ongoing program staff
  - 2.0 FTEs Forms and Records Analyst 1 - project and ongoing positions to help the programs with the largest needs.

Contracted resources will include:

- Expert Project Manager.
- Organizational change management (OCM) consulting to increase the success of the ECM implementation.
- Business analyst for current state analysis, future state, gap analysis, and process improvements of records management processes.
- External project quality assurance, as required by the OCIO for this size project.
- ECM implementation specialist expertise.

Traditional project management methodologies for resource planning will be used to mitigate the risk associated with resource availability.

### Investment urgency

5. With regards to the urgency of this investment, please select one of the following that most closely describes the urgency of your investment, and explain your reasoning:

☐ This investment addresses a currently unmet, time sensitive legal mandate or addresses audit findings which require urgent action.

**Reason:**

☐ This investment addresses imminent failure of a mission critical or business essential system or infrastructure and will improve that issue.

**Reason:**

☒ This investment addresses an agency's backlog of technology systems and provides an opportunity for modernization or improvement.

**Reason:**

Ecology's ten environmental programs have operated as ten 'mini-agencies' within Ecology since the agency was formed in 1971. In order to meet records and document management needs, some programs have created their own records/document management and imaging systems. Some programs have not been able to create their own systems and still do significant work manually. Records retention and storage for all paper documents and managing non-standardized, unstructured electronic records, can be very difficult since many retention periods last decades and require access to the Washington State Archives.

The current document management systems are not integrated across program boundaries, however Ecology's customers often interact with more than one program area. So when public records requests are received, many program areas are required to search their records for the information requested.

If this request is not funded, Ecology would continue inefficient records storage and retrieval practices. Processes around litigation holds, public records requests, and records management would remain costly, labor-intensive, and time-consuming. As record volumes grow, searching, reviewing, managing, and dispositioning records would become more cumbersome. This would increase liability and risk of not finding relevant records when needed. More time spent on inefficient administrative tasks translates to less time spent by employees on environmental work.

Ecology is currently incurring significant costs to store and backup its 50TB+ content profile on shared network drives. This burden would continue to increase indefinitely until records retention and disposition could be applied in an automated and defensible way.

Ecology is significantly burdened by a large number of public records requests that are processed in the least efficient and least defensible manner. Content duplication and proliferation make this worse, creating a cycle that results in higher risk and more staff resources, without addressing the root cause of the issue. If Ecology records are not consolidated into a central, searchable repository, Ecology would not be able to move away from individual self-collection of Ecology records.

- ☐ This investment provides an opportunity to improve services, but does not introduce new capability or address imminent risks.

**Reason:**

## Architecture/Technology Strategy Alignment

### Strategic alignment

6. Using specific examples, describe how this investment aligns with strategic elements of the Enterprise Technology Strategic Plan. Examples of strategic principles that tie back to tenets of the strategic plan include, but are not limited to: buy don't build, solutions hosted on modern hosting solutions, solutions promoting accessibility, early value delivery of functionality throughout the project, and modular implementation of project features.

<https://ocio.wa.gov/tags/enterprise-technology-strategic-plan>

The strategy for the ECM project meets the "buy don't build" and "hosted on modern hosting solution" tenets because we will procure an ECM solution that meets Ecology's records management business needs and host it at the modern state data center.

This project meets the “solutions promoting accessibility” tenet because the ECM software that will be implemented for this project is compliant with US Rehabilitation Act, Section 508 as described in the software company’s Voluntary Product Accessibility Template (VPAT).

The project will meet the “early value delivery of functionality throughout the project” tenet because it will produce valuable results with the implementation of each program and region, done iteratively throughout the six-year project.

The project will meet the “modular implementation of project features” tenet because several features that will be implemented include a common standardized interface to be used for converting paper records to digital, a common integration module to be used to interface with existing Ecology systems, a common migration model for migrating existing records into ECM, and an interface with the public disclosure management system.

### **Technical alignment**

7. Using specific examples, describe how this investment aligns with technical elements of the Enterprise Technology Strategic Plan. Examples of technical principles that tie back to tenets of the strategic plan include, but are not limited to: data minimization, incorporating security principles into system design and implementation, publishing open data, and incorporating mobile solutions into systems.

The ECM project will:

- Minimize data by minimizing the records stored by program areas.
- Incorporate security into the system design and implementation by ensure that records are managed in a standardized way, and that access to records is properly secured.
- Ensure the records data is available in open data forums, as appropriate, based on their data classifications.
- Incorporate mobile solutions because it will provide a simple, responsive user interface with role-based views for the desktop and mobile devices.

### **Governance processes**

8. What governance processes does your agency have in place to support this project, or what new governance processes will be introduced to accommodate this effort? Examples of governance processes include executive sponsorship and steering, vendor/contract management, change control, quality assurance (QA), independent verification and validation (IV&V), and incorporating stakeholder feedback into decision making processes. Provide examples of how your proposed budget includes adequate funding and planning for governance processes, if applicable.

The ECM project will use Project Management (PM) best practices, to include but not be limited to, executive sponsorship and steering, vendor/contract management, change control, quality assurance (QA), independent verification and validation (IV&V), and incorporating stakeholder feedback into decision making processes. Ecology has a well-established Project Management Office and has mature project management practices. All Ecology projects create steering committees to ensure the project has the information and resources to be successful.

Ecology has a well-established IT governance process:

- IT BAT – IT Business Advisory Team is a combination of IT and business representatives that establish the agency’s business driven IT strategy.
- SAT – Strategic Architecture Team collaborates with the BAT to select technical opportunities to best meet business needs. Advises IT Leadership Team.

Ecology also has a well-established governance process for budget building that thoroughly vets IT budget requests and prioritizes them based on best value.

The proposed budget for the ECM Project includes funding for an external QA consultant at \$150,000 annually.

### **Interoperability, interfaces and reuse**

9. Does this proposed solution support interoperability and/or interfaces of existing systems within the state? Does this proposal reuse existing components of a solution already in use in the state? If the solution is a new proposal, will it allow for such principles in the future? Provide specific examples.

This proposal supports interoperability and/or interfaces within existing Ecology systems only. The pilot project will establish the framework for Ecology for records management and document imaging processes. All Ecology programs will use this records management and ECM framework. The ECM project will create a common standardized interface to be used for converting paper records to digital, that all programs will be required to use if they are converting paper to digital. There are several other Ecology applications that will be interfacing with the ECM, e.g., the employee information system (EPIC). There are many more applications that may be replaced or the functions related to records management will be modified. Common integration modules will be created by the ECM project to meet these needs.

## **Business/Citizen Driven Technology**

### **Measurable business outcomes**

10. Describe how this proposed IT investment improves business outcomes within your agency? Provide specific examples of business outcomes in use within your agency, and how those outcomes will be improved as a result of this technology.

This request is a high priority on Ecology’s risk register (highest risk category in the agency), and will allow Ecology to comply with Executive Order 16-06 – State Agency Enterprise Risk Management. It will reduce and mitigate Ecology risk, improve statutory compliance, reduce liability associated with proper timely records retention and disposition actions, and ensure faster response times associated with enhanced search, litigation hold, and public records production.

The outcome of this request will be widespread across Ecology with improvements in all records management processes in all administrative and environmental programs. This request provides essential support to two of the Governor’s Results Washington Goals.

Goal 3 – Sustainable energy & a clean environment by:

- Efficiently and effectively managing the records management systems necessary to monitor the environment.
- Ensuring that information vital to the public’s environmental protection efforts can be located and provided quickly.

Goal 5 – Efficient, effective and accountable government by:

- Improving services to the public with standardized and modernized Ecology's records management processes which will increase service reliability and timeliness of public records requests.
- Improving customer satisfaction through quicker, easier access to information, advanced search features, and increased transparency.
- Improving records management using ECM will simplify and speed up responses to public records and discovery requests by reducing staff time spent searching for and reviewing records.
- Improving the quality and accuracy of records data by reduced duplication and providing one source of information.
- Reducing and mitigating Ecology risk, improving statutory compliance, reducing liability associated with proper timely records retention and disposition actions, and ensuring faster response times associated with enhanced search, litigation hold, and public records production.
- Reducing liability costs due to less record duplication and on-time disposition of records that have met retention.
- Decreasing storage costs for both electronic and paper records; cost avoidance through the elimination of storing records redundantly; added savings from less storage needed.
- Saving Ecology money through better management of agency documents and information for easy indexing, sharing and searching across multiple departments or teams.
- Reducing manual process costs of paper documents by streamlining process workflows and documenting approvals through automation and online approvals in the ECM system. An ECM system can track process changes during the lifecycle of the record.

**Customer centered technology**

11. Describe how this proposed investment improves customer experience. Include a description of the mechanism to receive and incorporate customer feedback. If the investment supports internal IT customers, how will agency users experience and interact with this investment? If the customers are external (citizen), how will the citizen experience with your agency be improved as result of implementing this investment?-Provide specific examples.

Many internal customers will be involved and impacted by the business process improvements and ECM solution. The ECM project will incorporate customer feedback from the pilot program and from each program's implementation to improve the subsequent implementations.

Improving the records management processes for internal customers will result in improved external customer experience through the public disclosure management processes by reducing the response times, and increasing the quality of the response (less redundant info, etc.)

**Business process transformation**

12. Describe how this IT investment supports business processes in your agency. Include the degree of change anticipated to business processes and the expected improvements as a result of this technology. Describe how the business and technology will coordinate and communicate project tasks and activities. Provide specific examples of how business processes are related to this technology and expected improvements to business processes as a result of implementing this technology.

Implementing an ECM solution will help address required business transformation for all Ecology records management processes. Momentous process changes will be necessary to ensure a

customer centric ECM solution is designed with all programs participating in the standardization of records management processes. These changes should make their work life better because standardized filing practices will be established and they won't have to decide how to file documents. The user will indicate what type of document it is and for what type of customer, and the ECM solution will file it correctly for them.

Business and technology will share the project management leadership to ensure effective and comprehensive coordination and communication of project tasks and activities.

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AT - NWRO Relocation  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Fran Huntington  
 (360) 407-7028  
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### Agency Recommendation Summary

Ecology's lease expires June 30, 2021 for the Northwest Regional Office (NWRO) facility in Bellevue. It is identified in the Office of Financial Management (OFM) Six Year Facility Plan to relocate into the Department of Transportation (WSDOT) Shoreline facility in Fiscal Year 2022. Both agencies are finalizing the business operational requirements and space required to validate the collocation early in Fiscal Year 2019. Funding was provided to WSDOT in the transportation budget to begin the work to assess space and renovation needs for collocation. This request is for Ecology's projected costs to complete the facility setup and move, and the increased lease costs related to this coordinated effort.

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$0	\$558	\$54	\$54
Fund 027 - 1	\$0	\$37	\$4	\$4
Fund 02P - 1	\$0	\$23	\$2	\$2
Fund 044 - 1	\$0	\$121	\$12	\$12
Fund 163 - 1	\$0	\$23	\$2	\$2
Fund 173 - 1	\$0	\$2,078	\$202	\$202
Fund 174 - 1	\$0	\$51	\$5	\$5
Fund 176 - 1	\$0	\$632	\$62	\$62
Fund 182 - 1	\$0	\$60	\$6	\$6
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$4,648</b>	<b>\$452</b>	<b>\$452</b>
<b>Biennial Totals</b>		<b>\$4,648</b>		<b>\$904</b>

<b>Operating Expenditures</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Fund 199 - 1	\$0	\$33	\$3	\$3
Fund 19G - 1	\$0	\$386	\$38	\$38
Fund 207 - 1	\$0	\$107	\$10	\$10
Fund 20R - 1	\$0	\$256	\$25	\$25
Fund 216 - 1	\$0	\$56	\$5	\$5
Fund 217 - 1	\$0	\$125	\$12	\$12
Fund 219 - 1	\$0	\$51	\$5	\$5
Fund 564 - 1	\$0	\$51	\$5	\$5
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$4,648</b>	<b>\$452</b>	<b>\$452</b>
<b>Biennial Totals</b>		<b>\$4,648</b>		<b>\$904</b>
<b>Object of Expenditure</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Obj. C	\$0	\$220	\$0	\$0
Obj. E	\$0	\$2,576	\$452	\$452
Obj. J	\$0	\$1,852	\$0	\$0
<b>Revenue</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
20R - 0294	\$0	\$256	\$25	\$25
<b>Total</b>	<b>\$0</b>	<b>\$256</b>	<b>\$25</b>	<b>\$25</b>
<b>Biennial Totals</b>		<b>\$256</b>		<b>\$50</b>

## Package Description

Ecology's NWRO has occupied a leased facility in Bellevue since 1992. The lease expires June 30, 2021, and the feasibility of collocating in the WSDOT Shoreline facility, or moving to another facility is currently being considered. Regardless, Ecology will have one-time costs to complete the facility setup and move, and lease costs will also increase.

The NWRO is the largest of Ecology's four regional offices and provides services to King, Snohomish, Skagit, Whatcom, San Juan, and Island Counties. The NWRO provides space for many agency programs and activities to be closer to the geographic area served.

The current NWRO facility was originally used for manufacturing and was retrofitted for office space. It does not meet the current Washington Lease Space Requirements. It is inefficient in energy use, due in part to an outdated system of small HVAC units supporting more than 30 separate zones. The

current interior wall layout makes the space inflexible and inefficient. And a structural evaluation performed by Putnam Collins Scott Associates in 2005 suggests the seismic structural integrity is outdated.

Ecology's Northwest Regional Office must be set up to allow a highly skilled workforce to efficiently carry out field assignments, including inspections, enforcement, and emergency response to hazardous waste spills. These activities can take place within urban communities, remote areas, farmlands, Puget Sound, lakes, and rivers throughout the region. Ecology's activities and equipment requirements are diverse. For maximum efficiency and effectiveness, employees need the ability to safely and quickly load and offload vehicles and boats on-site.

Because of the geographic size of the region, it is very common for staff to not return from field work until well after the close of business. After-hour site security is extremely important for employee safety. After-hour employee safety and site security for fleet vehicles and specialized trucks and boats are also important. A stolen or vandalized vehicle or boat prevents timely emergency response for hazardous waste spills and cleanups. Ecology's unique business needs are being considered in determining the best location for NWRO once the current lease expires.

**Impacts on Population Served:**

Ecology's NWRO serves residents and businesses in King, Snohomish, Skagit, Whatcom, San Juan and Island Counties. No adverse impacts are anticipated.

**Alternatives Explored:**

Ecology has consulted extensively with the Office of Financial Management (OFM) and is actively engaged in evaluating multiple alternatives for the NWRO. Alternatives explored include a collocation opportunity with WSDOT at their Shoreline facility, relocating NWRO to a different leased property elsewhere in King County, or renovating the current leased property in Bellevue. Each alternative is summarized below. The WSDOT collocation option has received initial funding in the transportation budget, is the furthest along in the process, and the specific dollars in the request are tied to that effort.

**WSDOT Collocation**

There is merit to collocate with WSDOT in their Shoreline facility if the business needs of both agencies can be met and if the cost of the project works economically compared to other options. Ecology and WSDOT are actively working toward a functional understanding of the space available at the Shoreline facility to determine if this alternative is practical. Ecology and WSDOT signed an Interagency Agreement on 7/20/2018 that acknowledges each party's commitment to the renovation and occupancy of the WSDOT Shoreline property, and to pay a proportional share of the financing contract for facility renovation for a period of not less than 20 years. To further this collocation effort, WSDOT is working with architectural and engineering consultants to develop construction plans and specifications for the necessary renovation work on the property.

The anticipated advantage of this alternative is consolidating all of Ecology's business operations in the Northwest region at the same site, at least initially. A potential disadvantage of Shoreline collocation for both agencies is the 20 year commitment to share the facility and not knowing what future physical space requirements will be. Ecology is also not sure of the final cost and how much we will have to pay for necessary major renovations to the WSDOT Shoreline facility prior to May of 2021. Another disadvantage is the greater distance some staff will have to travel to and for work, increasing their commute time and adding congestion to the Interstate 5 corridor.

### **Move NWRO to a Different Leased Facility**

Relocating to a different leased property in northern King County or southern Snohomish County has been identified as a second alternative. The anticipated advantage of this alternative is consolidating all of Ecology's business operations in the Northwest region at the same site. This alternative is more likely to be a better physical fit for Ecology's operational requirements (security, after-hours access, equipment storage, vehicle access, etc.)

Because final cost projections for the WSDOT collocation are yet to be fully determined, Ecology assumes a different leased facility will be comparatively priced for a ten-year lease cycle. The disadvantages of this alternative include sizable one-time expenses to relocate (similar to costs for relocation to the WSDOT site in Shoreline), the fact that significant funding is already being provided to and used by WSDOT for the Shoreline collocation, and limited available properties in the current market.

### **Renovate Current NWRO Facility**

The third alternative is renewing the lease on the current facility and renovating to improve business functionality. There are a number of advantages and disadvantages to this strategy. Staying put alleviates substantial relocation expenses. The current property is well within the size requirements of the projected needs of the regional office, but it would need to be retrofitted, and interior space would need to be redesigned to be more efficient and better aligned with agency business needs. The disadvantages of this alternative include remaining in an older property with challenges characteristic of its age, uncertainty of costs for this option, and uncertainty of the plan for the property from the current owner. Many of these challenges and issues could be addressed by tenant improvements and the property owner's completion of deferred maintenance on the facility. Renovating the existing building while occupying it would also have its disadvantages including staff disruptions, multiple employee moves to accommodate renovations, dust and noise. An additional disadvantage is the lost investment from significant funding already provided and used by WSDOT for the Shoreline collocation effort.

If the final decision is to not proceed with the WSDOT collocation, Ecology will aggressively pursue the other options and provide updated costs and timing. In any case, the timing of final decisions and direction to Ecology will be very important to ensure there is enough time to secure an adequate facility for this mission critical office.

**Consequences of Not Funding This Request:**

The lease for the current NWRO facility expires June 30, 2021, and Ecology must relocate or prepare to renovate the existing property to remain in-place. Terms of the current lease allow the property owner to request the State's intentions of renewing the lease on July 1, 2019.

If this request is not funded, existing agency funds would be redirected from current activities to cover the estimated cost projection for NWRO relocation. This would have negative implications to Ecology's programs and environmental work, because facility costs are allocated to programs based on their use of square footage. This would mean less funding for programs to do their core work in protecting and improving public health and the environment.

Not funding this request would limit Ecology's options to support modernization of the Northwest Regional Office. This would restrict Ecology's ability to provide a functional, efficient space for its largest regional facility and could adversely impact agency services provided from this location.

**Assumptions and Calculations****Expansion or alteration of a current program or service:**

As identified in Ecology's 2013-2015 Legislative Budget Proviso Report and the OFM Six-Year Facilities Plan, the NWRO is scheduled to move and collocate with the Department of Transportation at their facility in Shoreline. The Proviso Report laid out a plan to reduce facilities needs and costs per FTE through consolidation, collocation, and alternative space opportunities. Ecology's biennial base budget of \$3,911,044 for the NWRO will increase by approximately \$452,000 annually beginning in Fiscal Year 2022 based upon Ecology's Modified PreDesign and OFM Facilities Oversight's 2017 projected costs for the Shoreline Collocation with WSDOT. The space utilization is being decreased from 61,143 square feet (including 720 square feet of nearby storage) to approximately 58,646 square feet (including approximately 6,000 square feet for warehouse and special equipment).

**Detailed assumptions and calculations:**

Ecology is requesting costs associated with relocating to the Shoreline facility. If this approach is not approved, Ecology will provide updated cost information for a different leased property in northern King County or southern Snohomish County (since relocation is the most likely scenario.) The OFM Modified Pre-Design for the NWRO relocation has been updated with new IT infrastructure estimates. The NWRO relocation will have an ongoing annual lease increase of approximately \$452,000 beginning in Fiscal Year 2022. To accomplish this, one-time expenditures during Fiscal Year 2021 will be needed to complete the facility setup and move. The ongoing lease increase and one-time expenditures are detailed in the table below from Ecology's Modified PreDesign for the NWRO Relocation, and include:

- Facility lease information;
- DES real estate service fees;
- Tenant improvements;
- Furniture costs;

- Furniture relocation costs;
- Building security and access systems;
- Moving vendor and supplies;
- Project contingency; and
- IT infrastructure.

The total requested for the 2019-21 Biennium is \$4,648,000 consisting of the one-time relocation costs and the ongoing base lease increase of \$452,000 annually starting in Fiscal Year 2022.

Note: IT-related costs are for local area network capacity, not data servers and platforms that are required to be located in the state data center. After consultation with WaTech and the Office of the Chief Information Officer (OCIO), Ecology was informed that our IT Project Assessment Tool indicates this project will not be under OCIO Oversight.

Expenditure Type	Description	Status	FY20	FY21	19-21 Biennium Total
<b>Facility Lease</b>	Base lease cost increase from current facility to new facility. This cost increase will begin in the 2021-23 Biennium and is estimated as follows: \$2,095,000 (new lease) - \$1,643,000 (old lease) = \$452,000 (annual increase).	Ongoing	\$0	\$0	<b>\$0</b>
<b>DES Real Estate Service Fees</b>	DES charge for facility planning and lease preparation.	One-time	\$0	\$460,000	<b>\$460,000</b>
<b>Tenant Improvements</b>	\$790,000 calculated using Life Cycle Cost Model at \$15/RSF of the main office.	One-time	\$0	\$790,000	<b>\$790,000</b>
<b>Furniture Costs</b>	Priced at \$7,000 per workstation for 202 residents and \$1,500 per 32 mobile users together with auto/electrical sit-stand station at approx. \$700 per user, and \$30,000 for replacement conference room chairs.	One-time	\$0	\$1,680,000	<b>\$1,680,000</b>
<b>Furniture Relocation Costs</b>	Supports dismantling existing furnishings, relocating and reassembling, hauling and recycling expense associated with existing furnishings, and specialized services to relocate the large Spills Response hazardous waste container that serves as emergency response storage that can withstand catastrophes.	One-time	\$0	\$260,000	<b>\$260,000</b>
<b>Building Security and Access Systems</b>	Supports relocating existing operating systems together with reinstallation at a different facility.	One-time	\$0	\$180,000	<b>\$180,000</b>
<b>Moving Vendor and Supplies</b>	Based on Ecology's experience from three previous regional and field office move projects.	One-time	\$0	\$100,000	<b>\$100,000</b>
<b>Other</b>	Project Contingency of 15%	One-time	\$0	\$578,000	<b>\$578,000</b>
<b>IT Infrastructure</b>	Low-Voltage Wiring	One-time	\$0	\$198,000	<b>\$198,000</b>
	Wireless Network Hardware	One-time	\$0	\$24,000	<b>\$24,000</b>
	Un-interruptible Power Supplies (UPS)	One-time	\$0	\$38,000	<b>\$38,000</b>
	Consumables (Power strips, patch cables, etc.)	One-time	\$0	\$10,000	<b>\$10,000</b>
	Conference Room AV Capabilities	One-time	\$0	\$110,000	<b>\$110,000</b>
	Consultant services for IT project management (Personal Service Contract)	One-time	\$0	\$220,000	<b>\$220,000</b>
<b>Total</b>			<b>\$0</b>	<b>\$4,648,000</b>	<b>\$4,648,000</b>

Revenue from the Radioactive Mixed Waste account is adjusted to reflect the change in expenditures.

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
C	Personal Service Contract		220,000				
E	Goods and Services		2,576,000	452,000	452,000	452,000	452,000
J	Capital Outlays		1,852,000				
	<b>Total Objects</b>	<b>0</b>	<b>4,648,000</b>	<b>452,000</b>	<b>452,000</b>	<b>452,000</b>	<b>452,000</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
<b>Total FTEs</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Explanation of costs by object:

Personal Service Contracts for IT Project Management are \$220,000 in Fiscal Year 2021 (Object C).

Goods and Services are \$2,576,000 (Object E). Lease cost increases of approximately \$452,000 identified in table above will not begin until the 2021-23 Biennium.

Capital Outlays are \$1,852,000 in Fiscal Year 2021 (Object J).

**Strategic and Performance Outcomes****Strategic framework:**

This request is essential to Ecology's strategic priorities to Prevent and Reduce Toxic Threats, Protect and Restore Puget Sound, and Deliver Efficient and Effective Services by enhancing spill response capacity so that Ecology can promptly respond to releases of oil and hazardous materials so that impacts to the environmental and public health are minimized.

This request is a high priority on Ecology's risk register, and will allow Ecology to comply with Executive Order 16-06 – State Agency Enterprise Risk Managements. It supports the risk management and operation support services objectives in Ecology's strategic plan to:

- Maintain headquarters, regional, and field offices that support staff in meeting current business.
- Monitor environmental performance of facilities and engage staff in targeted improvements that contribute to the sustainability of our operations.
- Deliver shared services in an efficient and sustainable manner.

This request provides essential support to the Governor's Results Washington Goal 5: Efficient, Effective, and Accountable Government by consolidating NWRO's business operations in one location.

This request also supports Goal 3: Sustainable Energy and a Clean Environment and Goal 4: Healthy and Safe Communities by providing an efficient operating base for critical spill response activities so that communities and the environment are protected from exposures to hazardous



materials.

**Performance outcomes:**

The outcome of this request will be a regional office facility purposely designed to deliver Ecology's business needs in the Northwest region, now and well into the future. Ecology expects this funding to provide a NWRO facility that:

- Adapts to future workload requirements,
- Incorporates the essence of the modern work environment,
- Has the capacity to house all required program equipment and functions on-site, and
- Is energy efficient with a modern HVAC system.

**Other Collateral Connections****Intergovernmental:**

In preparation for this project, Ecology has collaborated extensively with the WSDOT and OFM. WSDOT supports the effort to collocate with Ecology's NWRO in their Shoreline facility. The collocation opportunity would help WSDOT fund extensive renovations to the 40-year-old facility on Dayton Avenue and help expand on-site parking to support the increased occupancy of the facility.

**Stakeholder response:**

Feedback from stakeholders has been incorporated and will continue to be considered as the project moves forward. Ecology anticipates the property owners of the current NWRO facility will be adversely affected by the loss of a state tenant in their property.

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

Ecology does not intend to make adjustments to employee compensation or benefits with this request. The 2017-19 WFSE Collective Bargaining Agreement (CBA) will be followed as relocation of the office is decided and plans are developed.

Ecology presently has a two-range increase in assignment pay for employees in the Environmental Specialist 3, 4 and 5 job classes. The assignment pay reference is specific to the Bellevue location and will need to be reviewed and updated to reflect a new work location if the office moves away from Bellevue.

**State facilities impacts:**

Relocating Ecology's NWRO is a substantial amount of work requiring coordination among all administrative divisions and programs of Ecology. The one-time move effort requires multiple service and procurement contracts in excess of \$2 million. Ecology is concerned the renovation of

the WSDOT Shoreline facility may not be complete by April of 2021, and this will require additional coordination through DES Real Estate Services to negotiate a lease extension on the existing NWRO facility.

**Puget Sound recovery:**

N/A

## Reference Documents

- NWRO Relocation Final OFM Modified PreDesign.pdf
- NWRO Relocation IT Addendum.docx

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

Yes

NWRO Relocation IT Addendum.docx



State of Washington  
**MODIFIED PRE-DESIGN**  
Last updated: May 2016

**For Administrative Use:**  
DES Project Number:

This form is to be completed for state agency, community college, board and commission requests for new leases, purchases, relocations or expansions. Complete all areas of this form as thoroughly as possible. For more information, see the modified pre-design instructions located at [OFM | Modified pre-design](#). To check spelling and grammar select CTRL-S.

## SECTION ONE - PROJECT SUMMARY

### CONTACT INFORMATION

<b>Agency Name:</b> Department of Ecology	<b>Agency Number:</b> 461	<b>Contact Person:</b> Fran Huntington
<b>Phone Number:</b> 360-407-7028	<b>E-Mail Address:</b> fhun461@ecy.wa.gov	

### REQUESTED PROJECT INFORMATION

**Project Title (example: Relocation of Agency X Headquarters):**

Relocation of Ecology's Northwest Regional Office

<b>Type of Action Requested:</b>	<input checked="" type="checkbox"/> Obtain New Space	<input type="checkbox"/> Relocate Program	<input type="checkbox"/> Expand Existing Space	<input type="checkbox"/> Other
----------------------------------	--	---	--	--------------------------------

If other, specify:

<b>Primary Space Type:</b> 310 Office-General	<b>Secondary Space Type:</b> 730 Storage/Warehouses			
<b>Type of Operation:</b>	<input type="checkbox"/> Headquarters	<input checked="" type="checkbox"/> Regional	<input checked="" type="checkbox"/> Field	<input type="checkbox"/> Other

If other, specify:

<b>Location Requested (City/County):</b> King County	<b>Estimated Rentable Square Feet:</b> 58,646
<b>Projected Annual Ongoing Cost:</b> \$2,364,340	<b>Estimated One-Time Cost:</b> \$4,648,000
<b>Requested Occupancy Date:</b> 5/1/2021	<b>Lease term in years:</b> 10 years
<b>Is a cancellation clause necessary?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

If the agency requires a cancellation clause, describe terms and reason for cancellation clause:

### CURRENT SITE INFORMATION

Street Address	City	Square Feet	Lease Number	Lease End Date	Ownership/Lease Status
3190--160 <sup>th</sup> Ave. SE	Bellevue	60,423	SRL 15-0071	6/30/2021	Lease/Sublease from Private
1805 NW Mall Street	Issaquah	720	DEL 16-0081	1/31/2022	Lease/Sublease from Private
					Choose One
					Choose One

If ownership/lease status is other, specify:



## SECTION TWO - PROJECT REQUEST AND BUSINESS NEED

### PROJECT REQUEST AND BUSINESS NEED

#### **Describe the circumstances that created the need for this facilities project.**

The Department of Ecology's Northwest Regional Office (NWRO) has leased a large facility in Bellevue since 1992 together with small storage facilities nearby. The NWRO is the largest of Ecology's four regional offices and provides services to King, Snohomish, Skagit, Whatcom, San Juan and Island Counties. With the exception of Nuclear Waste and Office of Columbia River, all other agency programs are implemented out of the NWRO in order to be closer to the geographic area served.

The current NWRO facility was originally used for manufacturing and was retrofitted for office space. It does not meet the current WA State Lease Space Requirements and is inefficient in its energy use due in part to an outdated system of small HVAC units supporting more than 30 separate zones. The current interior wall layout makes the space inflexible and inefficient. A structural evaluation performed by Putnam Collins Scott Associates in 2005 suggests the seismic structural integrity is outdated by today's building codes.

#### **Provide a brief description of the preferred facilities solution.**

Ecology's Northwest Regional Office must be setup to efficiently allow a highly skilled workforce to carry out field assignments including; inspections, enforcement and emergency response to hazardous waste spills. These activities can take place within urban communities, remote areas, farmlands, Puget Sound, lakes and rivers throughout the region. Due to Ecology's diverse activities, equipment requirements and at times distances to unique sites, it's critical to develop a facility that will allow employees to safely and efficiently load and offload vehicles and boats on-site. Adjacencies of emergency response equipment, vehicles, boats, laboratories and field gear are paramount to achieve optimum success for an Ecology regional facility.

Field work often begins in the early morning hours loading equipment into vehicles. Because of the geographic size of the region it is very common to have staff return from field work well after the close of business. After hours site security is extremely important for employee safety. In addition to after-hour employee safety, site security for fleet vehicles, specialized trucks and boats is also important. A stolen or vandalized vehicle or boat prevents timely emergency response for hazardous waste spills and cleanups.

#### **Describe how the proposed project will affect agency operations. Include positive and negative impacts and any anticipated efficiencies gained.**

Ideally the relocation of Ecology's NWRO to a different facility will include consolidating all regional business operations into one property. Having all necessary spill response equipment and supplies located on-site with response personnel will help to reduce or minimize toxic threats to the environment.

#### **List the programs affected.**

Ecology Programs represented within the Northwest Regional Office include; Administration, Air Quality, Environmental Assessment, Hazardous Waste and Toxics Reduction, Shorelands and Environmental Assistance, Spill Response, Toxics Cleanup, Solid Waste Management, Water Resources and Water Quality.

#### **Describe the functions of the agency in the proposed space.**

The Department of Ecology divides the State into four separate regions. The focus of this project is Ecology's Northwest Regional Office located in Bellevue. The Northwest Regional Office territory is roughly defined from the crest of the Cascade Mountains on the east to Puget Sound on the west. The north boundary is the Canadian border and the southern boundary is the King / Pierce County line. Essentially this office is responsible for the entire northwest portion of the State including the San Juan Islands.

Ecology's Regional Offices primarily serve an implementation role including; permitting, inspection, and enforcement. With the exception of the Nuclear Waste and Office of Columbia River Programs, all other Ecology Programs are represented in the Northwest Regional Office including; Administration, Air Quality, Environmental Assessment, Hazardous Waste and Toxics Reduction, Shorelands and Environmental Assistance, Spill Response, Toxics Cleanup, Solid Waste Management, Water Quality, and Water Resources.

As an Ecology Regional Office, the Northwest Regional Office facility must be setup to efficiently allow highly skilled employees to carry out field work assignments including; inspections, enforcement, and emergency responses to



hazardous waste spills. These activities can take place within urban communities, remote areas, farmlands, Puget Sound, lakes and rivers throughout the region. Because of the diverse activities, equipment requirements, distances to unique locations; it's critical to develop a facility that will allow employees to safely and efficiently load and offload vehicles and boats on-site. Adjacencies of emergency response equipment, vehicles, boats, laboratories and field gear are paramount to achieve optimum success for a regional facility.

Field work and related activities often begin in the very early morning hours with staff loading and/or off-loading equipment and field samples from vehicles. It is very common because of the physical size of the region for field staff to return from their work in the field well after the close of business. Because employees are deployed during non business hours for field work activities, critical attention to site security is extremely important for their safety.

**If the requested space is an expansion or relocation, describe how the proposed space differs from the current space.**

As earlier mentioned, a primary objective in relocating the NWRO is to consolidate all agency business functions into the same site. Due to the current NWRO facility configuration and use constraints, specialized response equipment and supplies are stored separately off site approximately 5 miles away. Housing equipment and supplies with the program personnel greatly enhances effectiveness and efficiency in spill response and other agency programmatic operations.

**WORKPLACE STRATEGY**

**Describe how this request accommodates the user's assigned work including the on-site and off-site location(s) where work is performed.**

The current NWRO is fitted with non-modular furnishings dating to the 60's and 70's. Relocation to a different facility will provide the opportunity to procure new systems furniture that will increase space efficiency, allow greater flexibility to space use and achieve much improved occupant ergonomic comfort. While the user's assigned work will not likely change, the user's experience and environmental comfort will greatly improve with updated furnishings, collaborative spaces, and mobile technology.

**Describe the workplace strategies reflected in this agency request (i.e. telework, remote work, recruitment and retention goals, shared workspace, drop-in space, etc.).**

The relocation of the NWRO will incorporate workplace strategies that comply with OFM's Space Use Guidelines and Statewide Space Use Policy. Those strategies will include telework opportunities, remote work, as well as field work assignments. The facility layout will also include shared workspace, drop-in and huddle spaces. The overall space design for a new facility will focus on flexibility allowing the facility to be suitable not just from initial occupancy, but for years into the future.

**Describe how the agency will optimize the use of available technology related to this request (i.e. use of laptops, improved server technology, use of other mobile technology, etc.).**

The optimal technology solution for a flexible modern work environment must also be flexible. Ecology intends to achieve flexible solutions using technology through a robust wireless network within the new facility rather than a standard hardwired system configuration. This solution can provide significant flexibility to the end user by allowing anyone to perform work electronically throughout the facility rather than the limitation of individual hardwired workstations.

**SECTION THREE – FINANCIAL INFORMATION****CURRENT AND PROJECTED ONGOING COSTS**

Provide the agency's approximate total expenditures for the current space(s), if applicable, and provide the approximate annual costs anticipated for the new space for a five-year period.

Expenditure Type	Current Approximate Annual Costs in Dollars	Projected Approximate Annual Costs in Dollars
Rent or Debt Services	\$1,643,520	\$2,095,340
Energy (Electricity, Natural Gas)	\$95,500	\$93,500
Janitorial Services	\$167,160	\$145,000
Utilities (Water, Sewer, & Garbage)	\$16,825	\$12,000
Additional Parking		
Other	\$18,500	\$18,500
<i>Total of All Annual Expenditures</i>	\$1,941,505	\$2,364,340
<i>Annual Cost Per Square Foot</i>	\$31.76	\$40.32
<i>Approximate Annual Change</i>		\$8

If other ongoing costs are provided, specify:

Security patrol services, card key access system and maintenance, as well as IT connectivity.

**ONGOING FUNDING SOURCES**

The ongoing project expenses will be funded through:

☒ Existing Facilities Funds    ☐ Other Operating Funds    ☐ Future Budget Request

What fund source(s) will be used for the on-going funding of this space?

Funding will come from agency overhead (Ecology's shared facility / cost allocation budgeting) which consists of a combination of multiple agency fund sources since this location will be staffed by multiple Ecology Programs.

If the expenses are expected to be absorbed, how?

If the ongoing project expenses are funded through efficiencies, how?

**ONE-TIME PROJECT COST ESTIMATE**

DESCRIPTION	COST
DES Fees	\$460,000
Tenant Improvements (Construction)	\$790,000
IT Infrastructure	\$600,000
New Furniture Costs	\$1,680,000
Furniture Relocation Costs	\$260,000
Building Security and Access Systems	\$180,000
Moving Vendor and Supplies	\$100,000
Other	\$578,000
<b>Total</b>	<b>\$4,648,000</b>



**Define any relevant assumptions used to develop the one-time costs for this project request.**

DES Fees- based upon 2.5% of the first full service 5 year lease term and 1.25% of the second 5 year full service lease term, rounded.

Tenant Improvements- were calculated using \$15/RSF of the main office facility, rounded.

IT Infrastructure- covers IT project management, premise wiring, racks, UPS equipment, video conference room equipment, wireless network and access points installation and necessary consumables.

New Furniture- is priced at \$7,000 per workstation for 202 Residents and \$1,500 per 32 mobile users together with auto/electrical sit-stand station at approx \$700 per user, and \$30k for replacement conference room chairs.

Furniture Relocation Costs- supports dismantling existing furnishings, relocating and reassembling, hauling and recycling expense associated with existing furnishings, and specialized services to relocate the Hazardous Waste Container.

Building Security and Access Systems- supports relocating existing operating systems together with reinstallation at a different facility.

Moving Vendor and Supplies- is priced based upon previous experiences in Yakima, Vancouver and Bellingham relocations at \$395/FTE, rounded.

Other- is project contingency of 15%, rounded.

**ONE-TIME PROJECT FUNDING SOURCES**

**The one-time costs for this project will be funded through:**

☒ Existing Project Funds    ☐ Other Operating Funds    ☐ Future Budget Request

**What fund source(s) will be used for the one-time project costs?**

A blend of all agency funds in addition to COP financing of new furniture for the facility.

**If the expenses are expected to be absorbed, how?**

**If the one-time project expenses are funded through efficiencies, how?**

**SECTION FOUR - ALTERNATIVES CONSIDERED**

**Provide a complete description of other alternatives considered and a summary of the advantages and disadvantages of these alternatives.**

Ecology is actively engaged in evaluating multiple alternatives for the current Northwest Regional Office. Those alternatives include a collocation opportunity with WSDOT at their Shoreline facility, relocating to a new leased property elsewhere in King County, or renovating the current leased property in Bellevue. Each alternative has its advantages and disadvantages.

There is merit to collocate with WSDOT in their Shoreline facility if both agencies business needs can be met and each agency 'fits' into the facility space, and if the cost of the project works economically compared to other options. Ecology and WSDOT are actively working towards a functional understanding of the available Shoreline facility space at this time to determine if this alternative is practical. A disadvantage to the WSDOT collocation is the physical fit both short-term and for the long-term 20 year stay at the property. The other disadvantage is the uncertainty of the final cost of the major renovations needed to complete the project as well as the ability to complete the required renovations prior to May of 2021.

Relocating to a new leased property in northern King County or perhaps lower Snohomish County is identified as a second alternative. The anticipated advantage is again consolidating all of the regions business requirements at the same site. An advantage over the WSDOT collocation is a stronger likelihood of adequately fitting or sizing the physical facility to meet Ecology's needs. Because final cost projections are yet to be fully determined for the WSDOT collocation, it is assumed a new leased facility will be comparatively priced for a ten-year lease cycle. The disadvantages include sizable one-time expenses to relocate similar to the relocation to the WSDOT site, and limited available properties in the current market.

The third alternative is renewing the lease on the current property and renovating to improve business functionality. There are a number of advantages and disadvantages to this strategy. Staying put alleviates substantial relocation expenses to an alternative property. An estimated lease renewal projection for a ten-year period together with a sizable Tenant Improvement allowance is equal to or under the WSDOT project proposal. The current property is well within the size requirements of the projected needs of the regional office, it does however have to be retrofitted and space specifically reassigned to better align with programmatic functional needs. The disadvantages include remaining in a

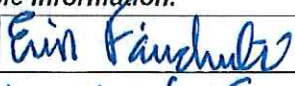
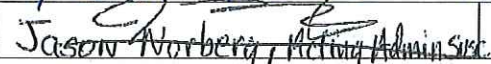
known older property with characteristic building challenges of its age. Most of which however can be addressed in both deferred maintenance and Tenant Improvement attention. Another disadvantage is without a different location to relocate to, renovation activities must take place while the agency occupies the space which can be disruptive.

If this project is not in the current Six-Year Facilities Plan or is not consistent with the Plan, explain.

This project is in the Six-Year Facilities Plan.

### SECTION FIVE – AUTHORIZATIONS

*I certify that the requested space is necessary, funds are available to implement this request and that all information is accurate based on the best available information.*

Agency Financial Manager Signature		Date: 7/26/18
Printed Name and Title	Erik Fairchild, Chief Financial officer	
Agency Director or Designee Signature		Date: 7/26/18
Printed Name and Title	Jason Norberg Acting Administrative Services director	





State of Washington

# SPACE PLANNING DATA SHEET

Last updated: June 2017

**Instructions:** This form should accompany the Modified Pre-Design and is to be completed for all new leases, purchases, relocations or expansions over 500 square feet. This tool is designed to provide an estimated rentable square footage. Refer to the State Facilities Workplace Strategies and Space Use Guidelines for more information.

Data supplied in this document will be used to:

- Evaluate the agency's request for space
- Develop the request for proposal or market search for space
- Evaluate qualifying proposals ability to meet the program needs
- Assist in developing a space plan

The following pages include summary instructions at the top of each page.

## Project Summary Information (compiled from the following tables)

**Project Title:** Ecology Northwest Regional Office **Date Submitted:** 7/31/2018

**Existing Facilities Total Square Feet:** 61,143 <==Inclusive of NWRO & nearby storage...

Facility Area Summary	Planned
Square Feet for Workspaces	15,076
Square Feet for Meeting & Focus Space	5,820
Square Feet for Office Support	6,520
Square Feet for Storage & Files	3,150
Square Feet for Program Special	3,620
<b>Occupant Area</b>	<b>34,186</b>
Base Building Circulation (40% of Total Occupant Area)	13,674
<b>Usable (Total Occupant Area + Base Building Circulation)</b>	<b>47,860</b>
Building Service and Amenity Areas (10% of Usable Square Feet)	4,786
<b>Total Rentable Square Feet</b>	<b>52,646</b>
Square Feet for Warehouse and Special Equipment (Not in Circulation Area)	6,000
<b>Total Project Square Feet</b>	<b>58,646</b>

User and Workspace Summary	Existing	Planned
Resident	237	198
Internally Mobile	0	4
Externally Mobile	0	38
Remote	0	0
Vacant	0	0
<b>Total Users</b>	<b>237</b>	<b>240</b>
Total Offices	10	11
Total Workstations	227	191
Total Mobile Benches	0	32
Total Touchdown Spaces	0	0
<b>Total Workspaces</b>	<b>237</b>	<b>234</b>
<b>Rentable Square Feet Per Users</b>	<b>258</b>	<b>219</b>
<b>Rentable Square Feet per Workspaces</b>	<b>258</b>	<b>225</b>

<b>Percent of Workspaces to Number of Users</b>	<b>100.0%</b>	<b>97.5%</b>
<b>Planned User Growth</b>		<b>1.3%</b>
<b>Planned Workspace Growth</b>		<b>-1.3%</b>





Instructions: Identify the position / user type, the current and planned work pattern type, workspace type and the space allocated for each workspace. Include the number of users and the workspace count for each space type. Definitions are below the table.

## ADDITIONAL USERS AND WORKSPACES

USER INFORMATION				WORKSPACE INFORMATION					NOTES
POSITION / USER TYPE	CURRENT WORK PATTERN TYPE	PLANNED WORK PATTERN TYPE	EXISTING FACILITY USER COUNT	WORKSPACE TYPE	SPACE ALLOCATED FOR EACH WORKSPACE	EXISTING FACILITY WORK-SPACES	PLANNED WORK-SPACES	TOTAL PLANNED SQUARE FEET	
Northwest Regional Director	Resident	Resident	1	Office	200	1	1	200	Confidential conversations 60% of the time or more daily.
Regional Business Administrator	Resident	Resident	1	Office	150	1	1	150	Confidential conversations 60% of the time or more daily.
WMS-2 Program Section Manager	Resident	Resident	7	Office	150	7	8	1,200	Confidential conversations 60% of the time or more daily.
Communications Consultant 5	Resident	Resident	1	Office	150	1	1	150	Confidential conversations 60% of the time or more daily.
WMS-1 Program Unit Supervisor	Resident	Resident	9	Workstation	64	9	8	512	
WMS-1 Program Unit Supervisor	Resident	Externally Mobile	1	Mobile Bench	36		1	36	
Secretary Supervisor and Senior	Resident	Internally Mobile	4	Workstation	64	4	4	256	
Administrative & Office Assistant	Resident	Resident	7	Workstation	64	7	7	448	
Administrative & Office Assistant	Resident	Internally Mobile	5	Workstation	64	5	5	320	
Forms & Records Analyst	Resident	Internally Mobile	14	Workstation	64	14	13	832	
Environmental Planner	Resident	Internally Mobile	1	Mobile Bench	36		1	36	
Environmental Specialist & Technician	Resident	Resident	84	Workstation	64	84	76	4,864	
Environmental Specialist	Resident	Externally Mobile	8	Mobile Bench	36		8	288	
Environmental Engineer	Resident	Internally Mobile	36	Workstation	64	36	34	2,176	
Environmental Engineer	Resident	Externally Mobile	2	Mobile Bench	36		2	72	
Environmental Scientist	Resident	Internally Mobile	22	Workstation	64	22	21	1,344	Job class merged with Environmental Specialist Series
Hydrogeologist	Resident	Externally Mobile	2	Workstation	64	2	2	128	Job class merged with Environmental Specialist Series
Toxicologist	Resident	Internally Mobile	6	Workstation	64	6	5	320	
Natural Resource Scientist	Resident	Externally Mobile	1	Mobile Bench	36		1	36	
Natural Resource Scientist	Resident	Externally Mobile	199			199	200	13,404	
<b>TOTAL</b>									

WORKSPACE TYPE	SQUARE FEET RANGE	DEFINITION
Office	100-150	An enclosed unassigned or assigned space used by a resident user with floor-to-ceiling walls.
Workstation	42-64	An open or partially enclosed, unassigned or assigned space used by a resident or internally mobile user.
Mobile Bench	24-36	A workstation in a bench format, unassigned or assigned, used by an internally or externally mobile user.
Touchdown Space	24	An unassigned space that provides open seating in varying forms to conduct work on an irregular basis or for short periods of time.

## Definitions

User: Any person who routinely works at a facility of any amount of time and may have an assigned workspace.

Resident: A user who typically spends at least 75% of his/her time in the facility (with more time spent at the workspace than away from it).

Internally Mobile: A user who is away from his/her workspace or somewhere else in the facility more than 50 percent of the time.

Externally Mobile: A user who spends at least 50 percent of his/her time outside the facility working in the field, from home or from other external locations.

Remote / Visitor: A user who is occasionally (one-four days per month) in the facility.

**Instructions:** To determine the size of these spaces multiply the number of users by the square feet in the chart below. See the guide below the table for types of space to consider in this category.

## MEETING & FOCUS AREAS

[illegible]

SPACE TYPE	SQUARE FEET PER USER	DEFINITION
Conference Rooms	15	An enclosed space for meetings.
Collaboration Space	20	A nonreservable space that is open or semi-enclosed for informal meeting.
Focus Rooms	40	An enclosed space with limited visual and/or acoustical distractions for one to four users.
Focus Points	40	A nonreservable, semi-enclosed space with limited visual and acoustical distractions for a single user.
Training Rooms	25-35	An enclosed space for recurring specialized training.















<b>LOCATION AND SITE REQUIREMENTS</b>	
Instructions: The information in this section will define the geographic location and site requirements for the proposed new space. The information will be used to develop the Request for Proposals or Market Searches.	
<b>Provide requested geographic boundaries:</b>	
TBD. Generally I-90 corridor north to I-5 / I-405 intersection.	
<b>Location restrictions, if any:</b>	
<b>Define the service area using zip codes, cities, counties, or regions:</b>	
King, Snohomish, Skagit, Whatcom, Island, San Juan and portions of Kitsap counties.	
<b>Describe any important adjacencies, such as proximity to a courthouse, a community partner, etc:</b>	
Proximity to major interstate routes to facilitate Spill Response deployment.	
<b>Define any public transportation requirements:</b>	
Near public transportation facilities is very desirable.	
<b>Define any access requirements to major routes of travel:</b>	
Proximity to major interstate routes to facilitate Spill Response deployment.	
<b>Describe preferences for access and storage for alternative transportation modes (bicycles, motorcycles, vanpools, charging stations for electric vehicles):</b>	
EV charging stations required, as well as vanpools and appropriate secure bicycle storage.	
<b>Describe any special site requirements (access, large turning radius, etc.):</b>	
ECY regional field operations require the use of large trucks and trailers for daily operations.	
<b>Describe any special pedestrian access requirements:</b>	
<b>Will this facility house public employees that may also serve the general public?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Describe any unique parking requirements:</b>	
Secure vehicle parking to support 70+ general fleet and special use vehicles.	
<i>Note: Generally, space is acquired with jurisdictional code parking. If the agency requires parking in excess of the jurisdictional code, information can be found on the DES website. Parking needs above code will be defined using the established DES policies and resulting number of stalls should be included in the request for proposals or market search.</i>	

# 2019-21 IT ADDENDUM

## **NWRO Relocation**

### **Part 1: Itemized IT Costs**

Please itemize all IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation), or IT staff. When itemizing costs, please consider the total cost of the combined level of effort which includes: the associated costs, from planning through closeout, of state, vendor, or both, in order to purchase, acquire, gather and document requirements, design, develop or configure, plan or conduct testing, and complete implementation of enhancement(s) to an existing system.

<b>Information Technology Items in this DP</b> <i>(insert rows as required)</i>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
Low-Voltage Wiring				\$198,000
Wireless Network Hardware				\$24,000
Un-interruptible Power Supplies (UPS)				\$38,000
Consumables (Power strips, patch cables, etc.)				\$10,000
Conference Room AV Capabilities				\$110,000
IT Project Management				\$220,000
<b>Total Cost</b>				<b>\$600,000</b>

### **Part 2: Identifying IT Projects**

If the investment proposed in the decision package is the development or acquisition of an IT project/system, or is an enhancement to or modification of an existing IT project/system, it will also be reviewed and ranked by the OCIO as required by RCW 43.88.092. The answers to the three questions below will help OFM and the OCIO determine whether this decision package is, or enhances/modifies, an IT project:

1. Does this decision package fund the development or acquisition of a new or enhanced software or hardware system or service? ☒ Yes ☐ No
2. Does this decision package fund the acquisition or enhancements of any agency data centers? (See OCIO [Policy 184](#) for definition.) ☐ Yes ☒ No
3. Does this decision package fund the continuation of a project that is, or will be, under OCIO oversight? (See OCIO [Policy 121](#).) ☐ Yes ☒ No

If you answered “yes” to any of the above questions, you must answer the questions in Part 3 to finish the IT Addendum. Refer to Chapter 10 of the operating budget instructions for more information and a link to resources and information about the evaluation criteria questions.

## Part 3: IT Project Questions

### Agency readiness/solution appropriateness

#### Organizational change management

1. Describe the types of organizational changes expected because of this effort. How has your agency considered these impacts in planning the project and within this funding request? Include specific examples regarding planned Organizational Change Management (OCM) activities and whether or how the requested funding will support these efforts.

No organizational changes are anticipated as a result of the IT portion of this project to relocate the existing NWRO. The project will relocate existing IT infrastructure from the current facility in Bellevue to the anticipated new location with WSDOT in Shoreline.

#### Agency technology portfolio risk assessment

2. How does this project integrate into and/or improve the overall health of your agency's IT portfolio? Include specific examples such as system efficiencies, technology risks mitigated, technology improvements achieved, etc.

No changes to IT risks are anticipated in this project as this project relocates Ecology's Northwest Regional Office (NWRO) from the current facility in Bellevue to the anticipated collocation with WSDOT in Shoreline. The existing IT infrastructure will be moved from one location to another.

#### Solution scale

3. Explain how this investment is scaled appropriately to solve the proposed business problem. Describe what considerations and decisions the agency has made to determine the sizing of this investment and why it is appropriate to solve the business problem outlined in the decision package.

The estimated project expense and scope was built based on Ecology's recent experiences in relocating its Central Regional Office, Vancouver and Bellingham Field Offices. The IT infrastructure is a necessary business function of the current NWRO and must be moved with the office to maintain appropriate business functions and operations.

#### Resource availability

4. How has the agency determined the resources required for this effort to be successful? How does this funding request support that resourcing need? If the agency intends to use existing resources for this effort, how are risks around resource availability being addressed?

Experience in the relocation of other regional and field offices has shown substantive value in contracting IT project management assistance to oversee the planning and execution effort involved in the facility relocation. Other support will be addressed as necessary using Ecology IT staff and the IT Project Manager assigned.

#### Investment urgency

5. With regards to the urgency of this investment, please select **one** of the following that most closely describes the urgency of your investment, and **explain your reasoning**:

- ☐ This investment addresses a currently unmet, time sensitive legal mandate or addresses audit findings which require urgent action.

**Reason:**

- ☐ This investment addresses imminent failure of a mission critical or business essential system or infrastructure and will improve that issue.

**Reason:**

- ☐ This investment addresses an agency's backlog of technology systems and provides an opportunity for modernization or improvement.

**Reason:**

- ☒ This investment provides an opportunity to improve services, but does not introduce new capability or address imminent risks.

**Reason:**

This investment is required to facilitate the relocation of Ecology's existing Northwest Regional Office housed in Bellevue to the anticipated collocation with WSDOT in Shoreline during the 2019-21 Biennium. The current Ecology NWRO in Bellevue is scheduled to relocate on or before April 30, 2021.

## Architecture/Technology Strategy Alignment

### Strategic alignment

6. Using specific examples, describe how this investment aligns with strategic elements of the Enterprise Technology Strategic Plan. Examples of strategic principles that tie back to tenets of the strategic plan include, but are not limited to: buy don't build, solutions hosted on modern hosting solutions, solutions promoting accessibility, early value delivery of functionality throughout the project, and modular implementation of project features.

This project physically relocates Ecology's NWRO from the current Bellevue property to an anticipated collocation with WSDOT in their Shoreline facility. IT equipment was upgraded and/or replaced in 2017 and will be physically relocated to the new facility.

### Technical alignment

7. Using specific examples, describe how this investment aligns with technical elements of the Enterprise Technology Strategic Plan. Examples of technical principles that tie back to tenets of the strategic plan include, but are not limited to: data minimization, incorporating security principles into system design and implementation, publishing open data, and incorporating mobile solutions into systems.

Ecology's existing IT infrastructure is already technically aligned. This project to relocate Ecology's NWRO to the anticipated collocation with WSDOT in their Shoreline facility will introduce no changes in technical alignment.

### Governance processes

8. What governance processes does your agency have in place to support this project, or what new governance processes will be introduced to accommodate this effort? Examples of governance processes include executive sponsorship and steering, vendor/contract management, change

control, quality assurance (QA), independent verification and validation (IV&V), and incorporating stakeholder feedback into decision making processes. Provide examples of how your proposed budget includes adequate funding and planning for governance processes, if applicable.

The Ecology executive sponsor for this project is the Administrative Services Director closely aligned with Ecology's Chief Information Officer. IT Project administration is anticipated through IT Project Management contractor/consultant services agreement. All contracts will be managed by the Regional Facility Director who has extensive experience managing infrastructure contracts. Change control will be built into the contracts.

#### **Interoperability, interfaces and reuse**

9. Does this proposed solution support interoperability and/or interfaces of existing systems within the state? Does this proposal reuse existing components of a solution already in use in the state? If the solution is a new proposal, will it allow for such principles in the future? Provide specific examples.

This project will reuse existing IT infrastructure by relocating these elements from the current Ecology NWRO in Bellevue to the new anticipated colocation with WSDOT in their Shoreline facility.

### **Business/Citizen Driven Technology**

#### **Measurable business outcomes**

10. Describe how this proposed IT investment improves business outcomes within your agency? Provide specific examples of business outcomes in use within your agency, and how those outcomes will be improved as a result of this technology.

The outcome of this request will be a regional office facility purposely designed to delivery Ecology's business needs today and well into the future. A facility that has the capacity to house all required program equipment and functions on-site, incorporates the essence the modern work environment, is energy efficient with a modernized HVAC system and adaptable to future workload requirements.

This request is essential to implementing a priority in Ecology's strategic plan as it helps prevent and reduce toxic threats to the environment and protects and restores Puget Sound. Because Ecology's NWRO Spill Response Section will be collocated with all its necessary equipment for efficient response to spills in the environment minimizing spill clean-up efforts compared to the existing facility. This more effective operation will help reduce pollution from reaching Puget Sound.

This project provides essential support to the Governor's Results Washington Goal 5; Efficient, Effective, and Accountable Government by more timely response to spills and other environmental threats. Collocating Ecology's response teams with the correct equipment and supplies to efficiently respond to spills and environmental threats will significantly improve timeliness for agency core services.

#### **Customer centered technology**



11. Describe how this proposed investment improves customer experience. Include a description of the mechanism to receive and incorporate customer feedback. If the investment supports internal IT customers, how will agency users experience and interact with this investment? If the customers are external (citizen), how will the citizen experience with your agency be improved as result of implementing this investment? Provide specific examples.

This project will not have an effect on internal or external technology customers of the NWRO. The current IT related technology / systems in the Bellevue facility will be turned off, disconnected, relocated and reconnected at new location. The project supports the physical relocation of the agency's NWRO from the current Bellevue location to the anticipated collocation with WSDOT in their Shoreline facility.

#### **Business process transformation**

12. Describe how this IT investment supports business processes in your agency. Include the degree of change anticipated to business processes and the expected improvements as a result of this technology. Describe how the business and technology will coordinate and communicate project tasks and activities. Provide specific examples of how business processes are related to this technology and expected improvements to business processes as a result of implementing this technology.

No business process changes are anticipated for relocating IT infrastructure from one building address to another. The current IT related technology / systems will be turned off, disconnected, relocated and reconnected at new location. The project supports the physical relocation of the agency's NWRO from the current Bellevue location to the anticipated collocation with WSDOT in their Shoreline facility.



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AK - Integrated Grant and Revenue System  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Lisa Darnell  
 (360) 407-7052  
 Lisa.Darnell@ecy.wa.gov

### Agency Recommendation Summary

Ecology's ability to fulfill its mission depends on our ability to efficiently and effectively manage federal grant receivables, recover costs associated with cleanup activities, and administer over \$900 million in pass through funding to local partners for work in local communities throughout the state. Right now, Ecology uses two custom built and one Commercial Off-The-Shelf systems to provide subsidiary ledger functions and interface with the statewide accounting system, AFRS. These systems are outdated, expensive and inefficient to support. They also have significant and high risk of system failure. Ecology is requesting funds to replace these aging systems to meet business needs, reduce the risk of audit findings, increase the quality and security of data, and gain efficiencies through standardizing processes.

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$303	\$224	\$111	\$112
Fund 027 - 1	\$20	\$15	\$8	\$7
Fund 02P - 1	\$13	\$9	\$5	\$5
Fund 044 - 1	\$65	\$49	\$24	\$24
Fund 163 - 1	\$13	\$9	\$5	\$4
Fund 173 - 1	\$1,129	\$836	\$416	\$415
Fund 174 - 1	\$28	\$21	\$10	\$10
Fund 176 - 1	\$343	\$254	\$126	\$127
<b>Total Expenditures</b>	<b>\$2,526</b>	<b>\$1,869</b>	<b>\$929</b>	<b>\$929</b>
<b>Biennial Totals</b>		<b>\$4,395</b>		<b>\$1,858</b>

<b>Operating Expenditures</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Fund 182 - 1	\$33	\$24	\$12	\$12
Fund 199 - 1	\$18	\$13	\$7	\$7
Fund 19G - 1	\$210	\$155	\$77	\$77
Fund 207 - 1	\$58	\$43	\$21	\$22
Fund 20R - 1	\$139	\$103	\$51	\$51
Fund 216 - 1	\$30	\$22	\$11	\$11
Fund 217 - 1	\$68	\$50	\$25	\$25
Fund 219 - 1	\$28	\$21	\$10	\$10
Fund 564 - 1	\$28	\$21	\$10	\$10
<b>Total Expenditures</b>	<b>\$2,526</b>	<b>\$1,869</b>	<b>\$929</b>	<b>\$929</b>
<b>Biennial Totals</b>		<b>\$4,395</b>		<b>\$1,858</b>
<b>Staffing</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
FTEs	5.8	3.5	0.0	0.0
<b>Average Annual</b>		<b>4.7</b>		<b>0.0</b>
<b>Object of Expenditure</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Obj. A	\$393	\$222	\$0	\$0
Obj. B	\$145	\$82	\$0	\$0
Obj. C	\$175	\$190	\$75	\$75
Obj. E	\$1,634	\$1,274	\$854	\$854
Obj. G	\$13	\$7	\$0	\$0
Obj. J	\$6	\$4	\$0	\$0
Obj. T	\$160	\$90	\$0	\$0
<b>Revenue</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
20R - 0294	\$139	\$103	\$51	\$51
<b>Total</b>	<b>\$139</b>	<b>\$103</b>	<b>\$51</b>	<b>\$51</b>
<b>Biennial Totals</b>		<b>\$242</b>		<b>\$102</b>

## Package Description



## Problem and Opportunity

Ecology's ability to fulfill its mission of protecting, preserving, and enhancing Washington's environment depends on our ability to efficiently and effectively manage the agency's revenue and pass-through funding. Ecology currently manages financial data using siloed, custom-built systems that provide the subsidiary ledger functions needed to interface with the Office of Financial Management's (OFM) statewide accounting system, AFRS. Although more current, Ecology's pass-through grant and loan management system is inefficient and requires significant staffing and resources to maintain. In 2017, Ecology made the decision to invest in Microsoft Dynamics to integrate four failing revenue management systems into one robust business application. Ecology has an opportunity to leverage the technology investment made in Microsoft Dynamics to solve multiple problems and continue transforming the way the agency does business. This request will provide funding to replace three Ecology-specific systems:

- Federal Grant Receivable System (GRS)
- Toxics Cleanup Cost Recovery System (TCCRS)
- Ecology Administration of Grants and Loans system (EAGL)

The functions of these systems are essential to Ecology operations. They allow Ecology staff to collect, manage, and track revenue from federal grant receivables and cost recovery on cleanup activities. Ecology's revenue management scope includes an average \$150 million each biennium from federal sources and \$9.7 million each biennium in cleanup cost recovery. Ecology's current biennial pass-through budget is over \$900 million. This money is passed through to public and private partners for vital environmental and public health work in communities throughout the state.

The problem is the current systems are outdated, inefficient, and require significant resources to maintain. The GRS and TCCRS are maintained by a contractor who could retire at any time. They are extremely difficult to modify, and they use technology that is no longer standard in the Information Technology (IT) industry. This puts Ecology at significant risk of losing ability to support, maintain, and enhance these systems. Because the systems cannot be modified to accommodate new business needs, those needs have to be met outside the systems. Ecology is using manual data handoffs between the systems, which leads to duplicate data entry, errors, and audit concerns. The manual operations also lead to the proliferation of "shadow systems" – staff creating their own spreadsheets and desktop databases. These shadow systems increase agency risk, because they are built with little attention to security or disaster recovery functions. This situation creates a major risk for Ecology and state in carrying out core functions.

Ecology has confirmed that One Washington functionality related to these systems will either not meet agency business needs or implementation of an enterprise solution is so far out that it will put the agency at risk. Ecology is actively participating in the One Washington effort, and working to ensure coordination and consistency with that important work.

The opportunity is to move away from outdated, custom-built systems toward Microsoft Dynamics, an industry supported, flexible system that will meet business needs now, and can adapt to meet business needs in the future. As part of this system change, Ecology will standardize business

processes to ensure staff resources are used effectively and efficiently. Leveraging our previous investment in Microsoft Dynamics and standardizing business processes will ensure state policies and procedures are followed, financial records are audit compliant, and financial risk is reduced. This will allow Ecology to maintain the trust the Legislature, our federal partners, and the public, have placed in us – to be good stewards of the dollars we manage for their benefit.

Ecology is requesting funds to configure Microsoft Dynamics to meet business needs and replace the three separate aging systems.

#### Overview of current and future state:

Current State:	Future State:
<ul style="list-style-type: none"> <li>• Multiple, non-standard, manual processes.</li> <li>• Manual, duplicate data entry that is error prone – reducing the quality and accuracy of information and increasing audit risks.</li> <li>• Manual reporting processes to cut and paste data into spreadsheets.</li> <li>• Aging, custom-developed systems in non-standard technologies that are difficult to update or enhance.</li> <li>• Dependent on one specialized contractor for system support who could retire and leave Ecology stranded.</li> <li>• Inability of systems to meet current and future business needs, causing the following:             <ul style="list-style-type: none"> <li>○ Inefficient business processes designed to accommodate antiquated technologies.</li> <li>○ Dependence on "shadow systems."</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Standardized, efficient processes that align with industry standards.</li> <li>• Integrated system that eliminates duplicate data entry – increasing the quality and accuracy of information and reducing audit risks.</li> <li>• Robust and automated reporting.</li> <li>• Single, integrated, modern system that is efficient to update and is supported by a network of vendors.</li> <li>• Supported by internal resources and large vendor support team.</li> <li>• Ability for system to meet current and future business needs through configuration – eliminating need for shadow systems and manual interventions.</li> <li>• Secure user access based on user role.</li> <li>• Secure, auditable transaction tracking.</li> </ul>

### Details of Current State

#### Federal Grants Receivable Tracking:

Ecology Grants Receivable System (GRS, circa 1992) is the Ecology subsidiary system designed to track budget, expenditures, match, and reimbursements due to Ecology from federal grants the agency receives. Over 80 federal grants averaging \$150 million are managed in the system each biennium. GRS uses formulas and business rules to calculate indirect costs, match, and determine the reimbursement amount Ecology needs to request from the federal government.

The author of the GRS source code is a contractor who could retire at any time. Ecology has conducted market research to determine what it would cost the agency to obtain a replacement resource with this skill. In addition to significant time for on-boarding, a new contracted resource would likely cost from 130 to 150 percent of the current hourly rate. Ecology has agreements with 13 federal agencies, and they have different reporting requirements. The process to compile data from multiple

systems for required reporting is manual, inefficient, and error-prone. GRS runs in a technology that is no longer supported, and any major bug or security vulnerability could force a shutdown of the entire system, introducing an unacceptable financial risk to Ecology and the state.

#### Toxics Cleanup Tracking:

Toxics Cleanup Cost Recovery System (TCCRS, circa 1992) helps Ecology manage funding for critical cleanup activities. The system uses employee time data collected in our eTime system to calculate and prepare invoicing for approximately 200 contaminated sites throughout Washington. The system is also used to track and invoice over 400 property owners who voluntarily clean up contaminated property with Ecology assistance or review (Voluntary Cleanup Program – VCP). The VCP minimizes the need for public funding used for cleanup and promotes local economic development through new industries and other beneficial uses of cleaned properties. The purpose of the TCCRS is to track invoicing and payment of over \$9.7 million in Ecology receivables each biennium.

The author of the TCCRS source code is the same contractor for GRS. Like GRS, TCCRS cannot be enhanced to meet current and evolving business needs. TCCRS runs in a technology that is no longer supported, and any major bug or security vulnerability could force a shutdown of the entire system, introducing an unacceptable financial risk to Ecology.

#### Grant and Loan Tracking:

Ecology's Administration of Grants and Loans (EAGL, circa 2013) system supports solicitation, awarding, progress and payment tracking, and reporting of over \$900 million dollars in grants and loans (2017-19 Capital Budget). Most of the money Ecology manages is passed through to local governments and communities to do environmental and public health work. The money awarded directly creates jobs, improves economic development, and protects environmental and public health.

The EAGL system has been experiencing performance issues. It is difficult for staff to maintain and enhance, and requires significant agency resources to develop new grant applications and trouble shoot and fix system bugs. It has been very challenging to obtain, train, and retain internal resources to manage this system. Ecology does not have sufficient resources to manage or enhance the system to meet current and evolving business needs.

The current system is good at fulfilling business and workflow requirements that were envisioned five years ago by the project team, but the effort to create new grant funding applications and forms is significantly greater than expected. Each new application takes approximate six to eight weeks to develop, test, and deploy. This has delayed posting new funding opportunities, which can also delay starting environmental projects, because they often depend on good weather and are limited by seasonal construction windows.

## Details of Future State

### Integrated Financial System

This request is transformative, because it will move Ecology from two siloed, custom-built systems and one Commercial Off-The-Shelf (COTS) system into a modern, supportable, integrated financial management system. Building on the Dynamics platform, the integrated system will support federal grant revenue management, cleanup cost recovery tracking and invoicing, and grant and loan solicitation, award, and management functions in one system. Because the new, modernized system will be supportable and flexible, it will allow Ecology to meet business needs now and in the future. Standardized business processes will be consistent with best practices and implemented and enforced by the system.

An integrated system will reduce inefficient hand-offs. This will reduce risk, because financial information will be more accurate, secure, and audit compliant. Management will have better access to a suite of financial information for decision making.

Ecology is ready for this project. We have surveyed the affected staff, and they are eager and prepared for change. The project has strong executive sponsorship. Ecology's Chief Financial Officer (CFO) and Chief Information Officer (CIO) will be the co-executive sponsors for this project. Both are very committed to project success and support reengineering the business processes prior to implementing them in an integrated system. The CFO has relevant experience through his executive sponsorship for the Ecology Integrated Revenue Management System and Electronic Payment Portal projects. Also, Ecology's Deputy Director will support this project, and she has sponsored several successful, large IT projects over the years.

In addition to the near-term benefits described above, an integrated system will allow Ecology to continuously improve business processes and integrate other financial capabilities in future implementation phases of Dynamics, fully leveraging Ecology's investment.

## Benefits

By replacing the three identified systems with an integrated system, Ecology will gain the following benefits:

- Complements the work being done at the state level on the One Washington initiative by consolidating Ecology-specific IT systems that will integrate with One Washington.
- Consolidates and modernizes Ecology's portfolio IT systems.
- Replaces mainframe legacy systems that will eventually lose support.
- Streamlines current business processes.
- Provides better customer service. Integrating EAGL and the electronic payment portal into a single system will provide a seamless experience for grant and loan recipients.
- Increases ability to fulfill Ecology's environmental mission by better managing resources that are critical to supporting environmental work.
- Decreases cost of system support. The cost of IT and business support for existing systems is very high. In particular, support costs for EAGL continue to rise.
- Meets mandatory accessibility standards. It is cost prohibitive to make current systems comply with accessibility laws, policies, and standards.

- Enables more rapid automation of business process changes required by the Legislature or policy and rule changes.

### **Managing Project Risk**

This project will be overseen by an experienced senior project manager from Ecology's Project Management and Planning Section to ensure that proven project management processes are implemented. Also, Ecology will use specialized resources for this project to further reduce the risk of failure and increase the opportunity for success:

- Organizational Change Management (OCM) – the OCM plan will be created and executed with contracted resources to ensure the people side of the transition is successful.
- External Project Quality Assurance – Ecology will contract for external quality assurance resources to ensure this transformative project has a healthy start with appropriate planning and governance, ongoing assessments, and practical guidance to stay on track and meet deployment goals.

### **Impacts on Population Served:**

Washington residents are indirectly impacted, because the integrated financial system will help manage the funds for critical agency work that lead to a healthier environment. Without proper and timely management of these funds, toxics cleanup, water quality infrastructure, and waste management projects could be compromised or delayed.

Ecology's ability to effectively and efficiently manage federal grant receivables, recover costs spent on cleanup projects, and disburse hundreds of millions of dollars to local governments and communities has an indirect impact on every person in the state. Collecting federal revenue and being reimbursed for cleanup costs is crucial to our ability to perform environmental work. Disbursing grant and loan funds is vital to the environmental work done by a variety of Washington communities.

### **Alternatives Explored:**

Considering the age of the current IT systems, continuing business as usual is not an option. Support for these systems cannot be sustained, and they will fail at some point. Ecology has determined the systems must be replaced.

Three options were considered:

- Replace with individual, custom-built systems. This option would be the most expensive and would conflict with the Office of the Chief Information Officer's initiative – Modernization of state government – Cloud first.
- Replace with individual, Commercial Off-the-Shelf systems. This option would be more expensive and take longer to implement than an integrated system. Implementing individual systems would not allow Ecology to realize the efficiencies associated with an integrated system – duplicate data entry would still be required, and IT staff would still support multiple systems. It

would also require three implementation projects, three procurements, three vendors to manage, and three integrations with AFRS.

- Leverage Ecology's investment in Microsoft Dynamics. This option is the least expensive and can be implemented in the shortest amount of time. Efficiencies associated with system integration will be realized. And Ecology will manage only a single, large implementation project, one procurement, one interface to AFRS, and one vendor.

### **Consequences of Not Funding This Request:**

If Ecology takes no action, the current systems would continue to reduce our effectiveness and would eventually fail. Complete failure of any of the current systems would require manually processing and tracking agency revenue and cause delays in awarding grants and disbursing grant and loan funds. Manual processes require additional staff resources. These manual processes are less accurate and less secure, increasing risk of audit findings. Manual tracking would delay collecting revenue due to Ecology.

Short of complete failure, the consequences of *not* replacing the current systems include:

- Continued inability to meet current and changing/future business needs.
- Continued increase in IT support costs as the systems fall further behind IT industry standards.
- Continued need for duplicate data entry into multiple systems, leading to errors, time consuming reconciliation processes, and audit concerns.
- Continued security risk, leading to threat of data loss and corruption.
- Continued risk of federal funding instability. It is currently a challenge to comply with federal reporting requirements due to data being stored in multiple systems. Federal funding stability requires that our federal partners have faith in Ecology's ability to properly manage federal grant dollars.

If no action were taken, and Ecology needed to replace our current contracted IT support, support costs would increase. Under the current contract, Ecology pays \$85 per hour for maintenance of the two custom-built systems. Current market rate for a COBOL programmer, if one could be hired, is \$200 per hour.

Ecology's current maintenance and support contract for EAGL is \$32,500 per year. The vendor's hourly rate for configuration is \$110. Because of the challenge to obtain, train, and retain internal resources to manage this system, the agency has resorted to hiring the vendor for more and more configuration support.

## **Assumptions and Calculations**

### **Expansion or alteration of a current program or service:**

This request is a Phase two expansion of a current project that is funded through Fiscal Year 2020. The base budget for Phase one of this project is \$1.5 million and 2.0 FTEs in the 2017-19 Biennium and \$1.35 million and 2.0 FTEs in Fiscal Year 2020. The work is currently under way and will move four critical financial management systems (Loan Tracking, Receivable Tracking, Fee Billing and Tracking, and Cashiering) onto one modern platform.

Funding for the Phase one project was in the Governor and House budgets, but did not make it into the final enacted 2017-19 Operating Budget. Ecology could not afford the financial risks to let these systems continue as they were. The decision was made to fund the project with existing base budget resources and make reductions to environmental program work to cover these costs. However, Ecology does not have capacity in the current budget to further cut core environmental work to continue the work proposed by this budget request.

**Detailed assumptions and calculations:**

Ecology requires a one-time investment of \$ 4,395,358 from multiple funds during the 24-month implementation of the project in State Fiscal Years 2020 and 2021. This is the best estimate at this time, based on Ecology's experience with similar projects and implementation of Microsoft Dynamics to replace four subsidiary revenue systems. A formal Request for Proposal process will determine the final vendor and costs.

In Fiscal Year 2020 through 2021, Ecology will require salaries, benefits, and associated staff costs for 1.0 FTE Information Technology Specialist 5 to serve as the business lead for the project, and 1.0 FTE Management Analyst 4 to serve as the Project Business Analyst.

In Fiscal Year 2020, Ecology will require staff costs for 3.0 FTEs Environmental Planners and 1.0 FTE Fiscal Analyst 4.

**One Time Costs Include:**

Cost Element	FY 2020	FY 2021	Total
Contract for implementation services. (Obj E) - One Time	300,000	300,000	600,000
Contract for change management services. (Obj E) - One Time	300,000	150,000	450,000
Contract for external quality assurance. (Obj C) - One Time	100,000	100,000	200,000
WaTech for testing of AFRS interface (Obj C) - One Time	0	15,000	15,000
One-time salary, benefits, and associated staff costs for: - 1.0 FTE ITS 5 level for 24 months - 1.0 FTE Management Analyst 4 (Project Business Analyst) for 24 months. - 1.0 FTE Fiscal Analyst 4 for 12 months (Fiscal Year 2021) - 3.0 FTEs Environmental Planner 4 (Fiscal Year 2020)	739,228	419,292	1,158,520
<b>Total</b>	<b>1,439,228</b>	<b>984,292</b>	<b>2,423,520</b>

## Ongoing costs:

Cost Element	FY2020	FY2021	FY2022 and beyond
Ongoing Annual license fee for system software (Obj E)	395,419	395,419	438,915/year
-			
Ongoing Annual license for grant software (Obj E)	616,000	415,000	415,000/year
AKA – Managed Services (Obj C)	75,000	75,000	75,000/year
Total	1,086,419	885,419	928,915

## Workforce Assumptions:

Expenditures by Object	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Salaries and						
A Wages	392,685	221,967				
B Employee Benefits	145,293	82,127				
Personal Service						
C Contract	175,000	190,000	75,000	75,000	75,000	75,000
Goods and						
E Services	1,633,804	1,273,850	853,915	853,915	853,915	853,915
G Travel	12,760	7,656				
J Capital Outlays	6,325	3,795				
T Intra-Agency Reimbursements	159,780	90,316				
<b>Total Objects</b>	<b>2,525,647</b>	<b>1,869,711</b>	<b>928,915</b>	<b>928,915</b>	<b>928,915</b>	<b>928,915</b>

## Staffing

## Job

Class	Salary	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
IT SPECIALIST 5	87,793	1.00	1.00				
MANAGEMENT							
ANALYST 4	72,038	1.00	1.00				
FISCAL ANALYST 4	62,136		1.00				
ENVIRONMENTAL							
PLANNER 4	77,618	3.00					
FISCAL ANALYST 2		0.50	0.30				
IT SPECIALIST 2		0.25	0.15				
<b>Total FTEs</b>		<b>5.8</b>	<b>3.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

## Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Personal Service Contracts (Obj C) are \$175,000 in Fiscal Year 2019 and \$190,000 In Fiscal Year 2020 and include external quality assurance, WaTech testing of AFRS interface, and Managed Services. Contracts are \$75,000 in Fiscal Year 2022 and ongoing.



Goods and Services are the agency average of \$4,477 per direct program FTE. Also included are \$1,611,419 in Fiscal Year 2019 and \$1,260,419 in Fiscal Year 2020 of costs for implementation services, change management services, annual license fee for system software, and annual license for grant software. Goods and Services are \$853,915 in Fiscal Year 2022 and ongoing. Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is a high priority on Ecology's risk register (highest possible risk rating), and will allow Ecology to comply with Executive Order 16-06 – State Agency Enterprise Risk Management. It will address the significant risk of losing ability to support, maintain, and enhance outdated systems, and will reduce financial risk through standardizing business processes to ensure state policies and procedures are followed, and financial records are audit compliant.

This request is essential to implementing goals in Ecology's strategic plan to Deliver Efficient and Effective Services and Protect and Restore Land, Air, Land, and Water; and provides essential support to the Governor's Results Washington Goal 5 – Efficient, Effective, & Accountable Government by:

- Efficiently and effectively managing Ecology's multi-million dollar grant and loan programs so that there is a better transaction audit trail.
- Improving service to grant recipients so that they can do their work to protect, clean, and restore the environment, which supports the Governor's Results Washington Goal 3: Sustainable Energy & a Clean Environment.
- Reducing less satisfying paper processing work and increasing more complicated, value-added accounting work so that employee satisfaction is increased.

This request supports the Governor's Results Washington Goal 3 – Sustainable energy and clean environment and Governor's Results Washington Goal 4 – Healthy and safe communities by awarding grants and loans for high-priority quality environmental projects statewide. Ecology funded projects help local communities protect public health and the environment.

### Performance outcomes:

The outcome of this request will be:

- A more secure system that is less prone to data loss.
- Better business process governance, standardization, and security.
- Simplified data recovery should a disaster occur.
- Faster automation of business process changes required by legislative mandate and policy and rule changes.

- Improved data accuracy by eliminating the error prone, duplicative, manual data entry among the separate systems.
- Streamlined and faster information processing.
- A better transactional audit trail.
- Improved capability to:
  - Simplify management reporting used for effective, real-time, data-driven decision-making.
  - Conduct internal and external auditing.
  - Provide reports to state and federal funding partners that easily trace the funding sources to projects and business outcomes, increasing their level of confidence in Ecology's fund stewardship.

## Other Collateral Connections

### **Intergovernmental:**

An integrated system will improve the timing and process for local governments, tribes, ports, and others receiving state grant or loan funds from Ecology. The agency has been experiencing delays in posting funding opportunities due to the limitations of the EAGL system and lack of IT staff support for it. This can result in delays in starting environmental projects, because they often depend on good weather and are limited by seasonal construction windows.

### **Stakeholder response:**

Ecology fully expects federal and local partners will support this project.

### **Legal or administrative mandates:**

N/A

### **Changes from current law:**

N/A

### **State workforce impacts:**

N/A

### **State facilities impacts:**

N/A

### **Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

Yes

Integrated Grant and Revenue System IT Addendum.docx

# 2019-21 IT ADDENDUM

NOTE: Only use this addendum if your decision package includes IT and does NOT relate to the One Washington project.

## Ecology specific financial system replacement

### Part 1: Itemized IT Costs

Please itemize all IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation), or IT staff. When itemizing costs, please consider the total cost of the combined level of effort which includes: the associated costs, from planning through closeout, of state, vendor, or both, in order to purchase, acquire, gather and document requirements, design, develop or configure, plan or conduct testing, and complete implementation of enhancement(s) to an existing system.

Ecology requires a one-time investment of \$4,395,358 from multiple funds during the 24 month implementation of the project in State Fiscal Years 2020 through 2021. This is the best estimate at this time, based on Ecology's experience with similar projects and implementation of Microsoft Dynamics to replace four subsidiary revenue systems. A formal Request for Proposal process will determine the final vendor and costs; Ecology anticipates the amount in this request will be sufficient to fund the following:

#### One Time Costs:

Cost Element	FY2020	FY2021	Total
Contract for implementation services. (Obj E) - One Time	300,000	300,000	600,000
Contract for change management services. (Obj E) - One Time	300,000	150,000	450,000
Contract for external quality assurance. (Obj C) - One Time	100,000	100,000	200,000
WaTech for testing of AFRS interface - One Time	0	15,000	15,000
One-time salary, benefits, and associated staff costs for: - 1.0 FTE ITAS 5 level for 24 months - 1.0 FTE Management Analyst 4 (Project Business Analyst) for 24 months. - 1.0 FTE Fiscal Analyst 4 for 12 months (fy 21) - 3.0 FTE Environmental Planner 4 (fy 20)	739,228	419,292	1,158,520
Total	1,439,228	984,292	2,423,520

#### Ongoing costs:

Cost Element	FY2020	FY2021	FY2022 and beyond
Ongoing Annual license fee for system software (Obj E)	395,419	395,419	438,915/year
-			
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AKA – Managed Services	75,000	75,000	75,000/year
Total	1,086,419	885,419	928,915

## Part 2: Identifying IT Projects

If the investment proposed in the decision package is the development or acquisition of an IT project/system, or is an enhancement to or modification of an existing IT project/system, it will also be reviewed and ranked by the OCIO as required by RCW 43.88.092. The answers to the three questions below will help OFM and the OCIO determine whether this decision package is, or enhances/modifies, an IT project:

1. Does this decision package fund the development or acquisition of a new or enhanced software or hardware system or service? ☒ Yes ☐ No
2. Does this decision package fund the acquisition or enhancements of any agency data centers? (See OCIO [Policy 184](#) for definition.) ☐ Yes ☒ No
3. Does this decision package fund the continuation of a project that is, or will be, under OCIO oversight? (See OCIO [Policy 121](#).) ☒ Yes ☐ No

If you answered “yes” to any of the above questions, you must answer the questions in Part 3 to finish the IT Addendum. Refer to Chapter 10 of the operating budget instructions for more information and a link to resources and information about the evaluation criteria questions.

## Part 3: IT Project Questions

### Agency readiness/solution appropriateness

#### Organizational change management

1. Describe the types of organizational changes expected because of this effort. How has your agency considered these impacts in planning the project and within this funding request? Include specific examples regarding planned Organizational Change Management (OCM) activities and whether or how the requested funding will support these efforts.

As an organization, Ecology is ready for this project. We have surveyed the affected staff, and they are eager and ready for change. The project has good executive sponsorship. Ecology’s Chief Financial Officer (CFO) and Chief Information Officer (CIO) will be the co-executive sponsors for this project. Both are very committed to project success, and support the need for reengineering the business processes prior to implementing them in an integrated system.

The agency intends to acquire specialized resources for this project to further reduce the risk and increase the opportunity for success. This includes contracting with an experienced Organizational Change Management (OCM) consultant. With the project team, the OCM consultant will develop the following project materials:

- Change Management Plan
  - Provide ongoing stakeholder engagement, management, and support
  - Plan, develop, and help manage internal resource teams that will support and advocate for the Ecology project
  - Develop and manage the business process change impact analysis

- Support “to-be” process review and identify impacts
- Project Communication Plan
  - Lead and facilitate communication planning
  - Assist in the development of Ecology project communications as needed throughout the project
- Detailed Training Plan
  - Facilitate the execution of the Training Plan
  - Facilitate the development of training materials with project team, identified stakeholders and subject matter experts
  - Assist in the training logistics, scheduling, and attendance monitoring.
  - Provide direction and support in the development of instructor led training for end-users
  - Facilitate and ensure implementation of the train the trainer program

### **Agency technology portfolio risk assessment**

2. How does this project integrate into and/or improve the overall health of your agency’s IT portfolio? Include specific examples such as system efficiencies, technology risks mitigated, technology improvements achieved, etc.

The Grant Receivable System and Toxics Cleanup Cost Recovery System are mainframe systems that are supported by a contracted resource, who is retirement eligible. They are extremely difficult to modify, and use technology that is no longer standard in the Information Technology (IT) industry. This puts the agency at significant risk of losing ability to support, maintain, and enhance these systems. Because the systems cannot be modified to meet business needs, those needs have to be met outside the systems. Manual data handoffs between the systems lead to duplicate data entry, errors, and audit concerns. The manual operations also lead to the proliferation of “shadow systems” – staff creating their own spreadsheets and desktop databases. These shadow systems increase agency risk, because they are built with little attention to security or disaster recovery functions

The Ecology’s Administration of Grants and Loans (EAGL) system has been experiencing performance issues. It is difficult for staff to maintain and enhance, and requires significant agency resources to develop new grant applications and trouble shoot and fix system bugs. It has been very challenging to obtain, train, and retain internal resources to manage this system. This means Ecology does not have sufficient resources to manage or enhance the system to meet current and evolving business needs – including those that are legislatively mandated.

The current system is good at fulfilling business and workflow requirements that were envisioned five years ago by the project team, but the effort to create new grant funding applications and forms is significantly greater than expected. Each new application takes approximate six to eight weeks to develop, test, and deploy. This has impacted our ability to effectively and efficiently distribute Ecology funds to our local partners and manage the agreements, which, in some cases, means delaying important environmental work.

This request is transformative, because it will move Ecology from three siloed, custom-built and Commercial Off-The-Shelf (COTS) systems into a modern, supportable, integrated financial management system. Building on the Dynamics platform the agency has invested in,

the integrated system will support federal grant revenue management, cleanup cost recovery tracking and invoicing, and grant and loan solicitation, award, and management functions in one system. Because the new, modernized system will be supportable and flexible, it will allow Ecology to meet business needs now and in the future and improve the overall health of Ecology's IT portfolio. Standardized business processes will be consistent with best practices and implemented and enforced by the system.

An integrated system will reduce inefficient hand-offs. This will reduce risk, because financial information will be more accurate, secure, and audit compliant. Management will have better access to a suite of financial information for decision making.

By replacing the three identified systems with an integrated system, Ecology will gain the following benefits:

- Complements the work being done at the state level on the One Washington initiative by consolidating Ecology specific IT systems that will integrate with One Washington.
- Consolidates and modernizes our portfolio IT systems.
- Replaces mainframe legacy systems that will eventually lose support.
- Streamline current business processes.
- Provides better customer service. Integrating EAGL and our electronic payment portal into a single system will provide a seamless experience for our grant and loan recipients.
- Increases ability to fulfill Ecology's environmental mission by better managing resources that are critical to supporting our environmental work.
- Decreases cost of system support. The cost of IT and business support for existing systems is very high. In particular, support costs for EAGL continues to rise.
- Meets mandatory accessibility standards. It is cost prohibitive to make current systems comply with accessibility laws, policies, and standards.
- Enable more rapid automation of business process changes required by legislative mandate and policy and rule changes.

### **Solution scale**

3. Explain how this investment is scaled appropriately to solve the proposed business problem. Described what considerations and decisions the agency has made to determine the sizing of this investment and why it is appropriate to solve the business problem outlined in the decision package.

Ecology has an opportunity to leverage the technology investment that Ecology made in Microsoft Dynamics to solve multiple problems and continue transforming the way the agency does business. This request will provide funding to replace three Ecology-specific systems. By approaching system replacement in small, incremental implementation waves, we are improving our implementation experience, reducing staff "project" fatigue, concentrating resources according the solution of the business problem and ensuring the project is set up for success.

Ecology has scoped the project on several criteria:

- Health of current systems
- Cost of current support – staff resources and contractor costs
- Ties to agency mission – environmental benefits

- Subject matter expert availability. Accounting staff will be closing the biennium at the beginning of FY 20, so we have structured the project to start with grants and loans system replacement in FY 20 and financial system in FY 21

Utilizing agency experience with the first phase of Dynamics implementation and other large IT investments, we have analyzed the scope of the proposed project and determined that, for the 19-21 biennium, we have scoped the project appropriately. Limiting the project scope to the replacement of the three identified systems will help ensure project success. Agency resource availability was a key consideration for determining the scope of this project. The IT systems being replaced have common staff involvement and we recognize the need to balance project work and operational commitment.

### Resource availability

4. How has the agency determined the resources required for this effort to be successful? How does this funding request support that resourcing need? If the agency intends to use existing resources for this effort, how are risks around resource availability being addressed?

The agency has experience managing successful projects. We recognize the importance of backfilling existing positions so that the transformative project has the appropriate resources to complete assigned work while continuing the day-to-day work. The project budget includes funding for 6 positions – 2 full time project support positions and 4 backfill positions. These backfill positions will support the programs that provide subject matter experts (SME) to the project. These SME's will be vital members of the project team – defining agency business requirements, system design and workflow, testing, and training. The agency will also be contributing significant in-kind resources to help ensure the success of the project. In-kind SME resources include project management, grant and loan coordinator, senior financial advisor, and a variety of finance and grant staff. The project budget also includes funding for an Organizational Change Management resource to ensure the “people side” of the transition is successful.

### Investment urgency

5. With regards to the urgency of this investment, please select **one** of the following that most closely describes the urgency of your investment, and **explain your reasoning**:

☐ This investment addresses a currently unmet, time sensitive legal mandate or addresses audit findings which require urgent action.

**Reason:**

☒ This investment addresses imminent failure of a mission critical or business essential system or infrastructure and will improve that issue.

**Reason:**

Ecology is requesting funds to configure Microsoft Dynamics meet business needs and replace the three separate aging systems.

Overview of current and future state:

Current State:	Future State:
<ul style="list-style-type: none"> <li>• Multiple, non-standard, manual processes.</li> <li>• Manual, duplicate data entry that is error prone - reducing the quality and accuracy of information and increasing audit risks.</li> <li>• Manual reporting processes using cut and paste of data into spreadsheets.</li> <li>• Aging, custom-developed systems in non-standard technologies that are difficult to update or enhance.</li> <li>• Dependence upon singular contracted system support.</li> <li>• Inability of systems to meet current and future business needs, causing the following:</li> <li>• Manual processes outside the systems to handle requirements mandated by the Legislature.</li> <li>• Inefficient business processes designed to accommodate antiquated technologies.</li> <li>• Dependence on “shadow systems.”</li> <li>• Manual database entry to force required business logic and compliance.</li> </ul>	<ul style="list-style-type: none"> <li>• Standardized, efficient processes that align with industry standards.</li> <li>• Integrated system that eliminates duplicate data entry – increasing the quality and accuracy of information and reducing audit risks.</li> <li>• Robust and automated reporting.</li> <li>• Single, integrated, modern system that is efficient to update and is supported by a network of vendors.</li> <li>• Supported by internal resources and large vendor support team.</li> <li>• Vendor is not isolated to a niche industry and is stable. No chance of vendor going out of business and leaving the agency stranded.</li> <li>• Ability for system to meet current and future business needs through configuration – eliminating need for shadow systems and manual interventions.</li> <li>• Secure user access based on user role.</li> <li>• Secure, auditable transaction tracking.</li> </ul>

☐ This investment addresses an agency’s backlog of technology systems and provides an opportunity for modernization or improvement.

**Reason:**

☐ This investment provides an opportunity to improve services, but does not introduce new capability or address imminent risks.

**Reason:**

## Architecture/Technology Strategy Alignment

### Strategic alignment

6. Using specific examples, describe how this investment aligns with strategic elements of the Enterprise Technology Strategic Plan. Examples of strategic principles that tie back to tenets of the strategic plan include, but are not limited to: buy don’t build, solutions hosted on modern hosting solutions, solutions promoting accessibility, early value delivery of functionality throughout the project, and modular implementation of project features.

This project is transformative and aligns with the “Business driven IT Management” tenet because it will move Ecology from three siloed systems into a modern, supportable, integrated system. The integrated system will support the new functionality of grant/loan management, federal grant receivables, and cost recovery invoicing with the existing Dynamics functionality of loan receivable, accounts receivable, fee billing, and cashiering functionalities in one system. Because the new, modernized system will be supportable and flexible, it will allow Ecology to



meet business needs now and in the future. Newly standardized business processes will be consistent with best practices.

Ecology has an opportunity to leverage the technology investment that Ecology made in Microsoft Dynamics to solve multiple problems and continue transforming the way the agency does business. Ecology systems that currently identified for replacement, have very little or are inefficient to support, and would be costly to update/remediate to keep current.

The Dynamics product aligns with the “buy don’t build” and “hosted on modern hosting solutions” because it is a cloud-based, COTS solution that will be supported by in-house staff and an experienced vendor who has a long standing relationship with Microsoft. Once the Dynamics system is fully deployed the agency’s current systems can be decommissioned. The benefits of cloud delivery of Dynamics include: reduced infrastructure costs, incremental software updates (cloud updates are far less disruptive than on-premise upgrades), worry-free administration (vendor manages behind the scenes), and improved scalability (easy to add functionality for future enhancements).

### **Technical alignment**

7. Using specific examples, describe how this investment aligns with technical elements of the Enterprise Technology Strategic Plan. Examples of technical principles that tie back to tenets of the strategic plan include, but are not limited to: data minimization, incorporating security principles into system design and implementation, publishing open data, and incorporating mobile solutions into systems.

Data Quality and Controlled data access will be significantly improved (Data minimization tenet) because the integrated system will reduce hand-offs between systems. This will reduce risk, because information will be more accurate, secure, and audit compliant. Management will have better access to information for decision making. The project also aligns with the security principles tenet because the project will secure user access based on role and provide secure and auditable transaction tracking.

This project aligns with the Open Data tenet because it will result in the agency providing more useful open data to the public. Providing higher quality data to OFM’s statewide AFRS system will result in higher quality data accessible to the public on [fiscal.wa.gov](http://fiscal.wa.gov).

This project aligns with the mobile solutions tenet because Microsoft Dynamics is a modern system that will enable us to use mobile devices for some activities. Also, the system will be internet browser based.

### **Governance processes**

8. What governance processes does your agency have in place to support this project, or what new governance processes will be introduced to accommodate this effort? Examples of governance processes include executive sponsorship and steering, vendor/contract management, change control, quality assurance (QA), independent verification and validation (IV&V), and incorporating stakeholder feedback into decision making processes. Provide examples of how your proposed budget includes adequate funding and planning for governance processes, if applicable.

Ecology is ready for this project. We have surveyed the affected staff, and they are eager and prepared for change. The project has strong executive sponsorship. Ecology's Chief Financial Officer (CFO) and Chief Information Officer (CIO) will be the co-executive sponsors for this project. Both are very committed to project success and support reengineering the business processes prior to implementing them in an integrated system. The CFO has relevant experience through his executive sponsorship for the Ecology Integrated Revenue Management System and Electronic Payment Portal projects. Also, Ecology's Deputy Director will support this project, and she has sponsored several successful, large IT projects over the years. We currently have a Steering Committee in place who serves as the decision making board. This group of program managers oversee project scope, budget, and staffing. The project has a business sponsor with over 30 years of experience in agency business processes and systems. We have an experienced project manager in place to oversee the project.

The agency has experience in implementing successful IT projects. We have an experienced project manager assigned to the project. Proven project management processes will be followed. Also, Ecology intends to acquire specialized resources for this project to further reduce the risk of project failure and increase the opportunity for project success:

- The Organizational Change Management (OCM) – the OCM plan will be updated and executed with contracted resources to ensure the “people side” of the transition is successful.
- External Project Quality Assurance – contracted external quality assurance resources will be procured to ensure this transformative project has a healthy start with appropriate planning and governance, ongoing assessments, and practical guidance to stay on track and meet deployment goals.

Ecology has a well-established IT governance process:

- IT BAT – IT Business Advisory Team is a combination of IT and business representatives that establish the agency's business driven IT strategy.
- SAT – Strategic Architecture Team collaborates with the BAT to select technical opportunities to best meet business needs. Advises IT Leadership Team.

Ecology also has a well-established governance process for budget building that thoroughly vets IT budget requests and prioritizes them based on best value.

Ecology has evaluated the integration between Dynamics and AFRS. Based on previous projects, we have determined this interface to be low risk. However, we do recognize that future validation will need to occur between Dynamics and the One Washington solution. We will consider acquiring independent verification and validation services during the 21-23 biennium.

### **Interoperability, interfaces and reuse**

9. Does this proposed solution support interoperability and/or interfaces of existing systems within the state? Does this proposal reuse existing components of a solution already in use in the state? If the solution is a new proposal, will it allow for such principles in the future? Provide specific examples.

This project utilizes the work previously developed by the agency. During that initiative the interfaces were developed to establish a technology framework for automating processes between the Ecology system, the Office of the State Treasurer, and the state accounting system, AFRS.

At the beginning of this new project the Dynamics product will be configured with the interface to enable the exchange of data with the state's AFRS financial system, Ecology's eTime System, and the WaTech Enterprise Reporting Business Intelligence service.

The project will also integrate data transfer with the agency's internal revenue management applications. The combined data will support critical internal business processes and reporting.

In addition to this project, data from this new solution can be combined with other information throughout the agency to support future projects and the resulting solutions

## Business/Citizen Driven Technology

### Measurable business outcomes

10. Describe how this proposed IT investment improves business outcomes within your agency? Provide specific examples of business outcomes in use within your agency, and how those outcomes will be improved as a result of this technology.

The outcome of this request will be:

Integrating financial transactions into a single source solution will:

- Eliminate the proliferation of shadow, desktop-based financial applications that are less secure and more prone to data loss.
- Improve business process governance, standardization, and security.
- Simplify disaster recovery of these mission critical financial systems.
- Enable more rapid automation of business process changes required by legislative mandate and policy and rule changes.

Eliminating the error prone, duplicative, manual data entry among the systems will improve data accuracy, streamline and speed up information processing, and improve the transactional audit trail.

Robust, industry standard transaction logging and reporting will improve Ecology's capability to:

- Simplify management reporting used for effective, real-time, data-driven decision making.
- Conduct internal and external auditing.
- Provide reports to state and federal funding partners that easily trace the funding sources to projects and business outcomes, increasing their level of confidence in Ecology's fund stewardship.

This request is a high priority on Ecology's risk register, and will allow Ecology to comply with Executive Order 16-06 – State Agency Enterprise Risk Management. It will address the

significant risk of losing ability to support, maintain, and enhance outdated systems, and will reduce financial risk through standardizing business processes to ensure state policies and procedures are followed, and financial records are audit compliant.

This request provides essential support to the Governor's Results Washington Goal 5 – Efficient, effective and accountable government by:

- Efficiently and effectively managing Ecology's multi-million dollar grant and loan programs.
- Increasing service reliability (timeliness of agency core accounting services).
- Improving the quality and accuracy of data for decision makers.
- Increasing employee satisfaction by reducing less satisfying paper processing work and increasing more complicated, value-added accounting work.

This request is essential to implementing a priority in Ecology's strategic plan because:

This request aligns with Ecology's strategic plan goal to Improve Timely Service Delivery. To meet that goal, the strategies *Practice Continuous Improvement* and *Solve Problems through Innovative Ways* have been identified. This request puts those strategies into action. We will practice continuous improvement by standardizing revenue management processes to make them more efficient and effective. We will solve the outdated financial system problems in an innovative way by modernizing the IT systems to reduce financial and audit risk.

The new system will improve the resource demands currently required to support the existing EAGL system. By being able to develop and publish funding opportunities sooner, our local partners will have access to funding and can begin working on project to help accomplish environmental outcomes sooner.

### **Customer centered technology**

11. Describe how this proposed investment improves customer experience. Include a description of the mechanism to receive and incorporate customer feedback. If the investment supports internal IT customers, how will agency users experience and interact with this investment? If the customers are external (citizen), how will the citizen experience with your agency be improved as result of implementing this investment? Provide specific examples.

Washington residents are indirectly impacted, because the financial system that will be integrated are used to manage funds for critical agency work that leads to a healthier environment. Without proper and timely management of these funds, toxics cleanup, water quality infrastructure, and waste management projects could be compromised or delayed.

Ecology's ability to effectively and efficiently manage federal grant receivables, recover costs spent on cleanup projects, and disburse hundreds of millions of dollars to local governments and communities have an indirect impact on every person in the state. Collecting federal revenue and reimbursement of cleanup costs is crucial to our ability to perform environmental

work. Disbursing grant and loan funds is vital to the environmental work done by a variety of Washington State communities.

This project will transform the business processes and data.

Ecology employees will realize the following benefits:

- Reduce manual process and the need to update multiple systems
- Streamline current business processes
- Provide access to data from “one” source system – intuitive dashboards
- Ability to “customize” system functionality into “favorites” and not be tied to static display

Ecology managers will see the following benefits:

- Access to reporting data and other business decision support information.
- Rules based workflow for electronically routing grant/loan documents, payment requests, and invoices for required approvals.

The agency will realize the following benefits:

- Facilitates accurate reimbursement to grant/loan recipients by automating business rules based on budget categories, and policy, rules and/or state and federal regulatory requirements. This greatly reduces risk to the agency.
- Improves the development and timeliness of funding opportunities for grant and loan applicants.
- Consolidates and modernizes our portfolio IT systems.
- Streamline current business processes.
- Increases ability to fulfill Ecology’s environmental mission by better managing resources that are critical to supporting our environmental work.
- Decreases cost of system support. The cost of IT and business support for existing systems is very high. In particular, support costs for EAGL continues to rise.
- Meets mandatory accessibility standards. It is cost prohibitive to make current systems comply with accessibility laws, policies, and standards.
- Increases efficiency by eliminating duplicative processes and procedures.
- Replaces mainframe legacy systems that will eventually lose support.
- Allows for the decommissioning of the agency’s Grant Receivable System and Toxics Cleanup Cost Recovery System, mainframe applications developed in 1990 with limited support and update options.
- Eliminates the cost and resources to support internal legacy applications/processes that will be replaced by the new solution.
- Improves reporting to support future state and federal audits.
- Provides a modern rule-based engine to support efficient and timely updates to future business rule, policy or regulatory changes.
- Eliminates the need for employees, managers and site managers to print, route and store required forms.

The legislature and governor’s office will realize the following benefits:

- Access to timely and accurate data for decision making.

- Implementation of a grant/loan solution framework that is extensible to other state agencies to realize similar benefits/efficiencies.
- Enable more rapid automation of business process changes required by legislative mandate and policy and rule changes.
- The ability for the agency to effectively and efficiently comply with new statutes, rules, and policies changes.
- Leveraging of the assets acquired during the prior project.

Agency customers will realize the following benefits:

- Timeliness and improved efficiencies in awarding and distributing grant and loan funds to local governments
- Improved quality of data and timely reporting for site cleanup logs and invoices.
- Provides better customer service. Integrating EAGL and our electronic payment portal into a single system will provide a seamless experience for our grant and loan recipients.

### **Business process transformation**

12. Describe how this IT investment supports business processes in your agency. Include the degree of change anticipated to business processes and the expected improvements as a result of this technology. Describe how the business and technology will coordinate and communicate project tasks and activities. Provide specific examples of how business processes are related to this technology and expected improvements to business processes as a result of implementing this technology.

This project will be organized in a series of stages, workstreams, and deliverables. A stage is simply dividing the project deliverables, milestones and activities into manageable groups. This enables effective management of the work and allows decision gates at the end of each stage to ensure the business objectives outlined for the project continue to be met within the constraints and at the quality expectations of the customer.

Project stages for the Ecology implementation consist of:

- Initiation and Planning
- Business Process Mapping
- Design Gap Analysis
- Configuration
- Testing
- Deploy
- Support

Any process change reaps many benefits when moving from outdated systems, cumbersome manual processes, and paper-based tracking. Some of the benefits we expect from implementing Dynamics are:

- Eliminating desktop-based financial applications that are less secure and more prone to data loss.
- Simplifying the user experience.

- Improving business process governance, standardization, and security.
- Simplifying disaster recovery of mission critical financial systems.
- Driving digitization of current paper processes.
- Enabling faster business process changes required by legislative mandate and policy and rule changes.

Ecology is anticipating a significant amount of change, specifically regarding processes relating to systems that have been in place for almost 30 years. By having an experienced change management resource and project manager, we are reducing risk to the project. Also we recognize that staff may experience “project fatigue”. Having backfill resources in place should help reduce this risk.

Throughout the project, our various resource teams will play key roles on the project team. Our peer-to-peer advocates will share information, engage staff and provide an important feedback loop from our staff to the project. These Ecology staff will communicate about the project and help others get involved, statewide.

Ecology has a rare opportunity to reset its fiscal operations and to bring people, processes, and technology systems into alignment, to help serve and support the entire agency. We will work together to identify what we need the new system to accomplish, with a focus on getting the best results for our customers and stakeholders. We’ll truly transform both the way we work and the way we serve our customers. Simplifying our processes for ourselves and the public means reaching better outcomes for all.

Ecology has experience working with a selected group of grant/loan recipients to participate in LEAN business transformation projects. These relationships have provided necessary input to business process flows, documentation, and testing of new systems and processes. This project will leverage those relationships and will incorporate the grant/loan recipients’ feedback.

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AQ - WCC 75/25 Cost-Share Model  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Nick Mott  
 (360) 407-6946  
 nmot461@ecy.wa.gov

### Agency Recommendation Summary

The Washington Conservation Corps (WCC) collaborates with organizations to complete environmental restoration and enhancement projects statewide. WCC is experiencing higher than normal cost increases. Without additional state support in the 2019-21 Biennium, WCC will be unable to continue to operate the program at current levels. Ecology requests state funding to maintain the cost of 388.5 Corps members and staff with the WCC's cost-share model, where partners provide 75 percent and Ecology provides match with a mix of state appropriation and AmeriCorps grant funds at 25 percent of the funding required to operate crews (State Toxics Control Account).

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 173 - 1	\$773	\$950	\$950	\$950
<b>Total Expenditures</b>	<b>\$773</b>	<b>\$950</b>	<b>\$950</b>	<b>\$950</b>
<b>Biennial Totals</b>		<b>\$1,723</b>		<b>\$1,900</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$160	\$160	\$160	\$160
Obj. B	\$65	\$77	\$77	\$77
Obj. G	\$78	\$78	\$78	\$78
Obj. N	\$433	\$590	\$590	\$590
Obj. T	\$37	\$45	\$45	\$45

### Package Description

The Washington Conservation Corps (WCC) is an AmeriCorps program that creates leaders in environmental and disaster services through robust training, community involvement, field skills development, hands-on experience, and mentorship of young adults between the ages of 18 and 25

and military veterans. There are 388.5 members and staff statewide who restore critical habitat, improve trails, reduce wildfire hazards, control erosion, and respond to local and national disasters.

Unprecedented increases to the state minimum wage and reduced federal AmeriCorps grant funding combined with normal cost increases, such as staff reallocations, cost-of-living adjustments (COLAs), and vehicle lease costs have put the program in jeopardy. In recent years, AmeriCorps incentivized a fixed amount reimbursement model, in which programs receive a fixed amount per member, based on retention, rather than the previous reimbursement model tied to actual expenditures, up to the award total. This model decreased Ecology's AmeriCorps grant by five percent.

### **WCC Cost Share Model**

WCC uses a 75/25 cost share standard for crew costs associated with partner sponsored projects. Partners include a mix of federal, state, and private/local agencies throughout Washington State (see Attachment 1 for a list of 2017-19 partner organizations). The 25 percent cost share is funded by a combination of state appropriation and the federal AmeriCorps grant. In addition to WCC crews, there are 20 interns placed as AmeriCorps Individual Placements funded on a 75/25 basis.

Please note that the 25 percent cost share is different from the percent of state funding that supports total WCC costs. State appropriation funds 100 percent of 8.5 FTEs headquarters staff and are not part of the 75/25 cost share model. These staff provide management and program administration to support all 380 WCC members (380 members plus 8.5 staff = 388.5 total). In addition, federal funds support 100 percent of costs related to national disaster response deployments.

The 75/25 cost-share provides incentive for partner organizations to invest in WCC's model of youth development that provides on-the-job training, educational support, and job-related outcomes. Without this cost-share, or by increasing partners' share further, WCC becomes a mere labor force for partners with production becoming the primary goal.

While the 75/25 cost share model is not required, this is the best fit for the program in a marketplace of other AmeriCorps programs. In determining an appropriate cost-share level, WCC reviewed federal funding opportunities for environmental restoration and recreational enhancements – and most require a minimum 25 percent cost-share. Also, WCC reviewed the amount of time crews dedicate to direct service. After accounting for crew time not in direct service (e.g., holidays, member recruitment, hiring, orientation, training, evaluation, and reflection), the partner organization receives about 75 percent of a crew member's available time. Youth Corps programs across the country replicate this cost-share model.

In the past, as operational costs increased, WCC passed on a fair-share of increases to partner organizations. With the recent funding shortfall from cost increases and the shrinking AmeriCorps grant, partners' costs have increased significantly. Until Fiscal Year 2018, partner organizations paid an average of 60 percent of crew costs; now all partners provide 75 percent of the funding needed to support WCC field activities. This shift resulted in a series of large cost increases to partners – with

the largest increase exceeding 30 percent in a single year (see table 1 below). In addition to the crew costs, WCC partners fund all other costs for completing environmental projects. For example, equipment rentals, planting materials, construction material, and engineering and design.

<b>Fiscal Year:</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Annual Percent increase:	12.4%	0.0%	0.0%	8.5%	31.1%	5.0%

Table 1: Recent cost-share increases

WCC operates on a similar cost-share model to other nationwide youth corps programs. In 2019, Conservation Corps Minnesota and Iowa provides crews for \$1,100-\$1,500 per 10-hour day, depending on travel; this is consistent with current WCC rates.

### The Problem

The WCC has not been adequately funded in recent years. In the 2017-19 Biennium, the program has strategically managed a \$1.25 million funding gap through holding staff vacancies, freezing staff training, eliminating seasonal crews, and deploying to federal disasters that fully fund WCC's crew costs. In Fiscal Year 2018, WCC's disaster deployments were nearly seven times the size of any previous deployment, including deployments to Hurricane Katrina in 2005 and Superstorm Sandy in 2012. In six months, WCC deployed two-thirds of its program – 250 members and staff for 30 to 40 days at a time – to Florida, Puerto Rico, U.S. Virgin Islands, and Texas. Had the deployed crews stayed in Washington, they would have been funded by 25 percent state/AmeriCorps cost share. The federal disaster funding that covered 100 percent of WCC's costs was instrumental in helping fill the current state funding gap. While WCC members and supervisors will continue to be activated for disasters, this is not a sustainable approach for managing the WCC budget. Table 2 illustrates the projected funding gap for the 2019-21 Biennium.

<b>Table 2 - Calculating the 75/25 cost share base and the state resource gap</b>		
<b>Costs, Appropriations, AmeriCorps Funding</b>	<b>2017-19</b>	<b>2019-21</b>
Total Costs - All eligibilities	30,698,308	34,520,428
100 percent state billable	-1,416,436	-1,651,560
100 percent federal billable	-3,836,781	-700,000
Subtotal - 75/25 cost share billable	25,445,091	32,228,868
State/AmeriCorps 25% share of 75/25 base	6,449,649	8,026,564
State Appropriations (excluding 100% state billable) + AmeriCorps	6,449,649	6,303,475
<b>Biennial gap in funding</b>	<b>0</b>	<b>1,723,089</b>

<b>Table 3: Summary of Itemized Increased Costs</b>					
	Total 2019-21 Biennium Increase	Partner Share	25% State Appropriation Requested	32% State Appropriation Requested (IAA Share)	Total State Appropriation Requested
Minimum Wage	1,610,057	1,207,543	402,514	-	402,514
Fleet	655,846	491,885	163,962	-	163,962
Crew Supervisor COLA	740,433	498,322	-	242,111	242,111
Crew Sup Reallocation	486,909	307,347	-	161,345	161,345
Fixed AmeriCorps Grant	3,012,629	2,259,472	753,157	-	753,157
Total	6,505,874	4,782,758	1,319,633	403,456	1,723,089

### **Table 3 summarizes the following WCC Cost Increases:**

#### Minimum Wage

Under RCW 49.46.020, the state minimum wage will increase from \$12.00 to \$13.50 per hour in January 2020, and increase for inflation each year thereafter. Ecology assumes minimum wage will increase by \$0.31 January 1, 2021, based on the US consumer price index for urban wage earners (*Economic and Revenue Forecast Council: <https://erfc.wa.gov/sites/default/files/public/documents/publications/jun18pub.pdf> (p. 109)*). These increases will total \$1,610,057 in the 2019-21 Biennium, including associated increases in benefits and administration. 25 percent, or \$402,514, is requested in state appropriation.

#### Fleet leases and management

Through executive order, Ecology was required to use Department of Enterprise Services (DES) for management of WCC fleet vehicles starting in 2013. Consolidating all state vehicle management to DES resulted in a substantial cost increase for WCC. WCC transferred ownership of 33 vehicles to DES in 2013. For the transferred vehicles, Ecology paid DES a discounted base monthly rate of \$133. Additional miles beyond the 500/ month included in the base rate were charged at \$0.30/mile. WCC drives an average of 7,200 miles per year in addition to the 500 miles per month included in the base rate. As the transferred vehicles are moved to surplus, DES purchases new vehicles for WCC use. The base rate for a new WCC vehicle is \$319 per month. Additional miles beyond the 500 per month included in the base rate are charged at \$0.55/mile. This is an increase of \$624,615 from the original lease agreement in 2011 to 2021. After adding the 5 percent admin rate, the amount becomes \$655,846. 25 percent, or \$163,962, is requested in state appropriation.

#### Crew supervisor compensation increase

It is important that 25 percent of all compensation increases for WCC crew supervisors be funded, regardless of partner fund source. WCC has several state agency partners that will pay for about 20 crews in the 2019-21 Biennium. Unfortunately, the Compensation Impact Model (CIM) excludes interagency agreements and did not accurately reflect the fund mix for supervisor positions in the 2017-19 Biennium. As a result, Ecology's state appropriation did not sufficiently fund crew supervisor reallocations and COLA costs. The total cost increase is \$740,433. The state interagency funded cost is 32 percent, or \$242,111, is requested in state appropriation.

In September 2015, Ecology submitted a classification and compensation needs assessment for WCC's Forest Technicians (crew supervisors) to the state Office of Financial Management's (OFM) Human Resources for reallocation consideration. OFM approved a reclassification of 51 crew supervisors from Forest Technician to WCC Crew Supervisor 1, and a 10 percent pay increase effective July 1, 2017. The total cost increase was \$486,909. The state interagency funded cost is 32 percent, or \$161,345, is requested in state appropriation.

### Fixed AmeriCorps Grant

	2011-13	2013-15	2015-17	2017-19	2019-21
AmeriCorps %	24.1%	30.3%	23.8%	13.6%	10.8%

As the table above illustrates, the amount of support the AmeriCorps grant has provided to the cost share over the years has gone down. The AmeriCorps grant supported an average of 20 percent of the cost share over the last five biennia. As costs increase, the AmeriCorps grant is fixed at a maximum of \$1,823,920 per year, tied to member retention. Based on average member retention of 94.9 percent, Ecology estimates that WCC will retain enough members to receive reimbursement for \$1,730,000 per year. The change to a fixed rate AmeriCorps funding model reduced administrative burden and improved WCC's competitive grant ranking, but decreased Ecology's AmeriCorps grant by 5 percent. Although WCC competes well nationally, attempts to request increases to the AmeriCorps grant during the past three biennia have been unsuccessful. If the AmeriCorps grant supported 20 percent of the cost share in 2019-21, then the grant would need to grow by \$3 million. 25 percent of the \$3 million, or \$753,157, is requested in state appropriation to continue to support the state/AmeriCorps portion of the 75/25 cost share.

### **Impacts on Population Served**

#### WCC Members

Unemployment rates routinely run two to three times greater for young adults than all other age groups. Military veterans suffer from higher unemployment rates than their civilian counterparts. The WCC provides employment for young adults and military veterans in 18 Washington counties - 15 that have unemployment rates exceeding the national average – including nine counties designated as rural. Also, five percent of WCC members are military veterans or active duty reservists, and nearly ten percent of WCC crew supervisors are military veterans. The WCC has demonstrated successful outcomes, including recent studies showing links between outdoor work, stress reduction, and personal resilience. Importantly, this study affirmed the Legislature's "therapeutic and reintegration intent of the Veterans Conservation Corps for veterans involved in the Puget Sound corps" specified in WCC's authorizing legislation (Chapter 20, Laws of 2011).

#### WCC Partner Organizations

The health of state ecosystems directly affects economies and the health and safety of our communities. Washington's natural resources support more than one-third of our state's economy. Improving and protecting at-risk ecosystems is vital to rural jobs and small businesses involved in forestry, farming, fishing, and recreation. Maintaining the 75/25 cost-share model will preserve the diverse portfolio of more than 90 partner organizations that currently include small non-profit entities and rural counties and cities that cannot otherwise afford to complete necessary environmental

restoration. The WCC provides job and education opportunities for youth and military veterans in these areas and helps implement additional critical environmental enhancements to Washington's air, land, and water. The 75/25 cost share applies to the cost of crew labor provided to partners. The other costs borne by our partners for accomplishing environmental restoration projects (plants, irrigation, hardscaping and engineering) further leverage Ecology's contribution.

## **Alternatives Explored**

### Change WCC's compensation structure

When Initiative 1433 was approved by Washington voters in fall 2016, it was determined that the WCC was required to comply with minimum wage and labor standards (Chapter 49.46 RCW), because the WCC has paid an hourly wage since 1983. Other AmeriCorps programs in Washington compensate members through a living allowance or stipend. Because the WCC existed before AmeriCorps was created in 1994, the WCC has an exclusion from certain requirements related to a member's living allowance. Over time, AmeriCorps guidance around exceptions has become less clear. For this reason, OFM Serve Washington has advised WCC to research shifting to a living allowance, or stipend, which is not an hourly wage, to meet AmeriCorps requirements. Serve Washington and WCC are working together to get additional guidance from AmeriCorps. But, moving to a stipend does not change the costs for running the program, because WCC would maintain a living allowance equal to the state minimum wage, as directed by the Governor's Office.

### Pass all increasing costs on to partners

This alternative would result in an increase to partners from 75/25 cost share to 80/20 cost share. If WCC shifts to an 80/20 cost share model, partners would fund the time members spend on training and development. Non-profit organizations and rural agencies currently purchasing WCC crew services through short-term contracts would find this cost-share approach particularly difficult to justify. WCC partners have already received a 57 percent increase in WCC crew costs from 2014 to 2019. This alternative would result in another 24 percent increase – a total of 81 percent in eight years.

Reduced state support will further price WCC out of the environmental restoration market. WCC has already lost partners due to cost increases and would likely lose more under this alternative. Many partners have fixed funding sources, so they end up reducing the amount of time contracted due to increased crew rates.

If WCC were to pass all increased costs onto partners, the program would not be eligible for state and federal grants that require a minimum 25 percent match. For example, projects at Mount Rainier, Bureau of Land Management, Olympic National Park, and U.S. Forest Service will bring in about \$1.6 million in federal funding to pay for crew service during the 2017-19 biennium and all require a 25 percent match.

This alternative also would result in decreased WCC capacity to respond to disaster deployments. As Ecology's share of support to these partnerships diminishes, there is less of an incentive for partners to willingly re-schedule projects, or accept substitutions, to accommodate deployments.

Cut WCC crews

WCC could close the \$1.7 million shortfall in state funding by reducing 12 WCC crews and 2.5 FTEs (WCC Coordinators/Operations staff). However, cutting crews has a multi-layered, cumulative effect on WCC funding.

Partner funding would be turned away. State/AmeriCorps funding represents the 25 percent share of total crew costs. Without the 25 percent share, Ecology has nothing to offer partners who are ready to provide their 75 percent share. A crew costs \$265,000 in Fiscal Year 2020. The partner share of a crew is \$198,500 per year. A reduction in 12 crews would mean WCC partner funding of \$4.8 million would be turned away. ( $\$198,500 \text{ per crew} \times 12 \text{ crews} \times 2 \text{ years} = \$4,764,000$ )

AmeriCorps funding would be reduced. The AmeriCorps grant is funded based on enrollment and retention. If Ecology eliminates 12 crews, then the associated AmeriCorps funding would be removed from the grant. AmeriCorps provides \$11,580 per crew member every two years in the current agreement. There are five crew members on each crew. So, a reduction of 12 crews would result in a reduction of 60 crew members ( $12 \text{ crews} \times 5 \text{ crew members} = 60 \text{ crew members}$ ). A reduction of 60 crew members would result in a loss of \$694,800 in AmeriCorps funding for the biennium ( $60 \text{ crew members} \times \$11,580 \text{ per crew member}$ ). This would mean a biennial reduction in the AmeriCorps grant from \$3.6 million to \$2.9 million.

Any AmeriCorps funding reduction would drive further reductions in partner funding in addition to those noted above. Because state/AmeriCorps funding provides the 25 percent share of total crew costs, a loss in \$694,800 in AmeriCorps funding would mean more partner funding turned away. The state/AmeriCorps share of a crew is \$66,500 per year. A reduction to AmeriCorps funding of \$694,800 means the state/AmeriCorps share would not be available for five crews. ( $\$694,800 / (\$66,500 \times 2 \text{ years}) = 5 \text{ crews}$ ) Therefore, partner funding of another \$2 million would be turned away. ( $\$198,500/\text{crew} \times 5 \text{ crews} \times 2 \text{ years} = \$1,985,000$ ). Since past enrollment and retention drives future AmeriCorps funding, funds will not increase after a reduction. This would likely be a permanent loss of funding to the program.

In summary, cutting crews to make up for \$1.7 million in state funding for WCC would result in \$6.8 million from partners turned away, and loss of AmeriCorps grant funding of \$694,800. This loss in funding would mean 17 crews eliminated (85 members and 17 WCC Supervisors). This represents a 28 percent reduction in WCC crew services.

A reduction of 17 crews would result in decreased capacity to respond to disaster deployments. The WCC's leadership on deployments is a primary consideration when competing for federal AmeriCorps funding. When evaluating grant applications, AmeriCorps reviewers award higher points for disaster services (a tier 1 priority) than for environmental services (a tier 2 priority). The WCC may cease to secure AmeriCorps funding entirely in the event of a major reduction to disaster response capacity. The federal AmeriCorps program provides Ecology with \$3.6 million each biennium to support WCC work. Ecology receives this funding on a per-member basis for a three-year grant cycle. The grant

narrative specifies a model of five members led by one supervisor. If WCC does not employ the number of supervisors or corps members specified in the grant, AmeriCorps will reduce or even eliminate grant funding.

AmeriCorps also provides educational loan forbearance and a \$6,000 education award to each member completing WCC so a loss of 17 crews will also result in \$0.5 million in lost educational benefits (17 crews x 5 members x \$6,000). These education awards are used in continuing higher education, and if cut, would translate to a loss of revenue for our state's higher education institutions.

Reducing WCC's size would lead to increased proliferation of invasive species and increased flood hazards from unabated erosion. There would also be less salmon recovery and decreased public access to public lands. Job opportunities for young adults and military veterans would decrease, as would services to in-need communities following a disaster.

### **Consequences of Not Funding This Request:**

Without the state funding to maintain the 75/25 cost share model, WCC would be required to either change the cost share model to increase our partners' share, or cut crews. The consequences of these alternatives are noted in the Alternatives Explored section.

## **Assumptions and Calculations**

### **Expansion or alteration of a current program or service:**

In 2011, legislation passed that folded the WCC programs previously housed at the Washington departments of Fish and Wildlife, Natural Resources, and State Parks into the Ecology WCC program. That legislation specified the Legislature's intent was "...to expand the conservation corps in all areas of the state" and "...to increase opportunities for meaningful work experience." In the first year, the WCC grew to 65 crews and 27 interns – a total program made up of 430 members and staff. WCC has maintained a program size of 388.5 members and staff since 2013, with the exception of the 2017-19 Biennium when seasonal crews were cut to make up for the funding shortfall.

This request will continue the 2013 level of service, including seasonal crews. It does not expand or alter the current WCC program or its services. Ecology requests state funding to maintain the cost of 388.5 crew members and staff with the WCC's cost-share model.

The following table lists the budgeted FTEs and dollars in the 2015-17 and the 2017-19 biennia after the first supplemental budget. It also contains the estimate for the 2019-21 Biennium carryforward level for Activity A056 - Restore Watersheds by Supporting Community-Based Projects with the Washington Conservation Corps. *Please note: the State Toxics Control Account in the following two tables includes the non-billable costs that were excluded in Table 2 Calculating the 75/25 cost share base.*



<b>WCC Actual and Projected Activity Inventory</b>			
	2015-17	2017-19	2019-21
FTE	60.3	57.8	57.8
General Fund-Federal	3,368,752	3,763,023	3,763,023
General Fund-Private/Local	7,790,772	8,267,449	8,267,449
State Toxics Control Account	2,481,432	4,394,546	4,495,035
Total	13,640,956	16,425,018	18,185,208

The activity inventory does not reflect all fund sources, because it does not account for state interagency agreements, agency administration of 5 percent of all costs, and the mix of WCC partners changing from year to year after the activity inventory is updated. The following table includes actual expenditures for 2015-17 biennium and the total budgeted amount for 2017-19 and 2019-21:

<b>WCC Actual and Projected Expenditures</b>			
	2015-17	2017-19	2019-21
FTE	71.2	69.6	73.5
State Interagency Agreements	11,408,143	10,904,747	10,904,747
General Fund-Federal	3,608,460	5,544,704	2,772,000
General Fund-Private/Local	8,363,544	9,842,772	9,842,772
State Toxics Control Account	2,957,513	4,406,085	4,495,035
Total	26,337,660	30,698,308	28,014,554

RCW 43.220.231 limits the use of funds for total program administration to 20 percent of all costs and within the 20 percent, agency administrative costs are limited to five percent of all program costs. The agency's Administration Activity A002 related to this activity reflects the agency administration of 5 percent of all costs and is only included in the second table above.

#### **Detailed assumptions and calculations:**

The recent unfunded cost increases related to state minimum wage, vehicles, compensation and adjustments for interagency agreement funded staff, as well as the declining AmeriCorps grant have resulted in the WCC not having enough state appropriation to fund Ecology's 25 percent state share for the cost of crew services in the 2019-21 Biennium. The total increased costs projected for 2019-21 are \$6,505,874 (noted in Table 3). Ecology requests \$1,723,089 in State Toxics Control Account funding to sustain the program at 388.5 members and staff, and maintain the 75/25 cost share model for the 2019-21 Biennium. This request will bring the WCC state appropriations back in line with the 25 percent cost share. Should 100% funding sources, like disaster deployments, offset the state costs, savings in state funding will not be spent and will remain in the account balance they are appropriated from.

Cost Element	FY 2020	FY 2021 and ongoing
Minimum Wage Increases	\$125,512	\$277,002
WCC Fleet Cost Increases	\$81,981	\$81,981
Crew Supervisor Compensation	\$201,728	\$201,728
AmeriCorps Grant Reduction	\$363,672	\$389,485
<b>Total</b>	<b>\$772,893</b>	<b>\$950,196</b>

### Workforce Assumptions:

Expenditures by Object	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
A Salaries and Wages	159,640	159,640	159,640	159,640	159,640	159,640
B Employee Benefits	65,590	77,589	77,589	77,589	77,589	77,589
G Travel	78,077	78,077	78,077	78,077	78,077	78,077
N Grants, Benefits, and Client Services	432,781	589,643	589,643	589,643	589,643	589,643
T Intra-Agency Reimbursements	36,805	45,247	45,247	45,247	45,247	45,247
<b>Total Objects</b>	<b>772,893</b>	<b>950,196</b>	<b>950,196</b>	<b>950,196</b>	<b>950,196</b>	<b>950,196</b>

### Staffing

Job Class	Salary	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Total FTEs		0.0	0.0	0.0	0.0	0.0	0.0

### Explanation of costs by object:

Crew Supervisor salaries are shown in object A and are \$159,640 in Fiscal Year (FY) 2020 and ongoing.

Minimum wage increases are shown in object N and are \$111,040 in FY 2020 and \$245,065 in FY 2021 and ongoing. The funding needed to cover the AmeriCorps Grant Reduction is also in object N for \$321,741 in FY 2020 and \$344,578 in FY 2021 and ongoing.

Benefits are calculated at 6.2 percent of salaries for social security and 1.45 percent of salaries for Medicare and are \$65,590 in FY 2020 and \$77,589 in FY 2021 and ongoing.

Vehicle costs are shown in object G and are \$78,077 in FY 2020 and ongoing.

The five percent agency administrative costs are shown in object T and are \$36,805 in FY 2020 and \$45,247 in FY 2021 and ongoing.

## Strategic and Performance Outcomes

### Strategic framework:

This request is essential in implementing Ecology's strategic priorities to Protect and Restore Puget Sound and to Prevent and Reduce Toxic Threats. WCC Puget Sound Corps crews work on critical multi-agency partnership projects while cleaning up and helping restore state lands across the 12-county Puget Sound region.

To reduce toxic threats, WCC crews complete projects to remove creosote-treated debris from Washington's beaches, marine, and estuarine waters. Creosote removal is a high priority because creosote-treated materials leach carcinogenic chemicals into sediments that harm humans and wildlife.

Native trees and shrubs planted by WCC members filter toxins from state rivers and sequester carbon to reduce climate impacts. These plantings also support healthy watersheds by improving streamside and wetland areas that cool and clean waters and provide vital habitat for fish and wildlife.

This request provides essential support to the Governor's Results Washington Goal 3 – Sustainable energy and a clean environment by:

- Increasing the percentage of rivers meeting or exceeding good water quality standards. WCC does this through partnerships with 21 local conservation districts tasked with implementing the Conservation Reserve Enhancement Program (CREP) projects to address salmonid riparian habitat functions and provide conditions for cool streams.
- Increasing the percentage of ESA-listed salmon and steelhead populations at healthy, sustainable levels. The WCC does this through partnerships with seven of the 14 Regional Fisheries Enhancement Groups (RFEs) that work locally across the state to recover salmon.
- Increasing the average annual statewide treatment of forested lands for forest health and fire reduction through partnerships with state Department of Natural Resources and Washington State Parks and Recreation Commission.

This request provides essential support to the Governor's Results Washington goal 2 – Prosperous Economy by:

- Increasing jobs in the life sciences. The WCC provides nearly 390 opportunities in the environmental field.
- Increasing veteran employment. WCC provides opportunities through its sub-program, the Veteran Conservation Corps. Currently, 5 percent of WCC members are military veterans or active duty reservists and nearly 10 percent of WCC crew supervisors are military veterans.

Providing opportunities in rural areas. The WCC provides opportunities for young adults and military veterans in nine counties designated as rural by state Office of Financial Management.

**Performance outcomes:**

The outcome of this request will be continuing the legacy of a nationally-recognized Washington Conservation Corps. Continuing state WCC support at the proposed size, members, and staff levels will help WCC:

1. Remove invasive species and install native plants to improve habitat for fish and wildlife.
2. Increase access and safety by constructing or improving trails.
3. Reduce the risk of floods and wildfires through forest health management.
4. Assist in disaster response.

While this request will not increase environmental, social, and health benefits, it will allow WCC to maintain its current level of service and outcomes. Maintaining the current level of 388.5 WCC members and staff will help complete environmental services in 20 Washington counties and provide disaster services across Washington and nationwide.

Every year, WCC will clear 4,000 acres of invasive plant species, improve 1,000 acres of public lands, and plant nearly 1 million native trees and shrubs. WCC will construct or improve 400 miles of trails, lead service-learning projects for 10,000 students, and assist 200 individuals during disaster response. In addition, WCC will leverage 8,000 volunteers engaged in completing environmental service projects for a total of 30,000 hours of volunteer service.

## Other Collateral Connections

### **Intergovernmental:**

The WCC collaborates with seven regional fishery enhancement groups, 14 conservation districts, 50 cities and counties, and 24 tribal governments. Other state agencies, including the departments of Fish and Wildlife, Military, Natural Resources, State Parks, and Transportation rely on WCC services to accomplish priority environmental restoration and recreational enhancement projects. In 2011, the Legislature folded all WCC programs housed at other state agencies into Ecology. These agencies pursue funding opportunities to hire WCC crews. The WCC's cost-share model provides these agencies with the matching resources often required of their funding sources and ensures WCC continues as a cost-effective investment in developing the next generation of environmental leaders.

Continuing the WCC's model also provides the ability to deploy crews on disaster response when requested. WCC crews are highly trained and available to deploy for local, state, and national disasters. In Fiscal Year 2018, the WCC deployed to Florida, Texas, U.S. Virgin Islands, and Puerto Rico. The skills gained by the responders on these deployments proved invaluable during local deployments later that year in six rural Washington communities; Cusick, Newport, Omak, Okanogan, Oroville, and Tonasket.

State appropriation provided to WCC is essential to match federal grants with non-federal dollars. WCC further leverages this funding by entering into cost-share agreements with federal, state, and local environmental organizations statewide.

### **Stakeholder response:**

The WCC collaborates with seven regional fishery enhancement groups, 14 conservation districts, 50 cities and counties, and 24 tribal governments. These partners will demonstrate strong support for this request, because it maintains the fee structure communicated to partner organizations for multi-year planning purposes. This request assumes partner organizations will continue to fund a share of crew costs that reflect the direct services actually received.

This request will allow WCC to continue to offer cost-effective services within a marketplace of other AmeriCorps programs and provide career opportunities to Washington's young adults and veterans. The 75/25 cost-share provides incentive for partner organizations to invest in WCC's

development model for young adults and military veterans and remain flexible when state or federal emergency managers request WCC's assistance on disasters. Without this cost-share, or by increasing partners' share further, WCC would become a mere labor force for partners with production becoming the primary goal. If production becomes the primary goal, partners could choose service providers that do not shift crew resources when disaster services are required.

**Legal or administrative mandates:**

Some of the increased costs for WCC are from voter-approved I-1433 minimum wage increases.

Chapter 43.220.231 RCW sets limitations on use of funds (agency administrative costs, program support costs, and supervision of corps members).

WCC is bound by agreements with:

- Corporation for National and Community Service (CNCS)/AmeriCorps, sub-grant provided through Office of Financial Management/Serve Washington (current award expires 09/30/2019). The next three-year competitive grant application is due November 2018 (for 2019-2021). Scoring criteria include demonstrated need, intervention, logic model, evidence base, funding priority, member training and supervision, member experience, commitment to AmeriCorps, organizational capability, and cost effectiveness and budget adequacy. CNCS's legal authority to award these grants is found in the National and Community Service Act of 1990, as amended, (NCSA) (42 U.S.C. 12501 et seq.)
- Corps members (current service term expires 09/30/2019). Member agreement specifies term of service, living allowance equal to minimum wage, health insurance and childcare benefits, sick leave, member development, and responsibilities of the WCC.
- Project sponsors (expiration dates vary, 77 agreements slated to end 09/2019). Agreements specify number of WCC crews (1 crew supervisor and 5 AmeriCorps members), number of weeks purchased, weekly rate, and Ecology-provided vehicles, program administration, and training and development.

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

**Reference Documents**

- WCC Att1 2017-19 Partner Organizations.pdf

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

Attachment 1 - WCC 2017-19 Partner Organizations		
8/8/2018		
<b>Federal</b>	<b>Private/Local (continued)</b>	<b>Private/Local (continued)</b>
Bureau of Land Management	City of Auburn	Citizens for a Healthy Bay
Corporation for National and Community Service (AmeriCorps)	City of Bellingham	Nooksack Salmon Enhancement Association
Federal Emergency Management Agency (national disaster)	City of DuPont	North Olympic Salmon Coalition
Mount Rainier National Park	City of Everett Parks and Recreation	North Yakima Conservation District
North Cascades National Park	City of Issaquah	Pacific Crest Trails Association
Olympic National Park	City of Kirkland	Palouse Conservation District
US Army Corps of Engineers	City of Mount Vernon	Palouse Rock Lake Conservation District
US Bureau of Reclamation	City of Newcastle	Pierce Conservation District
US Fish and Wildlife (Nisqually)	City of Ocean Shores	Pierce County Public Works
US Forest Service/Colville National Forest	City of Olympia	Port of Seattle
US Forest Service/Gifford-Pinchot National Forest	City of Orting	Puget Sound Restoration Fund
US Forest Service/Okanogan-Wenatchee National Forest	City of Redmond	San Juan County Land Bank
US Forest Service/Olympic National Forest	City of Seattle	San Juan Preservation Trust
	City of Tacoma	Sauk-Suiattle Indian Tribe
<b>State</b>	Clark County	Skagit Fisheries Enhancement Group
WA Department of Fish and Wildlife	Columbia Conservation District	Skagit Land Trust
WA Department of Natural Resources/Northeast Region	Drainage District #11	Snohomish Conservation District
WA Department of Natural Resources/Northwest Region	Ducks Unlimited, Inc.	Snohomish County
WA Department of Natural Resources/Olympic Region	Fort Worden Public Development Authority	Snoqualmie Indian Tribe
WA Department of Natural Resources/Pacific Cascade Region	Forterra	South Puget Sound Salmon Enhancement Group
WA Department of Natural Resources/South Puget Sound Region	Hood Canal Salmon Enhancement Group	Spokane Conservation District
WA Department of Natural Resources/Southeast Region	Indralaya	Vancouver Watersheds Alliance
WA Department of Transportation	Jefferson Conservation District	Walla Walla Community College

Washington Office of Financial Management/Serve Washington	Kalispel Tribe of Indians	Walla Walla Conservation District
WA Recreation and Conservation Office	King Conservation District	Washington Trails Association
WA State Parks and Recreation	King County Department of Natural Resources and Parks	Whatcom County Flood Control Zone District
Washington Military Department	Kitsap Conservation District	Whatcom County Parks and Recreation
	Kittitas Conservation District	Whatcom Land Trust
<b>Private/Local</b>	Lower Elwha Klallam Tribe	Whidbey Camano Land Trust
Asotin Conservation District	Lummi Island Heritage Trust	Yakama Nation Fisheries
Capitol Land Trust	Methow Conservancy	
Cascade Columbia Fisheries Enhancement Group	Methow Salmon Recovery Foundation	
Cascadia Conservation District	Metro Parks Tacoma	
Chambers Lake Drainage District #3	Mid-Columbia Regional Fisheries Enhancement Group	
Chelan County	Nisqually Land Trust	





## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AN - Public Disclosure Management  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Jason Howell  
 (360) 407-7605  
 Jason.howell@ecy.wa.gov

### Agency Recommendation Summary

Ecology currently has one of the highest public records request per FTE in state government. The agency does not have adequate resources for processing and responding to the 4,200 annual public records requests per year that we receive. This has resulted in numerous settlements or awards over the history of the agency. Ecology is also required to report to the Joint Legislative Audit Review Committee (JLARC) on several public disclosure management metrics that will benefit from these investments. Increasing resources and centralizing all public disclosure case management will improve response quality and ensure we meet the requirements of the Public Records Act. Providing these additional resources will streamline the process, reduce risks to the agency and state, and result in better response to customers asking for this information.

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$76	\$75	\$75	\$75
Fund 027 - 1	\$5	\$5	\$5	\$5
Fund 02P - 1	\$3	\$3	\$3	\$3
Fund 044 - 1	\$16	\$16	\$16	\$16
Fund 163 - 1	\$3	\$3	\$3	\$3
Fund 173 - 1	\$283	\$280	\$280	\$280
Fund 174 - 1	\$7	\$7	\$7	\$7
Fund 176 - 1	\$86	\$86	\$86	\$86
<b>Total Expenditures</b>	<b>\$633</b>	<b>\$627</b>	<b>\$627</b>	<b>\$627</b>
<b>Biennial Totals</b>		<b>\$1,260</b>		<b>\$1,254</b>

<b>Operating Expenditures</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Fund 182 - 1	\$8	\$8	\$8	\$8
Fund 199 - 1	\$4	\$4	\$4	\$4
Fund 19G - 1	\$53	\$52	\$52	\$52
Fund 207 - 1	\$15	\$14	\$14	\$14
Fund 20R - 1	\$35	\$35	\$35	\$35
Fund 216 - 1	\$8	\$8	\$8	\$8
Fund 217 - 1	\$17	\$17	\$17	\$17
Fund 219 - 1	\$7	\$7	\$7	\$7
Fund 564 - 1	\$7	\$7	\$7	\$7
<b>Total Expenditures</b>	<b>\$633</b>	<b>\$627</b>	<b>\$627</b>	<b>\$627</b>
<b>Biennial Totals</b>		<b>\$1,260</b>		<b>\$1,254</b>
<b>Staffing</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
FTEs	5.8	5.8	5.8	5.8
<b>Average Annual</b>		<b>5.8</b>		<b>5.8</b>
<b>Object of Expenditure</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Obj. A	\$311	\$311	\$311	\$311
Obj. B	\$115	\$115	\$115	\$115
Obj. E	\$62	\$56	\$56	\$56
Obj. G	\$13	\$13	\$13	\$13
Obj. J	\$6	\$6	\$6	\$6
Obj. T	\$126	\$126	\$126	\$126
<b>Revenue</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
20R - 0294	\$35	\$35	\$35	\$35
<b>Total</b>	<b>\$35</b>	<b>\$35</b>	<b>\$35</b>	<b>\$35</b>
<b>Biennial Totals</b>		<b>\$70</b>		<b>\$70</b>

## Package Description

### Centralizing Public Disclosure Case Management

Ecology processes approximately 4,200 records requests per year using a decentralized process.

This is one of the highest request-per-FTE rates among state agencies. The process relies on legal judgment and discretion of Public Disclosure Coordinators in separate programs and regional offices who are responsible for an overwhelming volume of work. The current system is not sufficiently resourced to allow for even modest quality control or second-level legal review of request responses. The result is constant exposure to legal risk for Public Record Act (PRA) violations. The courts have assessed penalties as high as \$15,000 per day, plus attorney fees for these violations. (*See Wade's Eastside Gun Shop v. L&I* (2016).) Ecology has incurred \$513,795 in PRA penalties and opposing attorney fees in nine different legal matters over the last ten years. This number does not include Ecology's legal costs.

This request will adequately resource the agency and centralize all public disclosure case management duties in the Administrative Services Division, Public Disclosure Office (PDO) at Ecology. This will greatly streamline the response process for requests that are assigned to multiple programs and regions. Also, more intensive training and oversight for full-time staff in the PDO will improve response quality and mitigate risk related to Public Records Act violations. Relieving program and regional Public Disclosure Coordinators of this significant portion of their workload (estimated at up to 50 percent of their current workload) will allow these staff to focus on Records and Information Management (RIM) that is also in need of additional resources/capacity, particularly in the electronic environment. This realignment will require five additional staff to review, redact, and produce documents for all agency public records requests. Existing Public Disclosure Coordinators in separate programs will still collect records from their staff at headquarters and regional offices and oversee onsite file inspections.

As described in Ecology's 2019-21 Records Management Using ECM decision package, Ecology's electronic records are inadequately managed and rapidly proliferating. The additional RIM capacity freed up by centralizing public disclosure case management will help support implementation of the Electronic Content Management (ECM) solution and improve the existing electronic environment. Better RIM practices for electronic records will enhance public disclosure efficiency and reduce the overall public disclosure burden on the agency, currently self-reported at more than 22,000 hours agencywide per year. A fully centralized PDO will also be able to search the indexed records repository provided by the ECM solution to reduce the time that environmental staff currently spend searching and self-collecting records instead of performing core environmental work. Ecology achieved similar efficiencies with implementation of the Discovery Accelerator tool associated with email in the WaTech Vault. It has significantly cut down staff time spent searching through emails for public records requests, freeing them to do priority environmental work instead. A centralized PDO will help reduce the risk of PRA violations, and get employees back to doing the work they were hired for.

### **Centralized Records Request Portal and Tracking System**

As of July 2017, Ecology is required to comply with performance measurement and annual reporting requirements to the Joint Legislative Audit and Review Committee (JLARC) for public disclosure activities (RCW 40.14.026(5)). Right now, Ecology relies on a custom built SQL database web application to track records requests, but it does not sufficiently capture the 17 statutory metrics to fulfill our reporting requirement. Requests are typically received via email, requiring manual entry of

request and requester information into the tracking system. When producing electronic records for requestors, Ecology uses an internally supported transmission portal that requires a manual zipping and upload process that can be time intensive. This portal is a temporary solution established after WaTech discontinued File Transfer Protocol (FTP) service. This temporary solution presents security concerns associated with exposing Ecology's network to the web.

This request will procure a commercially available web-based tracking and request processing application, such as GovQA or NextRequest. This system could be rapidly implemented (three months or less) to meet performance measurement and JLARC reporting requirements. Ecology is currently in the second reporting cycle (calendar year 2018), due July 1, 2019, with no means of capturing required metrics, and an uncertain timeline as to when system upgrades could be completed to meet this obligation. Existing Ecology IT development resources are heavily invested in other mission-critical priorities.

The new system will provide the added benefit of an online web submission portal for the public to submit requests and receive records from Ecology. This will reduce data entry time, because requesters will start the process of generating the request file in the system. The system will also have its own transmission portal for producing records, allowing Ecology to eliminate use of the internally supported portal. This will save time and remove the related security risks.

#### **Impacts on Population Served:**

This request will improve the efficiency and quality of responses to public records requests. Ecology has one of the highest per FTE request rates among state agencies. Right now, requesters receive multiple and varied responses from different programs and regional offices responding to the same request. The responses often do not align on scope and clarity. This creates confusion for requesters and makes it difficult for Ecology to establish a sound compliance record. Centralization will provide requesters with a single point of contact to ensure their request is being fulfilled timely and accurately.

A web-based submission portal will provide a convenient means of submitting requests and receiving responsive records. Requesters will be able to check on request status without having to contact one or more Ecology staff and wait for a response.

#### **Alternatives Explored:**

The alternative to centralized public disclosure management is to continue the existing de-centralized model that is inefficient, provides less than optimal customer service, and increases exposure to penalties of up to \$15,000 per day for PRA violations. This would also continue to divert RIM resources in the programs and regional offices where public disclosure coordinators are also responsible for RIM coordination.

The alternative explored for the web-based public records portal and tracking system is to use internal development resources to upgrade the existing system to meet the minimum performance measurement and reporting requirements of RCW 40.14.026(5). Ecology estimates this upgrade would require at least 168 hours of developer time to add tracking functionality. It would take another 470 hours to upgrade the existing system to come close to the web-based submission functionality of

a commercially available tool, such as NextRequest or GovQA. But Ecology does not have developer resources to make these upgrades because they are currently invested in mission-critical upgrades and implementation of major agency systems. Internally developed systems will require dedicated staff for ongoing maintenance and upgrades.

**Consequences of Not Funding This Request:**

If this request is not funded, Ecology would continue to provide lower customer service to requesters and inefficient request processing under the existing de-centralized model. Existing quality control challenges would persist. Also, Ecology would be unable to meet mandatory performance measurement and JLARC reporting requirements.

**Assumptions and Calculations****Expansion or alteration of a current program or service:**

Ecology's Administration Program Public Disclosure Office budget in the 2015-17 Biennium was 3.0 FTEs and \$594,000, and the budget for 2017-19 is 3.0 FTEs and \$657,000. Current staffing is 1.0 FTE Management Analyst 5 and 2.0 FTEs Management Analyst 3.

**Detailed assumptions and calculations:**

Beginning July 1, 2019 and ongoing, Ecology will require \$593,514 each year for salaries, benefits, and associated staff costs for 5.0 FTEs Management Analyst 3 to centralize public disclosure case management in Ecology's Public Disclosure Office. This includes intake and acknowledging requests within five business days; requesting clarification; research using Ecology data systems; formulating search criteria; documenting search and compliance; assigning records collection requirements to programs/regions; performing enterprise search of records in central systems using eDiscovery tools like Discovery Accelerator, SharePoint, or ECM; exercising legal judgment in the review and redaction of records; converting, formatting, and transmitting records using software tools; processing and paying invoices; tracking and data entry for all 17 required JLARC metrics; and working with management, the Information Governance Manager, and the Attorney General's Office on legal issues as needed.

These positions must be technically savvy with electronic databases, eDiscovery search tools, document management and redaction tools, and records tracking and transmission portals. They will also need a comprehensive legal understanding of the Public Records Act and Ecology's 40+ commonly used legal exemptions, as well as Ecology's' public disclosure policies, procedures, and Desk Manual.

An update is also required to Ecology's public disclosure system to track and process requests, which is estimated at \$6,200 in one-time initial setup costs in Fiscal Year (FY) 2020 and \$33,500 annual licensing fees for PDO staff and Public Disclosure Coordinators beginning in FY 2020 and ongoing.

Revenue from the Radioactive Mixed Waste account is adjusted to reflect the change in expenditures.

**Workforce Assumptions:**

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	310,680	310,680	310,680	310,680	310,680	310,680
B	Employee Benefits	114,952	114,952	114,952	114,952	114,952	114,952
E	Goods and Services	62,085	55,885	55,885	55,885	55,885	55,885
G	Travel	12,760	12,760	12,760	12,760	12,760	12,760
J	Capital Outlays	6,325	6,325	6,325	6,325	6,325	6,325
T	Intra-Agency Reimbursements	126,412	126,412	126,412	126,412	126,412	126,412
<b>Total Objects</b>		<b>633,214</b>	<b>627,014</b>	<b>627,014</b>	<b>627,014</b>	<b>627,014</b>	<b>627,014</b>

**Staffing**

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
MANAGEMENT ANALYST 3	62,136	5.00	5.00	5.00	5.00	5.00	5.00
FISCAL ANALYST 2		0.50	0.50	0.50	0.50	0.50	0.50
IT SPECIALIST 2		0.25	0.25	0.25	0.25	0.25	0.25
<b>Total FTEs</b>		<b>5.8</b>	<b>5.8</b>	<b>5.8</b>	<b>5.8</b>	<b>5.8</b>	<b>5.8</b>

**Explanation of costs by object:**

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE. Goods and Services also includes public disclosure system setup and annual licensing costs of \$39,700 in FY 2020 and \$33,500 in FY 2021 and ongoing.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

**Strategic and Performance Outcomes****Strategic framework:**

This request is a high priority on Ecology's risk register, and will allow Ecology to comply with Executive Order 16-06 – State Agency Enterprise Risk Management. Improving the quality of public disclosure responses mitigates legal risk and enhances Ecology's transparency and accountability to the public.

This request is essential to implementing a priority in Ecology's strategic plan to Deliver Efficient and Effective Services because efficient processing of records requests allows Ecology staff to spend more time on core environmental work and improves public access to vital information that external parties need to protect, preserve, and enhance the environment.

This request provides essential support to the Governor's Results Washington Goal 2: Prosperous Economy by improving access to records necessary to complete real-estate and other commercial transactions. This request supports Goal 3: Sustainable Energy and Clean Environment, and Goal 4: Healthy and Safe Communities by allowing staff to devote more time to core environmental work and improving access to vital information needed by the public to protect, preserve, and enhance the environment for the benefit of human health and safety. This request supports Goal 5: Efficient, Effective, and Accountable Government by enhancing Ecology's transparency and accountability to the public.

**Performance outcomes:**

The outcome of this request will be to improve public access to Ecology records, improve response efficiency, and mitigate significant risk. Efficient processing of Ecology's 4,200 annual public records requests allows more time for staff to devote to core environmental work and enhances access to vital information needed by the public to protect, preserve, and enhance the environment. Also, many commercial firms rely on Ecology records to complete real-estate and other commercial transactions.

**Other Collateral Connections****Intergovernmental:**

This request will have nominal intergovernmental impact other than improving access to Ecology records when requested.

**Stakeholder response:**

Ecology receives records requests from a wide variety of non-governmental requesters. Widespread support is anticipated for improvements in response efficiency and quality.

**Legal or administrative mandates:**

Ecology is operating under the following statutory and administrative mandates:

- Executive Order 16-06 Risk Management
- Chapter 40.14 RCW, Preservation and Destruction of Public Records
- Chapter 42.56 RCW, Public Records Act
- The Effect of Public Records Requests on State and Local Governments (2016 Performance Audit Report, State Auditor's Office)

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

Yes

Public Disclosure Management IT Addendum.docx



# 2019-21 IT ADDENDUM

NOTE: Only use this addendum if your decision package includes IT and does NOT relate to the One Washington project.

## PUBLIC DISCLOSURE MANAGEMENT

### Part 1: Itemized IT Costs

Please itemize all IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation), or IT staff. When itemizing costs, please consider the total cost of the combined level of effort which includes: the associated costs, from planning through closeout, of state, vendor, or both, in order to purchase, acquire, gather and document requirements, design, develop or configure, plan or conduct testing, and complete implementation of enhancement(s) to an existing system.

Information Technology Items in this DP (insert rows as required)	FY 2019	FY 2020	FY 2021
Public Disclosure Portal and Tracking System	\$39,700	\$33,500	\$33,500
<b>Total Cost</b>	<b>\$39,700</b>	<b>\$33,500</b>	<b>\$33,500</b>

### Part 2: Identifying IT Projects

If the investment proposed in the decision package is the development or acquisition of an IT project/system, or is an enhancement to or modification of an existing IT project/system, it will also be reviewed and ranked by the OCIO as required by RCW 43.88.092. The answers to the three questions below will help OFM and the OCIO determine whether this decision package is, or enhances/modifies, an IT project:

1. Does this decision package fund the development or acquisition of a new or enhanced software or hardware system or service? ☒ Yes ☐ No
2. Does this decision package fund the acquisition or enhancements of any agency data centers? (See OCIO [Policy 184](#) for definition.) ☐ Yes ☒ No
3. Does this decision package fund the continuation of a project that is, or will be, under OCIO oversight? (See OCIO [Policy 121](#).) ☐ Yes ☒ No

If you answered “yes” to any of the above questions, you must answer the questions in Part 3 to finish the IT Addendum. Refer to Chapter 10 of the operating budget instructions for more information and a link to resources and information about the evaluation criteria questions.

### Part 3: IT Project Questions

#### Agency readiness/solution appropriateness

#### Organizational change management

1. Describe the types of organizational changes expected because of this effort. How has your agency considered these impacts in planning the project and within this funding request?

Include specific examples regarding planned Organizational Change Management (OCM) activities and whether or how the requested funding will support these efforts.

- **This proposal presents modest organizational changes principally isolated in the Administrative Services Division, Public Disclosure Office (PDO). PDO has identified where the existing Public Disclosure Tracking System (PDTs) is insufficient to meet mandatory performance measurement and JLARC reporting requirements in RCW 40.14.026(5). It is anticipated that the proposal will greatly improve PDO efficiency and productivity in managing requests as well as mandatory performance measurement and reporting, and PDO is eager to implement this change.**
- **As part of this project, training will be provided to PDO staff to familiarize them with the new system.**

#### **Agency technology portfolio risk assessment**

2. How does this project integrate into and/or improve the overall health of your agency's IT portfolio? Include specific examples such as system efficiencies, technology risks mitigated, technology improvements achieved, etc.
  - **Currently, public disclosure tracking is accomplished via PDTs, an internally developed web application. Because this application is custom built, it requires significant resources to make the modifications necessary to comply with the performance measure and reporting requirements in RCW 40.14.026(5). Replacing the custom built system with a more modern configurable Software as a Service (SaaS) system will greatly improve our ability to make modifications as business rules change and will lower overall support costs. Additionally, Ecology Information Technology Services Office (ITSO) is trying reduce portfolio risk by mitigating the number of custom built applications requiring internal support and this proposal aligns with that strategy.**

#### **Solution scale**

3. Explain how this investment is scaled appropriately to solve the proposed business problem. Described what considerations and decisions the agency has made to determine the sizing of this investment and why it is appropriate to solve the business problem outlined in the decision package.
  - **This investment was scaled to support a public records request volume of up to 5,000 requests per year. Ecology's recent annual request volumes are approximately 4,200. Because this is a cloud based, SaaS solution, it is relatively easy to scale the solution up or down as needed. It is necessary to solve the business problem outlined in the decision package because RCW 40.14.026(5) requires performance measurement and reporting that the current system (PDTs) cannot meet.**

#### **Resource availability**

4. How has the agency determined the resources required for this effort to be successful? How does this funding request support that resourcing need? If the agency intends to use existing resources for this effort, how are risks around resource availability being addressed?
  - **Ecology received estimates from the two leading vendors offering commercial solutions. The estimates ranged from \$5,000 for initial set up and \$14,000 in annual**

licensing fees (GovQA) to \$6,200 in initial setup and \$33,500 in annual licensing fees (NextRequest). Nominal ITSO resources will be required to assist with initial set up and implementation but well below the 638 developer hours it would take to upgrade PDTS to a similar functionality.

#### Investment urgency

5. With regards to the urgency of this investment, please select **one** of the following that most closely describes the urgency of your investment, and **explain your reasoning**:

☒ This investment addresses a currently unmet, time sensitive legal mandate or addresses audit findings which require urgent action.

**Reason:** As of July 2017, Ecology is required to capture and report 17 statutory metrics under RCW 40.14.026(5). The current PDTS system does not have sufficient functionality to support this performance measurement and reporting responsibility. Ecology submitted an incomplete performance report for the first reporting period (July-December 2017) and is now half way through the second reporting period (CY 2018) and is unable to capture and report all required metrics. This deficiency will persist until either the current system is modified or a new system is in place. Ecology has determined that implementing a SaaS solution is the most cost effective and timely way to meet the mandated performance measurement and reporting requirements.

☐ This investment addresses imminent failure of a mission critical or business essential system or infrastructure and will improve that issue.

**Reason:**

☐ This investment addresses an agency's backlog of technology systems and provides an opportunity for modernization or improvement.

**Reason:**

☐ This investment provides an opportunity to improve services, but does not introduce new capability or address imminent risks.

**Reason:**

#### Architecture/Technology Strategy Alignment

##### Strategic alignment

6. Using specific examples, describe how this investment aligns with strategic elements of the Enterprise Technology Strategic Plan. Examples of strategic principles that tie back to tenets of the strategic plan include, but are not limited to: buy don't build, solutions hosted on modern hosting solutions, solutions promoting accessibility, early value delivery of functionality throughout the project, and modular implementation of project features.

- **This proposal aligns with ITSO's strategic plan by mitigating custom development and support work (buy don't build) and migrating to a cloud-based SaaS solution where appropriate (modern hosting solution).**

##### Technical alignment

7. Using specific examples, describe how this investment aligns with technical elements of the Enterprise Technology Strategic Plan. Examples of technical principles that tie back to tenets of

the strategic plan include, but are not limited to: data minimization, incorporating security principles into system design and implementation, publishing open data, and incorporating mobile solutions into systems.

- **A cloud-based SaaS web-portal will further align with the mobility tenet because the SaaS solutions are designed for use on many devices, including mobile. The cloud-based SaaS solution also aligns with the open data tenet because it will allow Ecology to collect the additional mandated performance data and make that data available to citizens.**

### **Governance processes**

8. What governance processes does your agency have in place to support this project, or what new governance processes will be introduced to accommodate this effort? Examples of governance processes include executive sponsorship and steering, vendor/contract management, change control, quality assurance (QA), independent verification and validation (IV&V), and incorporating stakeholder feedback into decision making processes. Provide examples of how your proposed budget includes adequate funding and planning for governance processes, if applicable.
  - **This project is expected to be very light weight with governance primarily contained in the Information Governance Section of Administrative Services Division. The Administrative Services Director will be the Executive Sponsor. The Information Governance Manager will manage the implementation and vendor contract. Traditional change control process will be used to manage the project.**
  - **Ecology has a well-established IT governance process:**
    - **IT BAT – IT Business Advisory Team is a combination of IT and business representatives that establish the agency’s business driven IT strategy.**
    - **SAT – Strategic Architecture Team collaborates with the BAT to select technical opportunities to best meet business needs. Advises IT Leadership Team.**
  - **Ecology also has a well-established governance process for budget building that thoroughly vets IT budget requests and prioritizes them based on best value.**

### **Interoperability, interfaces and reuse**

9. Does this proposed solution support interoperability and/or interfaces of existing systems within the state? Does this proposal reuse existing components of a solution already in use in the state? If the solution is a new proposal, will it allow for such principles in the future? Provide specific examples.
  - **There are no known statewide systems for public disclosure management in use or proposed in the future.**
  - **This system will integrate with Active Directory and Employee Plus Information Center.**
  - **These SaaS solutions demonstrate “re-use” because they are already in use by Department of Natural Resources, Washington State Department of Agriculture, Washington State University, Washington State Patrol, Department of Corrections, Department of Transportation, Military Department, and Department of Licensing.**

## Business/Citizen Driven Technology

### Measurable business outcomes

10. Describe how this proposed IT investment improves business outcomes within your agency? Provide specific examples of business outcomes in use within your agency, and how those outcomes will be improved as a result of this technology.
  - **This proposal will allow Ecology to meet statutorily mandated measurement and reporting requirements in RCW 40.14.026(5). This proposal will also improve the efficiency and defensibility of public disclosure request processing, which will improve requester (customer) experience and mitigate exposure to legal penalties. This proposal will also expedite the public's ability to submit records requests, monitor the status of their requests, and receive responsive records.**

### Customer centered technology

11. Describe how this proposed investment improves customer experience. Include a description of the mechanism to receive and incorporate customer feedback. If the investment supports internal IT customers, how will agency users experience and interact with this investment? If the customers are external (citizen), how will the citizen experience with your agency be improved as result of implementing this investment? Provide specific examples.
  - **This investment improves customer experience most dramatically for external public records requesters. As described in the decision package, requesters will be able to more conveniently submit requests through the web-portal, monitor the status of their requests, and receive responsive records through the portal.**

### Business process transformation

12. Describe how this IT investment supports business processes in your agency. Include the degree of change anticipated to business processes and the expected improvements as a result of this technology. Describe how the business and technology will coordinate and communicate project tasks and activities. Provide specific examples of how business processes are related to this technology and expected improvements to business processes as a result of implementing this technology.
  - **This proposal will allow PDO staff to mitigate data entry and request processing tasks that are very time consuming in the current system (PDTS). This proposal will also significantly expedite the performance measurement and reporting responsibility of RCW 40.14.026(5), which is currently accomplished (incompletely) through time intensive, manual tabulations.**

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AC - Improving Complex SEPA Reviews  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Brenden McFarland  
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### Agency Recommendation Summary

With Washington's economy on the rise and many new big energy projects emerging, Ecology expects increased demands to prepare Environmental Impact Statements (EISs) for new proposals. State rules require Ecology to be the lead agency for the State Environmental Policy Act (SEPA) review on complex proposals related to big energy projects, such as oil and natural gas. SEPA rules also designate Ecology as lead agency based on either permitting decisions or Ecology's role in planning or administering funding. Ecology needs dedicated staff to oversee this increased workload. Timely EIS preparation and review facilitates overall permit review and decisions, and protection of environmental and public health. (General Fund-State; General Fund-Private/Local)

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$289	\$289	\$289	\$289
Fund 001 - 7	\$32	\$32	\$32	\$32
<b>Total Expenditures</b>	<b>\$321</b>	<b>\$321</b>	<b>\$321</b>	<b>\$321</b>
<b>Biennial Totals</b>		<b>\$642</b>		<b>\$642</b>
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	2.3	2.3	2.3	2.3
<b>Average Annual</b>		<b>2.3</b>		<b>2.3</b>
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. A	\$171	\$171	\$171	\$171
Obj. B	\$63	\$63	\$63	\$63
Obj. E	\$9	\$9	\$9	\$9

Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. G	\$5	\$5	\$5	\$5
Obj. J	\$3	\$3	\$3	\$3
Obj. T	\$70	\$70	\$70	\$70
Revenue	FY 2020	FY 2021	FY 2022	FY 2023
001 - 0597	\$32	\$32	\$32	\$32
<b>Total</b>	<b>\$32</b>	<b>\$32</b>	<b>\$32</b>	<b>\$32</b>
<b>Biennial Totals</b>		<b>\$64</b>		<b>\$64</b>

## Package Description

### Background

The State Environmental Policy Act (SEPA, RCW 43.21C) requires a detailed statement on impacts before governmental decisions on major actions that could significantly affect the quality of the environment (RCW 43.21C.030). The statement, called an Environmental Impact Statement (EIS) is prepared prior to the governmental decision on a proposal such as permitting of a private project, constructing a government facility, funding construction activities, or adopting a rule or program affecting the environment. The agency responsible for the content of the EIS is designated as the lead agency. Lead agency is designated in state rules (WAC 197-11-922) among agencies with decisions (such as permits), with cities and counties responsible for review of most proposals. Certain proposals with specialized impacts have a specific designated lead agency, including certain proposals with Department of Ecology as lead agency. The EIS is prepared with opportunity for public comment from agencies, tribes, and the public, resulting in a Final EIS prior to decisions. If someone disagrees with the conclusions of the EIS, they may appeal the EIS.

Ecology is the lead agency for several complex proposals requiring EISs, with more proposals on the horizon. Complex proposals require cross-agency and cross-program expertise. Typically, program areas at Ecology include Water Quality, Water Resources, Spills, Toxics Cleanup, Hazardous Waste and Toxics Reduction, Air Quality, and Shorelands & Environmental Assistance (SEA). Regional directors have signature authority and responsibility for multi-program environmental reviews. Project managers coordinate and facilitate the environmental review process. Since 2012, cost reimbursement agreements have provided supplemental funds that support EIS project managers.

In the 1980s and early 1990s, Ecology funded EIS staff in the SEA program to serve across all environmental programs. During budget reductions (due to both targeted reductions and across-the-board legislative cuts during the 2002 recession), these EIS agency resources were cut. Now, staff from across the agency are pulled from other program priorities to work on EISs, and Ecology no longer has the dedicated project experts needed for statewide SEPA work, especially with today's large number of complex projects being considered in Washington.



**Problem statement**

Ecology does not have the necessary EIS project management capacity to rapidly start and complete EISs. Major projects are underway or being proposed in the Southwest and Eastern regions where Ecology does not have EIS expertise or capacity. Voluntary cost reimbursement with a project applicant can cover some costs associated with preparing an EIS, but it is difficult to get reimbursement for a project manager's upfront costs associated with advising, providing technical assistance, and establishing a cost reimbursement agreement with applicants. Ecology cannot start the EIS and the cost reimbursement process for it if there are no staff to do the work. Also, the process for negotiating a voluntary cost reimbursement agreement can be slow, leaving a long gap between the time staff are needed and when we can start billing for reimbursement. For example, Ecology has been meeting with a business for six months interested in building a silicon smelter in Eastern Washington, and there is still no cost reimbursement agreement in place.

When Ecology is slow to start an EIS process due to the lack of project management staff, state and local leaders may have concerns with such delays. They expect SEPA reviews to be completed in a timely manner. Complex projects contain sufficient challenges, without added concerns over timing.

With Washington's growing population and economy, Ecology expects a steady stream of new proposals requiring objective, thorough review. Another current trend are proposals designated as projects of statewide significance, or those needing rapid priority attention for other reasons. Projecting into the near future, a number of proposals are anticipated that will require Ecology be the designated SEPA lead agency. These include several proposals for transporting fuel by rail and ship, a new bio-fuel refinery, a silicon smelter, and potentially a natural gas transmission pipeline expansion.

**Solution**

This request is for two EIS project managers to support all Ecology programs and regions in managing SEPA lead agency responsibilities for complex, multi-program EISs. These positions will also provide substantial support to managers designated as Ecology's SEPA Responsible Official, usually a regional director. This includes starting voluntary cost reimbursement agreements with permit applicants, maintaining a list of on-call EIS contractors, organizing an EIS SharePoint site for effective project records management, and completing SEPA co-lead agreements with other agencies.

The EIS project managers will help ensure certain issues not linked with specific environmental programs are addressed during the SEPA process. These include environmental justice, public involvement, public notification requirements, and tribal and cultural resources.

When the workload for complex EIS project management allows, these project managers can help develop SEPA tools that speed project review (template agreements, programmatic reviews, guidance on specific issues, etc.) and help with other Ecology SEPA lead agency reviews (less significant reviews, supplemental EISs, adoptions and addenda).

There is public and legislative interest in Ecology improving timeliness and thoroughness of SEPA reviews that is not possible within current staffing levels. Adding two EIS project managers will serve all Ecology's environmental programs and regions, allow the agency to meet legal obligations as the SEPA lead for preparation of EISs (WAC 197-11-050), respond to public concerns, and recognize tribal interests through engaging in government-to-government consultation and appropriate review of natural and cultural resources. The project managers will be the point of contact for cross-program SEPA coordination and facilitate cross-program communication during the permit process associated with emerging complex, mega-projects.

EIS project managers will also help develop SEPA tools that speed project review (on-call consultant lists, template agreements, programmatic reviews, guidance on specific issues) and assist with other Ecology SEPA lead agency reviews (less significant reviews, supplemental EISs, adoptions, and addenda) when complex EIS project management workload is less demanding.

### **Why this is important**

High-profile projects put the SEPA review process in the public eye. Citizens and tribal governments expect that proposals affecting their communities will be thoroughly reviewed and extensively involve the public in a transparent way. Complex EIS projects are high-profile and receive a large amount of media attention and coverage during the review process. The number of people participating in public hearings and providing comments can reach more than 100,000.

Applicants and legislators expect timely EIS reviews. In 2017, the Legislature created RCW 43.21C.0311 to encourage agencies to prepare even the most complex EISs within two years. Ecology is required to report to the Legislature every two years regarding how long EISs take to complete.

If Ecology does not produce high quality EISs, it affects the permitting programs and can lead to legal challenges against agency-issued permits.

Ecology needs to be a better leader in preparing EISs. Doing better, more timely environmental review helps the economy and provides environmental benefits for Puget Sound, the Columbia Basin, and the Pacific Coast.

### **Impacts on Population Served**

When Ecology is the lead EIS agency for a complex proposal, there are many interests from local community supporters and opponents, local and tribal governments, businesses, ports, and other state agencies. All parties expect Ecology to run an open, transparent, and efficient process to produce an unbiased, thorough look at the impacts of complex proposals. Ecology is also expected to develop appropriate mitigation to offset identified impacts. While issues may vary with each proposal, the project managers can ensure that the commitment to an efficient, well-managed process will remain constant.

## Alternatives Explored

Ecology requests GF-State for this work since that is historically how the program was funded. The pressure on operating funds during the Great Recession resulted in many fund shifts, including this activity. Over the last few biennia, enacted budgets have shifted this work from General Fund-State (GF-State) to the State Toxics Control Account (STCA). Enacted budgets permanently shifted \$75 million of GF-State work in state agencies' operating budgets to Model Toxics Control Act accounts, which includes STCA. Although these fund shifts preserved some core environmental work, they also eroded MTCA funding capacity for capital projects.

Ecology has a separate operating request to restore the \$64 million GF-State shifted to MTCA accounts in Ecology's budget. Shifting the funding back to GF-State for SEPA work will free up MTCA dollars for toxics management, prevention, and cleanup. However, if the base SEPA work is not shifted back to GF-State, using MTCA funding for this request is a viable alternative.

Another alternative is to fund only one EIS project manager. A single project manager would increase capacity to start a few new EIS reviews. However, after one or two major reviews are underway, review of other proposals would likely be delayed. The time required to move a complex EIS through the steps of the review and public comment process limits the ability to take on more proposals. While the amount of time for project management on an EIS varies (the scope is set through a public process and is dependent on the specific issues associated with the proposal), complex EISs with a high level of public interest and multiple elements of the environment under review are very time consuming.

## Consequences of Not Funding This Request

Without funding, staff from Ecology's environmental programs would continue to be pulled from other priority activities to fulfill SEPA EIS lead agency responsibilities that would negatively impact other critical environmental work. Ecology would not have a coordinated EIS project management approach, and each EIS would continue to be managed on an ad hoc basis.

The EIS projects would start slowly as staffing, cost reimbursement agreements, consultant contracts, and co-lead agreements are developed. Opportunities to better mitigate and reduce big project impacts, and speed up timelines would not be realized.

## Assumptions and Calculations

### Expansion or alteration of a current program or service:

This request will add resources under activity A041, Provide Technical Assistance on State Environmental Policy Act (SEPA) Review. The table below includes funding levels and FTEs for this activity for the 2015-17 and 2017-19 biennia. Please note, EIS project managers are a new service within this activity. Any time currently spent on EISs is within other activities and is not reflected in the current SEPA activity. Ecology uses the funds in activity A041 to pay for staff who provide training and technical assistance to local government and the public, update SEPA guidance, and manage the SEPA register.

Ecology SEPA training workshops are hosted at multiple locations around the state, often at the request of local governments or state agencies. Trainings are periodically updated to include new material as SEPA laws and rules are updated. From January through June of 2018, nine trainings were provided attended by 480 participants.

Ecology SEPA technical assistance is provided for more than 100 requests each month from local government, state agencies, businesses, tribes, and the public via email and phone.

Ecology SEPA guidance materials include the SEPA Handbook and other materials helpful for different audiences to understand answers to their SEPA questions. Recent work included updating SEPA materials for Ecology's new website.

The SEPA Register provides a statewide listing of all SEPA documents from local and state agencies. Over 6,000 records per year (6,741 in 2017) are received by Ecology from all SEPA lead agencies and made available to the public via SEPA Register. Ecology staff maintain a database of all SEPA records and work with lead agencies to make sure electronic SEPA documents are available to the public in the SEPA Register.

The funds from this request will be added to the base budget for this activity. Administrative overhead related to this activity is in the agency's Administration Activity A002.

	2015-17	2017-19
FTEs	6.8	6.1
General Fund State	\$ 1,211,363	
General Fund Federal	\$ 202,714	\$ 202,714
State Toxics Control	\$ 127,444	\$ 1,282,065
<b>Total</b>	<b>\$ 1,541,521</b>	<b>\$ 1,484,779</b>

#### **Detailed assumptions and calculations:**

Beginning July 1, 2019 and ongoing, Ecology requests salaries, benefits, and associated staff costs for 2.0 FTEs Environmental Planner 5 to function as EIS project managers. These positions will get cost reimbursement agreements in place, manage complex EISs, focus on all steps of cross-program EISs from beginning to end, coordinate input from technical staff in Ecology programs and other agencies, and manage the SEPA process.

Total estimated ongoing costs are \$321,045 per fiscal year.

Ecology assumes up to 10 percent of the costs of these positions will be charged to a cost reimbursement agreement, shown as revenue in General Fund-Private/Local.

To estimate the percentage of costs that could be consistently covered by voluntary cost reimbursement, the program looked at the last six years of data where Ecology was a lead agency for an EIS. In order to complete an EIS, there are three separate phases of the process – a Determination of Significance/Scoping Notice (announcing the start of the EIS process and inviting public comment), the Draft EIS (providing an initial review of the proposal with an opportunity for

the public to comment on the draft), and a Final EIS (with revisions and response to comments). Over the past six years, Ecology has issued 16 Scoping Notices, 17 Drafts EISs, and 11 Final EISs, resulting in an average of 7.3 EIS-related SEPA documents per year. Of those documents, about half were for Ecology governmental proposals and the other half were for private proposals.

While possibly half of future EISs may be for cost reimbursement eligible projects, the work that may be covered by voluntary cost reimbursement with a private applicant will have a stop-and-start nature as a proposal moves through various phases of development. In addition, there would be activities that are not cost reimbursable, both EIS-related (such as developing and maintaining a list of on-call consultants) and general administrative activities (such as required state employee training) that can't be billed to a private applicant via voluntary cost reimbursement. As a result, Ecology estimates that only 10 percent of the cost of the new positions will be covered via cost reimbursement.

### Workforce Assumptions:

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	171,342	171,342	171,342	171,342	171,342	171,342
B	Employee Benefits	63,397	63,397	63,397	63,397	63,397	63,397
E	Goods and Services	8,954	8,954	8,954	8,954	8,954	8,954
G	Travel	5,104	5,104	5,104	5,104	5,104	5,104
J	Capital Outlays	2,530	2,530	2,530	2,530	2,530	2,530
T	Intra-Agency Reimbursements	69,718	69,718	69,718	69,718	69,718	69,718
<b>Total Objects</b>		<b>321,045</b>	<b>321,045</b>	<b>321,045</b>	<b>321,045</b>	<b>321,045</b>	<b>321,045</b>

### Staffing

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
Environmental Planner 5	85,671	2.00	2.00	2.00	2.00	2.00	2.00
FISCAL ANALYST 2		0.20	0.20	0.20	0.20	0.20	0.20
IT SPECIALIST 2		0.10	0.10	0.10	0.10	0.10	0.10
<b>Total FTEs</b>		<b>2.3</b>	<b>2.3</b>	<b>2.3</b>	<b>2.3</b>	<b>2.3</b>	<b>2.3</b>

### Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is also essential to implementing all of Ecology's strategic priority to:

- Reduce and Prepare for Climate Impacts,
- Prevent and Reduce Toxic Threats,
- Deliver Integrated Water Decisions, and
- Protect and Restore Puget Sound.

SEPA broadly addresses impacts to all elements of the natural and built environment through analysis and mitigation requirements. EISs address sources of greenhouse gas emissions and resiliency from climate impacts. EISs can be a tool for addressing toxic threats, and protecting and restoring Puget Sound. EIS project managers could also assist with SEPA review for integrated water solutions.

This request provides essential support to the Governor's Results Washington Goal 3: Sustainable Energy and a Clean Environment by broadly addressing all areas due to natural and built environmental analysis and mitigation requirements in EIS documents.

### Performance outcomes:

This request will result in better project management when Ecology is the SEPA lead agency. Ecology will look to create SEPA efficiencies and frontload the process with staff and tools to make reviews go faster. While all EIS reviews are not equal, success will be measured by completing SEPA more quickly compared to historic timelines, while producing detailed, thorough, and legally-defensible reviews.

## Other Collateral Connections

### Intergovernmental:

State, Local, Regional, and county communities are affected by impacts and mitigation addressed in SEPA reviews. In addition to natural environment impacts, SEPA also requires consideration of impacts to the built environment, including local and state infrastructure. Natural and cultural resource issues of concern to tribal governments are addressed in SEPA reviews.

### Stakeholder response:

When Ecology is the lead EIS agency for a complex proposal, multiple parties have an interest, including local community supporters and opponents, local and tribal governments, businesses, ports, and other state agencies. All parties expect Ecology to run an open, efficient process to produce an unbiased, thorough look at the impacts of complex proposals, and the mitigation needed to offset those impacts. While the issues for each proposal may vary, stakeholders want an efficient, well-managed process.

### Legal or administrative mandates:

Recent legislation establishes a two-year target for preparing environmental impacts statements (RCW 43.21C.0311). SEPA rules (WAC 197-11-938) require Ecology to be the lead agency for certain complex proposals related to big energy projects such as oil and natural gas proposals.

SEPA rules also designate Ecology as lead agency, based on either permitting (e.g., new silicon smelter, aquatic pesticide application) or Ecology's role in planning or administering funding (e.g., large water supply projects, large flood damage reduction projects).

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AS - Ecology Security Upgrades  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Jason Norberg  
 (360) 407-6829  
 jnor461@ecy.wa.gov

### Agency Recommendation Summary

Key card access and security systems at Ecology facilities lack features to address security and system management concerns. These systems also rely on obsolete software that must be replaced. This request includes replacing the existing key card access system with new software and hardware, migrating the card holder database, and training for system users. Security system upgrades include features that enable employee notifications and facility lockdown. Camera systems will be added to monitor the public entrances of Ecology facilities to improve security and provide situational awareness to law enforcement during a security incident. This request will help keep staff and visitors at Ecology facilities safe.

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$180	\$0	\$0	\$0
Fund 027 - 1	\$12	\$0	\$0	\$0
Fund 02P - 1	\$8	\$0	\$0	\$0
Fund 044 - 1	\$39	\$0	\$0	\$0
Fund 163 - 1	\$8	\$0	\$0	\$0
Fund 173 - 1	\$671	\$0	\$0	\$0
Fund 174 - 1	\$17	\$0	\$0	\$0
Fund 176 - 1	\$204	\$0	\$0	\$0
Fund 182 - 1	\$20	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$1,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Biennial Totals</b>		<b>\$1,500</b>		<b>\$0</b>

<b>Operating Expenditures</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Fund 199 - 1	\$10	\$0	\$0	\$0
Fund 19G - 1	\$124	\$0	\$0	\$0
Fund 207 - 1	\$35	\$0	\$0	\$0
Fund 20R - 1	\$82	\$0	\$0	\$0
Fund 216 - 1	\$18	\$0	\$0	\$0
Fund 217 - 1	\$40	\$0	\$0	\$0
Fund 219 - 1	\$16	\$0	\$0	\$0
Fund 564 - 1	\$16	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$1,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Biennial Totals</b>		<b>\$1,500</b>		<b>\$0</b>
<b>Object of Expenditure</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Obj. E	\$1,500	\$0	\$0	\$0
<b>Revenue</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
20R - 0294	\$82	\$0	\$0	\$0
<b>Total</b>	<b>\$82</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Biennial Totals</b>		<b>\$82</b>		<b>\$0</b>

## Package Description

Ecology's current key card access system is supporting almost every Ecology building in the state. The system is antiquated with an operating system that is no longer supported and it requires its own dedicated server. As a result, Ecology commonly experiences lost connectivity across the state network that impacts immediate security responses. System failures and crashes are common, happening weekly. These interruptions include activating and deactivating access rights for staff and contracted vendors, which increases security risks from not being able to lock down facility access or by providing inappropriate or no access rights.

The current system also lacks features to enable employee notifications and facility lockdown. This request is necessary for Ecology to properly manage key card access to all agency facilities. Having a reliable, user-friendly system with updated security features will improve the efficiency of business operations and ensure secure access to Ecology facilities.

Ecology has recently made security upgrades at the Lacey HQ facility that include access controls on doors adjacent to public areas of the building. Additional improvements need to be made at Lacey HQ and other facilities statewide to ensure the safety of staff and visitors.

This request is for a solution that can integrate key card access with camera systems and provide lockdown and employee notification features. During a security incident, the system will notify employees and provide status updates by sending messages to desk computers, phone systems, and/or mobile devices. Right now, Ecology does not have a consistent method of providing employee notifications. The current key card system was not designed to be used for rapid lockdown during a security incident, like an active shooter event. Lockdown capabilities with the current key card system are cumbersome, vary from facility to facility, and rely on the physical proximity of a specific employee to hit a manual switch, or log into the system software before initiating the process to lock doors. Even if this person is sitting in front of their computer at the time of the security incident, this process can be slow and could be disrupted by system failures.

This request will also add camera systems to monitor the public entrances of Ecology facilities statewide to improve security and provide situational awareness to law enforcement during a security incident. This improvement was recommended to Ecology during a building security audit performed by the Washington State Patrol (WSP). Ecology has also consulted with other state agencies and law enforcement to determine what security features are commonly used in state facilities, and we have completed site visits at other state facilities. This research showed that Ecology is not providing adequate security features. This request will ensure we provide a level of protection consistent with other state agencies.

**Impacts on Population Served:**

This request will benefit employees and public visitors at Ecology offices throughout Washington by improving safety and security. It will also benefit law enforcement officers and first responders by providing camera systems that can provide situational awareness during a security incident, and it may help with prosecution of crimes committed at Ecology facilities.

**Alternatives Explored:**

Ecology's current key card system needs to be updated or replaced to function properly. Ecology has consulted with the vendor for the current system, who has not been able to provide assurance that upgrades or repairs will continue to be available. The vendor is considering discontinuing support for their facility key card access software entirely. For these reasons, making upgrades or incremental fixes to the current system are not good alternatives and may become impossible. Ecology needs a functional, efficient system that provides enhanced features and capabilities.

Ecology asked WSP to perform a building security audit at the Lacey HQ facility. The audit recommends adding camera systems to monitor buildings and grounds at Ecology facilities statewide. This request includes a scaled-back version of the recommendations from WSP, in that it will only install camera systems to monitor public entrances of Ecology facilities. Ecology facility managers also toured security features at state agencies, including Labor and Industries, Department of Revenue,

and the Department of Enterprise Services, and Capitol Campus Security and Visitor Services. Ecology determined the most urgent need besides camera systems was to provide features that enable employee notifications and facility lockdown.

### Consequences of Not Funding This Request:

If this request is not funded, Ecology's business operations would continue to be disrupted by a poorly performing key card access system, and agency facilities would continue to lack critical facility access and security features, putting employees, building tenants, and visitors at risk. If Ecology cannot replace the current key card system, it could become non-functional without suitable options to restore this service. Staff would need to resort to using hard keys and manual access controls. At the Lacey HQ facility, the current key card system is connected to lighting and HVAC controls, so those systems would be adversely impacted by a failure of the current key card system.

### Assumptions and Calculations

#### Expansion or alteration of a current program or service:

This request maintains basic safety and security services at Ecology's facilities.

#### Detailed assumptions and calculations:

Ecology is requesting \$1,500,000 for one-time costs in Fiscal Year 2020 to upgrade the key card access and security systems at agency facilities statewide. Ecology's current key card access system does not perform consistently and is badly in need of an upgrade. This request includes replacing and installing software and hardware at eight Ecology facilities, migrating the card holder database, and training for all employees on the new system.

Revenue from the Radioactive Mixed Waste account is adjusted to reflect the change in expenditures.

Cost Elements	FY 2020
Cameras and Digital Storage at all Ecology Facilities	\$500,000
Procurement and installation of Hardware and Software	\$800,000
Transferring Existing System Programming and Database Migration	\$100,000
System Commissioning and Training Costs	\$100,000
<b>Total</b>	<b>\$1,500,000</b>

#### Workforce Assumptions:

Expenditures by Object	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
E Goods and Services	1,500,000					
<b>Total Objects</b>	<b>1,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Staffing

Job Class	Salary	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
<b>Total FTEs</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Explanation of costs by object:**

Goods and Services are \$1,500,000 in Fiscal Year 2020 for software purchase, cameras, key card equipment, installing the hardware and software, database migration and training. This budget request is based on information and discussions with the DES Director of Capitol Security, Washington State Patrol, and the current State Master Contract Vendor for key card access systems.

## Strategic and Performance Outcomes

**Strategic framework:**

This request is essential to implementing Ecology's strategic goal to deliver efficient and effective services, because keeping Ecology facilities safe is important for Ecology's programs, administration, and public visitors.

- This request is a medium priority on Ecology's risk register, and will allow Ecology to comply with Executive Order 16-06 – State Agency Enterprise Risk Managements. It supports the risk management and operation support services objectives in Ecology's strategic plan to: Maintain headquarters, regional, and field offices that support staff in meeting current business.
- Monitor environmental performance of facilities and engage staff in targeted improvements that contribute to the sustainability of our operations.
- Deliver shared services in an efficient and sustainable manner

This request is essential to support the Governor's priority to keep Washingtonians safe by providing security features at Ecology facilities statewide that will improve the safety of these facilities, making them a functional part of a safe community.

This request provides essential support to the Governor's Results Washington Goal 5: Efficient, Effective, and Accountable Government by providing effective security measures to protect staff and visitors.

**Performance outcomes:**

Refer to narrative justification.

## Other Collateral Connections

**Intergovernmental:**

Funding this request will positively impact Ecology and other agencies and government entities that work closely with us. Ecology facilities provide a safe and efficient operating base for environmental programs and administration and house partner agencies like the Washington Conservation Commission, the federal Environmental Protection Agency, and the Pollution Liability Insurance Agency. Providing efficient and secure key card access to Ecology facilities will benefit these agencies directly.

**Stakeholder response:**

Ecology has consulted with employees, other state agencies, and law enforcement partners regarding security updates; some features that are common at other state facilities are not provided at Ecology facilities. This investment will provide protection and peace of mind at a level consistent with other state agencies and better meet the expectation of public visitors and community partners.

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

This request will provide key card access and security system upgrades at Ecology facilities statewide.

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

Yes

Ecology Security Upgrades IT Addendum.docx

# 2019-21 IT ADDENDUM

## PROJECT TITLE: Ecology Security Upgrades

### Part 1: Itemized IT Costs

Please itemize all IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation), or IT staff. When itemizing costs, please consider the total cost of the combined level of effort which includes: the associated costs, from planning through closeout, of state, vendor, or both, in order to purchase, acquire, gather and document requirements, design, develop or configure, plan or conduct testing, and complete implementation of enhancement(s) to an existing system.

Ecology is requesting \$1,500,000 to upgrade the key card access and security systems at agency facilities statewide. Components of this project include replacement and installation of key card software and hardware at eight Ecology facilities, including features that enable employee notification and provide lockdown capabilities. Camera systems will be added to monitor the public entrances of Ecology facilities to improve security and provide situational awareness to law enforcement during a security incident. Updates to the key card access system include migration of the card holder database and training for all employees on the new system.

Information Technology Items in this DP (insert rows as required)	FY 2020	FY 2021	FY 2022
Cameras and Key Card Equipment	500,000		
Procurement and installation of Hardware and Software	800,000		
Transferring existing system programming and database migration costs	100,000		
System commissioning and training	100,000		
<b>Total Cost</b>	<b>\$1,500,000</b>		

### Part 2: Identifying IT Projects

If the investment proposed in the decision package is the development or acquisition of an IT project/system, or is an enhancement to or modification of an existing IT project/system, it will also be reviewed and ranked by the OCIO as required by RCW 43.88.092. The answers to the three questions below will help OFM and the OCIO determine whether this decision package is, or enhances/modifies, an IT project:

1. Does this decision package fund the development or acquisition of a new or enhanced software or hardware system or service? ☒ Yes ☐ No
2. Does this decision package fund the acquisition or enhancements of any agency data centers? (See OCIO [Policy 184](#) for definition.) ☐ Yes ☒ No
3. Does this decision package fund the continuation of a project that is, or will be, under OCIO oversight? (See OCIO [Policy 121](#).) ☐ Yes ☒ No

If you answered “yes” to any of the above questions, you must answer the questions in Part 3 to finish the IT Addendum. Refer to Chapter 10 of the operating budget instructions for more information and a link to resources and information about the evaluation criteria questions.

### Part 3: IT Project Questions

#### Agency readiness/solution appropriateness

##### Organizational change management

1. Describe the types of organizational changes expected because of this effort. How has your agency considered these impacts in planning the project and within this funding request? Include specific examples regarding planned Organizational Change Management (OCM) activities and whether or how the requested funding will support these efforts.

The organizational changes expected because of this effort are minor, and the impacts will be largely positive.

Ecology facilities statewide lack adequate features to ensure the safety and security of staff and visitors. These include camera systems and features that enable employee notifications and lockdown capabilities. This project is necessary to protect staff and visitors from unnecessary risk and to provide a level of security consistent with other state agency facilities. As the project is implemented, Ecology will communicate changes to employees statewide to help manage expectations and ensure a smooth transition. Training for new notification and lockdown procedures will be provided to all employees and testing will be completed as needed to ensure new security features are functioning properly.

Ecology’s current key card access system is supporting almost every Ecology building in the state. The system is antiquated with an operating system that is no longer supported and it requires its own dedicated server. As a result, Ecology commonly experiences lost connectivity across the state network that impacts immediate security responses. System failures and crashes are common, happening weekly. These interruptions include activating and deactivating access rights for staff and contracted vendors, which increases security risks from not being able to lock down facility access or by providing inappropriate or no access rights.

The current system also lacks features to enable employee notifications and facility lockdown. This request is necessary for Ecology to properly manage key card access to all agency facilities. Having a reliable, user-friendly system with updated security features will improve the efficiency of business operations and ensure secure access to Ecology facilities. Funds for training facilities staff and all users on the new key card system are included with this request. Facilities staff and system administrators will monitor roll-out to help ensure the transition to the new system is seamless for all users and will take appropriate measures to address any unforeseen challenges.

#### Agency technology portfolio risk assessment



2. How does this project integrate into and/or improve the overall health of your agency's IT portfolio?  
Include specific examples such as system efficiencies, technology risks mitigated, technology improvements achieved, etc.

This project will add safety and security features that benefit Ecology employees statewide, adding capabilities that have not previously existed in Ecology's IT portfolio.

This project will replace an aging, poorly performing, key card access system with a new system that is expected to perform better and be more reliable.

#### **Solution scale**

3. Explain how this investment is scaled appropriately to solve the proposed business problem. Describe what considerations and decisions the agency has made to determine the sizing of this investment and why it is appropriate to solve the business problem outlined in the decision package.

Ecology's current key card system needs to be replaced. In preparation for this request, Ecology consulted with the vendor for the current key card system, who has not been able to provide assurance that repairs will continue to be available and has considered discontinuing support for their facility key card access software entirely. Because problems can't be reliably addressed by the current vendor, Ecology has determined that replacing the key card access system entirely is the appropriate solution. Ecology will pursue a solution that can integrate key card access with camera systems and provide lockdown and employee notification features.

In preparation for this request Ecology asked Washington State Patrol (WSP) to perform a building security audit at the HQ facility in Lacey. This audit recommended the addition of camera systems to monitor buildings and grounds at Ecology facilities statewide. This request includes a scaled-back version of the recommendations from WSP, in that it only would install camera systems to monitor public entrances of Ecology facilities. Ecology facility managers also toured security features at state agencies including LNI, DOR, and DES/Capitol Campus, and determined that the most urgent need besides camera systems was to provide features that enable employee notifications and lockdown capabilities.

#### **Resource availability**

4. How has the agency determined the resources required for this effort to be successful? How does this funding request support that resourcing need? If the agency intends to use existing resources for this effort, how are risks around resource availability being addressed?

Ecology will complete this project with existing staff resources, drawing on the expertise of facility managers and IT staff from within the agency. Traditional project management methodologies for resource planning will be used to mitigate the risk associated with resource availability.

### Investment urgency

5. With regards to the urgency of this investment, please select **one** of the following that most closely describes the urgency of your investment, and **explain your reasoning**:

☐ This investment addresses a currently unmet, time sensitive legal mandate or addresses audit findings which require urgent action.

**Reason:**

☒ This investment addresses imminent failure of a mission critical or business essential system or infrastructure and will improve that issue.

**Reason:** Providing secure, access-controlled, facilities is essential to support Ecology's business operations statewide. The current key card system performs poorly and lacks critical security features, and without appropriate vendor support this system is at risk of failure without suitable options to restore the service. Replacing the key card access system will eliminate frequent system failures and improve the security of Ecology facilities statewide.

Ecology facilities statewide lack modern security features including camera systems and technology solutions that enable employee notification and lockdown capabilities. This investment will improve security by adding features to address deficiencies and provide a level of security consistent with other state agency facilities.

☐ This investment addresses an agency's backlog of technology systems and provides an opportunity for modernization or improvement.

**Reason:**

☐ This investment provides an opportunity to improve services, but does not introduce new capability or address imminent risks.

**Reason:**

## Architecture/Technology Strategy Alignment

### Strategic alignment

6. Using specific examples, describe how this investment aligns with strategic elements of the Enterprise Technology Strategic Plan. Examples of strategic principles that tie back to tenets of the strategic plan include, but are not limited to: buy don't build, solutions hosted on modern hosting solutions, solutions promoting accessibility, early value delivery of functionality throughout the project, and modular implementation of project features.

This investment aligns with strategic elements of the Enterprise Technology Strategic Plan by purchasing dependable, modern, and effective camera systems and a key card access system that integrates updated security features.

## **Technical alignment**

7. Using specific examples, describe how this investment aligns with technical elements of the Enterprise Technology Strategic Plan. Examples of technical principles that tie back to tenets of the strategic plan include, but are not limited to: data minimization, incorporating security principles into system design and implementation, publishing open data, and incorporating mobile solutions into systems.

This investment aligns with technical elements of the Enterprise Technology Strategic Plan by purchasing camera systems and a key card access system that provides improved security features. Access to this system will be provided to a limited number of Ecology staff including facility managers, security staff, and IT support; role-based security will be incorporated into system design and implementation. Data from camera systems will be stored for 30 days then deleted.

## **Governance processes**

8. What governance processes does your agency have in place to support this project, or what new governance processes will be introduced to accommodate this effort? Examples of governance processes include executive sponsorship and steering, vendor/contract management, change control, quality assurance (QA), independent verification and validation (IV&V), and incorporating stakeholder feedback into decision making processes. Provide examples of how your proposed budget includes adequate funding and planning for governance processes, if applicable.

The executive sponsor of the key card access system replacement will be Ecology's Administrative Services Director. Project Management activities will be carried out by a team with representation from Ecology's Administrative Services Division and Information Technology Services Office.

Ecology has a well-established IT governance process:

- IT BAT – IT Business Advisory Team is a combination of IT and business representatives that establish the agency's business driven IT strategy.
- SAT – Strategic Architecture Team collaborates with the BAT to select technical opportunities to best meet business needs. Advises IT Leadership Team.

Ecology also has a well-established governance process for budget building that thoroughly vets IT budget requests and prioritizes them based on best value.

## **Interoperability, interfaces and reuse**

9. Does this proposed solution support interoperability and/or interfaces of existing systems within the state? Does this proposal reuse existing components of a solution already in use in the state? If the solution is a new proposal, will it allow for such principles in the future? Provide specific examples.

Ecology's current key card access system interfaces with building HVAC and lighting controls at the Lacey HQ facility; the replacement system is likely to maintain this functionality and Ecology will actively seek opportunities to interface with camera systems and other internal building

systems at facilities statewide, with the goals of improving security, energy efficiency, and system reliability.

## Business/Citizen Driven Technology

### Measurable business outcomes

10. Describe how this proposed IT investment improves business outcomes within your agency? Provide specific examples of business outcomes in use within your agency, and how those outcomes will be improved as a result of this technology.

This request supports the agency's strategic plan by contributing to the Results Ecology priority of effective workforce, business technology, and operational support services. This request supports the risk management and operation support services objectives included in Ecology's strategic plan and agency risk register, specifically, to maintain headquarters, regional, and field offices that support staff in meeting current business, monitor environmental performance of facilities and engage staff in targeted improvements that contribute to the sustainability of our operations, and to deliver shared services in an efficient and sustainable manner. Replacing the key card access system and making security upgrades is a critical step to keeping Ecology facilities in good condition so that they continue to provide a safe and efficient operating base for Ecology's programs, administration, and public visitors.

This request provides essential support to the Governor's Results Washington priority of an Efficient, Effective, and Accountable Government by providing effective security measures to protect staff and visitors, and by providing energy-efficient, environmentally responsible tools that support Ecology's programs as they work to reduce negative impacts on the environment.

### Customer centered technology

11. Describe how this proposed investment improves customer experience. Include a description of the mechanism to receive and incorporate customer feedback. If the investment supports internal IT customers, how will agency users experience and interact with this investment? If the customers are external (citizen), how will the citizen experience with your agency be improved as result of implementing this investment? Provide specific examples.

Funding this request will positively impact Ecology and other agencies and government entities that work closely with us. Ecology facilities provide a safe and efficient operating base for environmental programs and administration, and house partner agencies like the Washington Conservation Commission, the federal Environmental Protection Agency (EPA), and the Pollution Liability Insurance Agency. Maintaining safe, secure, and energy

efficient facilities will benefit these agencies directly. Ecology currently uses a combination of strategies to notify employees of a building emergency—these methods are imperfect, and rely on manual input from managers and employees rather than leveraging technology to automate employee notification. This investment will speed up employee notification during a building emergency, and allow managers and employees to focus on other critical tasks. Recent police activity near the Lacey HQ facility highlighted the lack of lockdown and notification capabilities at Ecology facilities—by comparison, security features at nearby public facilities and a private college functioned more quickly and efficiently, resulting in negative feedback from employees at the HQ facility. The addition of camera systems at public entrances of Ecology facilities is likely to improve the experiences of employees and citizens, who expect to do business in a safe and secure environment.

This project will improve the experience of internal users and the facility and IT staff that manage the key card access system. This system is used every day to issue access badges to Ecology employees statewide, so problems with the current system have had broad impacts including problems with facility access and delays in issuing badges to new employees. When the key card access system replacement is completed, customer feedback will be received by the Staff Services Help Desk team that issues access badges to employees. Ecology expects the response to this project to be overwhelmingly positive, and will use customer feedback to improve service delivery to the extent possible.

### **Business process transformation**

12. Describe how this IT investment supports business processes in your agency. Include the degree of change anticipated to business processes and the expected improvements as a result of this technology. Describe how the business and technology will coordinate and communicate project tasks and activities. Provide specific examples of how business processes are related to this technology and expected improvements to business processes as a result of implementing this technology.

Ecology's key card access system is a critical part of three business processes at Ecology: new employee onboarding, facility access, and facility security. Problems with the current system have caused delays and frustration during employee onboarding, have interrupted facility access, and have put facility security at risk by regular system failures. Replacing the current system with a more modern, functional solution will improve the efficiency of all three of these business processes.

Adding camera systems and enhanced security features supports Ecology's ability to provide a safe, efficient operating base for Ecology employees, building tenants, and public visitors.

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## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** AH - Enhancing Environmental Mapping  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Christina Kellum  
 (360) 407-6088  
 Christina.Kellum@ecy.wa.gov

### Agency Recommendation Summary

Geographic data and web mapping applications are increasingly relied upon to provide essential decision-making information to protect Washington's land, air, and water. Over the last 15 years, the number of public mapping applications, web services, and the use of this technology at Ecology has significantly grown, while staff levels have remained static. Ecology is requesting two additional developer positions to provide appropriate level of service so the agency can continue to develop new and maintain existing applications while advancing our technological capabilities for web geographic information systems (GIS).

### Fiscal Summary

*Dollars in Thousands*

Operating Expenditures	FY 2020	FY 2021	FY 2022	FY 2023
Fund 001 - 1	\$38	\$38	\$38	\$38
Fund 027 - 1	\$3	\$2	\$3	\$2
Fund 02P - 1	\$1	\$2	\$1	\$2
Fund 044 - 1	\$8	\$8	\$8	\$8
Fund 163 - 1	\$2	\$1	\$2	\$1
Fund 173 - 1	\$140	\$141	\$140	\$141
Fund 174 - 1	\$4	\$3	\$4	\$3
Fund 176 - 1	\$43	\$43	\$43	\$43
Fund 182 - 1	\$4	\$4	\$4	\$4
Fund 199 - 1	\$2	\$2	\$2	\$2
<b>Total Expenditures</b>	<b>\$314</b>	<b>\$314</b>	<b>\$314</b>	<b>\$314</b>
<b>Biennial Totals</b>		<b>\$628</b>		<b>\$628</b>

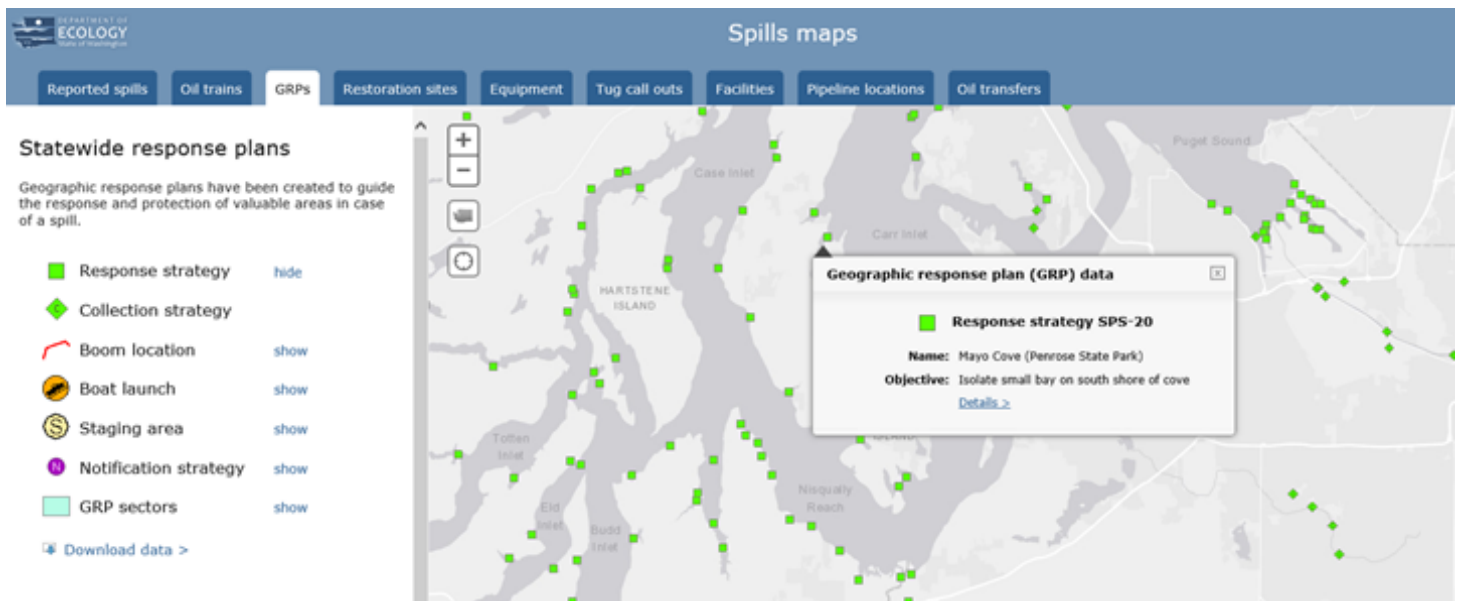
<b>Operating Expenditures</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Fund 19G - 1	\$26	\$26	\$26	\$26
Fund 207 - 1	\$7	\$7	\$7	\$7
Fund 20R - 1	\$17	\$17	\$17	\$17
Fund 216 - 1	\$4	\$4	\$4	\$4
Fund 217 - 1	\$8	\$9	\$8	\$9
Fund 219 - 1	\$4	\$3	\$4	\$3
Fund 564 - 1	\$3	\$4	\$3	\$4
<b>Total Expenditures</b>	<b>\$314</b>	<b>\$314</b>	<b>\$314</b>	<b>\$314</b>
<b>Biennial Totals</b>		<b>\$628</b>		<b>\$628</b>
<b>Staffing</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
FTEs	2.3	2.3	2.3	2.3
<b>Average Annual</b>		<b>2.3</b>		<b>2.3</b>
<b>Object of Expenditure</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Obj. A	\$168	\$168	\$168	\$168
Obj. B	\$62	\$62	\$62	\$62
Obj. E	\$9	\$9	\$9	\$9
Obj. G	\$5	\$5	\$5	\$5
Obj. J	\$2	\$2	\$2	\$2
Obj. T	\$68	\$68	\$68	\$68
<b>Revenue</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
20R - 0294	\$17	\$17	\$17	\$17
<b>Total</b>	<b>\$17</b>	<b>\$17</b>	<b>\$17</b>	<b>\$17</b>
<b>Biennial Totals</b>		<b>\$34</b>		<b>\$34</b>

## Package Description

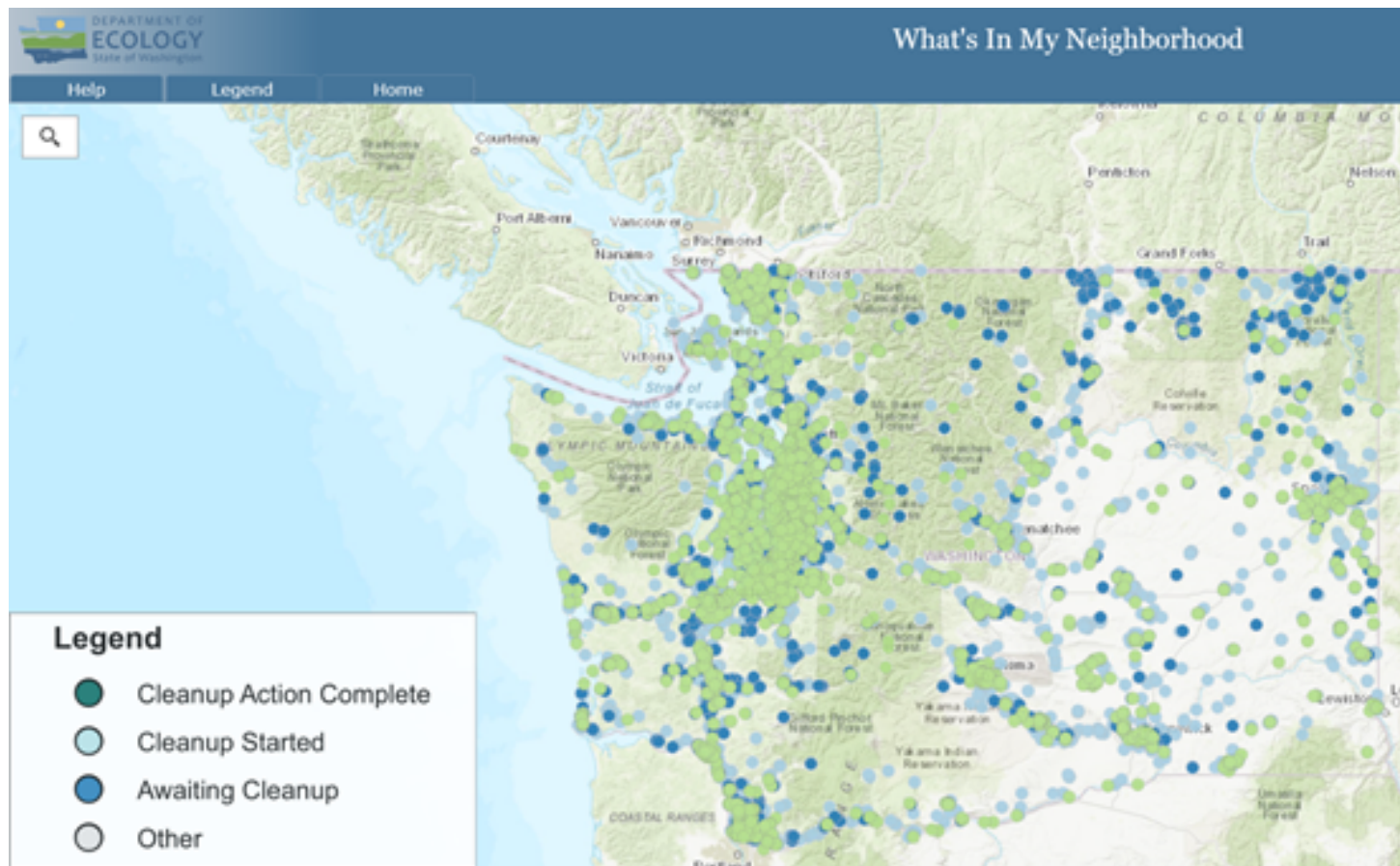
Web maps and geographic information systems (GIS) provide essential decision-making information to protect Washington's land, air and water. Ecology develops and maintains a wide variety of web maps and services that transform complex data into understandable visual information. People across the state benefit from having important environmental information right at their fingertips. For example, the spills map applications:



- Inform the public about spill risks statewide, such as the location and amount of oil train traffic and oil transfers.
- Detail information about where incidents have occurred, and the location of spill response equipment.
- Locate spill response strategies to protect sensitive natural, cultural, and economic resources critical to communities throughout the state.
- Enhance decision making support of rapid, well-coordinated responses to spill incidents when they occur.



Toxics Cleanup map applications show where releases of hazardous substances have occurred and allow the public to discover cleanup actions in their neighborhood. These cleanup actions have a powerful impact on human health, communities, and the environment by restoring habitat for wildlife, providing new opportunities for recreation, spurring economic development, and putting abandoned properties back into use.



The Beach Closures map application provides essential information for public health, ensuring the safety of children and pets.

**DEPARTMENT OF ECOLOGY**  
State of Washington

Washington State Coastal Atlas

Home > Beach closures

### Find swimming beach closures

select county -  
select city -  
**Go**

Search Beach Data  
Get EIM Data  
BEACH Program home

**Basemaps**

**Freeland County Park / Holmes Harbor**  
Island County  
Permanent swimming advisory

A permanent swimming advisory is posted at this beach because of high bacteria levels in the marine water. Likely source of bacteria is high beach wrack accumulation during summer months.

View monitoring data  
See more about this public beach

**CLOSED**  
Beach closed for swimming. Closed by the local health department or the Public Health Officer. Often due to sewage spills.

**CAUTION**  
Swimming advisory. Children, elderly, and those in ill health are advised not to swim. Increased levels of bacteria are present.

**OPEN**  
Beach open and monitored. Bathing after swimming is recommended. Harmful bacteria may still be present.

Beach previously monitored.  
Beach not monitored.

Washington State's Beach Environmental Assessment, Communication and Health (BEACH) Program monitors swimming beaches for health risks.

The BEACH Program monitors high-risk swimming beaches from Memorial Day to Labor Day.

The Water Quality Atlas informs other agencies, local jurisdictions, and the public about whether their local lake, stream, or marine beach is healthy or polluted.

**DEPARTMENT OF ECOLOGY**  
State of Washington

Washington State Water Quality Atlas

Home Tutorial Videos

### Map water quality data

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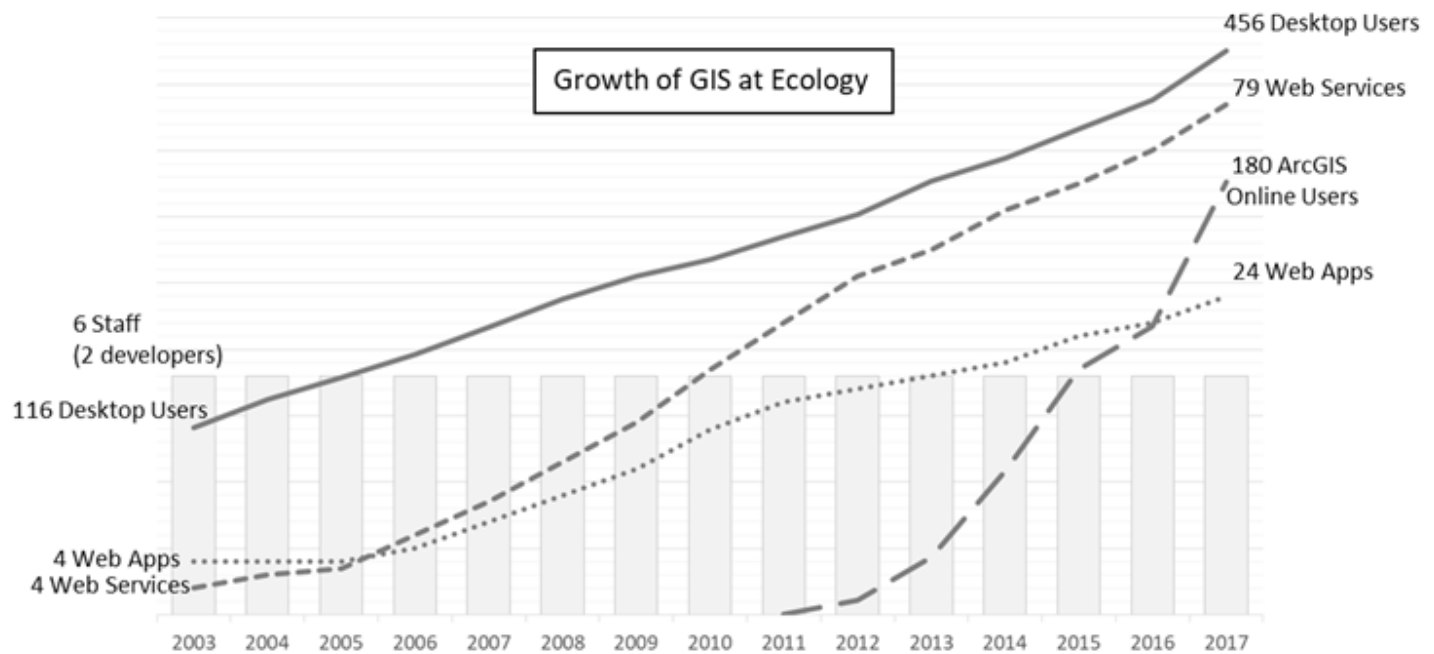
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**Map**

Ecology has also used new ArcGIS online web mapping technology to:

- Support Washington's Open Data efforts.
- Facilitate mobile data collection.
- Collaborate and inform with interactive web maps.

Over the last 15 years, the number of mapping applications, web services, and use of this technology at Ecology has significantly grown, while staff levels have remained static.



**Desktop Users:** Ecology users of ArcGIS Desktop Software (ArcMap), used for spatial analysis, data editing, and static map production.

**ArcGIS Online Users:** Ecology users of the online web GIS cloud solution, used for dynamic web maps, story maps, mobile data collection, Open Data, and collaboration.

**Web Apps:** Web mapping applications that the GIS unit maintains and/or administers.

**Web Services:** Web map services supply mapping and GIS capabilities to web applications.

**Staff:** GIS unit staff and number of mapping application developers (excluding supervisor).

GIS has been at Ecology since 1988 and was centralized in the IT office in the late 1990's. The unit's core functions to provide GIS software and administration, data management, GIS development, and user support has stayed the same, but the work has grown significantly as modern web technology has spurred the growth of powerful environmental web mapping applications.

Maintenance requirements have increased with the rapid growth of GIS at Ecology. Ecology lacks the resources to keep up with GIS technology needs, which has created a backlog of maintenance on for existing applications and a delay in developing new web mapping applications and using new web GIS tools. The backlog includes data updates, enhancements to meet business needs, required technology updates, and modernizing critical applications.

GIS technology is growing quickly, especially in web GIS. New tools are available to plan our work, collect data in the field, and communicate the information in a mobile environment, making Ecology's work efficient and effective. This new technology also creates more workload for IT developers and the staff that provide user support. GIS application developers work on new development, maintenance of existing applications, and day-to-day administrative tasks.

Ecology is requesting two additional developer positions to:

- Address the maintenance backlog of our existing applications while continuing to develop new useful applications.
- Modernize our applications.
- Increase our mobile field data collection support.
- Maintain and administer the servers and software that powers web GIS technology.
- Continue to provide the level of service that Ecology's users expect.

The GIS unit currently has two web application developers and it will take four application developers to address the current maintenance backlog, modernize our critical public map applications, and administer servers and software that power web maps. These resources will allow Ecology to increase support for mobile data collection and still provide expert consultation and support to agency programs.

### **Impacts on Population Served:**

Ecology's web mapping applications provide the public with essential information to locate the threats to public health, support sustainable growth, and monitor environmental changes. Maps are used during the public input period of permitting processes to show how proposed actions could impact affected populations. This request for additional GIS support will help Ecology provide transparent, up-to-date, and modern web mapping resources for Washington citizens.

### **Alternatives Explored:**

Ecology explored adding only one additional developer position. This would not address the required maintenance of current applications, or support Ecology's field staff with electronic field data collection. Some pros and cons of only adding one position are:

- Position would administer web mapping technology.
- Highest priority maintenance tasks would be addressed, but the backlog would take more than five years to complete, and new work would continue to make the problem worse.
- Continued modernization of applications for accessibility.
- No new web map application development.
- Not enough resources to support mobile data collection.
- Inadequate consultation to agency programs on mapping projects.

The recommended alternative is to request two additional positions so that Ecology can:

- Address the backlog of maintenance tasks while modernizing applications for accessibility.
- Continue to develop new web map applications.
- Support servers and software for web maps and new technologies.
- Support Ecology's mobile work force and mobile data collection.

### **Consequences of Not Funding This Request:**

The following are consequences of not funding this request:

- Delayed ability to address maintenance backlog of GIS applications.
- Unable to maintain all current public web map applications in a timely or efficient manner.
- Minimal new web map development.
- Unable to properly administer web mapping technology.
- Minimal support for mobile data collection.
- Very limited ability to provide expert consultation for Ecology program mapping projects.

### **Assumptions and Calculations**

#### **Expansion or alteration of a current program or service:**

Ecology has seven permanent FTEs (four ITS5 and two ITS4) and one unit supervisor (ITS/AS 6) in the GIS Unit within IT at Ecology.

Three FTES provide:

- Spatial data management for the agency.
- Distribution of agency authoritative spatial data to the public.
- GIS help desk support for the agency.
- Maintenance and support for the GIS software and technology for the agency.

Two FTEs develop and maintain web mapping applications and services.

One FTE manages the National Hydrography dataset (NHD) and associated environmental data for Washington State.

All staff consult on program-specific GIS projects, and the unit supervisor works with the state GIS coordinator at OCIO and other state agencies.

This work is part of the overall IT infrastructure at Ecology; GIS costs are not tracked separately.

#### **Detailed assumptions and calculations:**

Beginning July 1, 2019 and ongoing, Ecology requests salaries, benefits, and associated staff costs for two FTEs. The IT Specialist 5 will function as Ecology's web GIS administrator and senior application developer, and the IT Specialist 4 will function as an application developer. These positions will support and maintain the server and software for web mapping applications, maintain existing applications, contribute to the development of new applications, and consult with Ecology programs on web mapping development.

Total estimated ongoing costs are \$313,944 per fiscal year.

Note: Ecology is also submitting an operating budget request titled “Efficient Biosolids Permitting” to support the GIS mapping tool for biosolids land application sites. That request is outside of the scope of this request because the biosolids mapping tool is program-specific and not used by multiple programs within the agency. This request for two developer positions focuses on central services and applications that serve multiple programs. Program-specific work is only taken on if the GIS unit has capacity and the program funds the work.

### Workforce Assumptions:

<b>Expenditures by Object</b>		<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
A	Salaries and Wages	167,346	167,346	167,346	167,346	167,346	167,346
B	Employee Benefits	61,918	61,918	61,918	61,918	61,918	61,918
E	Goods and Services	8,954	8,954	8,954	8,954	8,954	8,954
G	Travel	5,104	5,104	5,104	5,104	5,104	5,104
J	Capital Outlays	2,530	2,530	2,530	2,530	2,530	2,530
T	Intra-Agency Reimbursements	68,092	68,092	68,092	68,092	68,092	68,092
<b>Total Objects</b>		<b>313,944</b>	<b>313,944</b>	<b>313,944</b>	<b>313,944</b>	<b>313,944</b>	<b>313,944</b>

### Staffing

<b>Job Class</b>	<b>Salary</b>	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
IT SPECIALIST 5	87,793	1.00	1.00	1.00	1.00	1.00	1.00
IT SPECIALIST 4	79,553	1.00	1.00	1.00	1.00	1.00	1.00
FISCAL ANALYST 2		0.20	0.20	0.20	0.20	0.20	0.20
IT SPECIALIST 2		0.10	0.10	0.10	0.10	0.10	0.10
<b>Total FTEs</b>		<b>2.3</b>	<b>2.3</b>	<b>2.3</b>	<b>2.3</b>	<b>2.3</b>	<b>2.3</b>

Explanation of costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 37% of salaries.

Goods and Services are the agency average of \$4,477 per direct program FTE.

Travel is the agency average of \$2,552 per direct program FTE.

Equipment is the agency average of \$1,265 per direct program FTE.

Agency Administrative Overhead is calculated at the federally approved agency indirect rate of 29.7% of direct program salaries and benefits, and is shown as object T. Agency Administrative Overhead FTEs are included at 0.15 FTE per direct program FTE, and are identified as Fiscal Analyst 2 and IT Specialist 2.

## Strategic and Performance Outcomes

### Strategic framework:

This request is essential to implementing all of the strategic priorities in Ecology’s strategic plan because web maps are a critical tool to convey information used for essential decision-making to protect, preserve, and enhance Washington’s environment for future and current generations.

This request provides tools and data in support of Puget Sound recovery efforts. Specific applications that support Puget Sound Action Agenda implementation are the Coastal Atlas and Water Quality Atlas that provide access to data and trends behind recovery goals like water quality and habitat health. Evaluating data through these applications helps determine how well management actions and programs are working to achieve desired outcomes.

This request provides essential support to the Governor's Results Washington Goals 3: Sustainable Energy and Clean Environment, Goal 4: Healthy and Safe Communities, and Goal 5: Efficient, effective & accountable government by visualizing the environmental health of Washington, informing the public of where health risks occur, and providing all stakeholders access to Ecology's spatial data through open data sites and downloads.

**Performance outcomes:**

The outcome of this request will be modern, accessible web mapping applications that provide valuable up-to-date environmental information to government entities and the public. Ecology will:

- Implement and administer the new web GIS environment (Portal for ArcGIS),
- Address high priority maintenance tasks, and
- Work on updating our applications to meet accessibility standards.

**Other Collateral Connections****Intergovernmental:**

This request supports maintenance of web maps used by tribal, regional, county, city and state governments. Ecology expects these government entities will support this request, because it will provide them with reliable and functional applications with current data that meet and support local jurisdictions needs in their work to help protect their air, land, and water. For instance, the Watershed Characterization application allows local planners and resource managers to identify the most important areas to protect and restore watershed resources.

**Stakeholder response:**

Increasing resources for web mapping development and maintenance benefits Washington citizens through functional, informative, interactive maps so they can inquire on health risks such as air quality, polluted waters, and beach closures, and have easy access to the data driving these maps.

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A



**Puget Sound recovery:**

N/A

**IT Addendum**

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

Yes

Enhancing Environmental Mapping IT Addendum.docx

# 2019-21 IT ADDENDUM

NOTE: Only use this addendum if your decision package includes IT and does NOT relate to the One Washington project.

## Enhancing Environmental Mapping

### Part 1: Itemized IT Costs

Please itemize all IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation), or IT staff. When itemizing costs, please consider the total cost of the combined level of effort which includes: the associated costs, from planning through closeout, of state, vendor, or both, in order to purchase, acquire, gather and document requirements, design, develop or configure, plan or conduct testing, and complete implementation of enhancement(s) to an existing system.

Information Technology Items in this DP (insert rows as required)	FY 2019	FY 2020	FY 2021
IT Specialist 5 & IT Specialist 4	313,944	313,944	313,944
<b>Total Cost</b>	<b>313,944</b>	<b>313,944</b>	<b>313,944</b>

### Part 2: Identifying IT Projects

If the investment proposed in the decision package is the development or acquisition of an IT project/system, or is an enhancement to or modification of an existing IT project/system, it will also be reviewed and ranked by the OCIO as required by RCW 43.88.092. The answers to the three questions below will help OFM and the OCIO determine whether this decision package is, or enhances/modifies, an IT project:

1. Does this decision package fund the development or acquisition of a new or enhanced software or hardware system or service? ☐ Yes ☒ No
2. Does this decision package fund the acquisition or enhancements of any agency data centers? (See OCIO [Policy 184](#) for definition.) ☐ Yes ☒ No
3. Does this decision package fund the continuation of a project that is, or will be, under OCIO oversight? (See OCIO [Policy 121](#).) ☐ Yes ☒ No

If you answered “yes” to any of the above questions, you must answer the questions in Part 3 to finish the IT Addendum. Refer to Chapter 10 of the operating budget instructions for more information and a link to resources and information about the evaluation criteria questions.



## 2019-21 Biennium Budget Decision Package

**Agency:** 461 - Department of Ecology  
**Decision Package Code-Title:** RA - New or Increased Fee Requests  
**Budget Session:** 2019-21 Regular  
**Budget Level:** Policy Level  
**Contact Info:** Lars Andreassen  
 (360) 407-7049  
 laan461@ecy.wa.gov

### Agency Recommendation Summary

Ecology will increase the following authorized fees in the 2019-21 Biennium: Hazardous Waste Generation Fee, Hazardous Waste Planner Fee, Underground Storage Tank Fee, Wastewater Operator Certification Fee, and Water Quality Permit Fee. These fees create dedicated revenue for specific environmental protection purposes and are paid by parties requesting the service.

### Fiscal Summary

*Dollars in Thousands*

Revenue	FY 2020	FY 2021	FY 2022	FY 2023
176 - 0286	\$457	\$1,019	\$1,019	\$1,019
182 - 0299	\$0	\$72	\$72	\$72
207 - 0294	\$94	\$152	\$152	\$152
21H - 0271	\$14	\$31	\$31	\$31
<b>Total</b>	<b>\$565</b>	<b>\$1,274</b>	<b>\$1,274</b>	<b>\$1,274</b>
<b>Biennial Totals</b>		<b>\$1,839</b>		<b>\$2,548</b>

### Package Description

Ecology manages about 52 different fund sources with a multitude of fee-funded programs. The Office of Financial Management encourages agencies, where feasible, to adjust fees on an annual or biennial basis to ensure revenue covers the cost of running the program. Ecology will increase the following fees in the 2019-21 Biennium to cover inflationary costs like increases in salary, benefits, and central service expenditures. Revenue for these fees is included in this request. No additional expenditure authority is needed at this time.

## 1) HAZARDOUS WASTE GENERATION FEE

1. Fee Name: Hazardous Waste Generation Fee

2. Current Tax or Fee Rate: A fee is imposed for the privilege of generating hazardous waste in the state. The current fee is \$52 per year for each facility (approximately 38,000 facilities) that generates hazardous waste. This rate was implemented in Fiscal Year 2019. But Ecology only receives approximately 77 percent of what is billed, due to delays in payments or businesses being exempted or waived from the fee. Ecology assumes this adjusted rate in its revenue projections for this account, and is anticipating \$1,521,520 in fee revenue for Fiscal Year 2019.

3. Proposed Rate:

FY 2020: \$53/year

FY 2021: \$55/year

4. Incremental Change for Each Year:

Ecology's implementation approach for RCW 70.95E.040 is set in WAC 173-305-220. In November of each year, the fee must be multiplied by a factor equal to the most current quarterly price deflator available (Ecology uses the National Gross Domestic Product Indicator (GDPI) for state and local government purchases) divided by the price deflator used in the numerator the previous year. In this instance, the November 2017 price deflator for Fiscal Year 2017 Quarter IV = 118.629; the numerator for Fiscal Year 2016 Quarter IV = 114.980 ( $118.629/114.980 = 1.031$  Fiscal Year 2018 multiplier). Ecology rounds the published fees to the nearest dollar. Because the final GDPI quarterly rates for Fiscal Years 2018 and 2019 have not yet been determined, the estimates below use the rate determined for Fiscal Year 2018. The Bureau of Economic Analysis updates the GDPs frequently. Ecology will use the GDPI rates in effect in November each year to determine the final multiplier.

FY 2020: Incremental change would be \$1.00 ( $\$51.57 \times 1.031 = \$53.16$  rounded to \$53;  $\$53 - \$52 = \$1.00$ )

FY 2021: Incremental change would be \$3.00 (FY 2020 increase of \$1 plus:  $\$53 \times 1.031 = \$54.80$  rounded to \$55;  $\$55 - \$53 = \$2.00$ )

5. Expected Implementation Date: July 1, 2019 and July 1, 2020

6. Estimated Additional Revenue Generated by Increase:

FY 2020: Ecology estimates the proposed fee increase will generate \$29,260 in new revenue for Fiscal Year 2020. ( $38,000 \text{ facilities} \times \$1.00 = \$38,000 \times 0.77^* = \$29,260$ )

FY 2021: Ecology estimates the proposed fee increase will generate \$58,520 in new revenue in Fiscal Year 2021. ( $38,000 \text{ facilities} \times \$2.00 = \$76,000 \times 0.77^* = \$58,520$ )

\*= Adjusted rate due to delay in payments from fee payers, or businesses waived from the fee.

7. Justification: Ecology's Hazardous Waste Generation Fee is imposed on 38,000 businesses statewide for the privilege of generating hazardous waste. An annual fee is assessed to facilities that generate any amount of hazardous waste. The fee is set in RCW 70.95E.020. Currently, total annual revenue from Hazardous Waste Generation Fee covers only 94 percent of the program costs because operational costs like state mandated salary increases, health care benefits, and legal services continue to increase at a pace that

exceeds the annual price deflator adjustment authorized by RCW 70.95E.040. The GDPI reflects the health of the state and local economy at the national level, and does not necessarily reflect the economic health or inflationary costs of Washington State. Increasing the fee annually will help keep the gap of revenue-to-expenditures from growing much larger.

8. Changes in Who Pays: No change, clientele remains the same.

9. Changes in Methodology: None.

10: RecSum Code: RA

11. Alternatives: No other alternative was explored. Without a fee increase, Ecology would have to consider its options for managing the Hazardous Waste Generation Fee, which could include reducing core environmental activities supported by this revenue.

12. Statutory Change Required? No statutory changes are required. RCW 70.95E.040 gives Ecology authority to increase the Generation Fee according to the national Gross Domestic Product Indicator (GDPI)

## 2) HAZARDOUS WASTE PLANNER FEE

1. Fee Name: Hazardous Waste Planner Fee

2. Current Tax or Fee Rate: Pounds of hazardous waste are reported by business facilities. Total fees from all facilities cannot exceed the 2020 annual cap of \$2,089,850, and fees collected from an individual facility cannot exceed the 2020 cap of \$20,899. The total pounds are adjusted for facilities who exceed the individual cap. The total maximum revenue is divided by the adjusted reported pounds of hazardous waste to get a per pound rate. Each facility applies that rate to its adjusted reported pounds of waste. Current per pound rate is 0.08092. (Adjusted reported pounds of hazardous waste x per pound rate = calculated fee).

3. Proposed Rate:

FY 2020: \$2,089,850 (\$2,025,566 plus net increase of \$64,284 - see below)

FY 2021: \$2,089,850 (no change from previous year because multiplier has not been determined. Assumes the same rate as FY 2020 - see below)

4. Incremental Change for Each Year: Ecology's implementation approach for RCW 70.95E.040 is set in WAC 173-305-220. In November of each year, the fee must be multiplied by a factor equal to the most current quarterly price deflator available (Ecology uses the National Gross Domestic Product Indicator (GDPI) for state and local government purchases) divided by the price deflator used in the numerator the previous year. In this instance, the November 2017 price deflator for Fiscal Year 2017 Quarter IV = 118.629; the numerator for Fiscal Year 2016 Quarter IV = 114.980 ( $118.629/114.980 = 1.031$  Fiscal Year 2018 multiplier). Ecology rounds the published fees to the nearest dollar. Because the final GDPI quarterly rates for Fiscal Years 2018 and 2019 have not yet been determined, the estimates below use the rate determined for Fiscal Year 2018. However, since the multipliers for Fiscal Years 2018 and 2019 have not been

determined, the annual cap is reflected at \$2,089,850 in Fiscal Year 2021. The Bureau of Economic Analysis updates the GDPs frequently. Ecology will use the GDP rates in effect in November each year to determine the final multiplier.

FY 2020: Incremental change of \$64,284 ( $\$2,025,566 \times 1.0317363 = \$2,089,850$ ; difference of \$64,284)

FY 2021: Incremental change of \$64,284 (Same rate used for FY2020 will be applied in FY2021)

5. Expected Implementation Date: July 1, 2019 and July 1, 2020

6. Estimated Additional Revenue Generated by Increase:

FY 2020: \$64,284

FY 2021: \$64,284

7. Justification: Ecology's Hazardous Waste Planner Fee is charged to over 500 businesses statewide for the privilege of generating hazardous waste. Currently, total annual revenue from Hazardous Waste Planner Fee covers only 94 percent of the program costs because operational costs like state mandated salary increases, health care benefits, and legal services continue to increase at a pace that exceeds the annual price deflator adjustment authorized by RCW 70.95E.040. The GDP reflects the health of the state and local economy at the national level, and does not necessarily reflect the economic health or inflationary costs of Washington State. Increasing the fee annually will help keep the gap of revenue-to-expenditures from growing much larger.

8. Changes in Who Pays: No change, fee payers remain the same.

9. Changes in Methodology: None.

10. RecSum Code: RA

11. Alternatives: No other alternative was explored. Without a fee increase, Ecology would have to consider its options for managing the Hazardous Waste Planner Fee, which could include reducing core environmental activities supported by this revenue.

12. Statutory Change Required? No statutory changes are required. RCW 70.95E.040 gives Ecology authority to increase the Planning Fee according to the national Gross Domestic Product Indicator (GDP)

### **3) UNDERGROUND STORAGE TANK FEE**

1. Fee Name: Underground Storage Tank (UST) Fee

2. Current Tax or Fee Amount: The fee in Fiscal Year 2019 is \$173.80 per tank, in effect since July 1, 2018. RCW 90.76.030 gives Ecology authority to increase the tank fee according to the FGF each year with a 15 month notification process. Ecology is required to give public notification of the fee increase by March 1 before the year for which the new fee is effective. In order to increase the UST fee effective July 1, 2020, Ecology will provide notice in March 2019 to the UST owners, and publish the new fee in the Washington State Register.

### 3. Proposed Amount:

FY 2020: No increase, fee at \$173.80 per tank

FY 2021: \$181.83 per tank

### 4. Incremental Change for Each Year:

FY 2020: NA

FY 2021: Fiscal growth factor of 4.62 percent or \$8.03 per tank

### 5. Expected Implementation Date: July 1, 2020

### 6. Estimated Additional Revenue Generated by Increase:

FY 2020: NA

FY 2021: Estimated revenue is based on applying the FY 2020 FGF (4.62%) to the current tank fee.  
(\$173.80 x 1.0462 = \$181.83)

Ecology estimates the proposed fee increase will generate \$72,000 in new revenue for Fiscal Year 2021. This estimate is calculated by using the projected number of tank renewals for Fiscal Year 2021 based on an eight year average of tank renewals (8,947 tanks averaged during (2010-2017)).

8,947 tanks x \$181.83 tank fee = \$1,627,000 rounded to thousands  
(8,947 tanks x \$173.80 tank fee = \$1,555,000) rounded to thousands  
Estimated Revenue Increase = \$72,000

For 2019-21, the total estimated revenue is less than multiplying the number of regulated tanks by the tank fee for reasons such as:

- Non-compliant tank owners not paying fees when tanks are in temporary closure status. A tank license is needed to receive fuel; if a site is temporarily closed owners may not pay tank fees.
- The number of tanks fluctuates as tanks close and new tanks are installed.
- A tank origination is billed, but the fee can be prorated if a tank endorsement is added to an existing business license. The intent is all endorsements at all locations are aligned to the one, overriding business license expiration date. This proration is unpredictable and the origination numbers vary from year to year. For this reason, projections have been based on renewals only.

A tank fee increase of 4.62 percent in Fiscal Year 2021 is needed to maintain an estimated ending 2019-21 UST Account fund balance of less than \$100,000. A two month minimum fund balance based on the current estimated 2019-21 carryforward level would equal \$312,000.

7. Justification: Ecology's Underground Storage Tank (UST) program regulates more than 9,000 underground storage tanks used to store petroleum products. It is a federally delegated program from the Environmental Protection Agency (EPA). The program provides preventative inspections, technical assistance, and seeks to have all UST systems installed, managed and monitored to prevent releases of toxics into the environment.

Tank fees were implemented in 1998 to fund the UST regulatory program. Currently, the fees do not cover the entire cost of the program, which is funded by a combination of federal grants, State Toxics Control Account (STCA) funding, and the per tank fee. Over time, federal cuts to EPA's budget have resulted in reductions in grant funding for USTs and cleanup of leaking tanks (in FY 2017 and FY 2018 this trend stopped and the federal grant awards equal FY 2016 funding levels. It is unclear what cuts, if any, may occur in 2019-21). However, the past reductions created a funding gap in the UST program. At the same time, operational costs continue to increase, for instance state mandated salary increases, health care benefits, and legal services. STCA funding helps bridge the funding gap and provides state match for the federal grant. This gap will continue to grow without regular UST tank fee increases.

RCW 90.76.030 gives Ecology authority to increase the tank fee according to the FGF each year. By continuing to increase the tank fee each year by the FGF, the funding gap will gradually diminish. If this gap continues to grow, funds would have to be diverted from other important state funded programs to cover the cost of regulating USTs, or the program would have to be cut back.

8. Changes in Who Pays: No change

9. Changes in Methodology: No change

10: RecSum Code: RA

11. Alternatives: Without a fee increase, Ecology will consider its options for managing the regulatory program. These options may include reducing the program or spending the UST Account fund balance down to less than one-month of operating balance at the end of the 2019-21 biennium.

12. Statutory Change Required? No statutory changes are required. Ecology has authority in RCW 90.76.090 to increase the fee up to the FGF each year.

#### **4) WASTEWATER OPERATOR CERTIFICATION FEE**

1. Fee Name: Wastewater Operator Certification Fee

2. Current Tax or Fee Rate: The fee rates are based on various factors, dependent on permit fee category, as outlined in chapter 173-224 WAC.

3. Proposed Rate:

FY 2020: Rulemaking to establish the new fee structure started in June 2018, but Ecology currently estimates that application fees will increase from \$50 in FY 2019 to \$59 in FY 2020 and renewal fees will increase from \$30 in FY 2019 to \$36 in FY 2020. The overall impact is approximately a 19.48 percent increase in total revenue. The rate structure in place for Fiscal Year 2019 will be carried over to Fiscal Year 2020 and increased by 18 percent for application fees, and 20 percent for renewal fees.



FY 2021: Ecology currently estimates that application fees will increase from \$59 in FY 2020 to \$70 in FY 2021 and renewal fees will increase from \$36 in FY 2020 to \$43 in FY 2021. The overall impact is approximately a 19.24 percent increase in total revenue. The rate structure in place for Fiscal Year 2020 will be carried over to Fiscal Year 2021 and increased by 18.6 percent for application fees, and 19.4 percent for renewal fees.

#### 4. Incremental Change for Each Year:

FY 2020: The incremental change is an additional 18 percent for application fees and 20 percent for renewal fees.

FY 2021: The incremental change is an additional 18.6 percent for application fees and 19.4 percent for renewal fees.

#### 5. Expected Implementation Date: July 1, 2019

#### 6. Estimated Additional Revenue Generated by Increase:

FY 2020: Fiscal Year 2019 revenue from certification fees is projected to be \$72,310 based on revenue collected in Fiscal Year 2018.

Fiscal year 2020 revenue from an 18 percent increase in application fees and a 20 percent increase in renewal fees will be \$14,088 over the fiscal year 2019 revenue projection, as calculated:

Application Fees:  $\$18,700 \times 0.18 = \$3,366$

Renewal Fees:  $\$53,610 \times 0.20 = \$10,722$

Fiscal Year 2020 Total Revenue:  $\$86,398 = \$72,310 + \$14,088$

Formula: Fiscal Year 2020 = Amount from previous year + 19.48 percent increase.

FY 2021: Fiscal Year 2021 additional revenue from an 18.6 percent increase in application fees and a 19.4 percent increase in renewal fees will be \$16,584 over the fiscal year 2020 revenue projection, as calculated:

Application Fees:  $(\$18,700 + \$3,366) \times 0.186 = \$4,104$

Renewal Fees:  $(\$53,610 + \$10,722) \times 0.194 = \$12,480$

Fiscal Year 2021 Total Revenue:  $\$102,982 = \$86,398 + \$16,584$

Formula: Fiscal Year 2021 = Amount from previous year + 19.24 percent increase.

Total increase for 2019-21 biennium = \$44,760

Fiscal Year 2020 \$14,088 plus Fiscal Year 2021 \$30,672 ( $\$14,088 + \$16,584$ ) = \$44,760

7. Justification: Legislation passed in 2018 amending Chapter 70.95B RCW (Chapter 213, Laws of 2018) directing Ecology, with the advice of an advisory committee, to establish an initial fee schedule. Ecology began the rulemaking process in June 2018 to amend Chapter 173-230 WAC – Certification of Wastewater Treatment Plants, in order to establish the new initial fee schedule. This request represents the anticipated revenue increase Ecology assumes may result from the rulemaking effort.

#### 8. Changes in Who Pays: None.

9. Changes in Methodology: In 1987, the Legislature mandated that the OpCert Program become self-supported by operator certification fees. RCW 70.95B.095 required Ecology to establish rules for the collection of fees, and directed that those fees be sufficient to recover the costs of the certification program. However, the law also capped the certification fees at \$50 per application and \$30 per renewal. The legislation passed in 2018 removed the fee caps and now allows Ecology to recover the costs of the program. At this time, Ecology assumes that fee increases to fully fund the program will be phased in over the course of eight years. The revenue increase described in this request covers the first two years of that phase in.

10: RecSum Code: RA

11. Alternatives: Ecology considered not increasing fees next biennium, however that alternative would leave us unable to meet the statutory requirement of RCW 70.95B.095, which requires fees to be sufficient to recover the costs of the certification program. Ecology explored the possibility during the rulemaking process of increasing fees one-time by enough to fully fund the program right away. A one-time increase to fully fund the program would represent a ~300 percent increase in fees over the current rates. Based on initial discussions with stakeholders, we believe a more likely outcome of the rulemaking process is the adoption of a phased in fee increase. Therefore, that is the option described in this request.

12. Statutory Change Required? No statutory changes are required. RCW 70.95B.095 requires the department to assess and collect fees from all wastewater treatment plant operators at a level that fully recovers the costs.

## **5) WASTEWATER DISCHARGE PERMIT FEE**

1. Fee Name: Wastewater Discharge Permit Fee

2. Current Tax or Fee Rate: The fee rates are based on various factors, dependent on permit fee category, as outlined in chapter 173-224 WAC.

3. Proposed Rate:

FY 2020: The overall impact is approximately a 1.97 percent increase in total fee revenue. The rate structure in place in Fiscal Year 2019 will be carried over to Fiscal Year 2020 and increased by 4.62 percent, or the Fiscal Growth Factor (FGF), for underpaying fee categories (revenue generated is less than extrapolated expenditures for category). Overpaying fee categories (revenue generated exceeds extrapolated expenditures for category) will not be increased. The municipal wastewater fee category will not be increased because of the limitation based in statute, RCW 90.48.465.

FY 2021: The overall impact is approximately a 2.38 percent increase in total fee revenue. The rate structure in place in Fiscal Year 2020 will be carried over to Fiscal Year 2021 and increased by 5.43 percent or the Fiscal Growth Factor (FGF), for underpaying fee categories (revenue generated is less than extrapolated expenditures for category). Overpaying fee categories (revenue generated exceeds extrapolated expenditures for category) will not be increased. The municipal wastewater fee category will not be increased because of the limitation based in statute, RCW 90.48.465.

#### 4. Incremental Change for Each Year:

FY 2020: The incremental change is an additional 4.62 percent for underpaying categories.

FY 2021: The incremental change is an additional 5.43 percent for underpaying categories.

#### 5. Expected Implementation Date: July 1, 2019, and July 1, 2020

#### 6. Estimated Additional Revenue Generated by Increase:

FY 2020: Fiscal Year 2019 revenue from permit fees is projected to be \$23,152,375 based on revenue collected in Fiscal Year 2018. Of this amount, \$9,894,676 is from permittees in underpaying categories that are not subject to the cap in RCW 90.48.465.

Fiscal year 2020 revenue from a 4.62 percent increase in fees applied to underpaying categories will be \$457,134 over the fiscal year 2019 revenue projection, as calculated:

$$\$9,894,676 \times 0.0462 = \$457,134$$

Fiscal Year 2020 Total Revenue:  $\$23,609,509 = \$23,152,375 + \$457,134$

Formula: Fiscal Year 2020 = Amount from previous year + 4.62 percent increase impact (net 1.97 percent increase).

FY 2021: Fiscal Year 2021 additional revenue from 5.43 percent increase in fees applied to underpaying categories will be \$562,103 over Fiscal Year 2020 revenue, as calculated

$$(\$9,894,676 + 457,134) \times 0.0543 = \$562,103$$

Fiscal Year 2021 Total Revenue:  $\$24,171,612 = \$23,609,509 + \$562,103$

Formula: Fiscal Year 2021 = Amount from previous year + 5.43 percent increase impact (net 2.38 percent increase).

Total increase for 2019-21 biennium = \$1,476,371

Fiscal Year 2020 \$457,134 plus Fiscal Year 2021 \$1,019,237 ( $\$457,134 + \$562,103$ ) = \$1,476,371

7. Justification: This request is necessary to continue core services to administer Ecology's Water Quality Permit Program. Permit fees support the work of staff writing permits that set pollution limits, staff who provide technical support for solving pollution problems, and inspectors who monitor compliance through site visits.

If we do not have adequate revenue to cover our appropriation, the cash and fund balances in fund 176 may decline to the point where cuts in appropriations and services would be required. Permit backlog rates would not improve. Fewer inspections and regulatory oversight would be conducted, diminishing on-the-ground environmental protection. Ecology's ability to respond to permittees, stakeholders, and other government agencies' needs would be compromised.

#### 8. Changes in Who Pays: None.

9. Changes in Methodology: For permit holders in fee categories who are either not restrained by a limit on the fee amount (capped), or in an overpaying fee category, we are proposing to increase fees by the state's fiscal growth factor (FGF) (4.62 percent in Fiscal Year 2020 and 5.43 percent in Fiscal Year 2019).

In 2015-17, to ensure a positive fund balance in the account, Ecology increased fees for all non-capped fee categories by the FGF. Underpaying categories were increased by 5.31 percent in fiscal year 2016 and 5.27 percent in fiscal year 2017. Overpaying categories were increased by 3.25 percent in fiscal year 2016 and 3.21 percent in fiscal year 2017. The net impact of the increase aligned with the FGF of 4.22 percent in fiscal year 2016 and 4.19% in fiscal year 2017.

Between 2009-11 and 2015-17, only fee categories that were underpaying were increased annually by the FGF. Municipalities are an underpaying fee category whose fee is restrained in statute at 18 cents per residential equivalent per month.

10: RecSum Code: RA

11. Alternatives: A number of alternatives have been considered. Ecology explored the option of not doing a fee increase for the 2019-21 biennium. However, without a fee increase of some kind to keep pace with inflationary cost increases, there is a chance that the revenue collected next biennium may not sufficiently cover the appropriation level authorized by the Legislature. Furthermore, if we do not increase fees at all, we lose an opportunity to continue moving toward payment equity between our over and underpaying fee categories, something that is very important to both Ecology and our stakeholders.

In previous years, Ecology pursued legislative support to eliminate the municipal fee cap. This approach did not get any traction from legislators or stakeholders. Ecology has also considered options such as applying a selective, larger percentage increase on fee categories not paying for current service levels, or setting a minimum fee. So far these options have not received support from stakeholders either.

Based on these factors, implementing the FGF for underpaying categories to keep up with inflation and continue moving toward payment equity between fee categories is the only alternative that makes sense at this time.

12. Statutory Change Required? No statutory changes are required. Chapter 173-224 WAC will be revised to implement the fee changes. Regular revisions to Chapter 173-224 WAC to adjust permit fees are already included in the program plan.

## Assumptions and Calculations

### Expansion or alteration of a current program or service:

N/A

### Detailed assumptions and calculations:

N/A

### Workforce Assumptions:

N/A

## Strategic and Performance Outcomes

**Strategic framework:**

N/A

**Performance outcomes:**

N/A

## Other Collateral Connections

**Intergovernmental:**

N/A

**Stakeholder response:**

N/A

**Legal or administrative mandates:**

N/A

**Changes from current law:**

N/A

**State workforce impacts:**

N/A

**State facilities impacts:**

N/A

**Puget Sound recovery:**

N/A

## IT Addendum

**Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?**

No

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**Department of Ecology  
2019-2021 Operating Budget**

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Summarized Revenue by Account and Source

Agency: 461 Department of Ecology

Session: 2019-21 Regular

Version: BI - Biennial 2019-21 Initial

All Programs at the Program Level

Supporting Text Excluded  
Dollars in Thousands

	Maintenance Level			Policy Level			Annual Totals		
	FY2020	FY2021	FY2022	FY2020	FY2021	FY2022	FY2020	FY2021	FY2022
001 - General Fund - Private/Local	31,302	51,862	51,302	32	32	32	31,334	51,894	51,334
Total - 001 - General Fund	100,958	124,516	120,487	(841)	(1,539)	(1,382)	100,117	122,977	119,105
027 - Reclamation Account									
90 - Maintenance Level Revenue	840	870	840					870	840
Total - 0266 - Power Licenses - S	840	870	840				840	870	840
90 - Maintenance Level Revenue	900	900	900				900	900	
Total - 0287 - Well Const And Licen - S	900	900	900				900	900	
90 - Maintenance Level Revenue	2	2	2				2	2	
Total - 0405 - Fines, Forfeits - S	2	2	2					2	2
027 - Reclamation Account - State	1,742	1,772	1,742				1,742	1,772	1,742
Total - 027 - Reclamation Account	1,742	1,772	1,742				1,742	1,772	1,742
05W - State Drought Prep									
90 - Maintenance Level Revenue	7	7	7				7	7	
Total - 0499 - Other Revenue - S	7	7	7				7	7	
05W - State Drought Prep - State	7	7	7				7	7	
Total - 05W - State Drought Prep	7	7	7				7	7	
072 - Improv-Water Supply									
90 - Maintenance Level Revenue	5	6	5				5	6	
Total - 0866 - Loan Principal Repay - S	5	6	5				5	6	
072 - Improv-Water Supply - State	5	6	5				5	6	
Total - 072 - Improv-Water Supply	5	6	5				5	6	
07C - Vessel Response Acct									
90 - Maintenance Level Revenue	10								
Total - 0405 - Fines, Forfeits - S	10						10		
07C - Vessel Response Acct - State	10						10		
Total - 07C - Vessel Response Acct	10						10		
08R - Waste Tire Removal A									
90 - Maintenance Level Revenue	5	5	5					5	
Total - 0299 - Other Licenses Permi - S	5	5	5				5	5	
08R - Waste Tire Removal A - State	5	5	5				5	5	
Total - 08R - Waste Tire Removal A	5	5	5				5	5	

Summarized Revenue by Account and Source

Agency: 461 Department of Ecology  
Session: 2019-21 Regular  
Version: BI - Biennial 2019-21 Initial  
All Programs at the Program Level

Supporting Text Excluded  
Dollars in Thousands

	Maintenance Level			Policy Level			Annual Totals		
	FY2020	FY2021	FY2022	FY2023	FY2020	FY2021	FY2022	FY2023	Total
10G - Water Rights T Acct									
90 - Maintenance Level Revenue	72	77	72	77					
Total - 0285 - Water Resources Fees - S	72	77	72	77					
10G - Water Rights T Acct - State	72	77	72	77					
Total - 10G - Water Rights T Acct	72	77	72	77					
116 - Basic Data Account									
90 - Maintenance Level Revenue	40	40	40	40					
Total - 0427 - Property/Resc Mgmt - S	40	40	40	40					
116 - Basic Data Account - State	40	40	40	40					
Total - 116 - Basic Data Account	40	40	40	40					
11J - Electronic Recycling									
90 - Maintenance Level Revenue	355	355	355	355					
Total - 0299 - Other Licenses Permi - S	355	355	355	355					
11J - Electronic Recycling - State	355	355	355	355					
Total - 11J - Electronic Recycling	355	355	355	355					
16T - Product Stewardship									
90 - Maintenance Level Revenue	84	78	84	78					
Total - 0299 - Other Licenses Permi - S	84	78	84	78					
16T - Product Stewardship - State	84	78	84	78					
Total - 16T - Product Stewardship	84	78	84	78					
16V - Water Rights Process									
90 - Maintenance Level Revenue	35	35	35	35					
Total - 0285 - Water Resources Fees - S	35	35	35	35					
16V - Water Rights Process - State	35	35	35	35					
Total - 16V - Water Rights Process	35	35	35	35					
173 - State Toxics Control									
90 - Maintenance Level Revenue	175	181	175	181					
Total - 0405 - Fines, Forfeits - S	175	181	175	181					
90 - Maintenance Level Revenue	4,749	4,749	4,749	4,749					
BD - Support Voluntary Cleanups									
Total - 0434 - Hazard Waste Cleanup - S	4,749	4,749	4,749	4,749					
90 - Maintenance Level Revenue		499		499					

Summarized Revenue by Account and Source

Agency: 461 Department of Ecology  
Session: 2019-21 Regular  
Version: BI - Biennial 2019-21 Initial  
All Programs at the Program Level

Supporting Text Excluded  
Dollars in Thousands

	Maintenance Level			Policy Level			Annual Totals		
	FY2020	FY2021	FY2022	FY2020	FY2021	FY2022	FY2020	FY2021	FY2023
Total - 0597 - Reimburs Contracts - P/L		499						499	
173 - State Toxics Control - State	4,924	4,930	4,924		(93)	(93)	4,924	4,837	4,837
173 - State Toxics Control - Private/Local		499						499	
Total - 173 - State Toxics Control	4,924	5,429			(93)	(93)	4,924	5,336	5,336
176 - Water Quality Permit									
90 - Maintenance Level Revenue	23,152	23,152	23,152						
RA - New or Increased Fee Requests				457	1,019	1,019			
Total - 0286 - Water Quality Fees - S	23,152	23,152	23,152	457	1,019	1,019	23,609	24,171	24,171
176 - Water Quality Permit - State	23,152	23,152	23,152	457	1,019	1,019	23,609	24,171	24,171
Total - 176 - Water Quality Permit	23,152	23,152	23,152	457	1,019	1,019	23,609	24,171	24,171
182 - Underground Storage									
90 - Maintenance Level Revenue	1,555	1,555	1,555						
RA - New or Increased Fee Requests					72	72			
Total - 0299 - Other Licenses Permi - S	1,555	1,555	1,555		72	72	1,555	1,627	1,627
90 - Maintenance Level Revenue	30	30	30				30	30	
Total - 0405 - Fines, Forfeits - S	30	30	30						30
182 - Underground Storage - State	1,585	1,585	1,585		72	72	1,585	1,657	1,657
Total - 182 - Underground Storage	1,585	1,585	1,585		72	72	1,585	1,657	1,657
199 - Biosolids Permit Acc									
90 - Maintenance Level Revenue	1,050	1,050	1,050				1,050	1,050	
Total - 0299 - Other Licenses Permi - S	1,050	1,050	1,050				1,050	1,050	1,050
199 - Biosolids Permit Acc - State	1,050	1,050	1,050				1,050	1,050	1,050
Total - 199 - Biosolids Permit Acc	1,050	1,050	1,050				1,050	1,050	1,050
207 - Hazardous Waste									
90 - Maintenance Level Revenue	3,375	3,375	3,375						
RA - New or Increased Fee Requests				94	152	152			
Total - 0294 - Hazardous Waste Fees - S	3,375	3,375	3,375	94	152	152	3,469	3,527	3,527
207 - Hazardous Waste - State	3,375	3,375	3,375	94	152	152	3,469	3,527	3,527
Total - 207 - Hazardous Waste	3,375	3,375	3,375	94	152	152	3,469	3,527	3,527
20R - Radioactive MW Acct									
90 - Maintenance Level Revenue	8,375	8,375	8,375						
AH - Enhancing Environmental Mapping				17	17	17			
AK - Integrated Grant and Revenue System				139	103	51			

Summarized Revenue by Account and Source

Agency: 461 Department of Ecology  
Session: 2019-21 Regular  
Version: BI - Biennial 2019-21 Initial  
All Programs at the Program Level

Supporting Text Excluded  
Dollars in Thousands

	Maintenance Level			Policy Level			Annual Totals		
	FY2020	FY2021	FY2022	FY2023	FY2020	FY2021	FY2022	FY2023	Total
AN - Public Disclosure Management					35	35	35	35	
AP - Records Management Using ECM					156	156	156	156	
AS - Ecology Security Upgrades					82				
AT - NWRO Relocation						256	25	25	
MA - Richland Field Office Costs	4	4	4	4					
MB - Minimum Wage Increases - Facilities	3	3	3	3					
ME - DES Training Admin Fee Increase	2	3	2	3					
MF - DES Vehicle Fleet Costs	21	22	21	22					
Total - 0294 - Hazardous Waste Fees - S	8,405	8,407	8,405	8,407	429	567	284	284	8,834
20R - Radioactive MW Acct - State	8,405	8,407	8,405	8,407	429	567	284	284	8,834
Total - 20R - Radioactive MW Acct	8,405	8,407	8,405	8,407	429	567	284	284	8,834
216 - Air Pollution Ctl Ac									
90 - Maintenance Level Revenue	300	300	300	300					
Total - 0225 - Burning Permit Fees - S	300	300	300	300			300	300	1,200
90 - Maintenance Level Revenue	919	988	988	988					
AE - Hanford Air Permit and Compliance					84	84	84	84	
AJ - GHG Reporting Workload Changes					92	92	92	92	
Total - 0299 - Other Licenses Permi - S	919	988	988	988	176	176	176	1,164	1,164
90 - Maintenance Level Revenue	100	100	100	100					
Total - 0405 - Fines, Forfeits - S	100	100	100	100			100	100	400
216 - Air Pollution Ctl Ac - State	1,319	1,388	1,388	1,388	176	176	176	1,564	1,564
Total - 216 - Air Pollution Ctl Ac	1,319	1,388	1,388	1,388	176	176	1,564	1,564	6,187
219 - Air Operating Perm A									
90 - Maintenance Level Revenue	1,925	1,925	1,925	1,925					
AL - Meeting Air Operating Permit Needs					312	312	312	312	
Total - 0299 - Other Licenses Permi - S	1,925	1,925	1,925	1,925	312	312	2,237	2,237	8,948
219 - Air Operating Perm A - State	1,925	1,925	1,925	1,925	312	312	312	2,237	2,237
Total - 219 - Air Operating Perm A	1,925	1,925	1,925	1,925	312	312	2,237	2,237	8,948
21H - WWT Plant Oper Cert									
90 - Maintenance Level Revenue	72	72	72	72					
RA - New or Increased Fee Requests					14	31	31	31	
Total - 0271 - Sewage Trtmt Op Fee - S	72	72	72	72	14	31	103	103	395
21H - WWT Plant Oper Cert - State	72	72	72	72	14	31	103	103	395
Total - 21H - WWT Plant Oper Cert	72	72	72	72	14	31	103	103	395

Summarized Revenue by Account and Source

Agency: 461 Department of Ecology  
Session: 2019-21 Regular  
Version: BI - Biennial 2019-21 Initial  
All Programs at the Program Level

Supporting Text Excluded  
Dollars in Thousands

	Maintenance Level			Policy Level			Annual Totals		
	FY2020	FY2021	FY2022	FY2023	FY2020	FY2021	FY2022	FY2023	Total
223 - Oil Spill Resp									
90 - Maintenance Level Revenue	50	50	50	50					
Total - 0434 - Hazard Waste Cleanup - S	50	50	50	50					200
223 - Oil Spill Resp - State	50	50	50	50					200
Total - 223 - Oil Spill Resp	50	50	50	50					200
22G - Photovolt Mod Rcycl									
90 - Maintenance Level Revenue	50	50	50	50					
Total - 0299 - Other Licenses Permi - S	50	50	50	50					200
22G - Photovolt Mod Rcycl - State	50	50	50	50					200
Total - 22G - Photovolt Mod Rcycl	50	50	50	50					200
22K - Wtrshd Rstrtn Enhnc									
90 - Maintenance Level Revenue	542	542	542	542					
Total - 0299 - Other Licenses Permi - S	542	542	542	542					2,168
22K - Wtrshd Rstrtn Enhnc - State	542	542	542	542					2,168
Total - 22K - Wtrshd Rstrtn Enhnc	542	542	542	542					2,168
296 - Col River Bas Wtr Su									
90 - Maintenance Level Revenue	875	900	875	900					
Total - 0285 - Water Resources Fees - S	875	900	875	900					3,550
296 - Col River Bas Wtr Su - State	875	900	875	900					3,550
Total - 296 - Col River Bas Wtr Su	875	900	875	900					3,550
408 - Coastal Protec Acct									
90 - Maintenance Level Revenue	200	200	200	200					
Total - 0405 - Fines, Forfeits - S	200	200	200	200					800
90 - Maintenance Level Revenue	45	45	45	45					
Total - 0499 - Other Revenue - S	45	45	45	45					180
408 - Coastal Protec Acct - State	245	245	245	245					980
Total - 408 - Coastal Protec Acct	245	245	245	245					980
500 - Perpetual Surv/Maint									
90 - Maintenance Level Revenue	35	35	35	35					
Total - 0427 - Property/Resc Mgmt - S	35	35	35	35					140
500 - Perpetual Surv/Maint - State	35	35	35	35					140

Summarized Revenue by Account and Source

Agency: 461 Department of Ecology  
Session: 2019-21 Regular  
Version: BI - Biennial 2019-21 Initial  
All Programs at the Program Level

Supporting Text Excluded  
Dollars in Thousands

	Maintenance Level			Policy Level			Annual Totals		
	FY2020	FY2021	FY2022	FY2020	FY2021	FY2022	FY2020	FY2021	Total
Total - 500 - Perpetual Surv/Maint	35	35	35				35	35	140
564 - Water Pollution Cont									
90 - Maintenance Level Revenue	1,550	1,600	1,600				1,550	1,600	6,350
Total - 0420 - Charges for Services - S	1,550	1,600	1,600						
564 - Water Pollution Cont - State	1,550	1,600	1,600				1,550	1,600	6,350
Total - 564 - Water Pollution Cont	1,550	1,600	1,600				1,550	1,600	6,350
727 - Water Pollution Cont									
90 - Maintenance Level Revenue	68,550	68,551	68,550				68,550	68,551	274,202
Total - 0366 - Environ Protection A - F	68,550	68,551	68,550						
90 - Maintenance Level Revenue	20,400	17,997	20,400				20,400	17,997	76,794
Total - 0409 - Interest Income - S	20,400	17,997	20,400						
90 - Maintenance Level Revenue	68,780	68,447	68,780				68,780	68,447	274,454
Total - 0866 - Loan Principal Repay - S	68,780	68,447	68,780						
727 - Water Pollution Cont - State	89,180	86,444	89,180				89,180	86,444	351,248
727 - Water Pollution Cont - Federal	68,550	68,551	68,550				68,550	68,551	274,202
Total - 727 - Water Pollution Cont	157,730	154,995	157,730				157,730	154,995	625,450
746 - Hanford Econ Invest									
90 - Maintenance Level Revenue	90	90	90				90	90	360
Total - 0294 - Hazardous Waste Fees - S	90	90	90						
746 - Hanford Econ Invest - State	90	90	90				90	90	360
Total - 746 - Hanford Econ Invest	90	90	90				90	90	360
VCA - Voluntary Cleanup									
BD - Support Voluntary Cleanups				423	423	423		423	1,269
Total - 0434 - Hazard Waste Cleanup - S				423	423	423		423	
VCA - Voluntary Cleanup - State				423	423	423		423	1,269
Total - VCA - Voluntary Cleanup				423	423	423		423	1,269
Agency: 461 ECY - State	143,849	140,953	143,487		1,088	962	144,458	142,041	572,706
Agency: 461 ECY - Federal	135,136	138,467	135,136				135,136	138,467	547,206
Agency: 461 ECY - Private/Local	31,302	52,361	51,302	32	32	32	31,334	52,393	152,654
Total - Agency: 461 ECY	310,287	331,781	329,925	641	1,120	994	310,928	332,901	1,272,566

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**State of Washington  
Request for Fees and Taxes  
2019-21 Biennium**

	Code <b>461</b>	Title Department of Ecology
AGENCY		

		Incremental Revenue Dollars in Thousands					New, Increased, Continued?	Z-Draft # (or Pending)	Is a bill required?	Name of Fee/Tax	Fee Code	Agency Name	Tied to Expenditure Change?	Fee Payer Position	Explanation of Change
		GF-\$	FY 2020	FY 2021	Other Funds	FY 2021									
461	Dept. of Ecology						Increased	No Legislation	No	Air Operating Permit Fee	B003	Dept. of Ecology	Yes See PL AL	Local air agencies, local economic development interests and businesses affected by the program generally support the fee increase because it will decrease the backlog of permits, ensure timely processing of new permits and help Ecology provide additional assistance to AOP facilities.	Fees are adjusted per the 2019-21 BN Workload Analysis for Air Operating Permits, per WAC 173-401-900
461	Dept. of Ecology						Increased	No Legislation	No	New Source Review Fee	B008	Dept. of Ecology	Yes See PL AE	USDOE needs the permits associated with this fee and agree with payment of them. The new source review fee is applied to all notice of construction permit applicants in the State.	The increased fee is due to an increase in the number of notice of construction permits that USDOE will be applying for to support construction and operation of facilities to support Hanford tank waste treatment associated with the Direct Feed Low Activity Waste project. There are a number of new facilities that will come on line to support the start of tank waste treatment by 2023.
461	Dept. of Ecology						Increased	Z-0029.1	Yes	Wood Stove Fee (collected by DOR)	B011	Dept. of Ecology	Yes See PL AY	Under RCW 70.94.457, a \$30 retail sales fee is paid at the time of purchase by buyers of woodstoves. Ecology has statutory authority to increase the fee to keep up with inflation, but has not done so since the fee was established in 1991. The fee funds woodstove education programs and compliance work done by Ecology and Local air agencies across the state. All local air agencies and DOH support the fee increase.	This fee is collected by the Department of Revenue so the fee increase is not included in Ecology's Revenue budget submittal. The Woodstove Education and Enforcement Fee has not been revised since its establishment in 1987. Proposed legislation adjusts increases the fee from \$30 per retail sale to \$50 per sale and revises the current RCW language regarding inflationary adjustments to establish an annual adjustment based on the Fiscal Growth Factor. The proposed fee change will support fund balance in order to continue woodstove education, outreach, and enforcement efforts at the currently appropriated levels.
461	Dept. of Ecology						Increased	No Legislation	No	Greenhouse Gas Reporting Fee	B012	Dept. of Ecology	Yes See PL-AJ	Under WAC 173-441-110, Ecology issues a fee schedule annually based on the workload analysis of costs for the GHG Reporting program and the number of required reporting entities. The fee schedule published in 2019 for calendar year 2020 will reflect fee adjustments to support this workload change. With each change to the fee resulting from the workload analysis, the GHG Reporting program notifies fee payers of the changes. In the most recent workload and fee setting process for the 2017-19 Biennium, stakeholders were generally accepting of the fee level.	Fees are adjusted per the 2019-21 BN Workload Analysis for Greenhouse Gas Reporting, per WAC 173-441-110.

Incremental Revenue Dollars in Thousands									
Agy #	Agency Name	Fee Code	Name of Fee/Tax	Is a bill required?	Z-Draft # (or Pending)	New, Increased, Continued?	Dollars in Thousands		
							GF-S	Other Funds	
				FY 2020	FY 2021		FY 2020	FY 2021	
461	Dept. of Ecology	M001	Hazardous Waste Generation Fee	No	No Legislation	Increased			
							30	88	No See PL RA
							64	64	Fee payers are aware of the statutory requirement of adjusting each year. Any adjustments to the rate are made known to stakeholders prior to billing. Annual fee adjustments follow WAC 173-305-040 (1).
461	Dept. of Ecology	M002	Hazardous Waste Planning Fee	No	No Legislation	Increased			
							64	64	Fee payers are aware of the statutory requirement of adjusting each year. Any adjustments to the rate are made known to stakeholders prior to billing. Annual fee adjustments follow WAC 173-305-220 (3)(a).
461	Dept. of Ecology	K003	Mixed Waste Management Fee	No	No Legislation	Increased			
							554	554	Fee payers are aware of the annual adjustment. Adjustments to billing are communicated to facilities.
461	Dept. of Ecology	J001	Underground Storage Tank Fee	No	N/A	Increased			
							-	72	Neutral - TCP works with stakeholders and informs them of changes per the statute in one on one meetings and at conferences prior to publishing plans to increase.
461	Dept. of Ecology	New	VCP - Expedited Process Review Fee	Yes	Z-0067.2	New			
							-	423	Support - Commercial real estate developers are assumed to be the fee payers most interested in entering the expedited process. Associations representing them (NAIOP - Commercial Real Estate Development Association and the Association of General Contractors) have indicated support for the proposal. These fee payers have the ability to pay for the full cost of services and see a value in the expedited process to ensure Ecology's review meets their development project schedules.
							-	-	Washington's cleanup law, the Model Toxics Control Act (MTCA), allows owners of contaminated properties to perform cleanups and achieve regulatory closure either independently or under Ecology's supervision. Through the Voluntary Cleanup Program (VCP), Ecology provides technical assistance and opinions on the sufficiency of independent cleanups to owners of contaminated properties. Over the last several years, VCP funding has not kept pace with the demand for VCP services, which has delayed or discouraged many voluntary cleanups.
									Agency request legislation would provide tools to expedite reviews of voluntary cleanups performed in conjunction with commercial real estate development. The legislation authorizes Ecology to establish a separate, expedited review process within the VCP. This service will be based on demand,



Incremental Revenue Dollars in Thousands									
Agy #	Agency Name	Fee Code	Name of Fee/Tax	Is a bill required?	Z-Draft # (or Pending)	New, Increased, Continued?	Incremental Revenue Dollars in Thousands		
							GF-S	Other Funds	
							FY 2020	FY 2021	FY 2020 FY 2021
461	Dept. of Ecology	New	Wastewater Operator Certification Fee	No	No Legislation	Increased			14 31
							Tied to Expenditure Change?	Fee Payer Position	Explanation of Change
							No See PL RA	Ecology has been communicating with stakeholders about these fee increases for almost four years now. The process started with request legislation in 2017 that establish a new, dedicated account for revenue from these fees to be deposited into (Fund 21H). Ecology staff have presented multiple times at both the Evergreen Rural Water and Wastewater Operators of Washington (WOW) conferences on these increases. Furthermore, Ecology has presented on these increases and garnered support for this effort during both the 2017 and 2018 legislative sessions, in which amendments to Chapter 70.95B RCW were adopted. While fee increases, of any kind, will not be overtly welcomed, stakeholders understand that fees have been capped since 1987 and Ecology has a statutory obligation to recover the costs of the program. At this time, we assume that fee increases to fully fund the program would be phased in over the course of eight years, and we hope that this phased in approach will help mitigate the impacts on affected stakeholders.	Legislation passed in 2018 amending Chapter 70.95B RCW (Chapter 213, Laws of 2018) directing Ecology, with the advice of an advisory committee, to establish an initial fee schedule. Ecology began the rulemaking process in June 2018 to amend Chapter 173-230 WAC – Certification of Wastewater Treatment Plants in order to establish the new initial fee schedule.  In 1987, the Legislature mandated that the OpCert Program become self-supported by operator certification fees. RCW 70.95B.095 required Ecology to establish rules for the collection of fees, and directed that those fees be sufficient to recover the costs of the certification program. However, the law also capped the certification fees at \$50 per application and \$30 per renewal. The legislation passed in 2018 removed the fee caps and now allows Ecology to recover the costs of the program. At this time, Ecology assumes that fee increases to fully fund the program would be phased in over the course of eight years. The revenue increase described in this request covers the first two years of that phase in.
Additional Comments:									

# Revenue Descriptions

Department of Ecology

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Account	Major Source	Source	Source Name	Revenue Description
001 - General Fund	02	53	Motor Vehicle Licenses (Emission Fees)	Chapter 70.120.170(4) RCW authorizes the vehicle emission inspection and maintenance program. Fees are charged to those motorists whose vehicles require tests. Fees are collected at test stations. Surplus dollars collected from test fees over the amount due the contractor are deposited in the general fund. The RCW section and fee expire on 1 January 2020.
001 - General Fund	02	71	Sewage Treatment Plant Operator Licenses (Operator Certification)	RCW 70.95B authorizes the Department of Ecology to establish rules for the collection of fees for the issuance and renewal of sewage treatment plant operator licenses. Revenue estimates are based on the number of new and renewal of applications multiplied by the rates (\$50/new and \$30/renewal).
001 - General Fund	02	85	Water Resources Fees	<p>Chapter 90.03 RCW allows the Department of Ecology to levy a charge based upon the amount of water proposed to be appropriated from state waters, and to charge a fee for engineering plan review and inspection of dams. Chapter 90.03 RCW directs that eighty percent of the fee will be deposited into General Fund State while the remaining twenty percent will be deposited into the Water Rights Tracking System Account.</p> <p>1. Dam Safety Fee (000009): Chapter 90.03 RCW authorizes Ecology to levy fees for the review of plans and specification of dams. Ecology can charge the facility owner the actual cost of the review of plans and specifications of storage dams. Fee for review of plans and specifications are established by 173-175 WAC and are adjusted annually by the fiscal growth factor per chapter 43.135 RCW.</p> <p>2. Water Rights Tracking System Fee (000011): Chapter 90.03 RCW authorizes Ecology to levy a fee based upon the amount of water proposed to be appropriated from state waters, and to charge a fee for engineering plan reviews of dams.</p> <p>3. Dam Safety Inspection Fee (000012): Chapter 90.03 RCW authorizes Ecology to levy fees for the inspection of hydraulic works to assure safety. Ecology can charge the facility owner the actual cost of the inspection. The review of periodic inspection fees are established in 173-175 WAC and are adjusted annually by the fiscal growth factor per chapter 43.135 RCW.</p>

# Revenue Descriptions

## Department of Ecology

June 2018

Account	Major Source	Source	Source Name	Revenue Description
001 - General Fund	02	99	Other Licenses, Permits, and Fees	<p>1. Laboratory Certification Fees (000030): Chapter 43.21A RCW authorizes the Department of Ecology to design a laboratory certification program for those entities which conduct tests or prepare data for submittal to the department. It also authorizes the department to charge fees sufficient to defer the cost of the certification process. Approximately 460 laboratories are certified. Fees are based on the requested scopes of accreditation.</p> <p>2. Incinerator and Landfill Operator Certification Fees (000045): Chapter 70.95D RCW authorizes an Incinerator and Landfill Operator Certification program. Incinerator Certification fees are as follows: application fee \$50, training materials \$160 for incinerator, \$200 certification fee for operators (not inspectors), and \$200 recertification fee for operators (not inspectors) for a three-year period. It is estimated that we would have 5 new operator certifications each year along with 50 recertifications each year. Ecology receives no revenue for the Landfill Operator Certification program coordinated by SWANA.</p>
001 - General Fund	03	01-99	Federal Revenue	All federal revenue estimates are based upon historical data as well as current ongoing negotiations. Currently including Department of Commerce, Department of Defense, Department of the Interior, Environmental Protection Agency, Homeland Security, and Federal Assistance-Other.
001 - General Fund	03	55	Federal Revenue Non-Assistance	Federal non-grant revenue is included here. The WCC program contracts with Federal agencies to perform environmental restoration work, primarily the US Forest Service, National Park Service and Fish and Wildlife Service. This reimbursement, while Federal, is not a grant and is recognized in this source.
001 - General Fund	04	05	Fines, Forfeits and Seizures	The Department of Ecology is authorized, through various state laws, to levy fines on individuals and/or entities that do not comply with specific legislation. It is estimated that future revenue will remain at current levels, (e.g. Water Resources and Spills [RCW 88.46.090] penalties).
001 - General Fund	04	09	Interest Income (Local investment)	Water Quality Account Loans: Chapter 70.146 RCW authorized the department to loan grant funds from the Water Quality Account. As of July 1, 2009, the Water Quality Account was abolished and all revenue is now deposited into the State General Fund. Revenue estimates are derived from outstanding loan repayments due during the biennium.
001 - General Fund	04	16	Sale of Property - Other	Surplus Autos (AUTOSS): Revenue generated from the sale of vehicles that the Department of Ecology sends to the Department of Enterprise Services for surplus.
001 - General Fund	04	99	Other Revenue	Miscellaneous revenue from various sources and programs across the Department of Ecology that changes biennium to biennium.

# Revenue Descriptions

## Department of Ecology

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Account	Major Source	Source	Source Name	Revenue Description
001 - General Fund	05	41	Private/Local Contributions and Grants	Contributions and grants from nonfederal sources external to the state. Similar to federal grants, the expenditure of these private/local contribution and grant revenues are restricted by contract or agreement. This source could also include donations to Ecology facilities and programs. Revenue from this source is not estimated, budgeted, or allotted because it is small and infrequent.
001 - General Fund	05	46	Federal Revenue - Pass Through	General Fund Private/Local Pass through Federal Revenue is comprised of federal revenue that is passed through to Ecology via private or local organizations. Revenue estimates are based upon historical data.
001 - General Fund	05	97	Reimbursable Contracts (Reimbursable P/L Contributions)	<p>General Fund private/local reimbursable contracts revenue source is comprised of the following:</p> <ol style="list-style-type: none"> <li>1. Hanford Sublease Rent (000052): The State of Washington leases 100 acres of the Hanford Reservation from the U.S. Department of Energy. The Department of Ecology subleases the 100 acres to US Ecology Inc. for operation of a commercial low-level radioactive waste disposal facility. The sublease rate is adjusted every three years based on the consumer price index.</li> <li>2. Washington Conservation Corps Revenues (Various): Revenues from services provided to local governments by Washington Conservation Corps crews.</li> <li>3. Cost Reimbursements (CR0000): Voluntary cost-reimbursement monies will be collected under cost-recovery law to reimburse for permitting activities.</li> <li>4. Other Private Local (OTH000): Other reimbursable contracts with private and local entities for environmental review and other activities.</li> </ol>
001 - General Fund	08	66	Loan Principal Repayment	Water Quality Account Loans: Chapter 70.146 RCW authorized the department to loan grant funds from the Water Quality Account. As of July 1, 2009, the Water Quality Account was abolished and all revenue is now deposited into the State General Fund. Revenue estimates are derived from outstanding loan repayments due during the biennium.
027 - Reclamation Account	02	66	Power Licenses	Power License Fees (000001, 000002): Chapter 90.16.050 RCW authorizes the department to charge users of water for power development an annual fee based upon the theoretical waterpower that they will produce in horsepower.

# Revenue Descriptions

## Department of Ecology

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Account	Major Source	Source	Source Name	Revenue Description
027 - Reclamation Account	02	87	Well Construction and Licensing	<p>1. Water Well Operator's License Fee (000103): RCW 18.104.040, 18.104.070 and 173-162-070; a \$75 application fee is charged for each new operator or training license. An existing license is renewable for two years upon payment of a \$75 fee. Chapter 18.104 RCW authorizes Ecology to collect well drilling licensing fee and fees associated with the drilling of all wells. It is anticipated that 850 licenses will be issued or renewed each year during the biennium. It is also assumed that 6,000 wells per year will be installed during the biennium.</p> <p>2. Well Construction &amp; Inspection Fee (000100-102; 000104-109): RCW 18.104.055 authorizes the Department of Ecology to collect well drilling licensing fees and fees associated with the construction of all water wells. Fee is due per occurrence. Counties may receive portion of fee generated revenue to cover partial cost of delegated inspection authority. Chapter 18.104 RCW authorizes Ecology to collect well drilling licensing fee and fees associated with the drilling of all wells. It is anticipated that 850 licenses will be issued or renewed each year during the biennium. It is also assumed that 6,000 wells per year will be installed during the biennium.</p>
027 - Reclamation Account	04	05	Fines, Forfeits and Seizures	Well Driller Penalties (000051): Ecology can levee penalties for violation of the well construction laws and rules.
032 - State Emergency Water Projects Revolving Account	04	09	Local Investment Interest	Chapter 43.83B RCW authorizes the department to loan grant funds from the State Emergency Water Projects Revolving Fund.
032 - State Emergency Water Projects Revolving Account	08	66	Loan Principal Repayment	Chapter 43.83B RCW authorizes the department to loan/grant funds from the State Emergency Water Projects Revolving Fund.
03K - Industrial Insurance Premium Refund Account	04	99	Other Revenue	Industrial insurance premium refund received as part of the Retrospective Rating Refund in accordance with a 1990 legislative change (HB2362).
044 - Waste Reduction, Recycling, and Litter Control	04	05	Fines, Forfeits and Seizures (Litter Control Revenue)	RCW 70.93.070 authorizes the collection of penalties for violations of the Waste Reduction, Recycling, and Model Litter Control Act. Revenue from this source is not estimated, budgeted, or allotted because it is small and infrequent.
05W - State Drought Preparedness Account	04	99	State Charges & Misc. Revenue	ESHB 1092 Chapter 520, Laws of 2007 – 2007-09 Capital Budget proviso directs the department to recover all costs from participating domestic water users (cabin owners) for the costs of securing a water right or rights (in WRIA 37, 38 & 39 that have a surface water right with a priority date later than May 10, 1905) associated with the annual operational costs owed to the United States Bureau of Reclamation. Funds recovered for this purpose are to be deposited to the State Drought Preparedness Account.
05W - State Drought Preparedness Account	08	66	Loan Principal Repayment	Chapter 43.83B RCW authorizes the department to loan/grant funds from the State Drought Preparedness Account. Revenue estimates were derived from the outstanding loan repayments due during the biennium.



# Revenue Descriptions

Department of Ecology

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Account	Major Source	Source	Source Name	Revenue Description
072 - State & Local Improvements Revolving Account (Water Supply Facilities)	04	09	Local Investment Interest	Chapter 43.83B RCW authorizes the department to loan/grant funds from the State and Local Improvements Revolving Account - Water Supply Facilities (Referendum 38). Revenue estimates are derived from the outstanding loan/grant interest payments due during the biennium.
072 - State & Local Improvements Revolving Account (Water Supply Facilities)	08	66	Loan Principal Repayment	Chapter 43.83B RCW authorizes the department to loan/grant funds from the State and Local Improvements Revolving Account Water Supply Facilities (Referendum 38). Revenue estimates are derived from the outstanding loan repayments due during the biennium.
07C - Vessel Response Account	04	05	Fines, Forfeits and Seizures	Oil in Water - Vessels (000053): Oil spill penalties assessed against ships under RCW 90.56.330 and 90.48.144 shall be deposited into the account as well as grants, gifts, and federal funds. Revenue estimates are based on historical data on penalties assessed against ships that have been collected.
08R - Waste Tire Removal	02	99	Other Licenses, Permits, and Fees	The Department is authorized to use funds from the Waste Tire Carrier and Storage License account to carry out the cleanup of unauthorized waste tire piles, and implement measures that prevent future accumulation of unauthorized waste tire piles per chapter 70.95.555 RCW and 173-350-350 (2) and (3) WAC.
10G - Water Rights Tracking System Account	02	85	Water Resources Fees	<p>Chapter 90.03 RCW allows the Department of Ecology to levy a charge based upon the amount of water proposed to be appropriated from state waters, and to charge a fee for engineering plan review and inspection of dams. Chapter 90.03 RCW directs that eighty percent of the fee will be deposited into General Fund State while the remaining twenty percent will be deposited into the Water Rights Tracking System Account.</p> <p>1. Dam Safety Fee (000009): Chapter 90.03 RCW authorizes Ecology to levy fees for the review of plans and specification of dams. Ecology can charge the facility owner the actual cost of the review of plans and specifications of storage dams. Fee for review of plans and specifications are established by 173-175 WAC and are adjusted annually by the fiscal growth factor per chapter 43.135 RCW.</p> <p>2. Water Rights Tracking System Fee (000011): Chapter 90.03 RCW authorizes Ecology to levy a fee based upon the amount of water proposed to be appropriated from state waters, and to charge a fee for engineering plan reviews of dams.</p> <p>3. Dam Safety Inspection Fee (000012): Chapter 90.03 RCW authorizes Ecology to levy fees for the inspection of hydraulic works to assure safety. Ecology can charge the facility owner the actual cost of the inspection. The review of periodic inspection fees are established in 173-175 WAC and are adjusted annually by the fiscal growth factor per chapter 43.135 RCW.</p>
116 - Basic Data Account	04	27	Property and Resources Management (Basic Data)	Chapters 43.21 RCW authorizes the department to accept contributions from persons and entities who require information regarding stream flow, ground water and water quality data, or other hydrographic information. Revenue estimates are based upon future information needs and historic trends.

# Revenue Descriptions

## Department of Ecology

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Account	Major Source	Source	Source Name	Revenue Description
11J - Electronic Products Recycling Account	02	99	Other Licenses, Permits, and Fees	Registration/Renewal Fee (000001): RCW 70.95N.130 creates the Electronic Products Recycling Account, to fund Ecology oversight of electronic products recovery. Ecology is directed to charge fees to cover the costs of the program. Revenue is based on Ecology's authorized spending level for administering the program; fees are calculated based upon market share to create the needed revenue. Collection is approximately \$355,000 per fiscal year.
11J - Electronic Products Recycling Account	04	05	Fines, Forfeits and Seizures	Electronic Products Recycling Penalty (000061): Electronic products recycling penalties authorized under chapter 70.95N.260 may be assessed against manufacturers that do not comply with the manufacturer registration requirements under RCW 70.95N.040 and deposited into the account. No revenue is estimated for this source as collection is uncommon and unpredictable.
15H - Cleanup Settlement Account	04	99	Other Revenue	RCW 70.105D, Model Toxics Control Act, provides authority for the State to enter into settlement agreements with potentially liable parties for payment of funds to be used in future remedial actions or natural resource restoration at sites where the parties are responsible for these actions. In the 2008 Legislative Session, SB 6722 established Fund 15H, Cleanup Settlement Account, to receive these payments of funds to be used for future remedial actions or natural resource restoration.
16T- Product Stewardship Programs Account	02	99	Other Licenses, Permits, and Fees	Mercury Light Generation Fee (000025): In the 2010 Legislative Session, the Legislature passed ESSB 5543, which established the Product Stewardship Programs Account (16T), and authorized Ecology to charge a fee to be paid by producers of mercury-containing lights that are sold in or into Washington State. In 2014, the Legislature passed ESHB 2246 which updated the original RCW 70.275 allowing the Product Stewardship Organization (PSO) to apply an Environmental Handling Charge (EHC) to each bulb sold. In 2017, the Legislature passed Senate Bill 5762 to allow the PSO, using funds from the EHC, to pay \$3,000 per participating producer to Ecology to cover the program's administration and enforcement costs.
16V- Water Rights Processing Account	02	85	Water Resources Fees	Expedited Water Right Processing Fee (000013): Chapter 90.03 RCW authorizes the department to process surface water applications using expedited processing of applications within the same water source. This would allow Ecology staff to recover costs of processing applications for those that participate.
16V- Water Rights Processing Account	02	99	Other Licenses, Permits, and Fees	Certified Water Right Examiner Fees (000813): Chapter 90.03 RCW authorizes the department to establish and collect fees for the examination, certification, and renewal of certification of water right examiners. Fees may be adjusted by rule.
173 - State Toxics Control Account	04	05	Fines, Forfeits and Seizures	HW/TCP Penalty (000043): Chapter 70.105B provides penalty provisions for the department. Revenue estimates are based upon historical data.

# Revenue Descriptions

## Department of Ecology

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Account	Major Source	Source	Source Name	Revenue Description
173 - State Toxics Control Account	04	09	Local Investment Interest	TCP Interest-Cost Recovery (ECYINT): Chapter 70.105B allows the department to charge interest on the costs associated with cleaning up a hazardous waste site. Revenue estimates are based upon historical data.
173 - State Toxics Control Account	04	34	Hazardous Waste Cleanup Recoveries	<p>1. Cost Recovery (ECY000, CP0020, CP0022, RCRA00, CP0021, ECK00): Chapter 70.105B allows the department to recover costs associated with the cost of cleaning up a hazardous waste site. Revenues are based on historical data for funds recovered from hazardous waste cleanup activities.</p> <p>2. Voluntary Cleanup (005001): In order to provide additional incentives for Potentially Liable Parties (PLP) to initiate independent cleanups, the Toxics Cleanup Program is authorized by Chapter 70.105D RCW to provide informal advice and assistance to persons conducting or otherwise interested in independent remedial actions. The department may charge fees in order to recoup the costs of providing this service. Revenues are based on historical data.</p>
173 - State Toxics Control Account	05	97	Reimbursable Private/Local Contracts	Recovered LUST (00009B): State Toxics private local contributions are comprised of expenditures of recovered LUST funds. Revenues are based on historical data.
176 - Water Quality Permit Account	02	86	Water Quality Fees (Permits)	Ecology establishes fees to recover expenses for issuing and administering wastewater discharge permits under RCW 90.48.465. Fees are based on factors relating to the complexity of permit issuance and compliance. The Water Quality program will administer approximately 6,000 discharge permits.
176 - Water Quality Permit Account	04	09	State Charges & Miscellaneous Revenue	Chapter 90.48.465 RCW authorizes the department to administer wastewater discharge permits. This source represents various miscellaneous contributions to the fund (e.g. revenue from surcharge on delinquent permits transferred to collection agencies; revenue from application fee; and recovery of revenue from prior time period). Revenue estimates are derived using prior time period actuals.
182 - Underground Storage Tank Account	02	99	Other Licenses, Permits, and Fees	Underground Storage Tank Licenses (000033): Chapter 90.76 RCW authorizes the department to develop an underground storage tank program. It also authorizes the department to charge a per tank fee. The fee is currently set at \$173.80 per tank. Revenue estimates were derived from the current underground storage tank database, actual receipts, and tank removals and tank installations.
182 - Underground Storage Tank Account	04	05	Fines, Forfeits and Seizures	Underground Storage Tank Penalties (000039): Chapter 90.76 RCW authorizes the department to issue penalties for infractions discovered during periodic inspections of Underground Storage Tank systems. These penalties vary in amount, depending on the severity of the infractions.
199 - Biosolids Permit Account	02	99	Other Licenses, Permits, and Fees	Biosolids Permit (000095): RCW 70.95J.025 authorizes the department to collect permit fees to support permitting and inspecting biosolids generation facilities and application sites. Revenue collection is stable, and is based upon the amount generated or used. Collections are expected to be approximately \$1,050,000 per fiscal year.

# Revenue Descriptions

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Account	Major Source	Source	Source Name	Revenue Description
199 - Biosolids Permit Account	04	05	Fines, Forfeits and Seizures	Biosolids Penalty (000052): Biosolids penalties of up to five thousand dollars a day for each violation authorized under chapter 70.95J.070 shall be deposited into the account. Revenue is not estimated for penalties as they are rare and difficult to predict.
207 - Haz. Waste Assistance Account	02	94	Hazardous Waste Fees	Hazardous Waste Generation and Planning Fees (000024, 000025): Chapter 70.95E RCW authorizes the Department to collect fees from hazardous waste generators to conduct a program to reduce such waste. The fees are collected annually and consist of two parts, a hazardous waste generation fee and a planning fee. The \$52 hazardous waste generation fee is applied to about 38,000 potential waste generators. The fee is adjusted annually for inflation if the adjustment is at least a \$1 increment. The planning fee varies by amount of waste generated and was capped at a base amount of \$10,000 per facility in 1992 and adjusted annually for inflation which currently puts the cap at \$20,899 per facility. The overall cap for the planning fee is also adjusted annually for inflation and is currently capped at \$2,089,850. The planning fee is applied to about 450 firms.
207 - Haz. Waste Assistance Account	04	09	State Charges & Misc. Revenue	Hazardous Waste Generation and Planning Fee Interest (000024): In administration of Chapter 70.95E for the enforcement and collection of fees from hazardous waste generators, the department may apply RCW 43.17.240 which allows the department to charge interest on the costs associated with conducting a program to reduce such waste.
20R - Radioactive Mixed Waste Account	02	94	Hazardous Waste Fees	Mixed Waste Fees (000300-304): Chapter 70.105.280 RCW authorizes the department to assess the Mixed Waste Management Fee for regulation of radioactive mixed waste facilities. The Nuclear Waste Program bills the US Department of Energy at Hanford and three other mixed waste facilities. The Mixed Waste Management Fee is adjusted annually to fund program costs to implement 70.105 RCW and WAC 173-303 at radioactive mixed waste facilities.
216 - Air Pollution Control Account	02	25	Agricultural Burning Permit Fees	Agricultural Burning Permit Fees (000037): Chapter 70.94.6528 RCW allows for collection of fees for agricultural burning permits. Fees are assessed at the statutory cap of \$3.75 per acre for field stubble burning and \$1.00 per ton for agricultural pile burning. The fees collected will cover the costs of the agricultural burn program and are divided between local administration, research, and smoke management.

# Revenue Descriptions

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Account	Major Source	Source	Source Name	Revenue Description
216 - Air Pollution Control Account	02	99	Facility Permit Fees	<p>1. Air Fees (000404): Chapter 70.94 RCW allows for fees to be collected to cover the cost of certain agency air quality permitting activities, including New Source Review, Notice of Construction, and Control Technology reviews.</p> <p>2. Air Contaminate Source Registration Fee (000800): Chapter 70.94.151 RCW allows for the collection of fees from certain small to mid-sized air emission sources. Annual fees are set in rule based on a workload model and vary per source based on pollutants and annual emissions.</p> <p>3. Greenhouse Gas Reporting Fee (000811): Chapter 70.94.151 RCW allows Ecology to collect annual fees from facilities and suppliers required to report greenhouse gas emissions. The fees cover the administrative costs of the greenhouse gas reporting program.</p>
216 - Air Pollution Control Account	04	05	Fines, Forfeits and Seizures	Air Penalty (000041): Chapter 70.94 RCW authorizes Ecology to levy fines on individuals and/or entities that do not comply with Clean Air legislation.
217 - Oil Spill Prevention Account	04	34	Hazardous Waste Cleanup Recoveries	Spills/Oil Related Cost Recovery (CP0022): Chapter 90.56 RCW authorizes the department to recover costs relating to the unlawful discharge of oil into waters of the state.
219 - Air Operating Permit Account	02	99	Other Licenses, Permits, and Fees	Air Operating Fees (000803, 000807): RCW 70.94.162 authorizes Ecology to collect fees to administer an Air Operating Permit Program for large industrial sources. Fees established are based on a sliding scale and cover all direct and indirect program costs.
21H - Wastewater Treatment Plan Operation Certification Account <b>*New</b>	02	71	Other Licenses, Permits, and Fees	RCW 70.95B authorizes the Department of Ecology to establish rules for the collection of fees for the issuance and renewal of sewage treatment plant operator licenses. Revenue estimates are based on the number of new and renewal of applications multiplied by the rates (\$50/new and \$30/renewal).
22G - Photovoltaic Module Recycling Account <b>*New</b>	02	99	Other Licenses, Permits, and Fees	Chapter 70.355.010 RCW authorizes Ecology to collect fees from participating manufacturers to recover costs associated with plan guidance, review, and approval of photovoltaic module stewardship and takeback programs.
22K - Watershed Restoration and Enhancement Act Account <b>*New</b>	02	99	Other Licenses, Permits, and Fees	The Department receives funds from local governments for collection of fees on building permits for buildings that rely on a permit exempt well for a water source.
223 - Oil Spill Response Account	04	34	Hazardous Waste Cleanup Recoveries	Spills/Oil Related Cost Recovery (CP0022): Chapter 90.56 RCW authorizes the department to recover costs relating to the unlawful discharge of oil into waters of the state. Revenue estimates were derived from historical data.
277 - State Agency Parking Account	04	02	Income From Property	The Department is authorized to assess employee parking fees which are deposited into this account to pay for commute trip reduction incentives per RCW 43.01.240.

# Revenue Descriptions

Department of Ecology

June 2018

Account	Major Source	Source	Source Name	Revenue Description
296 - Col Rvr Basin Water Supply Rev Recovery Account	02	85	Water Resources Fees	Columbia Basin Water Supply Permit Recovery (KGHOSP, LAKROS, SULLAK, WWALLA): Chapter 90.90.100 RCW authorizes the Columbia River Basin Water Supply Revenue Recovery Account. Revenue to this account includes all receipts from direct appropriations from the legislature, moneys directed to the account pursuant to RCW 90.90.020 (Allocation and Development of Water Supplies) and 90.90.030 (Voluntary Regional Agreements), revenue from water service contracts described in this chapter, or moneys directed into the account from any other sources. Revenue from 90.90.020 and 90.90.030 RCW are collected from entities paying fees from receiving water developed from the Columbia River Program through permitting or contracting of the newly developed water.
408 - Coastal Protection Account	04	05	Fines, Forfeits and Seizures	Spills and Water Quality Penalties (000044, 000046): Chapter 90.48 RCW authorizes the department to recover costs relating to the unlawful discharge of oil into waters of the state, as well as providing for penalties. Revenue estimates are derived from historical data.
408 - Coastal Protection Acct	04	99	Other Revenue	Resource Damage Assessments (RDAC00, RDAN00, RDAS00): Chapter 90.48 and 90.56 RCW authorize charging a fee for resource damage assessment. Revenue estimates are derived from historical data.
500 - Perpetual Surveillance Account	04	27	Property and Resources Management	Perpetual Surveillance and Maintenance Surcharge (000023): The department shall impose and collect fees from parties disposing of radioactive wastes for waste management purposes. The department collects a charge per cubic foot of waste received by US Ecology (a private corporation). Revenue estimates are based on a projection of the annual volume of waste to be disposed at the facility.
564 - Water Pollution Control Revolving Administration Account	04	20	Charge for Services	Chapter 90.50A RCW authorizes an administrative charge as a portion of the debt service for loans issued under the Water Pollution Control Revolving Fund Program. 1% of the outstanding loan balances are collected when loan payments are made for each loan in repayment. The 1% administrative charge is deposited into fund 564. Funds can be used for conducting application processes, managing loan agreements, collecting loan payments, managing funds, providing technical assistance, and meeting state and federal reporting requirements as well as information and data system costs associated with loan tracking and fund management.
727 - Water Pollution Control Revolving Account	03	66	Environmental Protection Agency	The Department receives funds from the Environmental Protection Agency to provide capitalization grants. EPA policies allow disbursement of grant funds on a cost-reimbursement basis.
727 - Water Pollution Control Revolving Account	04	09	Local Investment Interest	The Department is authorized to loan/grant funds from the Water Pollution Control Revolving Account. Revenue estimates are derived from outstanding loan/grant interest payments due during the biennium.

# Revenue Descriptions

Department of Ecology

June 2018

Account	Major Source	Source	Source Name	Revenue Description
727 - Water Pollution Control Revolving Account	08	66	Loan Principal Repayment	The department is authorized to loan/grant funds from the Water Pollution Control Revolving Account. Revenue estimates are derived from loan repayments due during the biennium.
746 - Hanford Area Economic Investment Account	02	94	Hazardous Waste Fees	Radioactive Waste Surcharge (000023): The Department deposits a surcharge into the Hanford Area Economic Investment Account per cubic foot of low level radioactive waste disposed at Hanford. Revenue estimates are based on the amount of cubic feet being received annually. A surcharge of \$6.50 is collected for each cubic foot of radioactive waste received at the disposal facility. Benton County receives \$2.00 for each cubic foot of waste and the remaining \$4.50 is deposited into the Hanford Area Economic Investment Account. Revenue estimates are based on a projection of the annual volume of waste to be disposed at the facility.

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## Working Capital Reserve

**Agency:** 461 Department of Ecology  
**Session:** 2019-21 Regular  
**Version:** BI Biennial 2019-21 Initial

*Dollars in Thousands*

FUND ADMINISTRATOR AGENCY ONLY		RECOMMENDED ENDING FUND BALANCE	
FUND	FUND TITLE	2017-19 Current Biennium	2019-21 Ensuing Biennium
027	Reclamation Account	100	100
032	St Emergency Water Projects Revolv	3	3
044	Waste Reduct/Recycle/Litter Control	1,200	1,200
05W	State Drought Preparedness Account	1	1
072	St/Loc Impr Rev Acct Water Sup Fac	25	0
10A	Aquatic Algae Control Account	30	30
10G	Water Rights Tracking System Acct	5	5
10P	Columbia River Basin Water Supply	100	100
11J	Electronic Products Recycling Acct	60	0
160	Wood Stove Education/Enforcement	30	50
16T	Product Stewardship Programs Acct	20	15

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**Working Capital Reserve**

**Agency:** 461 Department of Ecology  
**Session:** 2019-21 Regular  
**Version:** BI Biennial 2019-21 Initial

*Dollars in Thousands*

FUND ADMINISTRATOR AGENCY ONLY		RECOMMENDED ENDING FUND BALANCE	
FUND	FUND TITLE	2017-19 Current Biennium	2019-21 Ensuing Biennium
173	State Toxics Control Account	3,000	3,000
174	Local Toxics Control Account	1,000	1,000
176	Water Quality Permit Account	3,300	3,700
18B	Col River Basin Tax Bond W/tr Sup	100	100
199	Biosolids Permit Account	160	160
19G	Environ Legacy Stewardship Account	2,900	2,900
207	Hazardous Waste Assistance Account	350	350
20R	Radioactive Mixed Waste Acct	2,000	2,000
216	Air Pollution Control Account	340	370
217	Oil Spill Prevention Account	1,000	800
219	Air Operating Permit Account	300	675

**Working Capital Reserve****Agency:** 461 Department of Ecology**Session:** 2019-21 Regular**Version:** BI Biennial 2019-21 Initial*Dollars in Thousands*

FUND ADMINISTRATOR AGENCY ONLY		RECOMMENDED ENDING FUND BALANCE	
FUND	FUND TITLE	2017-19 Current Biennium	2019-21 Ensuing Biennium
222	Freshwater Aquatic Weeds Account	70	70
564	Water Pollution Control Revol Admin	150	150
727	Water Pollution Control Revolving	2,000	2,000

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Code	Title
461	Department of Ecology

### 2019-21 Federal Funding Estimates

Activity	CFDA No.	Agency / CFDA Title	State Fiscal Year	State Match Amounts	State Match Source
<b>Agency Total</b>					
		FY 2018	58,987,430	25,972,955	
		FY 2019	64,275,820	27,170,917	
		FY 2020	64,493,282	27,519,899	
		FY 2021	64,579,946	27,513,896	
		FY 2022	59,669,785	22,507,903	
		FY 2023	59,762,859	22,501,910	
<b>A036</b>	<b>11.419</b>	<b>National Oceanic and Atmospheric Administration Coastal Zone Management Sections 306, 309, 310</b>			
		FY 2018	2,583,000	2,125,000	173, 057
		FY 2019	2,583,000	2,125,000	173, 057
		FY 2020	2,979,000	2,521,000	173, 057
		FY 2021	2,979,000	2,521,000	173, 057
		FY 2022	2,979,000	2,521,000	173, 057
		FY 2023	2,979,000	2,521,000	173, 057
<b>A042</b>	<b>11.420</b>	<b>National Oceanic and Atmospheric Administration Coastal Zone Management Section 315</b>			
		FY 2018	934,792	280,438	173
		FY 2019	985,715	295,715	173
		FY 2020	1,035,000	310,500	173
		FY 2021	1,035,000	310,500	173
		FY 2022	1,035,000	310,500	173
		FY 2023	1,035,000	310,500	173
<b>A036</b>	<b>12.107</b>	<b>US Army Corps of Engineers Washington Conservation Corps/US ACE Walla Walla</b>			
		FY 2018	36,610	0	n/a
		FY 2019	36,610	0	n/a
		FY 2020	36,610	0	n/a
		FY 2021	36,610	0	n/a
		FY 2022	36,610	0	n/a
		FY 2023	36,610	0	n/a
<b>A005</b>	<b>12.300</b>	<b>Department of Defense - Office of Naval Research Basic and Applied Scientific Research</b>			
		FY 2018	212,932	0	n/a
		FY 2019	212,932	0	n/a
		FY 2020	0	0	n/a
		FY 2021	0	0	n/a
		FY 2022	0	0	n/a
		FY 2023	0	0	n/a

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### 2019-21 Federal Funding Estimates

Activity	CFDA No.	Agency / CFDA Title	State Fiscal Year	State Match Amounts	State Match Source
A056	15.231	U.S. Department of Interior, Bureau of Land Management Washington Conservation Corps/BLM Spokane			
		FY 2018	47,619	15,873	173
		FY 2019	47,619	15,873	173
		FY 2020	47,619	15,873	173
		FY 2021	47,619	15,873	173
		FY 2022	47,619	15,873	173
		FY 2023	47,619	15,873	173
A056	15.608	U.S. Department of Interior, Fish and Wildlife Service Washington Conservation Corps/Nisqually Wildlife Refuge			
		FY 2018			
		FY 2019	86,625	28,875	173
		FY 2020	86,625	28,875	173
		FY 2021	86,625	28,875	173
		FY 2022	86,625	28,875	173
		FY 2023	86,625	28,875	173
A038	15.614	U.S. Fish and Wildlife Service National Coastal Wetland Conservation (Capital)			
		FY 2018	4,000,000	0	n/a
		FY 2019	4,000,000	0	n/a
		FY 2020	4,000,000	0	n/a
		FY 2021	4,000,000	0	n/a
		FY 2022	4,000,000	0	n/a
		FY 2023	4,000,000	0	n/a
A036	15.808	U.S. Geological Survey Studies of Morphology and Habitat			
		FY 2018	37,000	0	n/a
		FY 2019	43,500	0	n/a
		FY 2020	145,000	0	n/a
		FY 2021	145,000	0	n/a
		FY 2022	145,000	0	n/a
		FY 2023	145,000	0	n/a

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### 2019-21 Federal Funding Estimates

Activity	CFDA No.	Agency / CFDA Title	State Fiscal Year	State Match Amounts	State Match Source
A056	15.931	U.S. Department of Interior, National Park Service Washington Conservation Corps/North Cascades			
		FY 2018	85,000	28,333	173
		FY 2019	85,000	28,333	173
		FY 2020	85,000	28,333	173
		FY 2021	85,000	28,333	173
		FY 2022	85,000	28,333	173
		FY 2023	85,000	28,333	173
A056	15.931	U.S. Department of Interior, National Park Service Washington Conservation Corps/Olympic National Park			
		FY 2018	125,050	41,683	173
		FY 2019	173,250	57,750	173
		FY 2020	181,500	57,750	173
		FY 2021	181,500	57,750	173
		FY 2022	181,500	57,750	173
		FY 2023	181,500	57,750	173
A056	15.931	U.S. Department of Interior, National Park Service Washington Conservation Corps/Mount Rainier National Park			
		FY 2018	60,000	20,000	173
		FY 2019	60,000	20,000	173
		FY 2020	60,000	20,000	173
		FY 2021	60,000	20,000	173
		FY 2022	60,000	20,000	173
		FY 2023	60,000	20,000	173
A025	66.034	Environmental Protection Agency Surveys, Studies, Investigations & Special Purpose Rel to Clean Air Act / NATTs			
		FY 2018	57,700	0	n/a
		FY 2019	57,700	0	n/a
		FY 2020	60,000	0	n/a
		FY 2021	60,000	0	n/a
		FY 2022	60,000	0	n/a
		FY 2023	60,000	0	n/a

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### 2019-21 Federal Funding Estimates

Activity	CFDA No.	Agency / CFDA Title	State Fiscal Year	State Match Amounts	State Match Source
A025	66.034	Environmental Protection Agency Surveys, Studies, Investigations & Special Purpose Rel to Clean Air Act / NATTs			
		FY 2018	561,000	0	n/a
		FY 2019	560,900	0	n/a
		FY 2020	560,000	0	n/a
		FY 2021	560,000	0	n/a
		FY 2022	560,000	0	n/a
		FY 2023	560,000	0	n/a
A051	66.040	Environmental Protection Agency National Clean Diesel Funding Assistance / DERA			
		FY 2018	321,200	11,000	19G, 173
		FY 2019	415,100	287,700	19G, 216
		FY 2020	275,000	0	
		FY 2021	275,000	0	
		FY 2022	275,000	0	
		FY 2023	275,000	0	
A008	66.123	Environmental Protection Agency Puget Sound: Technical Investigations and Implementation Assistance Program			
		FY 2018	5,000,000	5,000,000	173, 727
		FY 2019	5,000,000	5,000,000	173, 727
		FY 2020	5,000,000	5,000,000	057, 727
		FY 2021	5,000,000	5,000,000	057, 727
		FY 2022	0	0	
		FY 2023	0	0	
A027	66.419	Environmental Protection Agency Monitoring Strategies Grant			
		FY 2018	355,000	0	n/a
		FY 2019	344,000	0	n/a
		FY 2020	344,000	0	n/a
		FY 2021	344,000	0	n/a
		FY 2022	344,000	0	n/a
		FY 2023	344,000	0	n/a



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### 2019-21 Federal Funding Estimates

Activity	CFDA No.	Agency / CFDA Title	State Fiscal Year	State Match Amounts	State Match Source
A027	66.419	Environmental Protection Agency BEACH Program			
		FY 2018	245,000	0	n/a
		FY 2019	241,000	0	n/a
		FY 2020	241,000	0	n/a
		FY 2021	241,000	0	n/a
		FY 2022	241,000	0	n/a
		FY 2023	241,000	0	n/a
A006	66.454	Environmental Protection Agency Water Quality Management & Planning CWA 604(b)			
		FY 2018	235,000	0	n/a
		FY 2019	235,000	0	n/a
		FY 2020	233,000	0	n/a
		FY 2021	233,000	0	n/a
		FY 2022	233,000	0	n/a
		FY 2023	233,000	0	n/a
A006, A049, A043, A027	66.460	Environmental Protection Agency Nonpoint Source Implementation Grants 319 (h)			
		FY 2018	2,907,000	1,938,000	173, 19G, 057
		FY 2019	2,907,000	1,938,000	173, 19G, 057
		FY 2020	3,088,000	2,058,667	173, 19G, 057
		FY 2021	3,088,000	2,058,667	173, 19G, 057
		FY 2022	3,088,000	2,058,667	173, 19G, 057
		FY 2023	3,088,000	2,058,667	173, 19G, 057
A038	66.461	Environmental Protection Agency Regional Wetland Development grants			
		FY 2018	150,000	50,000	173
		FY 2019	150,000	50,000	173
		FY 2020	100,000	33,334	173
		FY 2021	100,000	33,334	173
		FY 2022	100,000	33,334	173
		FY 2023	100,000	33,334	173

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### 2019-21 Federal Funding Estimates

Activity	CFDA No.	Agency / CFDA Title	State Fiscal Year	State Match Amounts	State Match Source
A043	66.505	Environmental Protection Agency Water Pollution Control			
		FY 2018	23,056,000	4,611,200	355
		FY 2019	27,912,000	5,582,400	355
		FY 2020	28,000,000	5,600,000	355
		FY 2021	28,000,000	5,600,000	355
		FY 2022	28,000,000	5,600,000	355
		FY 2023	28,000,000	5,600,000	355
A007, A027, A034, A043, A049	66.605	Environmental Protection Agency Performance Partnership Grant			
		FY 2018	9,129,000	10,663,000	001, 173, 19G, 160
		FY 2019	9,129,000	10,663,000	001, 173, 19G, 160
		FY 2020	8,960,000	10,663,259	001, 173, 19G, 160
		FY 2021	8,960,000	10,663,259	001, 173, 19G, 160
		FY 2022	8,960,000	10,663,259	001, 173, 19G, 160
		FY 2023	8,960,000	10,663,259	001, 173, 19G, 160
A037	66.605	Environmental Protection Agency Performance Partnership Grant			
		FY 2018	103,315	0	n/a
		FY 2019	103,315	0	n/a
		FY 2020	103,315	0	n/a
		FY 2021	103,315	0	n/a
		FY 2022	103,315	0	n/a
		FY 2023	103,315	0	n/a
A052, A065	66.708	Environmental Protection Agency Pollution Prevention Grants Program - P2 Grant			
		FY 2018	93,069	93,069	173
		FY 2019	98,935	98,935	173
		FY 2020	98,935	98,935	173
		FY 2021	98,935	98,935	173
		FY 2022	98,935	98,935	173
		FY 2023	98,935	98,935	173

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### 2019-21 Federal Funding Estimates

Activity	CFDA No.	Agency / CFDA Title	State Fiscal Year	State Match Amounts	State Match Source
A052	66.708	Environmental Protection Agency Pollution Prevention Grants Program - PPIN Grant			
		FY 2018	110,000	110,000	173
		FY 2019	0	0	n/a
		FY 2020	110,000	110,000	173
		FY 2021	110,000	110,000	173
		FY 2022	110,000	110,000	173
		FY 2023	110,000	110,000	173
A019, A021, A022, A031	66.801	Environmental Protection Agency Hazardous Waste Management State Program Support			
		FY 2018	1,806,910	602,304	173
		FY 2019	1,788,810	596,281	173
		FY 2020	1,770,922	590,318	173
		FY 2021	1,752,893	584,315	173
		FY 2022	1,734,899	578,322	173
		FY 2023	1,716,905	572,329	173
A005	66.802	Environmental Protection Agency Superfund State, Political Subdivision & Indian Tribe Site Specific Coop Agreement			
		FY 2018	856,033	0	n/a
		FY 2019	801,023	0	n/a
		FY 2020	801,023	0	n/a
		FY 2021	801,023	0	n/a
		FY 2022	801,023	0	n/a
		FY 2023	801,023	0	n/a
A023	66.804	Environmental Protection Agency State & Tribal Underground Storage Tank Program (LUST Prevention & STAG)			
		FY 2018	440,000	146,666	173
		FY 2019	440,000	146,666	173
		FY 2020	440,000	146,666	173
		FY 2021	440,000	146,666	173
		FY 2022	440,000	146,666	173
		FY 2023	440,000	146,666	173

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### 2019-21 Federal Funding Estimates

Activity	CFDA No.	Agency / CFDA Title	State Fiscal Year	State Match Amounts	State Match Source
A005	66.805	Environmental Protection Agency Leaking Underground Storage Tank Fund Program (LUST)			
		FY 2018	746,000	82,889	173
		FY 2019	746,000	82,889	173
		FY 2020	746,000	82,889	173
		FY 2021	746,000	82,889	173
		FY 2022	746,000	82,889	173
		FY 2023	746,000	82,889	173
A005	66.809	Environmental Protection Agency Superfund State and Indian Tribe Core Program Cooperative Agreements (CORE)			
		FY 2018	112,500	12,500	173
		FY 2019	112,500	12,500	173
		FY 2020	112,500	12,500	173
		FY 2021	112,500	12,500	173
		FY 2022	112,500	12,500	173
		FY 2023	112,500	12,500	173
A005	66.817	Environmental Protection Agency State & Tribal Response Program Grants (STRP)			
		FY 2018	886,452	0	n/a
		FY 2019	906,492	0	n/a
		FY 2020	906,492	0	n/a
		FY 2021	906,492	0	n/a
		FY 2022	906,492	0	n/a
		FY 2023	906,492	0	n/a
A014	81.104	US Department of Energy Oversight of CERCLA practices at the Hanford Site			
		FY 2018	3,303,248	0	n/a
		FY 2019	3,615,794	0	n/a
		FY 2020	3,489,741	0	n/a
		FY 2021	3,594,434	0	n/a
		FY 2022	3,702,267	0	n/a
		FY 2023	3,813,335	0	n/a

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### 2019-21 Federal Funding Estimates

Activity	CFDA No.	Agency / CFDA Title	State Fiscal Year	State Match Amounts	State Match Source
A040	97.023	Federal Emergency Management Agency National Flood Insurance Program - Community Assistance Program			
		FY 2018	160,000	40,000	02P
		FY 2019	160,000	40,000	02P
		FY 2020	160,000	40,000	02P
		FY 2021	160,000	40,000	02P
		FY 2022	160,000	40,000	02P
		FY 2023	160,000	40,000	02P
A011	97.041	Federal Emergency Management Agency National Dam Safety			
		FY 2018	101,000	101,000	001
		FY 2019	101,000	101,000	001
		FY 2020	101,000	101,000	001
		FY 2021	101,000	101,000	001
		FY 2022	101,000	101,000	001
		FY 2023	101,000	101,000	001
A040	97.045	Federal Emergency Management Agency Cooperating Technical Partners			
		FY 2018	130,000	0	n/a
		FY 2019	136,000	0	n/a
		FY 2020	136,000	0	n/a
		FY 2021	136,000	0	n/a
		FY 2022	136,000	0	n/a
		FY 2023	136,000	0	n/a

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Code	Title
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**PROPOSED 2019-21 Federal Funding Estimates Summary for RCW 43.88.096**

CFDA No. *	Agency / CFDA Title	(A) Federal Fiscal Year	(B) State Fiscal Year	(C) Federal Funds % of Agency Budget for State FY	(D) Federal Grant Projections Under a 5% Reduction	(E) Federal Grant Projections Under a 25% Reduction	(F) Probability Grant Will be Subject to Reduction (1 to 5)	(G) Agency Plans to Implement Reduction (1 to 5)	Comments
	<b>Agency Total</b>								
	FY 2018	58,987,430	58,987,430	6.2%	56,038,059	44,240,573			
	FY 2019	64,275,820	64,275,820	6.7%	61,062,029	48,206,865			
	FY 2020	64,383,282	64,383,282	5.5%	61,164,118	48,287,462			
	FY 2021	64,469,946	64,469,946	5.5%	61,246,448	48,352,459			
	FY 2022	59,559,785	59,559,785	5.1%	56,581,795	44,669,839			
	FY 2023	59,652,859	59,652,859	5.1%	56,670,216	44,739,644			
<b>11.419</b>	<b>National Oceanic and Atmospheric Administration Coastal Zone Management Sections 306, 309, 310</b>								
	FY 2018	2,583,000	2,583,000	0.27%	2,453,850	1,937,250	1	3	Comment: These grants support approximately 35 state employees every fiscal year. There are no other expenditures supported by this grant.
	FY 2019	2,583,000	2,583,000	0.27%	2,453,850	1,937,250	1	3	
	FY 2020	2,979,000	2,979,000	0.26%	2,830,050	2,234,250	1	3	
	FY 2021	2,979,000	2,979,000	0.26%	2,830,050	2,234,250	1	3	
	FY 2022	2,979,000	2,979,000	0.26%	2,830,050	2,234,250	1	3	
	FY 2023	2,979,000	2,979,000	0.26%	2,830,050	2,234,250	1	3	
<b>11.420</b>	<b>National Oceanic and Atmospheric Administration Coastal Zone Management Section 315</b>								
	FY 2018	934,792	934,792	0.10%	888,052	701,094	1	3	Comment: These grants support approximately 8 state employees every fiscal year. There are no other expenditures supported by this grant.
	FY 2019	985,715	985,715	0.10%	936,429	739,286	1	3	
	FY 2020	1,035,000	1,035,000	0.09%	983,250	776,250	1	3	
	FY 2021	1,035,000	1,035,000	0.09%	983,250	776,250	1	3	
	FY 2022	1,035,000	1,035,000	0.09%	983,250	776,250	1	3	
	FY 2023	1,035,000	1,035,000	0.09%	983,250	776,250	1	3	
<b>12.107</b>	<b>US Army Corps of Engineers Washington Conservation Corps/US ACE Walla Walla</b>								
	FY 2018	36,610	36,610	0.00%	34,780	27,458	n/a	n/a	Comment: Project employees would be placed on other projects.
	FY 2019	36,610	36,610	0.00%	34,780	27,458	n/a	n/a	
	FY 2020	36,610	36,610	0.00%	34,780	27,458	n/a	n/a	
	FY 2021	36,610	36,610	0.00%	34,780	27,458	n/a	n/a	
	FY 2022	36,610	36,610	0.00%	34,780	27,458	n/a	n/a	
	FY 2023	36,610	36,610	0.00%	34,780	27,458	n/a	n/a	
<b>12.300</b>	<b>Department of Defense - Office of Naval Research Basic and Applied Scientific Research</b>								
	FY 2018	212,932	212,932	0.02%	202,285	159,699	1	4	Comment:
	FY 2019	212,932	212,932	0.02%	202,285	159,699	1	4	
	FY 2020	0	0	0.00%	0	0			
	FY 2021	0	0	0.00%	0	0			
	FY 2022	0	0	0.00%	0	0			
	FY 2023	0	0	0.00%	0	0			
<b>15.231</b>	<b>U.S. Department of Interior, Bureau of Land Management Washington Conservation Corps/BLM Spokane</b>								
	FY 2018	47,619	47,619	0.00%	45,238	35,714	1	4	Comment: Project employees would be placed on other projects.
	FY 2019	47,619	47,619	0.00%	45,238	35,714	1	4	
	FY 2020	47,619	47,619	0.00%	45,238	35,714	1	4	
	FY 2021	47,619	47,619	0.00%	45,238	35,714	1	4	
	FY 2022	47,619	47,619	0.00%	45,238	35,714	1	4	
	FY 2023	47,619	47,619	0.00%	45,238	35,714	1	4	

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15.608	U.S. Department of Interior, Fish and Wildlife Service Washington Conservation Corps/Nisqually Wildlife Refuge FY 2018								Comment: Project employees would be placed on other projects.
	FY 2019	86,625	86,625	0.01%	82,294	64,969	1	4	
	FY 2020	86,625	86,625	0.01%	82,294	64,969	1	4	
	FY 2021	86,625	86,625	0.01%	82,294	64,969	1	4	
	FY 2022	86,625	86,625	0.01%	82,294	64,969	1	4	
	FY 2023	86,625	86,625	0.01%	82,294	64,969	1	4	
15.614	U.S. Fish and Wildlife Service National Coastal Wetland Conservation (Capital) FY 2018	4,000,000	4,000,000	0.42%	3,800,000	3,000,000	1	2, 3	Comment: This grant supports approximately 0.40 FTE. This grant also pays for contracts with conservation entities to purchase wetlands.
	FY 2019	4,000,000	4,000,000	0.42%	3,800,000	3,000,000	1	2, 3	
	FY 2020	4,000,000	4,000,000	0.34%	3,800,000	3,000,000	1	2, 3	
	FY 2021	4,000,000	4,000,000	0.34%	3,800,000	3,000,000	1	2, 3	
	FY 2022	4,000,000	4,000,000	0.34%	3,800,000	3,000,000	1	2, 3	
	FY 2023	4,000,000	4,000,000	0.34%	3,800,000	3,000,000	1	2, 3	
15.808	U.S. Geological Survey Studies of Morphology and Habitat FY 2018	37,000	37,000	0.00%	35,150	27,750	1	3	Comment: This award supports approximately 0.20 FTE.
	FY 2019	43,500	43,500	0.00%	41,325	32,625	1	3	
	FY 2020	145,000	145,000	0.01%	137,750	108,750	1	3	
	FY 2021	145,000	145,000	0.01%	137,750	108,750	1	3	
	FY 2022	145,000	145,000	0.01%	137,750	108,750	1	3	
	FY 2023	145,000	145,000	0.01%	137,750	108,750	1	3	
15.931	U.S. Department of Interior, National Park Service Washington Conservation Corps/North Cascades FY 2018	85,000	85,000	0.01%	80,750	63,750	1	4	Comment: WCC North Cascades. Project employees would be placed on other projects.
	FY 2019	85,000	85,000	0.01%	80,750	63,750	1	4	
	FY 2020	85,000	85,000	0.01%	80,750	63,750	1	4	
	FY 2021	85,000	85,000	0.01%	80,750	63,750	1	4	
	FY 2022	85,000	85,000	0.01%	80,750	63,750	1	4	
	FY 2023	85,000	85,000	0.01%	80,750	63,750	1	4	
15.931	U.S. Department of Interior, National Park Service Washington Conservation Corps/Olympic National Park FY 2018	125,050	125,050	0.01%	118,798	93,788	1	4	Comment: WCC Olympic National Park. Project employees would be placed on other projects.
	FY 2019	173,250	173,250	0.02%	164,588	129,938	1	4	
	FY 2020	181,500	181,500	0.02%	172,425	136,125	1	4	
	FY 2021	181,500	181,500	0.02%	172,425	136,125	1	4	
	FY 2022	181,500	181,500	0.02%	172,425	136,125	1	4	
	FY 2023	181,500	181,500	0.02%	172,425	136,125	1	4	
15.931	U.S. Department of Interior, National Park Service Washington Conservation Corps/Mount Rainier National Park FY 2018	60,000	60,000	0.01%	57,000	45,000	1	4	Comment: WCC Mt. Rainier National Park. Project employees would be placed on other projects.
	FY 2019	60,000	60,000	0.01%	57,000	45,000	1	4	
	FY 2020	60,000	60,000	0.01%	57,000	45,000	1	4	
	FY 2021	60,000	60,000	0.01%	57,000	45,000	1	4	
	FY 2022	60,000	60,000	0.01%	57,000	45,000	1	4	
	FY 2023	60,000	60,000	0.01%	57,000	45,000	1	4	



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66.034	Environmental Protection Agency Surveys, Studies, Investigations & Special Purpose Rel to Clean Air Act / NATTs								Comment: NATTs
	FY 2018	57,700	57,700	0.01%	54,815	43,275	1	4,5	
	FY 2019	57,700	57,700	0.01%	54,815	43,275	1	4,5	
	FY 2020	60,000	60,000	0.01%	57,000	45,000	1	4,5	
	FY 2021	60,000	60,000	0.01%	57,000	45,000	1	4,5	
	FY 2022	60,000	60,000	0.01%	57,000	45,000	1	4,5	
	FY 2023	60,000	60,000	0.01%	57,000	45,000	1	4,5	
66.034	Environmental Protection Agency Surveys, Studies, Investigations & Special Purpose Rel to Clean Air Act / NATTs								Comment: PM 2.5
	FY 2018	561,000	561,000	0.06%	532,950	420,750	3	2,4	
	FY 2019	560,900	560,900	0.06%	532,855	420,675	3	2,4	
	FY 2020	560,000	560,000	0.05%	532,000	420,000	3	2,4	
	FY 2021	560,000	560,000	0.05%	532,000	420,000	3	2,4	
	FY 2022	560,000	560,000	0.05%	532,000	420,000	3	2,4	
	FY 2023	560,000	560,000	0.05%	532,000	420,000	3	2,4	
66.040	Environmental Protection Agency National Clean Diesel Funding Assistance / DERA								Comment: DERA
	FY 2018	321,200	321,200	0.03%	305,140	240,900	2	2,4	
	FY 2019	415,100	415,100	0.04%	394,345	311,325	2	2,4	
	FY 2020	275,000	275,000	0.02%	261,250	206,250	2	2,4	
	FY 2021	275,000	275,000	0.02%	261,250	206,250	2	2,4	
	FY 2022	275,000	275,000	0.02%	261,250	206,250	2	2,4	
	FY 2023	275,000	275,000	0.02%	261,250	206,250	2	2,4	
66.123	Environmental Protection Agency Puget Sound Action Agenda: Technical Investigations and Implementation Assistance Program								Comment: Ecy received its first incremental award for the new NEP Stormwater Strategic Initiative (SI) grant. We anticipate similar incremental awards over the next 5 years (6/1/16 - 6/30/21).
	FY 2018	5,000,000	5,000,000	0.52%	4,750,000	3,750,000	1	1,2	
	FY 2019	5,000,000	5,000,000	0.52%	4,750,000	3,750,000	1	1,2	
	FY 2020	5,000,000	5,000,000	0.43%	4,750,000	3,750,000	1	1,2	
	FY 2021	5,000,000	5,000,000	0.43%	4,750,000	3,750,000	1	1,2	
	FY 2022	0	0	0.00%	0	0			
	FY 2023	0	0	0.00%	0	0			
66.419	Environmental Protection Agency Monitoring Strategies Grant								Comment:
	FY 2018	355,000	355,000	0.04%	337,250	266,250	1	1	
	FY 2019	344,000	344,000	0.04%	326,800	258,000	1	1	
	FY 2020	344,000	344,000	0.03%	326,800	258,000	1	1	
	FY 2021	344,000	344,000	0.03%	326,800	258,000	1	1	
	FY 2022	344,000	344,000	0.03%	326,800	258,000	1	1	
	FY 2023	344,000	344,000	0.03%	326,800	258,000	1	1	
66.419	Environmental Protection Agency BEACH Program								Comment: While this program does not issue grants, it does pass through funding to the Dept of Health and Local Health Jurisdictions.
	FY 2018	245,000	245,000	0.03%	232,750	183,750	1	1,2	
	FY 2019	241,000	241,000	0.03%	228,950	180,750	1	1,2	
	FY 2020	241,000	241,000	0.02%	228,950	180,750	1	1,2	
	FY 2021	241,000	241,000	0.02%	228,950	180,750	1	1,2	
	FY 2022	241,000	241,000	0.02%	228,950	180,750	1	1,2	
	FY 2023	241,000	241,000	0.02%	228,950	180,750	1	1,2	

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66.454	Environmental Protection Agency Water Quality Management & Planning CWA 604(b)								
	FY 2018	235,000	235,000	0.02%	223,250	176,250	2	1	Comment: Grant has remained stable for a number of years. May fluctuate between \$230,000 and \$250,000 per year.
	FY 2019	235,000	235,000	0.02%	223,250	176,250	2	1	
	FY 2020	233,000	233,000	0.02%	221,350	174,750	2	1	
	FY 2021	233,000	233,000	0.02%	221,350	174,750	2	1	
	FY 2022	233,000	233,000	0.02%	221,350	174,750	2	1	
	FY 2023	233,000	233,000	0.02%	221,350	174,750	2	1	
66.460	Environmental Protection Agency Nonpoint Source Implementation Grants 319 (h)								
	FY 2018	2,907,000	2,907,000	0.30%	2,761,650	2,180,250	1	1,2	Comment: Grant has been relatively stable. Ecy expects a similar award during the 19-21 biennium.
	FY 2019	2,907,000	2,907,000	0.30%	2,761,650	2,180,250	1	1,2	
	FY 2020	3,088,000	3,088,000	0.27%	2,933,600	2,316,000	1	1,2	
	FY 2021	3,088,000	3,088,000	0.27%	2,933,600	2,316,000	1	1,2	
	FY 2022	3,088,000	3,088,000	0.27%	2,933,600	2,316,000	1	1,2	
	FY 2023	3,088,000	3,088,000	0.27%	2,933,600	2,316,000	1	1,2	
66.461	Environmental Protection Agency Regional Wetland Development grants								
	FY 2018	150,000	150,000	0.02%	142,500	112,500	2	3, 4	Comment: This grant supports approximately 1.5 state employees every fiscal year.
	FY 2019	150,000	150,000	0.02%	142,500	112,500	2	3, 4	
	FY 2020	100,000	100,000	0.01%	95,000	75,000	2	3, 4	
	FY 2021	100,000	100,000	0.01%	95,000	75,000	2	3, 4	
	FY 2022	100,000	100,000	0.01%	95,000	75,000	2	3, 4	
	FY 2023	100,000	100,000	0.01%	95,000	75,000	2	3, 4	
66.505	Environmental Protection Agency Water Pollution Control								
	FY 2018	23,056,000	23,056,000	2.41%	21,903,200	17,292,000	1	1	Comment: This grant has been stable over the last several biennia. Ecy expects a similar award during the 19-21 biennium.  CFDA for current CAP grant is 66.458.
	FY 2019	27,912,000	27,912,000	2.91%	26,516,400	20,934,000	1	1	
	FY 2020	28,000,000	28,000,000	2.40%	26,600,000	21,000,000	1	1	
	FY 2021	28,000,000	28,000,000	2.40%	26,600,000	21,000,000	1	1	
	FY 2022	28,000,000	28,000,000	2.40%	26,600,000	21,000,000	1	1	
	FY 2023	28,000,000	28,000,000	2.40%	26,600,000	21,000,000	1	1	
66.605	Environmental Protection Agency Performance Partnership Grant								
	FY 2018	9,129,000	9,129,000	0.95%	8,672,550	6,846,750	1	1	Comment: Grant has been relatively stable through the years. Ecy expects a similar award during the 19-21 biennium.
	FY 2019	9,129,000	9,129,000	0.95%	8,672,550	6,846,750	1	1	
	FY 2020	8,960,000	8,960,000	0.77%	8,512,000	6,720,000	2	1	
	FY 2021	8,960,000	8,960,000	0.77%	8,512,000	6,720,000	2	1	
	FY 2022	8,960,000	8,960,000	0.77%	8,512,000	6,720,000	2	1	
	FY 2023	8,960,000	8,960,000	0.77%	8,512,000	6,720,000	2	1	
66.605	Environmental Protection Agency Performance Partnership Grant								
	FY 2018	103,315	103,315	0.01%	98,149	77,486	1	3	Comment: This grant supports approximately 0.90 state employees every fiscal year. There are no other expenditures supported by this grant.
	FY 2019	103,315	103,315	0.01%	98,149	77,486	1	3	
	FY 2020	103,315	103,315	0.01%	98,149	77,486	1	3	
	FY 2021	103,315	103,315	0.01%	98,149	77,486	1	3	
	FY 2022	103,315	103,315	0.01%	98,149	77,486	1	3	
	FY 2023	103,315	103,315	0.01%	98,149	77,486	1	3	

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66.708	Environmental Protection Agency Pollution Prevention Grants Program - P2 Grant								
	FY 2018	93,069	93,069	0.01%	88,416	69,802	2	1	Comment: Grant decreased -18.8% from FY 2016 level. Moved to a 2-yr grant award format. No indication of potential reduction.
	FY 2019	98,935	98,935	0.01%	93,988	74,201	2	1	
	FY 2020	98,935	98,935	0.01%	93,988	74,201	2	1	
	FY 2021	98,935	98,935	0.01%	93,988	74,201	2	1	
	FY 2022	98,935	98,935	0.01%	93,988	74,201	2	1	
	FY 2023	98,935	98,935	0.01%	93,988	74,201	2	1	
66.708	Environmental Protection Agency Pollution Prevention Grants Program - PPIN Grant								
	FY 2018	110,000	110,000	0.01%	104,500	82,500	1	1	Comment:
	FY 2019	0	0	0.00%	-	-	n/a	n/a	
	FY 2020	0	0	0.00%	-	-	n/a	n/a	
	FY 2021	0	0	0.00%	-	-	n/a	n/a	
	FY 2022	0	0	0.00%	-	-	n/a	n/a	
	FY 2023	0	0	0.00%	-	-	n/a	n/a	
66.801	Environmental Protection Agency Hazardous Waste Management State Program Support								
	FY 2018	1,806,910	1,806,910	0.19%	1,716,565	1,355,183	4	4	Comment: Grant subject to -1% decrease from prior year.
	FY 2019	1,788,810	1,788,810	0.19%	1,699,370	1,341,608	4	4	
	FY 2020	1,770,922	1,770,922	0.15%	1,682,376	1,328,192	4	4	
	FY 2021	1,752,893	1,752,893	0.15%	1,665,248	1,314,670	4	4	
	FY 2022	1,734,899	1,734,899	0.15%	1,648,154	1,301,174	4	4	
	FY 2023	1,716,905	1,716,905	0.15%	1,631,059	1,287,679	4	4	
66.802	Environmental Protection Agency Superfund State, Political Subdivision & Indian Tribe Site Specific Coop Agreement								
	FY 2018	856,033	856,033	0.09%	813,231	642,025	1	4	Comment: Three agreements include Upper Columbia, Commencement Bay and Multi-Site.
	FY 2019	801,023	801,023	0.08%	760,972	600,767	1	4	
	FY 2020	801,023	801,023	0.07%	760,972	600,767	1	4	
	FY 2021	801,023	801,023	0.07%	760,972	600,767	1	4	
	FY 2022	801,023	801,023	0.07%	760,972	600,767	1	4	
	FY 2023	801,023	801,023	0.07%	760,972	600,767	1	4	
66.804	Environmental Protection Agency State & Tribal Underground Storage Tank Program (LUST Prevention & STAG)								
	FY 2018	440,000	440,000	0.05%	418,000	330,000	3	1,4	Comment: Two agreements include LUST Prevention and STAG.
	FY 2019	440,000	440,000	0.05%	418,000	330,000	3	1,4	
	FY 2020	440,000	440,000	0.04%	418,000	330,000	3	1,4	
	FY 2021	440,000	440,000	0.04%	418,000	330,000	3	1,4	
	FY 2022	440,000	440,000	0.04%	418,000	330,000	3	1,4	
	FY 2023	440,000	440,000	0.04%	418,000	330,000	3	1,4	
66.805	Environmental Protection Agency Leaking Underground Storage Tank Fund Program (LUST)								
	FY 2018	746,000	746,000	0.08%	708,700	559,500	3	1,4	Comment:
	FY 2019	746,000	746,000	0.08%	708,700	559,500	3	1,4	
	FY 2020	746,000	746,000	0.06%	708,700	559,500	3	1,4	
	FY 2021	746,000	746,000	0.06%	708,700	559,500	3	1,4	
	FY 2022	746,000	746,000	0.06%	708,700	559,500	3	1,4	
	FY 2023	746,000	746,000	0.06%	708,700	559,500	3	1,4	

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66.809	Environmental Protection Agency Superfund State and Indian Tribe Core Program Cooperative Agreements (CORE)								Comment:
	FY 2018	112,500	112,500	0.01%	106,875	84,375	1	1,4	
	FY 2019	112,500	112,500	0.01%	106,875	84,375	1	1,4	
	FY 2020	112,500	112,500	0.01%	106,875	84,375	1	1,4	
	FY 2021	112,500	112,500	0.01%	106,875	84,375	1	1,4	
	FY 2022	112,500	112,500	0.01%	106,875	84,375	1	1,4	
	FY 2023	112,500	112,500	0.01%	106,875	84,375	1	1,4	
66.817	Environmental Protection Agency State & Tribal Response Program Grants (STRP)								Comment:
	FY 2018	886,452	886,452	0.09%	842,129	664,839	2	1,4	
	FY 2019	906,492	906,492	0.09%	861,167	679,869	2	1,4	
	FY 2020	906,492	906,492	0.08%	861,167	679,869	2	1,4	
	FY 2021	906,492	906,492	0.08%	861,167	679,869	2	1,4	
	FY 2022	906,492	906,492	0.08%	861,167	679,869	2	1,4	
	FY 2023	906,492	906,492	0.08%	861,167	679,869	2	1,4	
81.104	US Department of Energy Oversight of CERCLA practices at the Hanford Site								Comment: Grant amount reduction is due to lower workload, and not due to federal funding reduction.
	FY 2018	3,303,248	3,303,248	0.34%	3,138,086	2,477,436	1	1	
	FY 2019	3,615,794	3,615,794	0.38%	3,435,004	2,711,846	1	1	
	FY 2020	3,489,741	3,489,741	0.30%	3,315,254	2,617,306	1	1	
	FY 2021	3,594,434	3,594,434	0.31%	3,414,712	2,695,826	1	1	
	FY 2022	3,702,267	3,702,267	0.32%	3,517,154	2,776,700	1	1	
	FY 2023	3,813,335	3,813,335	0.33%	3,622,668	2,860,001	1	1	
97.023	Federal Emergency Management Agency National Flood Insurance Program - Community Assistance Program								Comment: This grant support approximately 1.6 state employees every fiscal year. There are no other expenditures.
	FY 2018	160,000	160,000	0.02%	152,000	120,000	1	3	
	FY 2019	160,000	160,000	0.02%	152,000	120,000	1	3	
	FY 2020	160,000	160,000	0.01%	152,000	120,000	1	3	
	FY 2021	160,000	160,000	0.01%	152,000	120,000	1	3	
	FY 2022	160,000	160,000	0.01%	152,000	120,000	1	3	
	FY 2023	160,000	160,000	0.01%	152,000	120,000	1	3	
97.041	Federal Emergency Management Agency National Dam Safety								Comment:
	FY 2018	101,000	101,000	0.01%	95,950	75,750	1	1	
	FY 2019	101,000	101,000	0.01%	95,950	75,750	1	1	
	FY 2020	101,000	101,000	0.01%	95,950	75,750	1	1	
	FY 2021	101,000	101,000	0.01%	95,950	75,750	1	1	
	FY 2022	101,000	101,000	0.01%	95,950	75,750	1	1	
	FY 2023	101,000	101,000	0.01%	95,950	75,750	1	1	
97.045	Federal Emergency Management Agency Cooperating Technical Partners								Comment: This grant supports approximately 1.0 state employee every fiscal year. There are no other expenditures.
	FY 2018	130,000	130,000	0.01%	123,500	97,500	1	3	
	FY 2019	136,000	136,000	0.01%	129,200	102,000	1	3	
	FY 2020	136,000	136,000	0.01%	129,200	102,000	1	3	
	FY 2021	136,000	136,000	0.01%	129,200	102,000	1	3	
	FY 2022	136,000	136,000	0.01%	129,200	102,000	1	3	
	FY 2023	136,000	136,000	0.01%	129,200	102,000	1	3	

# 2019-21 Biennium Requested Fund Transfers

## Department of Ecology

September 2018

Purpose: This table summarizes Treasurer fund transfers identified by Ecology for inclusion in the 2019-21 Biennium Budget, including Items 1-8. The remaining items (9 and 10) are appropriations or other transactions made to achieve a transfer or repayment of funds.

Item	Budget Reference	Account From	Account To	FY 20 Amt	FY 21 Amt	Biennium Total	Explanation & Statutory Citation
1	Capital Project 40000110	State Taxable Building Construction Account ( <a href="#">355</a> )	Water Pollution Control State Revolving Account – Federal ( <a href="#">727</a> )	\$6 million	\$6 million	\$12 million	The Washington State Water Pollution Control Revolving Fund (SRF), established under <a href="#">Chapter 90.50A RCW</a> , implements the state's loan program to provide low- interest loans to public entities for high priority water quality projects statewide. Twenty percent state match toward federal capitalization dollars is required. The state provides the match funds as federal dollars are actually spent. Ecology bases the \$12 million requested match on the full 20 percent match needed for new appropriations and reappropriations of federal SRF loans and including the carry-forward match from the 2017-19 Biennium budget. For the 2019-21 Biennium, a total of \$60 million is the basis for the required 20 percent state match.
2	Operating	State General Fund ( <a href="#">001</a> )	Flood Control Assistance Account - FCAA ( <a href="#">02P</a> )	\$4 million	\$0	\$4 million	According to <a href="#">RCW 86.26.007</a> , the state treasurer is required to transfer \$4 million from the General Fund to the Flood Control Assistance Account each biennium. Ecology requests the transfer be made early in the biennium.

Item	Budget Reference	Account From	Account To	FY 20 Amt	FY 21 Amt	Biennium Total	Explanation & Statutory Citation
3	2012 Supplemental Capital Budget - DNR Project 9100065 (Point Ruston Sediment Capping and Shoreline Restoration Stabilization Loan Repayment)	State Toxics Control Account ( <a href="#">173</a> ) and Aquatic Lands Enhancement Account ( <a href="#">02R</a> )	Cleanup Settlement Account ( <a href="#">15H</a> )	\$1.242 million	\$1.241 million	\$2.483 million	In the 2012 Supplemental Capital Budget, the Legislature appropriated \$7.2 million to complete sediment capping and shoreline stabilization on aquatic lands adjacent to the ASARCO cleanup site in Commencement Bay. The appropriation was from the Cleanup Settlement Account (CSA) and structured by the Legislature as an eight-year loan to the Department of Natural Resources (DNR). It must be paid back, with interest, from DNR's Aquatic Lands Enhancement Account (\$3.6 million) and the State Toxics Control Account (STCA) (\$3.6 million). This request is for a Treasurer's Transfer each fiscal year of \$1,244,000 from each account to fulfill the third two years of the eight-year STCA loan repayment requirement.
4	Capital	Waste Tire Removal Account ( <a href="#">08R</a> )	Motor Vehicle Account ( <a href="#">108</a> )	\$7 million	\$0	\$7 million	<a href="#">RCW 70.95.532</a> statute allows for any cash balance over \$1M on September of odd numbered years to be transferred to the Motor Vehicle Account. Ecology's estimate is based on the ending fund balance.
5	2011 Supplemental Operating Budget	State General Fund ( <a href="#">001</a> )	Cleanup Settlement Account ( <a href="#">15H</a> )	\$14,078	\$0	\$14,078	\$39.480 million was transferred from the Cleanup Settlement Account to the State Efficiency Restructuring Account in the 2011 Supplemental Operating Budget (Sec.1705). The initial repayment of the fund transfer was made in a GF-S appropriation to OFM from the 2011-13 biennial Operating Budget (Sec 717). The FY 20 amount is the estimated final payment for remaining interest based on the State Treasurer's repayment schedule August 2018.

Item	Budget Reference	Account From	Account To	FY 20 Amt	FY 21 Amt	Biennium Total	Explanation & Statutory Citation
6		State General Fund ( <a href="#">001</a> )	Site Closure Account ( <a href="#">125</a> )	\$1.129 million	\$1.145 million	\$2.274 million	In the 2003-05 Biennium, the Legislature transferred \$13.8 million from the Site Closure Account to the general fund. Beginning July 1, 2008, and each July 1st thereafter, the treasurer shall transfer from the state general fund to the site closure account the sum of nine hundred sixty-six thousand dollars. The nine hundred sixty-six thousand dollars transferred on July 1, 2009, and thereafter shall be adjusted to a level equal to the percentage increase in the United States implicit price deflator for personal consumption. The amount shown is based on an assumed 2% increase from July 1, 2018 transfer of \$1,104,291. ( <a href="#">RCW 43.200.080 3(a), (b)</a> )
7	2018 Supplemental Capital Budget (SSB 6090, Section 7022)	State Toxics Control Account ( <a href="#">173</a> ), Local Toxics Control Account ( <a href="#">174</a> ), Environmental Legacy Stewardship Account ( <a href="#">19G</a> )	State Toxics Control Account ( <a href="#">173</a> ), Local Toxics Control Account ( <a href="#">174</a> ), Environmental Legacy Stewardship Account ( <a href="#">19G</a> )	Amounts to be determined by Ecology and OFM as necessary to balance the MTCA Accounts	Amounts to be determined by Ecology and OFM as necessary to balance the MTCA Accounts	Net Zero between MTCA accounts	Ecology requests the following budget bill language consistent with the 2017-2019 Biennium, Capital Budget SSB 6090, Section 7022, to allow funds to be transferred between accounts as needed to maintain positive balances in the three MTCA accounts (174, 174, and 19G):  As directed by the department of ecology in consultation with the office of financial management, the state treasurer shall transfer amounts among the state toxics control account, the local toxics control account, and the environmental legacy stewardship account as needed during the 2019-2021 fiscal biennium to maintain positive account balances in all three accounts.

Item	Budget Reference	Account From	Account To	FY 20 Amt	FY 21 Amt	Biennium Total	Explanation & Statutory Citation
8	2018 Supplemental Capital Budget (ESSB 6095, Section 7003)  2016 Supplemental Capital Budget (ESHB 2380, Section 6015)	Local Toxics Control Account ( <a href="#">173</a> )	Cleanup Settlement Account ( <a href="#">15H</a> )	\$5.47 million	\$5.47 million	\$10.94 million	In the 2015-17 Biennium \$23 million was loaned from the Cleanup Settlement Account. The Capital 2018 Supplemental Budget Section 7003 includes \$8.15 million repayment from LTCA to CSA in FY19. The 2017-19 enacted Capital Budget requires remaining payback from FY20 - FY22. Payback estimate from OST August 2018. Balance of loan, payable in the 2021-23 Biennium, currently estimated at \$5.479 million.
9		Columbia River Water Delivery Account ( <a href="#">15K</a> )	Confederated Tribes of the Colville Reservation				<a href="#">RCW 90.90.060</a> outlines provisions whereby the state and the Confederated Tribes of the Colville Reservation and the Spokane Tribe of Indians agree to support additional releases of water from Lake Roosevelt. The state also agrees to share a portion of the benefits derived from Lake Roosevelt water releases, and to mitigate for any impacts such releases may have upon the tribes. Enacted budgets include the benefit in the back of the budget section titled State Revenues For Distribution. The Columbia River Water Delivery Account (Account 15K) is administered by Ecology, but is an administrative account of the State General Fund. Amounts are defined per <a href="#">RCW 90.90.070</a> .
10		Columbia River Water Delivery Account ( <a href="#">15K</a> )	Spokane Tribe of Indians				See note above.



**Department of Ecology**  
**2019-21 Operating Budget Requests Supporting the Puget Sound Action Agenda**

September 7, 2018

Decision Package	Sub-strategy	Vital Sign Regional Priorities	Ongoing Program	Biennial Science Workplan Action	Near Term Action (NTA)	Puget Sound Dollars	Total Request Dollars
1. PL AU Expanded Site Management Capacity	10.3 Fix problems caused by existing development, and regional priority  21.2 Clean up contaminated sites within and near Puget Sound by reducing and controlling the sources of pollution	LDC1.4 TIF1.1 TIF3.1 CHIN2.6	Toxics Cleanup Program			\$ 1,591,000	\$ 2,094,000
2. PL BA Chemical Action Plan Implementation (Operating & Capital)	9.1 Implement and strengthen authorities and programs to prevent toxic chemicals from entering the Puget Sound ecosystem (Stormwater) by reducing hazardous waste and discharges of toxic chemicals being released into the environment	TIF1.1 CHIN4.2	Hazardous Waste and Toxic Reduction Program		2018-0465 2018-0470 2018-0473 2018-0864	\$ 3,362,000	\$ 4,482,000
3. PL AX Puget Sound WQ Observation Network	1.2 Support local governments to adopt and implement plans, regulations, and policies consistent with protection and recovery targets, and incorporate climate change forecasts  21.1 Complete total maximum daily load (TMDL) studies and other necessary water cleanup plans for Puget Sound to set pollution discharge limits and determine response strategies to address water quality impairments	CHIN5.1 EST1.3 FP1.3 SHELL1.10 BIBI5.1	Water Quality Programs, Water Quality Assessment and Water Quality Improvement Program—Dept. of Ecology, and U.S. Environmental Protection Agency	SWA 2016-13 SWA 2016-10t SWA 2016-60t	2016-0408 2018-0444 2018-0450 2018-0822	\$ 1,907,000	\$ 1,907,000
4. PL BB Water Quality Nonpoint Specialists	10.4 Control sources of pollutants  11.1 Target voluntary and incentive-based programs that help working farms contribute to Puget Sound recovery	SHELL 1.3 SHELL1.4 CHIN1.10 BIB3.1	Nat'l Estuary Program (NEP) Stormwater SI; Clean Up Polluted Waters; Reduce Nonpoint Source Pollution; Voluntary Stewardship Program—WA State Conservation Comm.; Wa State Conservation Comm. Shellfish Funding; Nutrient Mgmt Plans, technical assistance —Dept. of Agriculture, local Conservation districts; Puget Sound Conservation Districts—Wa State Conservation Comm. and Conservation districts		2016-0287 2018-0812 2018-0943	\$ 1,414,000	\$ 1,414,000

**Department of Ecology**  
**2019-21 Operating Budget Requests Supporting the Puget Sound Action Agenda**

September 7, 2018

Decision Package	Sub-strategy	Vital Sign Regional Priorities	Ongoing Program	Biennial Science Workplan Action	Near Term Action (NTA)	Puget Sound Dollars	Total Request Dollars
5. PL AW Local Source Control Program	9.1 Implement and strengthen authorities and programs to prevent toxic chemicals from entering the Puget Sound ecosystem (Stormwater) by reducing hazardous waste and discharges of toxic chemicals being released into the environment	TIF1.1 BIBI1.1	Hazardous Waste and Toxic Reduction Program		2018-0474	\$ 3,000,000	\$ 3,000,000
6. PL AR Enhanced Product Testing	9.1 Implement and strengthen authorities and programs to prevent toxic chemicals from entering the Puget Sound ecosystem (Stormwater) by reducing hazardous waste and discharges of toxic chemicals being released into the environment	TIF1.1 CHIN4.8	Hazardous Waste and Toxic Reduction Program		2018-0470 2018-0473	\$ 2,882,000	\$ 2,882,000
7. PL BD Support Voluntary Cleanups	10.3 Fix problems caused by existing development, and regional priority  21.2 Clean up contaminated sites within and near Puget Sound by reducing and controlling the sources of pollution	LDC1.4 TIF1.1 TIF3.1 CHIN2.6	Toxics Cleanup Program			\$ 1,576,000	\$ 2,073,000
8. PL AF Flood Resilient Communities	5.3 Protect and Maintain intact and functional floodplains  5.4 Implement and maintain priority floodplain restoration projects	FP3.3 FP3.2 FP2.1 FP3.4				\$ 1,000,000	\$ 2,000,000
<b>Total Operating Requests in Support of the Puget Sound Action Agenda</b>						<b>\$ 16,732,000</b>	

**Department of Ecology  
2019-2021 Operating Budget**

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# Central Service Fund Splits

461-Department of Ecology

Save/Update

All Columns by Agency must equal 100%

Agency	Account and Approp Title	Auditor	AttGen	OAH	Facilities & Services Only	CTS	Debt Services	Workers' Comp	All Other	Risk Mgmt Division	Risk Self Insurance
<b>Percent Totals (only applies when one agency chosen)</b>											
461-Department of Ecology	001-1 General Fund-State	12.00%	27.50%	12.00%	12.00%	12.00%	12.00%	12.00%	12.00%	12.00%	12.00%
461-Department of Ecology	027-1 Reclamation Account-State	0.80%	1.60%	0.80%	0.80%	0.80%	0.80%	0.80%	0.80%	0.80%	0.80%
461-Department of Ecology	02P-1 Flood Control Assistance Account-State	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
461-Department of Ecology	044-1 Waste Reduct/Recycle/Litter Control-State	2.60%	0.90%	2.60%	2.60%	2.60%	2.60%	2.60%	2.60%	2.60%	2.60%
461-Department of Ecology	163-1 Worker/Community Right to Know Acctt-State	0.50%	0.40%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
461-Department of Ecology	173-1 State Toxics Control Account-State	44.70%	34.40%	44.70%	44.70%	44.70%	44.70%	44.70%	44.70%	44.70%	44.70%
461-Department of Ecology	174-1 Local Toxics Control Account-State	1.10%		1.10%	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%
461-Department of Ecology	176-1 Water Quality Permit Account-State	13.60%	11.90%	13.60%	13.60%	13.60%	13.60%	13.60%	13.60%	13.60%	13.60%
461-Department of Ecology	182-1 Underground Storage Tank Account-State	1.30%	2.20%	1.30%	1.30%	1.30%	1.30%	1.30%	1.30%	1.30%	1.30%
461-Department of Ecology	199-1 Biosolids Permit Account-State	0.70%		0.70%	0.70%	0.70%	0.70%	0.70%	0.70%	0.70%	0.70%
461-Department of Ecology	19G-1 Environmental Legacy Stewardship-State	8.30%	7.40%	8.30%	8.30%	8.30%	8.30%	8.30%	8.30%	8.30%	8.30%
461-Department of Ecology	207-1 Hazardous Waste Assistance Account-State	2.30%	1.40%	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%
461-Department of Ecology	20R-1 Radioactive Mixed Waste Account-State	5.50%	7.60%	5.50%	5.50%	5.50%	5.50%	5.50%	5.50%	5.50%	5.50%
461-Department of Ecology	216-1 Air Pollution Control Account-State	1.20%	1.10%	1.20%	1.20%	1.20%	1.20%	1.20%	1.20%	1.20%	1.20%
461-Department of Ecology	217-1 Oil Spill Prevention Account-State	2.70%	0.90%	2.70%	2.70%	2.70%	2.70%	2.70%	2.70%	2.70%	2.70%
461-Department of Ecology	219-1 Air Operating Permit Account-State	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%
461-Department of Ecology	564-1 Water Pollution Ctrl Revl Admin-State	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%	1.10%

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**Department of Ecology**  
**Enterprise Risk Management - Risk Register Update**  
**August 2018**

Purpose: The following is Ecology's Enterprise Risk Management - Risk Register Update. The Risk Register provides a high-medium-low overview of agency risks as required for Executive Order 16-06 – State Agency Enterprise Risk Management and the 2019-21 Biennium budget submittal.

Risk Number	Risk Title	Risk Description	Risk Category	Risk Level	Current Controls	Gap Analysis (Are current controls working to prevent or lessen the frequency /impact of the risk?)	Risk Treatment	Risk Owner	Status	Notes
1	Hanford Cleanup	<b>Hanford:</b> If Congress does not appropriate adequate funds to the Department of Energy and maintain key laws, cleanup could be delayed or stalled indefinitely, leaving us with a problematic legacy of contamination and no way to address it.	Financial, Legal/ Compliance	<b>HIGH</b>	State has lobbyist presence in Washington, D.C. that works as a liaison to Congress on issues related to Hanford.	Current controls adequate.	<div> <div>Avoid</div> <div><input checked="" type="checkbox"/> Accept and monitor</div> <div>Reduce frequency/impact</div> <div>Transfer</div> </div>	Nuclear Waste Program Manager	Ongoing	Related DP: Hanford Air Permitting and Compliance
2	Records Management and Public Disclosure	Growing demand for <b>public records</b> combined with an inadequate system could result in incomplete records, frustrated staff, inefficient operations and penalties against the agency.	Legal/ Compliance	<b>HIGH</b>	Increase PRA compliance and internal governance. Agency is currently working on ECM strategy and funding to implement.	Current controls not adequate.	<div> <div>Avoid</div> <div><input checked="" type="checkbox"/> Accept and monitor</div> <div>Reduce frequency/impact</div> <div>Transfer</div> </div>	Records & Information Governance Manager	Ongoing	Related DPs: Records Management Using ECM, Public Disclosure Management
3	Staff Retention/ Salaries	If <b>staff leave for higher-paying jobs</b> , then productivity could suffer, deadlines could get missed, and other staff could get burned out trying to keep projects going (poor morale results).	Strategic/ Agency Performance	<b>HIGH</b>	Salaries are not totally controlled internally, but agency works to support growth opportunities for staff.	Unknown.	<div> <div>Avoid</div> <div><input checked="" type="checkbox"/> Accept and monitor</div> <div>Reduce frequency/impact</div> <div>Transfer</div> </div>	HR Director	Ongoing	
4	Water Rights	If ECY fails to address <b>senior tribal water rights</b> , there is a potential future risk that state water rights holders could be subjected to preemption or curtailment, resulting in significant financial and legal challenges.	Legal/ Compliance, Financial	<b>HIGH</b>	ECY provides clarity on water rights issues to stakeholders, and past adjudications have been resolved.	Yes, although existing controls won't prevent future conflicts entirely.	<div> <div>Avoid</div> <div><input checked="" type="checkbox"/> Accept and monitor</div> <div>Reduce frequency/impact</div> <div>Transfer</div> </div>	Water Resources Program Manager	Ongoing	NEW! Related to initiating adjudications in the Upper Columbia River and Nooksack River basins during the 19-21 Biennium.

Risk Number	Risk Title	Risk Description	Risk Category	Risk Level	Current Controls	Gap Analysis (Are current controls working to prevent or lessen the frequency /impact of the risk?)	Risk Treatment	Risk Owner	Status	Notes
5	Environmental Protection	If an <b>oil spill</b> occurs, it could result in environmental and socioeconomic impacts, policy changes, reputation damage, and injuries to responders.	Environmental	HIGH	ECY has successfully worked to implement new legislation that increases preparedness in maritime and rail industries, and in local communities.  ECY works to educate elected officials about resources needed to achieve agency mission, and consults actively with AGO on legal issues.	Yes, and concerns are actively addressed as they come up.	<div> <div>___ Avoid</div> <div>___ Accept and monitor</div> <div>___ <b>Reduce frequency/impact</b></div> <div>___ Transfer</div> </div>	Spills Program Director	Ongoing	
6	Legislative Actions and Court Rulings	Significant <b>negative legislative and court decisions</b> could affect ability to achieve mission and result in misdirection of resources.	Legal/ Compliance	HIGH		Yes.	<div> <div>___ Avoid</div> <div>___ <b>Accept and monitor</b></div> <div>___ Reduce frequency/impact</div> <div>___ Transfer</div> </div>	Deputy Director	Ongoing	
7	Financial Data System Integrity	Failure of key <b>financial data systems</b> could result in strategic/operational issues for the agency.	Strategic/ Agency Performance	HIGH	ECY is requesting legislative funding in 2019-21 Biennium to address this problem.  Facility planning is an ongoing effort; ECY works with OFM, DES, and internal stakeholders to plan and fund facility projects statewide.	TBD (depends on funding)	<div> <div>___ <b>Avoid</b></div> <div>___ Accept and monitor</div> <div>___ Reduce frequency/impact</div> <div>___ Transfer</div> </div>	Chief Financial Officer	Ongoing	Related DP: Integrated Grant and Revenue System. IRMS projects and challenges with EAGI have increased the level of this risk.
14	Facility End of Life/System Failures	If ECY does not address improvements and deferred maintenance needs at <b>agency facilities</b> , conditions will degrade and could result in higher costs for energy and repairs.	Financial	HIGH		Somewhat-- finding funding for facility projects can be a challenge.	<div> <div>___ Avoid</div> <div>___ Accept and monitor</div> <div>___ Reduce frequency/impact</div> <div>___ Transfer</div> </div>	Administrative Services Director	Ongoing	NEW! Related CPRs: HQ Roof Replacement, HQ Parking Garage Repairs,
15	Facility Preservation	If ECY does not address improvements and deferred maintenance needs at <b>agency facilities</b> , conditions will degrade and could result in higher costs for energy and repairs.	Financial	MED	Facility planning is an ongoing effort; ECY works with OFM, DES, and internal stakeholders to plan and fund facility projects statewide.  ECY programs work with IT to assess and upgrade or replace databases as needed.	Somewhat-- finding funding for facility projects can be a challenge.  Current controls are adequate to an extent and have been helpful to lessen impact to staff/mission.	<div> <div>___ Avoid</div> <div>___ Accept and monitor</div> <div>___ <b>Reduce frequency/impact</b></div> <div>___ Transfer</div> </div>	Administrative Services Director		NEW! HQ Building Envelope Repairs, HQ Facility Preservation Projects (Minor Works), ERO Annex Construction, NWRO Relocation, Zosel Dam Preservation
8	Other Data System Integrity	If <b>old databases fail</b> it could result in loss of data.	Strategic/ Agency Performance	MED			<div> <div>___ Avoid</div> <div>___ Accept and monitor</div> <div>___ <b>Reduce frequency/impact</b></div> <div>___ Transfer</div> </div>	Chief Information Officer	Ongoing	Related to current M&M project (old technology replacement).
9	Facility Security	If <b>security measures</b> are not in place to prepare for an active threat event at an Ecology facility, loss of life and extensive damage could occur.	Health/ Safety	MED	ECY is in the process of updating security policies and adding security features at facilities statewide.	Training and communication will help in-progress security updates succeed.	<div> <div>___ <b>Avoid</b></div> <div>___ Accept and monitor</div> <div>___ Reduce frequency/impact</div> <div>___ Transfer</div> </div>	Administrative Services Director	Ongoing	Related DP: Key Card Access and Security Upgrades



Risk Number	Risk Title	Risk Description	Risk Category	Risk Level	Current Controls	Gap Analysis (Are current controls working to prevent or lessen the frequency /impact of the risk?)	Risk Treatment	Risk Owner	Status	Notes
10	Regulatory Compliance/ Enforcement	<b>Bad stories related to compliance action</b> could cause ECY to lose confidence from funders and the public, and affect performance with strategic initiatives.	Reputation	MED	ECY actively conducts stakeholder outreach & public involvement (prevention), and communicates actively about misinformation. Yes.	Yes.	<input type="checkbox"/> Avoid <input checked="" type="checkbox"/> <b>Accept and monitor</b> <input type="checkbox"/> Reduce frequency/impact <input type="checkbox"/> Transfer	Communications Director	Ongoing	
11	Disaster Preparedness	If Ecology is unprepared for a <b>CSZ-magnitude earthquake</b> , employees could be hurt and business operations could suffer as a result.	Health/ Safety	MED	ECY updates and exercises COOP annually, participates in Great Shake Out.	Opportunities include better training, exercises, and resources/supplies.	<input type="checkbox"/> Avoid <input checked="" type="checkbox"/> <b>Accept and monitor</b> <input type="checkbox"/> Reduce frequency/impact <input type="checkbox"/> Transfer	Administrative Services Director	Ongoing	
12	IT Security	If there are <b>IT security breaches</b> such as malware, it could result in agency's business technology & data being compromised, work stoppage and/or data loss.	Strategic/ Agency Performance	MED	ECY identifies source of security breaches and takes action to prevent impacts to network. Employees are encouraged to report concerns. Yes.	Yes.	<input type="checkbox"/> Avoid <input checked="" type="checkbox"/> <b>Accept and monitor</b> <input type="checkbox"/> Reduce frequency/impact <input type="checkbox"/> Transfer	Chief Information Officer	Ongoing	
13	Succession Planning	If ECY does not have a plan for <b>knowledge transfer/retention for retiring employees</b> , it could result in lower productivity and effectiveness as well as loss of institutional knowledge.	Strategic/ Agency Performance	MED	ECY uses desk manuals, double-fills positions when possible, and transfers electronic materials to position incumbents.	TBD-- some inconsistencies exist, controls could be improved.	<input type="checkbox"/> Avoid <input type="checkbox"/> Accept and monitor <input checked="" type="checkbox"/> <b>Reduce frequency/Impact</b> <input type="checkbox"/> Transfer	HR Director	Ongoing	
16	Contract, Grant, Loan and Project Management	If ECY does not provide consistent <b>training on contracts, grants, loans, and project management</b> , poor oversight and inefficient use of state funds could result.	Financial	LOW	Almost 70% of the agency budget is passed through to others. ECY provides training opportunities and directs staff to take pertinent DES training.	Ongoing.	<input type="checkbox"/> Avoid <input type="checkbox"/> Accept and monitor <input checked="" type="checkbox"/> <b>Reduce frequency/Impact</b> <input type="checkbox"/> Transfer	Chief Financial Officer	Ongoing	NEW! This risk is intended to replace "Audit Capacity" at the request of ECY's CFO.
17	Employee Health & Safety	If the Agency does not actively address <b>employee health and safety concerns</b> , it could result in loss of productivity, litigation, and reputation damage	Health/ Safety	LOW	ECY actively addresses all health & safety concerns through planning, employee reporting, safety committee, and has two full-time staff dedicated to this effort.	Yes.	<input type="checkbox"/> Avoid <input checked="" type="checkbox"/> <b>Accept and monitor</b> <input type="checkbox"/> Reduce frequency/impact <input type="checkbox"/> Transfer	HR Director	Ongoing	HR and FS partnering to develop, institutionalize and monitor training of staff in these important areas.