

The template on the following page is intended to facilitate integration of the work products from three subtask groups. All recommendations should be documented using a standard template. As each subtask group responds to the directions below, please include sufficient detail to reflect the group's specific knowledge and experience, as well as any public comment received. This will help differentiate the recommendations of one group from those in the other subtask groups.

Following the identification of challenges and potential solutions, recommendation(s) should:

- Identify the **challenges(s)** addressed and any **current barriers** to addressing them;
- Include a brief **rationale** describing how the recommendation would address the challenge(s) and/or barriers and why the group selected the recommendation;
- Describe the **key strategies** and next steps to move the recommendation forward, including any expertise, coordination, resources, or training that may be necessary; and
- Identify the potential **challenges and outcomes** that may result from implementation.

DEQ requests that each subtask group prioritize its work and limit final recommendations to no more than five (5) per subtask group. These should be the top items the group wants to see move forward and should be the focus of final discussions as a group. We recognize that conversations may result in more challenges and potential solutions than can be captured in just five recommendations or analyzed in the limited time we have together. The final report will include an appendix to capture additional challenges and solutions and ensure all ideas are acknowledged and documented for potential future work.

Templates should be returned to DEQ staff contacts **by 5pm on May 17, 2024**. This will allow time for us to compile a draft report for discussion at the work group meeting on **May 29, 2024**.

# Subtask Group Recommendation Template

for the Final Report

May 2024

**Subtask Group:** <Insert name here>

## **Initial Challenge Identified:**

<Briefly describe the specific challenge(s) identified by the subtask group, and its current impact on the MEPA process.>

## **Barrier(s):**

<Identify any current barrier(s) to solving the identified challenge(s).>

## **Recommendation:**

<Describe one recommendation to address the identified challenge and/or barriers. This may include possible policy or rule changes, legislative actions, or prioritization of resources, among other things.>

## **Rationale:**

<Describe how the recommendation would address the specific challenge(s) and why it was put forward by your subtask group.>

## **Key Strategies:**

<Briefly list the short- and long-term strategies and tasks (next steps) necessary to implement the recommendation. If possible, identify a responsible party to take the lead for each.>

## **Possible Challenges and Outcomes:**

<Briefly describe any identified obstacles to implementing the recommendation, including explanation of any dissenting viewpoints.>

#END#