



SAM Quarter 2 April-June 2022 Report

Project Title: Developing and Refining Source Control Inspection Program for Business

Contract Agreement Number: C2100050
Organization: WSU
Project Manager: Laurie Larson-Pugh
Project Timeline: October 1, 2021, to December 31, 2023
Date this Form Completed: 7/12/2022

Brief Description of Achievements for April 1- June 30, 2022

Task 1: Project Management

Percent of Task Completed: 25%
Deliverable: 1.1 Quarterly Status Reports
Description of Achievements:

Phone meeting with SAM Coordinator 5/23; 5/31/22 to review 3.2 and 3.3 deliverables. Organized and hosted TAC communications during review and comment periods for Chapters 4-8, inspection form, and language survey, and provided draft and final documents to TAC and SAM for review and comment.

Meeting with Consultant 4/29/22, 5/25/22, and 6/25/22 to discuss TAC, deliverables status, timeline, next steps, and outreach material survey and results.

Task 2: Information Search

Percent of Task Completed: 100%
Deliverable(s): 2.1 Summary of municipal and organization interviews, 2.2 BIG report review summary of information gap findings, 2.3 Online directory list/Library of agencies online resource materials/tools.

Description of Achievements:

Completed September 30, 2021.

Task 3: Online Guidance Manual

Percent of Task Completed: 100%
Deliverable(s): 3.1 draft priority sections, 3.2 Draft Priority Sections, 3.3 Final TAC approved manual, 3.4 Communication plan

Description of Achievements: completed June 30, 2022

3.3 Chapters 4-8 and supplemental materials with TAC (4/29/22 and in May & June emails) and Ecology comments incorporated. The source control guidance manual was completed. The guidance Manual and supplemental documents were sent to the SAM Coordinator. The manual and inspection checklist was posted on the Washington Stormwater Center Source Control webpage on June 30, 2022. <https://www.wastormwatercenter.org/permit-assistance/municipal/source-control-inspection-program-guidance-manual/>.

3.4 Implementation of the communication plan sharing updates as the online guidance manual develops by promoting key project deliverables at Phase II regional municipal permit meetings (BIG, Central, APWA, North Sound, SW WA) and announced in the June municipal bulletin. Presentation at the PPA meeting on April 14 by the consultant.



Task 4: Business Inspection Training

Percent of Task Completed: 5%

Deliverable None

Description of Achievements:

Meetings with Consultant to discuss preliminary inspection training agenda online, online training, three new education and outreach materials for translation/transcreation (per TAC and survey results) and software.

Secured Snohomish Co. Brad Wright as an instructor and potential in-person training location.

Tasks/Milestones not achieved and why:

Potential Future Challenges to Performance (time delays, staff changes, etc.):

General Comments: