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To: Energy Facility Siting Council

From: Wally Adams, Operations and Policy Analyst

Date: June 10, 2022

Subject: Agenda Item I (Information Item): 2022 – 2023 Siting Division Annual Work Plan for the June 23-24, 2022 EFSC Meeting

Attachments: Draft Siting Division 2022-2023 Annual Work Plan

BACKGROUND

The Energy Facility Siting Division uses the annual work plan to focus current process improvement activities and report on the completion of past activities. The work plan provides direction and priorities for staffs' efforts beyond day-to-day activities and other established responsibilities. This year's annual work plan will be presented to the Council at the June 23-24, 2022 meeting for Council's consideration and feedback.

ANNUAL WORK PLAN HIGHLIGHTS

The highest priority item on both the 2021-22 and 2022-23 annual work plans is the EFSC Program Evaluation. During the 2021-22 fiscal year, staff wrote the scope of work for the project and issued an RFP to solicit a consultant to lead the effort. The RFP had to be issued twice as there were no bids received in response to the first issuance. After the second RFP, a consultant was selected, and a contract was executed. The Department began preliminary work with the consultant in May 2022 and held a kickoff meeting for the project on June 6. The project is scheduled to conclude in April 2023 with the issuance of a final report and implementation plan detailing improvements to be made to the EFSC process. Staff will provide regular updates to Council on the progress of the project.

The most important completed item from the 2021-22 annual work plan was the public comment portal and docket system. The Council received an in-depth update and demonstration of this system at the April 2022 meeting. The Department is posting all public comments received during formal comment periods to the Siting docket, and we have received positive feedback from the public regarding this new system.

Beyond the updates on items from the 2021-22 annual work plan, we have also included information on a couple of key items from quarterly performance plans in the Powerpoint

presentation. Quarterly performance plans are a mechanism used within ODOE to set expectations and track performance during the course of the year. Improvements that were made to the Compliance program, Project Management for the site certificate application process, and document management for the Rulemaking process were part of staff members' quarterly performance plans.

The complete draft Siting Division 2022-23 Annual Work Plan is provided as an attachment. It includes the work tasks for the new fiscal year; future tasks to be included beyond the 2022-23 fiscal year; and a recap of the progress against the objectives in the 2021-22 work plan.

ATTACHMENTS:

Attachment 1: Draft Siting Division 2022-2023 Annual Work Plan