

Snohomish County Department of Conservation and Natural Resources Question & Answer Log Document

MARCH 2021 UPDATE

These questions have been answered by the DCNR Transition Team and sorted into themes. To ask a question and check the progress, follow these steps:

1. Submit your question to the [Virtual Question Box](#). You can also ask your supervisor any questions (and they will submit them to the Virtual Question Box), or email DCNRQuestions@snoco.org
2. Your question will be routed to the Transition Team to answer within 14 days. It will then be updated in the [Question & Answer Log](#) which is viewable to all-staff (questions will auto populate once they are answered).
3. Answers will also be emailed out with each monthly report in a FAQ PDF.

Important Documents

- [January Transition Team Update PDF](#) (includes Transition Team chart and Interim Management Structure)
- [DCNR Website](#)
- [Email Signature Template](#)
- [Letterhead Template](#)

Communication

Date answered	Question	Answer
2/18/21	Would appreciate updates on the transition; i.e., what's been accomplished so far, what general ideas have been formulated, is there a list of major transition sticking points?	Regular updates will be sent to all CNR staff on a monthly interval. The last update was provided in the email from Tom Teigen on 1/21/21, and the next update is planned for mid-February. The updates will address what has been accomplished and what is being worked on or planned.
2/18/21	Are there any draft logos yet or consideration re branding?	There are no draft logos that have been worked on yet for the department. Branding will be considered and addressed after the mission/vision statement has been developed.
2/18/21	What is the correct language for what this department is?	A new web page has been created for DCNR that includes a description of the department, as well as descriptions of each main group and division.

Funding

Date answered	Question	Answer
2/18/21	If these different divisions need assistance with communications, does that come out of their budget or now that we're on the same team will that charge not exist?	This has not yet been determined, but will likely be discussed during the preparation of the 2022 budget.
2/18/21	What is the correct language to explain the 2021 rate increase given the many crises in 2020 that affected the economy?	The increase in SWM rates in 2021 is needed to keep pace with rising costs, even during the current financial challenges. Certain costs, such as the increased cost of construction materials, have still risen this past year. The rate increase is not just for 2021, but is also needed for future years to maintain current levels of service from SWM.

IT/Tech

Date answered	Question	Answer
2/18/21	Will allowed access to SharePoint change? And will we need to reassign access? (SharePoint does have some NPDES reporting that people may need some more immediate access to if they don't use Cartegraph.)	Access to files and internal served webpages like Sharepoint will follow the user. We are exploring permissions for cross divisional access (e.g. SWM/PW) and planning for the least impact to staff.

Staff Roles

Date answered	Question	Answer
2/18/21	Will the Parks director position be backfilled?	There will be a transitional process that may address this question; however, at this time we don't know.
2/18/21	Can we get copies of the new management team org chart and transition team chart? (These were provided via Tom's January update.)	Both charts were provided to all CNR staff in an email from Tom Teigen on Jan 21. The charts were included in an attachment to the email, titled DCNR Status Report Jan 2021, that had been provided to Council. See "Important Documents" section above.

2/18/21	How will DCNR handle communications specialists? Will we create a communications group, like PW, where we charge our budget to utilize those specialists or will it come out of an overall budget for DCNR?	In the short term, the Communications Working Team is coordinating on communications issues that are related to the department as a whole. The longer term plan for addressing communications for the department has not yet been determined, but it will be considered in the development of the 2022 budget and may continue to evolve over the next year or two.
2/18/21	Will the SWM structure diagram change?	In the short term, no changes are being made or planned for the SWM org chart. In the longer term, it is possible that some minor adjustments could be made, but no discussions have yet been held on that topic.
2/18/21	Does the interim management team org chart imply that Gregg and Karen are equivalents?	The chart showing the interim CNR management structure for 2021 was intended to show both Gregg Farris and Karen Kerwin as included in the Leadership Team. It was not intended to indicate that they are equivalents on the org chart. As the Engineering Manager in SWM, Karen will continue to report to Gregg as the SWM Director.
2/18/21	Should there be a centralized communications team for graphic/communications needs?	In the short term, the Communications Working Team is coordinating on communications issues that are related to the department as a whole. The longer term plan for addressing communications for the department has not yet been determined, but it will be considered in the development of the 2022 budget and may continue to evolve over the next year or two.

OTHER

Date answered	Question	Answer
3/16/21	Will DCNR adopt remote work policies created by other divisions - or create it's own?	DCNR will create remote work department policies for divisions as we approach the end of the Executive's work from home directive.
3/16/21	Has work begun to determine how public records requests, archived records, and records in general will be managed and stored? Who is currently handling public records requests for SWM, Linda N., & Lisa D.? How and when will that change?	The topic has been brought up; however, no work has begun to determine how the questioned body of work will be handled in the future.
3/16/21	How does the Snohomish County Conservation District	The Snohomish Conservation District does have similar objectives and goals; conversely, they direct their body of work towards farmers, city

	interact with us? It seems like a duplicate effort.	residents, and landowners. Snohomish Conservation District is a political subdivision of state government with no regulatory authority. Whereas; Department of Conservation and Natural Resources is a steward of the public land, facilities and creates policy for the county.
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