

## Summary Sheet

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<b>Meeting dates:</b>	January 18, 2018
<b>Agenda Item 2:</b>	2017-19 Proviso Discussion Workshop
<b>Presenter(s):</b>	Nate Pamplin, Policy Director Jeff Davis, Assistant Director, Habitat Program Kim Marshall, Innovations and Strategies Manager, Technology and Financial Management Program

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### **Background summary:**

#### Background

When they enacted the 2017-19 biennial operating budget, state lawmakers directed WDFW to complete three tasks to improve the Department's long-term financial stability and operational efficiency:

- Develop a long-term plan to balance projected expenses and revenues by providing prioritized options for spending reductions and revenue increases.
- Identify and implement management improvements and operating efficiencies.
- Conduct a "zero-based budget review" to accompany the department's proposed 2019-21 operating budget.

Department staff will use the two-hour workshop to seek Commission input on the following topics:

- Complete orientation of WDFW budget;
- Commission input on implementing findings in the Operational Assessment;
- Zero-Based Budget analysis; and
- Fish and Wildlife Commission proviso workshops for Feb, March, April, and June.

#### WDFW Budget Orientation (20 min)

Continuing from the December 2017 briefing, Department staff will provide an in-depth review of the Department's budget, including:

- A high-level overview of WDFW fund sources;
- How the Department's budget is established and modified, using both external and internal processes; and
- Context for the budget balancing decisions for the 2017-19 biennium.

In addition, time will be spent to explore other questions or background information needs so that the Commission is prepared for future discussions on the zero-based budget analysis, long-term revenue plan, and development of 2017-19 budget decision packages.

#### Operational Assessment and Implementation Plan (30 min)

Matrix Consulting Group has submitted the final version of WDFW's operational assessment to the Department. The Executive Management Team discussed the findings and developed a draft implementation plan during the week of January 15, 2018. Staff will brief the Commission on the draft implementation plan and seek Commission guidance on the implementation approach and priorities (i.e., which recommendations can be implemented right away; which

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can be implemented through a re-prioritization of financial resources; which should be submitted for a 2019-21 budget request, etc.).

#### Zero-Based Budget Analysis (60 min)

Department staff will present the initial draft of the zero-based budget analysis. Staff will orient the Commission to the major activities and linkages among them. The zero-based budget analysis provides an opportunity to establish baseline budget that aligns with authorities and priorities and to develop the funding target for what is needed for the long-term revenue plan (and/or to identify low priority areas that the Department should cease, which may require agency-request legislation).

#### Proviso Workshops (10 min)

There are several workshops identified this winter for the Commission to discuss both administrative procedures and for the Commission to engage on proviso work products. Relative to the proviso-portion of the workshop, staff will seek Commission guidance on following draft plan (and suggested hours; noting that additional time for administrative or governance issues are not described below):

#### **February Workshop** (2 hours for Proviso)

Proviso workshop topics: Current funding alignment; Funding targets for stability (and growth); Revenue principles.

#### **March Workshop** (4 hours for Proviso)

Proviso workshop topics: Revenue principles and Options; External panel discussions about activities and future funding stability.

#### **April Workshop** (2 hours for Proviso)

2019-21 Strategic Plan direction

#### **April FWC meeting** (2 hours)

Briefing/Adoption of proviso's long-term revenue plan

#### **June Workshop** (4 hours)

2019-2021 Strategic Plan

Guidance on 2019-21 Budget and Agency-Request Legislation

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#### **Policy issue(s) you are bringing to the Commission for consideration:**

The Commission has expressed an interest in being more engaged in agency governance, policy, and influencing budget priorities. This is foundational information to prepare the Commission for engagement on the zero-based budget analysis and the development of a long-term revenue plan; as well as setting the stage for development of the next strategic plan and 2019-21 agency request legislation and budget decision packages.

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**Fiscal impacts of agency implementation:** N/A

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**Public involvement process used and what you learned:**

Upcoming Proviso-related meetings:

Budget and Policy Advisory Group webinar: Jan 25; 3-5pm

Budget and Policy Advisory Group webinar: Feb 2; 9-11am

Budget and Policy Advisory Group: Feb 7; 9am-4pm; Olympia

Budget and Policy Advisory Group: March 2; 9am-4pm; Olympia

Budget and Policy Advisory Group: April 5; 9am-4pm; Ellensburg

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**Action requested:** N/A

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**Draft motion language:** N/A

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**Justification for Commission action:** N/A; Briefing only

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**Post decision communications plan:** N/A