

STATE OF NEW HAMPSHIRE

Wetlands Council

Wetlands Bureau Permitting– Performance Audit

AUDIT FINDING Corrective Action Plan

Initial Plan Submittal: August 2019

Completion Status:

- Open** •
- Partially Resolved** ••
- Substantially Resolved** •••
- Fully Resolved** ••••

| Obs # | Observation Title | Recommendation | Action Item | Due Date | Completion Status | Comments |
|--------------|---|--|--|-----------------|--------------------------|---|
| 8 | Ensure The Wetlands Council Fulfills its Statutory Roles | Review council strategic issues. Meet timely with the Commissioner or designee. Provide formal objections to proposed rules. | | | •••• | Strategic issues are reviewed yearly in January. Meetings are held quarterly with the Commissioner or designee. Formal objections to proposed rules are provided when rules are presented. This Corrective Action Plan has been developed in Response to the Audit. |
| 24 | Improve Wetlands Council Appeals Timeliness And Adherence To Statutory Requirements | same | | | •••• | Review determined that most issues were consistent with applicable statute or outside the authority of the Council |
| 25 | Improve Management of Wetlands Council Remands To The Department | same | | | •••• | The Council has no authority to manage remands to the department. |
| 54.1 | Improve Council Adherence With The Right-to-know Law | Meeting Notice and Minutes improvements | Post Notice on website of draft minutes availability | Sept 2019 | ••• | Council/Department Support Staff SOP implemented October 2018. Only remaining |

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|--------------|--|---|--|-----------------|--------------------------|--|
| | | | | | | item is website notice. |
| 54.2 | Improve Council Adherence With The Right-to-know Law | Quorum issues | See Obs. 56 | | •••• | See Obs. 56 |
| 55 | Improve Wetlands Council External Reporting | | | | •••• | |
| 56 | Improve Wetlands Council Compliance With Financial Disclosure Requirements | | Ensure all Council Members File RSA 15-A Financial Disclosures | | •••• | Council/Department Financial Disclosure SOP implemented October 2018 |
| 57 | Improve Wetlands Council Compliance With The Administrative Procedure Act | Update Council Rules to be consistent with current statute | | Feb 2020 | •• | Existing draft rules being revised as required and promulgated. |
| 58 | Improve Consistency Of Environmental Council Rules | Update Council Rules to be consistent with other three environmental councils | See Obs. 57 | Feb 2020 | ••• | Consistency draft complete. |
| 59 | Improve Wetlands Council Member Orientation | same | Develop orientation materials | | •••• | Orientation materials distributed Jan. 2019 |
| 60 | Clarify Roles Of Staff Supporting The Wetlands Council | same | Develop DES/Council SOP's | | •••• | Council/Department Financial Disclosure SOP and Support Staff SOP implemented October 2018 |
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