

# Iowa Department of Natural Resources Animal Feeding Operations



## **MANURE MANAGEMENT PLAN (MMP) SUBMISSION PROCESS REPORT-OUT DECEMBER 15, 2016**



# Why Are We Here?



- Approximately 7,000 MMPs submitted in hard copy
- Multiple hard copies created for Farmer, service provider, county, and DNR
- Delivery to county for Verification by County Receipt
- DNR MMP retention for 4 years
- DNR manual processing of MMP

## Sponsors:

Bill Ehm  
Division Administrator  
DNR

Barb Lynch  
Bureau Chief  
DNR



# The Pitch Forks

Gene Tinker



- Kelli Book, DNR
- Joe Buffington, County
- Brandon Burnett, DNR
- Jamie Cashman, ISAC
- Chris Gruenhagen, Farm Bureau
- Ken Hessenius, DNR
- Jeremy Klatt, DNR
- Keith Kratchmer, Iowa Select
- Alison Manz, DNR
- Al Muhlenbruck, Stakeholder/Rep
- Ted Petersen, DNR
- Jeff Prier, DNR
- Becky Sexton, TLES
- Brenda Streicher, DNR
- Gene Tinker, DNR
- Londa Witte, DNR

## Facilitator:

- Jerah Sheets, DNR

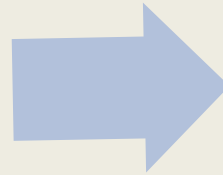


# Event Scope

Gene Tinker



Current Paper  
MMP  
Submittals



Strategically  
Developed  
MMP

# Baseline – Where We Are Today

Londa Witte



## Current State

- Approximately 7,000 MMP submitted in hard copy annually
- Manual processing of MMP takes 5 days on average when on time and complete
- Manual processing of MMP takes 24 days when not on time or complete
- DNR 4 year record retention estimates 14,000 lb of paper

## Goals for future state

- **To provide efficient, timely, and high quality service**
- **Utilize technology to enhance the program**

# What is Design for Lean Six Sigma?

Ken Hessenius

- ❑ Methodology to create a new service, product or process
- ❑ Applicable to any project that needs a significant amount of new design
- ❑ Strong emphasis on capturing and understanding the customer and organization needs



# Design Event Schedule

Ken Hessenius

Pre-event  
Planning

Follow-up &  
Implementation

## Design Introduction

**Design  
Overview**

**Review  
Charter**

## Gather Information

**Identification  
Of  
Trends**

**SWOT**

## Design Creation

**Formulate  
New Process  
Ideas**

**Prioritize  
and Select  
New Process  
Ideas**

## Implementation

**Design New  
Process**

**Identify  
What Needs  
to be Done  
to  
Implement  
New Process**

## Report Out

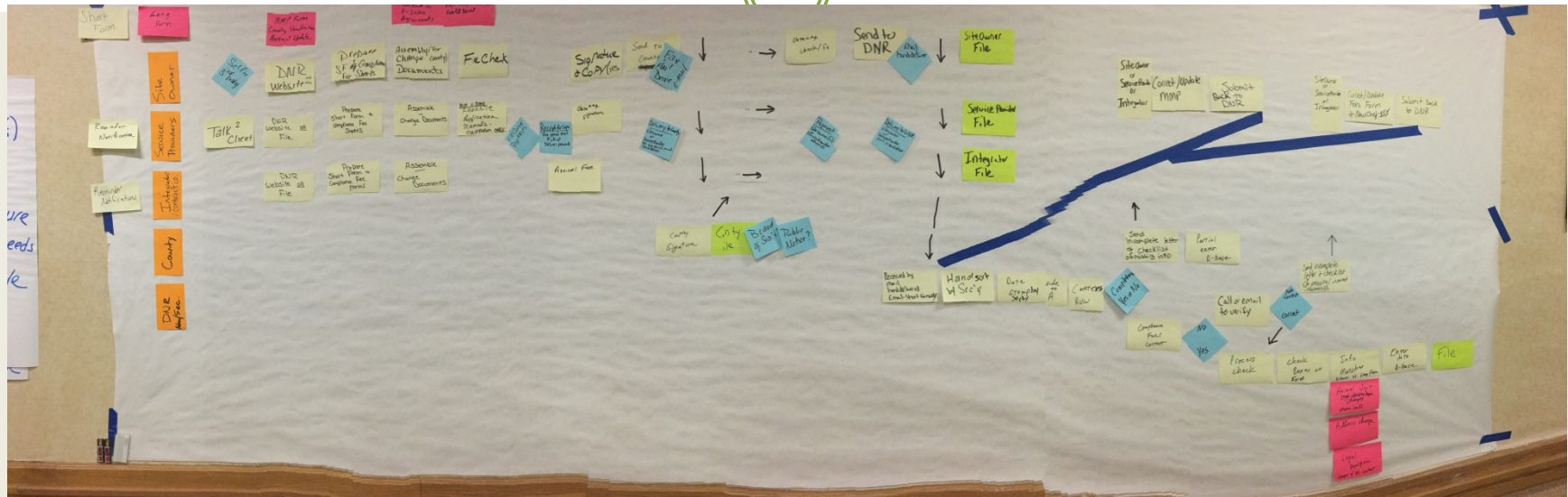
**Report Out**

**Celebrate!**



# Current Process Map

Ted Petersen



**Continued submission for paper copies – not going away**

## Take Aways

- Two processes
- Currently all paper/storage issues
- Filing with County prior to DNR
- Tested and familiar to all for past 20 years



# Trends

Jamie Cashman



## Technology

- Cloud storage
- GPS
- Electronic Submittals
- On farm practices

## Public Interests

- Water quality
- Records Requests
- Scrutiny

## Value of Manure

## Increase in Number of Sites

**STAY  
AHEAD OF THE  
CURVE**

**STAY  
AHEAD OF THE  
CURVE**

# SWOT

Jeff Prier



## Strengths

- High compliance rate
- Science & knowledge for proper application
- Fulfills statutory requirements

## Weaknesses

- Complexity of process
- Storage space
- Process hasn't kept up with technology
- Plan is only a plan and can change daily

## Opportunities

- SIMPLIFICATION
  - Less travel time
  - Less postage
  - More payment options

## Threats

- Unwillingness of change
  - Folks unwilling to adapt to new system
- Legislative & Budgetary Constraints
- Data security

# Discussion & Consensus

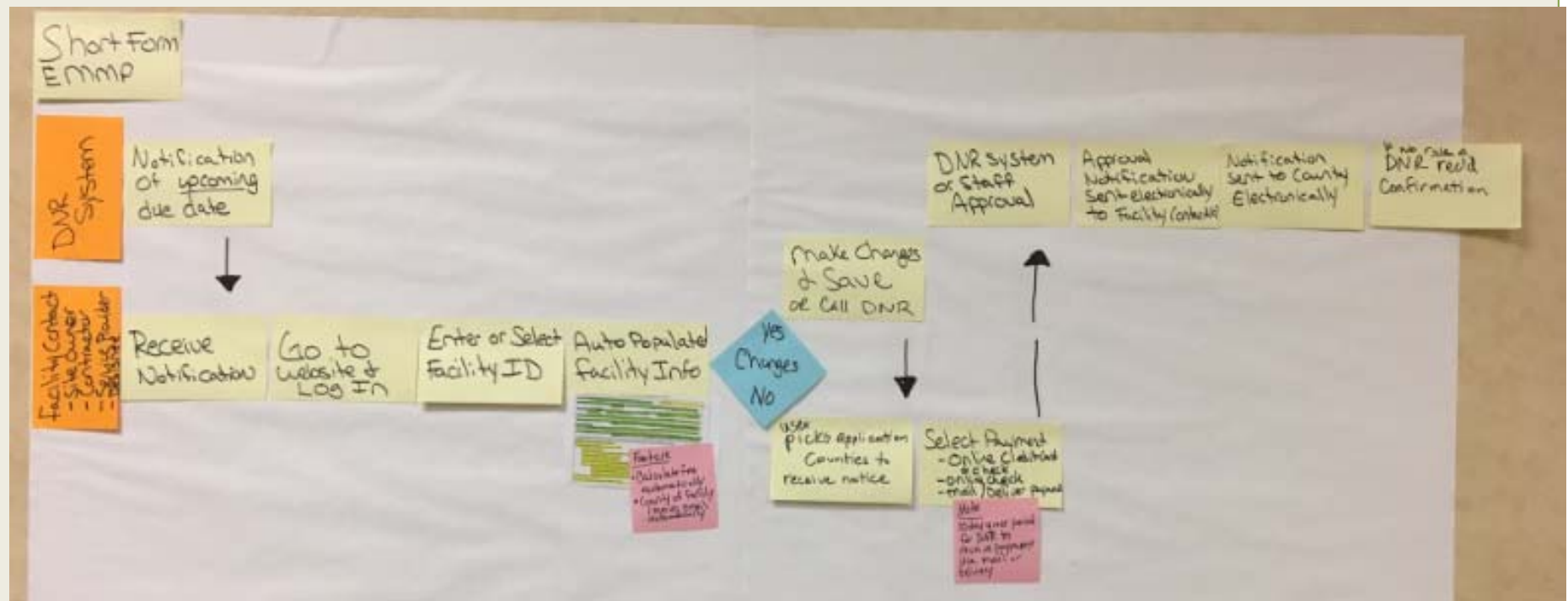
Chris Gruenhagen



- Reduce Duplicative/Repetitive Steps
- Brainstorming of improvements
- Prioritizing of ideas

# Proposed New Process

Alison Manz





# Results

Alison Manz



1. Email or text advance notification/reminder of due dates
2. Accept electronic renewal (short form) filings through DNR website or data transfer
3. Automated electronic submittal to County
4. Institute e-payment options
5. DNR approval email to submitter
6. **No changes** to the paper process of submitting the short form – continues to be an option
7. **No changes** to the current process of submitting the P-Index (long form)

# Simpler – Faster - Better

Becky Sexton



- Simplicity of filing on behalf of:
  - ✦ farmers
  - ✦ consultants
  - ✦ integrators
- Reduced Footprint
- Greener System
- Improved Data Quality
- Greater office efficiency for all parties





# Approaches to Success

Jeremy Klatt



- Phased in – annual short form first
- Buy in from major players
- Assurance of sensitive data protection
- Long term IT support
- Education
- Flexibility



# Implementation Plan

Brandon Burnett



WHAT	WHO	WHEN
Phase 1, step 1 Clean up short & compliance fee forms into 1 page submittal and design	Consult with Site Owners, Consultants, Integrators, County, DNR staff & interested parties	January 2017 to March 2017
Phase 1, step 2 Web application programming short form, e-pay, & notification	DNR staff, IT consultant	March 2017 to July 2017
Phase 1, step 3 Begin pilot program for short form & fix/address identified pilot suggestions	Educate Participants (owners, consultants, integrators, county) with DNR staff	July 2017 to December 2017
Phase 1, step 4 Rollout short form to all; begin long form planning	Site Owners, Consultants, Integrators, County	January 2018

# Communication Plan

Brenda Streicher



WHAT	WHO	WHEN
Phase 1, step 1 In person meetings	With Counties, Farmer organizations, & interested parties	January 2017 to March 2017
Phase 1, step 2 Identify pilot participants	DNR staff	March 2017 to July 2017
Phase 1, step 3 Start marketing to AFO community	Educate Participants (owners, consultants, integrators, county) with DNR staff	July 2017 to December 2017
Phase 1, step 4 Launch eMMP short form; start long form discussions	-launch eMMP to Site Owners -Long Form Conversation begins - Consultants, Integrators, County	January 2018

# Recommendations for Code & Rules

Kelli Book



- Phase 1 includes electronic submissions of the annual update MMP, delivery of notice to the applicable counties and payment of the annual compliance fee.
- These changes will not require amendments to the Iowa Code; however, we concluded that changes will be required to rule 65.16(3) to allow for electronic submission of the annual update of MMPs.
- We recommend adding a new paragraph and leaving the procedure for submission of paper copy of the annual update to remain. The incentive to submit the annual update electronically will be in the reduction of travel time to each county to deliver the annual update.

# Team Member Experience



**Keith Kratchmer**  
Iowa Select Farms  
**Joe Buffington**  
Henry County Planning & Zoning  
**Al Muhlenbruck**  
Stakeholder/Representative

