Creating Quality Environmental Documents

• Team effort to gather, reflect and expand on what’s working well and why
• Our report contains
  – Summary of core principles
  – Questions and answers (practical advice)
  – Resources and examples
What are we recommending?

• Quality documents should:
  1. Tell the story
  2. Be brief, clear, well “proportioned”
  3. Set out an easy path for legal and technical reviewers to follow

• Teams responsible must have a plan!
  – Develop skills, focus on communicating what’s most important, use graphics, clarify the complex, edit (QA/QC)
Q&A on Content and Process

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
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<tbody>
<tr>
<td>Is there a recommended organization?</td>
<td>How will the content be different?</td>
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<tr>
<td>What’s the recommended process for production?</td>
<td>What are some alternative approaches to format NEPA doc.s?</td>
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ACEC  

Federal Highway Administration
Now, we need to hear from you

• Today’s discussion will help shape the final report
• Circulating to SCOE and others, comments (due Jan. 30)
• Next steps
Task Team Members

Carol Lee Roalkvam  Washington State DOT
Brent Jensen  Utah DOT
Hal Kassoff  Parsons Brinkerhoff
Don Cote  FHWA
Amy Phillips  BNA PLUS
Lindsay Yamane  Parametrix
Jim Horrocks  Horrocks Engineering
Frank Danchetz  ARCADIS
Bob Esenwein  Turner Collie & Braden