From:	HNIDEY Emil
To:	FLYNT Jennifer; THOMPSON Michele
Cc:	OLIVEIRA Donald; "HNIDEY Emil"; WILLIAMS Karen; Infrastructure2018; GOLDSTEIN Meyer
Subject:	RE: Document for Posting
Date:	Thursday, July 26, 2018 15:17:11
Attachments:	Fact_Sheet_InfrastructureSIP_Final.docx

Hello Jennifer,

It's ok to post this.

Michele, let me know if I need to do anything else.

Thanks!

Emil

From: FLYNT Jennifer <Jennifer.FLYNT@state.or.us>
Sent: Thursday, July 26, 2018 3:03 PM
To: GOLDSTEIN Meyer <Meyer.Goldstein@state.or.us>
Cc: OLIVEIRA Donald <Donald.OLIVEIRA@state.or.us>; 'HNIDEY Emil' <emil.hnidey@state.or.us>
Subject: FW: Document for Posting

I'd like to post a fact sheet on a rulemaking Karen Williams is handling. I've never dealt with rulemaking communications for the website.

May I post the attached fact sheet on SIP updates on this page:
https://www.oregon.gov/deq/Regulations/rulemaking/Pages/Rinfrastructure2018.aspx

---

From: THOMPSON Michele
Sent: Thursday, July 26, 2018 10:59 AM
To: FLYNT Jennifer <FLYNT.Jennifer@deq.state.or.us>
Subject: Document for Posting

Hi Jennifer,

I am looking at your web update now, but there are a couple of hitches:

The big one: We are only allowed to accept updates to rulemaking pages from Meyer or Emil. Alternately, we need to get an email from one of them okaying that we can post your document.

The smaller ones:

- Subheadings need to use sentence case (agency style)
- Agency date style should be used (paragraph 1 - abbreviate Aug. through Feb. for specific dates)
- The links in the document should be live (paragraphs 4 and 7)

- We need to know where the image came from. If it was a stock agency, no prob. For anything else, we need written permission to use the image, including Creative Commons licenses.

Just email me (or have the rule guys) a new version and I'll get it posted right away! Let me know if you have any questions.

Thanks,

Michele Thompson
Web and SharePoint Representative

Department of Environmental Quality
700 NE Multnomah Street, Suite 600
Portland, OR 97232
Tel: 503.229.6756
thompson.michele@deq.state.or.us

I'll find a tree as wide as ten fat men
Clear water rilling over its gray roots
Berries I'll find, and crab apples and nuts,
And call it home.

I'll tell the wind my name, and no one else…
Neil Gaiman, Going Wodwo