

## Snake River Salmon Recovery Board

### Meeting Notes July 22nd, 2008,

#### Board Members Present:

**Clarkston** – Del Groat (GC), Dick Isaac (AC), (GC), Gary Thorgaard (WC), Doug Matoon (WC), Virgil Klaveano (GC), Michael Largent (WC)

**Others:** Steve Martin (SRSRB), Brad Johnson (WRIA 35)

**Walla Walla** - Roland Schirman (CC), Cathy Schaeffer (WWC), Yancey Reser (WWC), Dick Jones (CC)

**Via Phone:** Stuart Durfee (WWC)

**Others:** Anne Chapman (SRSRB), Kris Buelow (SRSRB),

Chair, Del Groat called the meeting to order.

Del verified a quorum: 11 board members present.

**Welcome:** –

#### Approval of June 24th, Meeting Notes:

**Action 1:** Del asked for a motion to approve the June 24th board meeting notes. The motion was made by Roland Schirman and was seconded by Yancey Reser to approve the June 24<sup>th</sup>, 2008 meeting notes with no corrections. There being no discussion, the motion carried by consensus.

#### Agenda Additions: None

#### Approve June 2008 Expenditures & Budget Adjustments:

: Del reported that the WDFW budget status report reflects the end of the Grant Round as of the end of June, 2008. To balance the budget the board should approve the movement of the unused Project Coordinator and the Conservation District Monies to Goods and Services.

**Action 2:** Doug Matoon made a motion to the unused Project Coordinator and the Conservation District Monies to Goods and Services, Dick Isaacs seconded the motion. Del Groat Abstained. There being no further discussion the motion carried by consensus.

**Action 3:** Doug Matoon made a motion to approve the invoices/vouchers totaling \$40576.01 expended in June 2008 in the RCO Budget. Additionally he moved to approve the invoices/vouchers totaling \$17453.34 expended in June 2008 in the WDFW Budget Dick Isaacs seconded the motion. Del Groat Abstained. There being no further discussion, the motion carried by consensus.

#### Update on comparison of conservation easement and land use policies:

**Discussion:** Steve reported that Anne had sent out the reports from Cascadia Consulting as requested to all the board members. Laila has received few comments from the board that were due on July 11<sup>th</sup> and is preparing the final version. Steve asked if there were any additional comments. Dick Jones stated that the reference to refer back to Stand-alone-documents was confusing and hard to follow. The board agreed. The board agreed that the report was well done.

## **Lead Entity Project Report 9<sup>th</sup> Grant Round:**

**Discussion:** Del stated that as the board should recall from the last Board meeting 32 draft pre application proposals were reviewed by RTT/Lead Entity on June 12. Staff took the results of the pre-screening and put the applications into two categories so that sponsors could determine if they wanted to proceed with the process (Class A proposals) or conclude that they were unlikely to receive a favorable review and score (Class B proposals). Kris and Steve then provided some additional details. A side note was that draft applications will be distributed to LE/RTT for review by July 23<sup>rd</sup>; if the board would like to review them the ex com recommended that staff post them to our website and then they can be individually reviewed on line. The Applications and other materials will be located under the Lead Entity Documents tab.

## **Salmon Recovery Funding Board Technical Review Panel Project Site Visits report (July 14-15):**

**Discussion:** Draft applications were submitted on July 18<sup>th</sup> to the sponsor for consideration by August 1<sup>st</sup>. The State Review Panel will provide comments based on the field tours.

## **Summer-time Board and committee meeting schedule handout:**

**Discussion:** Anne will post the summer time schedule to the to SRSRB Interactive Calendar website but in summary the key dates are:

August 8 – Board/RTT/Lead Entity committee meet to review and comment on proposals

August 28 – Sponsors present final applications to LE Committee who will score and rank them

September 4 – Proposed Day time Board meeting to develop final ranked project list for submission to the SRFB

## **Staff Work load allocation report:**

**Discussion:** Del reported that Steve, Kris and Anne had prepared pie-charts illustrating where they are spending their time – he also explained that these are general overviews. Steve explained that each one of them had gone about preparing their pie-chart in a different manner. General discussion then followed with each one explaining their chart. It was stated and a general consensus that the board does not want to see staff spending lots of time developing these charts or changing their activities to suit such charts. It was noted that Salmon Recovery is a job whereby tasks/job duties change as new issues/opportunities develop.

## **Hatchery Scientific Review Group meeting schedule (July 28<sup>th</sup> meeting – Lyons Ferry Hatchery):**

**Discussion:** Steve reported that the HSRG will be meeting July 28<sup>th</sup> @ Lyons Ferry Hatchery @ 7:30am. Steve will send out agenda to the board when available.

## **Update on Mid Columbia steelhead ESU recovery plan:**

**Discussion:** Steve reported that he is on the Mid C plan development forum and an outreach committee member. The plan will go through a 90 day public comment period starting in September and he stated that we as a Board, with input from staff should review the plan and provide comments if necessary. Steve is currently reviewing the plan and will provide the Board his comments at our next Board meeting.

## **Review and/or approve proposals for Regional Road Maintenance Program:**

**Discussion:** Del reported that the RFP was not due until July 28<sup>th</sup>, so there are no proposals to approve at this time. He asked that the board consider setting up a committee to select and act on contracting with the committees' selection.

**Action 4:** Dick Jones moved that Doug Matoon, Michael Largent, and Roland Schirman form a selection committee. This committee should review the RFP's, make a selection and act on contracting with their selection. Virgil Klaveano seconded the motion. There being no further discussion, the motion carried by consensus.

### **Update on Intensively Monitored Watershed project:**

**Discussion:** Del reported that there are lots to report that Steve will provide. But one key note is that the Snake River Region IMW is the only one ready in the state for federal 08 funding appropriation. Steve is working with the contractor, the RTT and program administrators in Olympia to submit a proposal due July 31. The board needs to provide preliminary approval of the proposal even though the board will not see the proposal until the next Board meeting. The board will be able to change the proposal, if necessary. But the proposal has to be submitted to the feds by the end of this month. Steve has been busy with other time sensitive tasks.

Steve explained that \$390,000.00 was identified as being available in the state of Washington for IMW 08 funding appropriation. The Mid Columbia, Lower Columbia and Snake River regions were identified as being eligible for these monies. The Mid Columbia and Lower Columbia Region IMW's have been selected, but are not advanced enough to be able to take advantage of these monies. This means that the \$390,000.00 will be made wholly available to us (the Snake River Region) and our IMW. Steve reported that his report will identify treatments, monitoring and equipment needed for the IMW. Some of the treatments would be fixing the Fish Barrier that has been identified at the Charley Creek Bridge and also at the Headgate Dam.

The board has approved contracting with WDFW through the SRSRB/RCO budget monies (\$10,000.00) these monies will be used most likely to support Kent Mahr and his monitoring work located in the IMW area. Dick Jones stated that the board has identified monitoring as important in the past, and that he supports this. The board agreed.

### **Approval of CD Contracts 2008-2009 – New WWCC Contract Format**

### **Approval of WRIA Contracts 2008-2009 – New WWCC Contract Format**

**Discussion:** Del reminded the board that they had approved the tasks and budgets for each of these contracts and assigned staff to develop the information into formal contracts. Steve explained that these contracts were now in the Walla Walla Community College Contract format, but basically were the same as last years. All Conservation Districts contracts are the same contract with the exception of Pomeroy who has a \$3000.00 contracted amount as opposed to \$10,000.00 contracted amount.

**Action 5:** Doug Matoon moved to approve the Conservation District Contracts for 2008-09. Dick Jones seconded the motion. There being no further discussion, the motion carried by consensus.

**Discussion:** Steve explained that as stated before the board had approved the tasks and budgets for WRIA32 and WRIA35. WRIA32s' contracted amount for 2008-09 is \$20,000.00 and WRIA35s' is \$30,000.00 due to the extra scope of work for the IMW. Cathy Schaeffer stated that there needs to be one revision in the signature area of the WRIA32 contract as David C. Carey is now the Commissioner Chairman.

**Action 6:** Doug Matoon moved to approve the WRIA32 2008-09 contracts with the revisions before mentioned. He further moved to also approve the WRIA35 2008-09 contracts. Dick Jones seconded the motion. There being no further discussion, the motion carried by consensus.

### **Remove Gary Cole from Board Member list:**

**Discussion:** Anne read the current by-laws explaining to the board the proper procedure for removal of a board member:

#### **Under Membership Guidelines:**

#### **Section 3. Absentee Policy**

- a. Unexcused absences of a citizen or Tribal voting member of the SRSRB is defined as one who misses four (4) meetings in a twelve (12) month period .

- b. Excused absences do not count against the absentee policy.  
 Four (4) excused absences are provided to each member annually.  
 Notification of absence must be provided to the board's administrative assistant by 5 pm the day of a board meeting.
- c. If either threshold is exceeded, that citizen or tribal voting member can be replaced at the discretion of the board of county commissioners from the county that the absent member resides or by the tribal government that they represent.

It was agreed there was no action that could be taken on this item. Virgil Klaveano stated he would talk with Gary to see if he was interested and officially remove Gary from the commissioners' side if needed.

**Set September 4<sup>th</sup> as special Board meeting:**

**Discussion:** Del stated that August 26<sup>th</sup> is our next regularly scheduled meeting but with county fairs and harvest it is unlikely we will have a quorum and we must meet in early September to develop a final prioritized Lead Entity project list. He advised the Board to set September 4<sup>th</sup> as a special meeting of the board and cancel the August 26<sup>th</sup> meeting. He further stated that the meeting on the 4<sup>th</sup> will need to begin at 10 am and conclude around 4pm, because the project list will take time, the board will have the IMW contract to review/approve and the mid Columbia comments developed by Steve and there also will be regular administrative matters to handle. Del stated that it is critical we have a quorum on the 4<sup>th</sup> so please ensure you are available. Telecommunications will need to be available for this meeting. Del further suggested that the meeting be set at the Last Resort, as was last years meeting. Anne requested that a RSVP be sent via email as soon as possible so that she may verify the quorum for this meeting.

**Action 7:** Dick Jones moved that the August 26<sup>th</sup> meeting be canceled and a special meeting be scheduled for September 4<sup>th</sup>, 2008 @ 10am @ The Last Resort; Telecommunications to be available. Doug Matoon Seconded the motion. There being no further discussion, the motion carried by consensus.

**Approve travel expense cost reimbursement (from RCO contract) for Tim Beechie, NOAA representative on the RTT not to exceed \$2,000 for fiscal year 2008-2009:**

**Discussion:** Steve reported that Tim Beechie has confirmed that the proposed budget of \$2,000.00 is enough for 4 trips out here and that the money will be used to reimburse his personal travel expenses, not go to NOAA. Dick Jones stated that he still feels this is setting a precedence that he is not comfortable with. Doug Matoon suggested that Steve write a letter to NOAA expressing the boards' displeasure that they are not providing technical staff to support interaction with the board in revising NOAA's plan. The board agreed with Doug.

**Action 8:** Doug Matoon moved to table the Travel Reimbursement for Tim Beechie at this time. He further moved to have Steve write a letter to NOAA as stated in the discussion. Dick Jones seconded the motion. There being no further discussion, the motion carried by consensus.

**Colin Thorne and team will be in Waitsburg and Dayton the week of August 25<sup>th</sup>**

**Discussion:** Del stated that the Board approved travel expenses for Colin Thorn to participate in floodplain management/levee setback community meetings that are now set for the week of August 25<sup>th</sup>. Steve will email the Board and participants the agenda and itinerary in August when plans become finalized.

**Next Board meeting August 26<sup>th</sup> or reschedule to Sept 4<sup>th</sup> in Dayton at 10 am:**

**See ACTION 7:** The meeting has been scheduled for Sept 4<sup>th</sup> @ The Last Resort, @ 10am.

**The meeting was adjourned at approximately 7:50 pm.**

## Review of Tasks

### Task Title

- Task 1: Post Project Draft Applications and documents on line.
- Task 2: Post Summertime Calendar activities on Interactive website calendar
- Task 3: Review Mid C Plan and provide comments to board for next board meeting
- Task 4: RFP - Regional Road Maintenance Program - Selection and Contracting of
- Task 5: Letter to NOAA, concerning Tim Beechie Travel reimbursement

## Review of Actions

Action Title	Motion	Second	Consensus	Vote	Pass
Approval of June 24th, Meeting Notes	Roland Schirman	Yancey Reser	Yes		
Approve June 2008 Budget Adjustments	Doug Matoon	Dick Isaacs	Yes		
Approve June 2008 Expenditures	Doug Matoon	Dick Isaacs	Yes		
Form Committee to approve proposals and contract with selection for Regional Road Maintenance Program	Dick Jones	Virgil Klaveano	Yes		
Approval of CD Contracts 2008-2009 - New WWCC Contract Format	Doug Matoon	Dick Jones	Yes		
Approval of WRIA Contracts 2008-2009 - New WWCC Contract Format with revisions to WRIA 32.	Doug Matoon	Dick Jones	Yes		
Set September 4 <sup>th</sup> as special Board meeting/cancel August 26 <sup>th</sup> regular.	Dick Jones	Doug Matoon	Yes		
Table Travel Reimbursement for Tim Beechie, NOAA at this time, Steve write letter to NOAA.	Doug Matoon	Dick Jones	Yes		

Name	Attendance for 2008											
	January	February	March	April	May	June	July	August	September	October	November	December
Doug Mattoon	Yes			Yes	Yes		Yes					
Dick Isaac		Yes	<i>Yes</i>	Yes	Yes	Yes	Yes					
Jay Holzmilller	Yes	Yes		Yes	Yes							
Dick Ducharme	Yes	Yes			Yes	Yes						
Dick Jones	Yes		<i>Yes</i>	Yes		Yes	Yes					
Roland Schirman				*Yes	Yes	Yes	Yes					
Gary James	Yes	Yes										
Virgil Klaveano	Yes	Yes	<i>Yes</i>	Yes	Yes		Yes					
Del Groat	Yes			Yes	Yes	Yes	Yes					
Cathy Schaeffer	Yes	Yes	<i>Yes</i>	Yes	Yes	Yes	Yes					
Yancey Reser	Yes	Yes	<i>Yes</i>		Yes	Yes	Yes					
Stuart Durfee	Yes	Yes	<i>Yes</i>	Yes		Yes	Yes					
Michael Largent		Yes		Yes	Yes		Yes					
Gary Thoorgard						*Yes	Yes					

No meeting was conducted this month.

\* First meeting as a SRSRB Board Member