



Snake River Salmon Recovery Board
109 South Second Street
Dayton, WA 99328
509-382-4115
Email: info@snakeriverboard.org

Snake River Salmon Recovery Board

Meeting Minutes - April 9, 2003

Meeting Minutes prepared by Megan Browne

Officiator, Steve Martin, called the board meeting held in Clarkston at the Quality Inn to order at 10:20 a.m. Voting Board Members present were Jay Holzmiller, Cathy LaRoque, Les Wigen, Eric Myers, Butch Klaveano, Yancy Reser, Stuart Durfee, Jed Volkman, and Emmit Taylor, Jr., Dick Ducharme and Paul Kraynak. The following individuals also attended: Brad Johnson, Megan Browne, Terry Bruegman, Mark Wachtel, John Andrews, Del Groat, Rick Jones, Duane Bartels, Mark Wachtel and Victoria Leuba.

Minutes:

The minutes for the February 27, 2003 meeting were reviewed. It was moved and seconded to approve the minutes of the February 27, 2003 meeting. **Motion Carried.**

Budget Committee Report:

The budget committee (Cathy LaRoque, Jed Volkman, Paul Kraynak and Terry Bruegman) met and reviewed Martin Consulting Scope of Work for Task 4. MCS will sub-contract with EES and Parametrix to complete the task for an amount not to exceed \$100,000. The budget committee recommends to the board to accept Martin Consulting Scope of Work for task 4. It was approved by consensus to accept Martin Consulting SOW for task 4. **Motion Carried.**

The budget committee reviewed the option of the board being recognized as a Non Profit Organization. Non Profit status would provide the board the ability to keep all paperwork in house and serve as its own fiscal agent. This structure appears more streamlined and understandable than the proposed struture of the Board using the Columbia County Board of County Commissioners as the fiscal agent and remaining as a committee with no legal/tax-payer recognition. Steve can arrange for a lawyer to talk to the board about the process of setting up the recovery board as a non-profit organization.

Board Recognition:

There are five recognized recovery boards in the state: Upper Columbia, Puget Sound, Snake River, Lower Columbia, and Yakima. There should be a certain level of funding to support the Snake River Board since it is one of the five regions for salmon recovery.

Right now the board will have to move forward with Asotin County Conservation District as the fiscal agent. Asotin County Conservation District has the accounting system that will be needed already in place and the only expenses they will incur will be Megan's time for doing the administration work.

Columbia County Commissioners were asked to be the fiscal agent, but they required a handling fee. The IAC will not allow a flat fee to be set. They will only reimburse documented expenses. Columbia County Commissioners were concerned about being liable for deliverables that were not met and they did not want to have authority to administer funds without approval from board. The fiscal agent is liable for deliverables being completed and is responsible for all funding distribution.

There are really two options to consider for development of the board. Non-profit or have one of the conservation districts be the fiscal agent. Rob Caldwell, a lawyer, is willing to speak to the board about the advantages and disadvantages to setting the board up as a non-profit organization. He would also let the board know what steps they need to take to gain non-profit status. The board would like Rob to provide a written summary of his information and have him present to the budget committee. There was concern about getting government funding if the board was set up as a non-profit organization. The state government recognizes the recovery boards and the board has been given the discretion to choose what type of business organization the board will be.

The board needs to secure office space in Dayton before employees are hired. There is space at the Port of Columbia that is a possibility. They are willing to build to suit. The board has \$13,000 available to purchase computers, phones, and office furniture and supplies. It was approved by consensus get the office rented and set up. **Motion Carried.**

Grant Application:

The grant application for the next funding cycle is due May 14th. Asotin County Conservation District will have to be the fiscal agent for the Snake River Regional Recovery Board for the current application, since it will take three to six months to get non-profit status. Brad will talk to the Asotin County Conservation Board to see if they are willing to continue being the fiscal agent.

The grant application will be filed with the recovery board's name and the Asotin County Conservation District's address. The IAC and SRFB wanted a break out of funding for FY 2004 included in the application. We budgeted our needs through FY 2006. In the past, we requested over \$1 million and received \$300,000. It was approved by consensus that there will be an outlined budget through FY 2006 in application for funding unless there is an objection from the board. **Motion Carried.** The board members will get a copy of the application to review before submitting it to the Salmon Recovery Funding Board.

The board was given a budget through June 2006. The budget is based on estimations and funding can be moved around. This is only the projected break out of when and where the funding will be used.

Public Outreach Committee Report:

There are several planning groups in southeastern Washington. It is important to have public outreach but it would be best if each group did not go directly to public but worked together to coordinate outreach programs so the public is not overwhelmed and loose interest.

The best way to do this is to use the Forum to get coordination between all the planning processes. There will be a Forum committee meeting to discuss public outreach planning. Each planning process has representatives in the Forum committee.

Meeting at Marcus Whitman:

There will be a meeting May 15th with the Natural Resource Agency Directors at the Marcus Whitman Hotel in Walla Walla. This will give the board the opportunity to talk face to face with agencies about the planning process. Steve encouraged everyone to keep that date open and be available to come to the meeting.

Bill Ruckelshaus will be here May 14th at 7:00 p.m. to meet with board members to talk about the meeting the next day. All board members are encouraged to attend.

May 15th there will be a tour at 9:00 a.m. of projects in the Walla Walla area. This will provide the agencies with some examples of projects that have been implemented. The directors would also have the opportunity to view sites that have not had projects implemented. The board needs to decide what sites they want to visit on tour and do a drive through prior to the tour. There will need to be an outline of what will be discussed at each site.

The Board meeting will begin at 1:00 p.m. Steve has developed some talking points but he would like more board input about what is discussed before he gives the board his points. The board needs to have their issues outlined ahead of time.

There were some suggestions from board members of what they would like to talk to the directors about.

1. NOAA - Technical assistance
2. Washington State Fish and Wildlife – Technical assistance
3. Bull Trout Recovery Plan
4. Communication between and within agencies

Other Business:

The board will meet right after the meeting with the agency directors for a short board meeting.

The June meeting is set for June 19th at 7:00 p.m. in Dayton at the Star Restaurant.

Review of Motions:

1. It was moved and seconded to approve the minutes of the February 27, 2003 meeting. **Motion Carried.**
2. It was approved by consensus to accept Martin Consulting's SOW for task 4. **Motion Carried.**
3. It was approved by consensus to get the office set up. **Motion Carried.**
4. It was approved by consensus that there will be an outlined budget through FY 2006 in application for funding unless there is an objection from the board. **Motion Carried.** The board members will get a copy of the application to review before submitting it to the Salmon Recovery Funding Board.

There being no further business, the regular meeting was adjourned at 6:25 p.m. by Steve Martin.

UPCOMING MEETINGS:

May 15, 2003

1:00 p.m.

**Marcus Whitman Hotel in Walla Walla
(Natural Resource Agency Directors)**

June 19, 2003

7:00 p.m.

Star Restaurant in Dayton