



SNAKE RIVER SALMON RECOVERY BOARD
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Snake River Salmon Recovery Board Meeting Minutes September 23, 2003

Board Members Present: Paul Kraynak, Eric Myers, Ed Schultz, Cathy LaRoque, Jay Holzmilller, Dick Jones, Stuart Durfee, Don Scheibe, Butch Klaveano

Others: Steve Martin, Jennifer Gihring, Chris Hoffman, Megan Stewart, Mark Wachtel, Juli Post

Public Involvement Work Plan

Norton Arnold Company, represented by Chris Hoffman, was selected by the Board in July for the purpose of developing the public involvement workplan. Their scope of work contains two tasks (1) develop a web page and (2) develop the public involvement work plan by September 30, 2003. They are not on contract to implement the work plan.

Chris mentioned three milestones that he put in the Public Involvement Plan for Salmon Recovery. The milestones listed:

- 1 Let people know what's going on.
- 2 Let them tell us what they think.
- 3 Engage the public in what they want.

Chris mentioned the Objectives of the Plan as listed on page 4. He also explained that stakeholders include all people, entities, government and tribes with a stake in salmon recovery.

He lists the forms the public outreach could take.

- 1 Identity and a Logo.
- 2 Salmon Circuit Presentations
- 3 Workshops – one in each county.
- 4 Media Outreach.
- 5 Insert
- 6 Displays or kiosks.
- 7 Special Events

Ed Schultz questioned whether there would be enough money to accomplish all these tasks. Chris answered that this was an all encompassing list; the board would have to pick and choose. That is why he made a table on the last page of the report explaining where he felt the monies would best be spent.

Dick Jones was questioning the dates on the plan. Chris stated that the dates would move out as Norton Arnold learned more about the scope of the plan.

A potential Tag line or motto for the Board that had been tossed around was “Local Solutions to Regional Challenges”.

Chris asked the board to please refer any specific groups, i.e., cattlemen’s association, home builders association, fishing associations, etc., that should be targeted to this campaign to Chris. Send all email to Steve and he will pass it on.

Suggestion was made that the board needed to form a citizen advisory meeting. Someone else stated that those didn’t work very well unless they were provided with a strict mission. The Board chose to wait and see if need arises.

Chris also requested pictures and success stories that could be published on the web page.

Conservation District managers need to send Chris some project photographs. Steve will send meeting photos.

Ed Schultz was concerned who would act as the web master, how often the page would be updated. Chris addresses this question by saying that a policy would have to be discussed. Pick and choose and make trade offs. Steve suggested that updating the web be a responsibility of Board staff.

Legislation and Inter-local Agreements

Rob Caldwell, representing Gordon-Thomas-Honeywell, presented an update to the Board regarding potential legislation to create the Board as a quasi governmental organization. Mr. Caldwell participated via conference call. GTH was contracted by the Board for an amount not to exceed \$7,000 for the purpose of developing language to create a quasi governmental organization. The details and rationale are provided in earlier meeting minutes. - Main point was that to develop this into a quasi-governmental agency it would be to our benefit to join up with the Upper Columbia Salmon Recovery effort to get the legislation through Olympia.

Action item for Steve was to work on the above idea with Rob to get a better understanding of how to accomplish the above task.

Draft Recovery Plan Outline and Background Material

Jennifer Gihring with Economic and Engineering Services, a sub-contractor to Parametrix, provided a brief summary of the draft Recovery Plan Outline, Biological / Technical Conditions Report and the Recovery Criteria documents. Jennifer explained that it is her job to ground truth the numbers in the draft Recovery Plan. Jennifer asked that the board review the plan and send comments through Steve to her by September 30, 2003. She went on to explain that the Biological Plan examined the four crucial issues of Salmon recovery. Hydro power, habitat, harvest and hatcheries. This becomes the acronym the “4-H’s” of Salmon recovery. Also she spoke about the importance of gathering local scientists to work with the TRT in developing population viability criteria and delisting goals.

Subbasin Planning Update

Mark Wachtel with WDFW provided a status update on Sub Basin Planning, which is a comprehensive watershed-by-watershed approach to develop management plans for terrestrial and aquatic species affected by the construction and operations of the Snake River hydroelectric facilities. Subbasin Planning is occurring within the Snake River Region in the Asotin subbasin, the Lower Snake River subbasin, the Tucannon and the Walla Walla subbasin. Subbasin Planning is an effort requested and funded by the Power and Conservation Council (BPA). Actions identified in the management plan to mitigate these impacts are eligible for BPA funding. Actions are identified through assessment of the current conditions. One analytical tool used to assess (diagnosis) the problem and treat the problem is EDT (Ecosystem Diagnosis and Treatment).

Then he spoke on how they try to analyze where to get the most bang for the buck by using the following three step process.

- 1 Assessment (EDT)
- 2 Inventory (what projects have been done and what projects are planned)
- 3 Management Plan (what strategies result in protection and/or restoration of the species)

Don Scheibe questioned why the Asotin Creek watershed, 10-Mile, Couse and other Snake River tributaries are included in the Hells Canyon plan when they lie in Washington. Hells Canyon subbasin planning is being lead by the Nez Perce Tribe. He believes that Asotin Creek is being covered by Hells Canyon. Steve will investigate and report back at the next Board meeting.

Dick Jones requested a cheat sheet for all the acronyms that are being thrown around.

Action Items:

Regarding the by-laws and the recent difficulty the Board has had with reaching a quorum a suggestion was made to change the requirements for a quorum to simply the number of members that show up at an announced Board meeting. The bylaws indicate as written that a quorum is one more than 50% of the number of voting members. Currently, a quorum is achieved when 11 of the 21 voting members are present. Steve mentioned in talking to the Attorney General's office in Olympia that they look for 51% in a legislative body. Since at this time we are not a legislative or government entity it was agreed to change the by-laws to require at least 8 members present to achieve a quorum. A Board member suggested that if a board member misses three meeting in a row they become and inactive member and the appointing entity needs to appoint a new person to that seat.

As an alternative to making decisions based on consensus (all members in agreement) Steve suggested using Robert's Rules of Order. After discussion, it was agreed that these Rules could not be administered properly unless someone was an expert on the Rules. Board Member Jones clarified to Steve that what he would like to see is just a simple show of hands when action is requested and a majority of votes voting yes would pass the motion. So, if 8 constitutes a quorum, then 2/3 of 8 (6 yes votes) would result in

approval of a motion. Steve will change the by laws to reflect decision making changing from consensus to a majority with actual record of votes reported in the minutes.

It was discussed to set up an annual calendar of the Salmon Board meetings.

Starting in November, Board meetings will occur on the third Tuesday of the month. Schedule to follow. Also it was noted that the chair has the right to call special meetings.

The board returned to the question of how to manage non-responsive board members who have missed three meetings in a row. The suggestion came up the each county or tribes governing body needed to be contacted and a replacement needed to be suggested.

Steve/Juli will send out the revised bylaws ten days in advance of the next meeting. Dick Jones requested that the line in the bylaws "full board" was unclear and it was suggested that it should just read "board".

Steve then proceeded to explain the budget proposal for the next budget period. Using a power point, he explained the major components of the budget; salaries, contractors, Fiscal Service, and employment overhead. Megan Stewart explained to the board, the ACCD's desire to be released as the fiscal service provider. This is because the level of funding for the Salmon Recovery Project will cause them to be subject to a federal audit and they do not have the time to dedicate to this effort considering all of the other projects they are leading in Asotin County. The work load and auditing requirements are overloading their department and they would like to avoid this. Steve will meet with the Columbia County Commissioners to discuss transferring the contract from the ACCD to the Columbia County Commissioners. There is not enough time now to develop the familiarity between the Commissioners, the IAC and the Board necessary for the Columbia County Commissioners to be the grant applicant. The ACCD will be the grant applicant effective October 01, 2003 with the intent of transferring the grant to another entity, preferably to Columbia County.

The meeting minutes from tonight need to be sent to all board members within the next seven days.

Proposed job descriptions and pay rate were presented to the Board. Currently, the Board is a committee and is not structured to have employees. Therefore, the Manager/Director and staff are actually independent contractors working off of an approved scope of work. This arrangement will continue with the next grant until such time the Board becomes a quasi governmental organization, a branch of Columbia County or a business organization. The Board reviewed the job descriptions and pay rate noting that the Director/Manager position is paid very well. Steve noted that the \$100,000 proposed by the budget subcommittee is based on a contractor, not a public employee and that if the position was converted to public employee that the salary would be roughly \$70,000 which is about the same as a county engineer. He emphasized that this is a 21-month contract and that it will be difficult to recruit a qualified person and have them move to the area for any less than this amount considering the money is gone in less than 2-years. Steve will request the GSRO to develop a list of jobs including descriptions and pay rate, similar to this position to present to the Board. The budget subcommittee will review proposed job descriptions and pay rate for the Director and Assistant positions after the budget is allocated by vote of the Board.

Since the grant period expires in one week (September 30) and a bi-annual contract needs to be developed by October 15 between the ACCD and the IAC (Interagency Committee for Outdoor Recreation), the budget allotment proposed by the budget committee needs approved at an early October Board meeting. Steve noted that with the budget as it sets right now there are no monies available for paying him after September 30. Although the current grant expires September 30, the next grant can cover expenditures back to October 01 as long as the contract is developed by October 15.

At this point the next Board Meeting was set up for the 8th of October at 7pm. The agenda is as follows.

- 1 Review and approval of the September 2003 Bylaws, which cover the quorum issues and decision making requirements.
- 2 Review and approve 2003-2005 budget distribution for salmon recovery planning.

It was suggested that Rob Caldwell be a presenter for the November Board meeting.