



SNAKE RIVER SALMON RECOVERY BOARD
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Snake River Salmon Recovery Board Meeting Minutes October 8, 2003

Board Members Present: Don Scheibe, Dick Jones, Ed Schultz, Jay Holzmilller, Butch Klaveano, Les Wigen, Eric Myers, Dick Ducharme

Board Members Present Via Phone: Cathy LaRoque, Paul Kraynak, Emmit Taylor, Stuart Durfee, Jed Volkman

Others: Steve Martin, Bradley Johnson, Del Groat, Terry Bruegman, Victoria Leuba, Juli Post

Steve verified the quorum, 13 members present at the time the quorum was reviewed.

Review and Approval of September 2003 Bylaws

Items presented to the board for vote:

- Reduce the number needed for a quorum from 11 to 8 members
- Change from consensus decision making to a vote (Yay or Nay.)

Steve at this point reviewed some of the concerns voiced by members of the board, including concern that the bylaws refer to absentee members in regards to an annual calendar and in another location in regards to consecutive meetings. The discussion between board members settled around whether it was three consecutive meetings or three meetings in the calendar year. The conclusion was that the bylaws should reference three meetings in a calendar year but that the absent member may, at the discretion of the appointing entity, be replaced. The bylaws will be changed to reflect this.

Stuart Durfee had a question about viva voce, Steve clarified by describing viva voce as just a yay or nay voiced vote. Emmit Taylor wants the bylaws to clearly state that a dissenting opinion would be listed in the minutes in addition to the vote. Steve assured him that it would.

Emmitt requested that the Draft Mission Statement reflect that we were using all plans equally including tribal plans. Dick Jones believes that listing what documents we would be using ties us down and that we shouldn't make the Mission Statement so specific. Dick Ducharme was of the opinion that the second section shouldn't be more than a basic Mission Statement. Jed Volkman voiced that the more groups that endorse our plan the more support and ability to implement.

Discussion then came up that the Mission Statement really doesn't belong in the bylaws. It was suggested that it become its own document.

Agreement was made to remove section two from the bylaws. The mission statement will be developed as a stand-alone document.

Suggestion to have Steve research what constitutes (in-person or via telephone) attendance and report back at the next meeting.

Change all mentions of chairman to co-chair in the bylaws.

Define salmon as “all salmonids listed as threatened under the Endangered Species act, which includes spring/summer Chinook salmon, fall Chinook salmon, summer steelhead trout and bull trout”

Ed Schultz was concerned that by having co-chair it dilutes the position. That no one person actually feels responsible for the meeting. It was agreed to maintain co-chairmen.

Discussion ensued about the conference call; Les Wigen asked why he didn't get the option to call in. Paul Kraynak suggested that the meeting needed to move from location to location to be fair to all members. Les Wigen stated that he was against the conference call. Dick Ducharme suggested that when the meeting agenda is of a time critical nature that maybe we should use telephone polling of the board members to ratify specific actions that need to occur. Another suggestion was to provide for special meetings. It was agreed that future use of conference calling will be extremely limited and used only in emergency situations as determined by the co-chairs. No change to the by-laws at this time. If the need arises to address emergency situations, the bylaws will be changed at such time.

The board again revisited the issue of verbiage in the bylaws. Emmit Taylor wanted the bylaws to include the wording, State, Federal, Tribal and Local governments. The more groups that endorse the plan the more power it has. Discussion ensued of what it means if we fail to get endorsement. Dick Ducharme suggested that the local and tribal were at the “Table”. Therefore their endorsement is already occurring via the planning process.

There was a question regarding the role of the lead entity in salmon recovery planning and if the lead entity represented all 5 counties.

Steve will develop a one-page paper describing the role of the Lead Entity and its relationship to salmon recovery planning.

It was agreed that the plan should state that its objective is to have the plan endorsed by local, state, Tribal and Federal governments.

It was suggested that the plans scope includes broad goals. Jed Volkman made the point that some junctures the state and tribes may not agree and that it is part of the recovery process.

Motion was made to provisionally accept the bylaws with all the changes that had been suggested. Ed Schultz - Moved, Don Scheibe - Seconded. Motion Carried.
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Budget Allocation

As the Lead Entity Bradley Johnson described the apportioned parts of the budget as described in the pie chart and table for the period of October 1, 2003 to September 30, 2004 document.

Motion was made to accept the October 1, 2003 to September 30, 2004 Budget. Ed Schultz - Moved, Don Scheibe - Seconded. Motion Carried.

Terry Bruegman pointed out that the grant was divided in half and the second portion of the contract would be over a 9 month period. In the second “half” there will be proportionally more budget for contractors than “staff”, travel, office goods and supplies, and fiscal services.

The board then discussed the contract with Martin Consulting for a total cost of \$104,000 for the period of October 1, 2003 through September 30, 2004 and it accepted and approved Jay Holzmilller - Moved, Don Scheibe - Seconded. Motion Carried.

Annual Calendar

Steve asked the board if setting up an annual meeting calendar for the third Tuesday of each month would work for all board members. Discussion ensued with there being a conflict for Dick Ducharme. The annual calendar discussion was tabled until the next board meeting, to try to come up with a solution for the conflict.

The next Salmon Recovery Board meeting is scheduled for Tuesday, November 18, 2003 at 7pm. It was also mentioned that if we need to deviate from the annual meeting calendar that we need to announce the board meetings 24 hours in advance of the next meeting to comply with the Public Meeting Act.

A question came up about the budget transferring to Columbia County from Asotin. It was mentioned that that would be able to occur.

Snake River Salmon Recovery Plan Outline

Steve discussed the Snake River Salmon Recovery Plan Outline that Brad Johnson and he took to Olympia for review by the Governor’s Salmon office. He pointed out that they were pleased that the dollar figures estimated in the plan in terms of cost were higher than the numbers that were coming from the consultants for the jobs. Steve explained that this outline will become the backbone of the recovery plan, be used to develop the contract between the IAC and the ACCD, and be utilized to structure all policy that comes out of this board.

Administrative Assistant Position

Steve explained that the job of administrative assistant would need to go out to bid. It was hoped that the Administrative Assistant job could be an employee of Martin Consulting but because the Admin. Asst. salary would be another \$25,000 it would be above the 10% increase allowed for Martin Consulting’s contract to continue, therefore the Admin. Asst. job would need to go out to bid. Jay Holzmilller voiced concern about the Admin. Asst. position being a contract person, that it wouldn’t be a clear the chain of command. After further discussion it was decided that a Request For Professional Services would be issued to solicit consultants for the job of Administrative Assistant based on the job description presented at the September Board meeting.. Further, it was agreed that the ACCD could advertise for and select a consultant for this “position” and that the Board would be notified of the ACCD’s decision at the next Board meeting.

Teleconference

A discussion about the efficacy of the conference call was held. It was agreed in this situation where action had to be taken on urgent issues that the conference call worked acceptably. However, in the future, it was agreed that conference calls would be used on an extremely rare basis. Such emergency uses of conference calls will be determined by the co- chairman..

Snake River Salmon Recovery Board Web Page Review

Finally, we reviewed the web page in real time to look at all the features that were provided and what would be nice additions to the page. The Board liked the appearance of the web page and would like to suggest additions to whomever the Board selects as the web page contractor in the future.