

# UCSRB Board Meeting Minutes

Thursday, June 17, 2004

9:00 am to 4:00 pm

@ City of East Wenatchee Council Chambers

271 Ninth Street NE

East Wenatchee, WA 98802

(509) 884-9515

**Board Members Present:** Paul Ward, Yakama Nation  
Ron Walter, Chelan County  
Julie Dagnon on behalf of Craig Vejraska, Okanogan County  
Mary Hunt, Douglas County

**Others present:** Denny Rohr, UCSRB Facilitator; Chuck Jones, Douglas County;  
Raven McShane, NPPC; Dick Nason, UCSRB Staff Coordinator; Mike Kaputa, Chelan County;  
Dennis Beich, Washington Department of Fish and Wildlife

## Action Items:

1. **Ron** felt it would be appropriate for the UCSRB to draft a letter supporting the WSAC to put pressure on NPCC (in regards to funding projects sooner, rather than later).
2. **Denny** to try and get a lunch or dinner meeting set up with both **Karier** and **Cassidy**. BOD and staff will be invited. **Denny** will work on this and get back to the BOD.
3. **Denny** to contact **Sandy** regarding Action Item lists and putting them in a "per person" format
4. **Sandy** to format Action Items into a per person format as soon as possible and distribute to all
5. Budget "breakdown needed" should be rectified prior to the July BOD meeting.
6. **Sandy** to mail RTT Review letter to **Bob Bugert** and confirm with Board and Staff
7. Staff to work with BioAnalysts and Jones and Stokes to develop a statement of work that will identify tasks to be delivered, a timeframe for those deliverables, and a budget
8. RE: BioAnalysts SOW and Jones & Stokes SOW: RRS will have the scope of work and budget complete by July 09, 2004, or **Dick** will report to the BOD why the scope of work and budget is not complete
9. Once staff has reached consensus on the statement of work - **Dick** to facilitate a contract between with BioAnalysts and RC&D and Jones & Stokes and RC&D
10. Counties to get together and ensure that Jones and Stokes will have enough information so that the meeting on June 23, 2004 would go smoothly. The needs between the counties should be identified prior to the meeting particularly about the integration of the BioAnalysts and Jones and Stokes work.
11. NPCC Response Loop and Funding Review:
  - a. Board/Staff encouraged to begin negotiation process and scope of work, would be great to have contract in place when August gets here
  - b. **Dick** will call **Tony** and figure out what they need
12. RE: Hot Spots issues: **Dennis**: discussed that the date fell through for today and they are looking for a date for a conference call to set another date for the workshop. He is going to work and try to set a date on or very close to BOD meetings. Dennis will stay in touch with Denny re possibly doing in coordination with BOD meetings when possible.

## **Action Items (continued):**

13. **Sandy** to find new meeting location for Board meeting on July 22, 2004

**Regular Meeting Call to Order:** **Paul** called the meeting to order at 9:11am.

### **I. Welcome and Introductions (Paul Ward, Chair, and Denny Rohr, Facilitator)**

**Julie** mentioned that **Craig** would not attend today's meeting because of a family medical situation and that he had given **Julie** his vote for today's meeting.

### **II. Meeting Agenda Review (Ward)**

Two agenda items were added.

- **Ron** expressed that he wanted to discuss the lunch meeting that he had yesterday (June 16, 2004; Upper Columbia presentation to the NPCC ISRP and ISAB) with **Tony Grover** of NPCC.
- **Ron** expressed to **Tony** that there should be money available to do projects in the very near future to reward our constituency for their efforts in developing the subbasin plans.
- In addition, **Ron** discussed that he would rather see BPA funds go directly to regional boards versus to the State.
- Further discussion (1:40 PM)
- **Ron** reiterated points that he mentioned earlier.
- In addition, **Ron** said that **Tony** mentioned that he had been talking with **Paul Parker** of WSAC (Washington State Association of Counties).
- **Ron** also expressed that he felt it would be appropriate for the UCSRB to draft a letter supporting this thought as well.
- **Denny** counseled to talk with **Karier** – engage in the process. He felt that even though we don't know where it is going to go we would at least know what is going on by communicating with NPCC representatives and staff.
- **Dick** reminded the BOD that we have two NPCC members in the State, not just **Karier**. The July NPCC meeting will be in Spokane. **Denny** is going to try and get a lunch or dinner meeting set up with both **Karier** and **Cassidy**. BOD and staff will be invited. **Denny** will work on this and get back to the BOD.
  
- **Denny** requested an executive session with the Board members at the end of the meeting.

### **III. Review/Approval Meeting Minutes (Ward)**

- A. April 22, 2004 Board Meeting
- B. May 7, 2004 Board Conference Call
- C. May 17, 2004 Board Conference Call

**Ron** moved to approve the April 22, 2004, May 7, 2004 and May 17, 2004 meeting minutes. **Mary** seconded the motion and the motion was passed.

#### **IV. Review of Outstanding Action Items (Rohr)**

- **Dick** brought up the item that **Jay Kehne** brought up regarding the by-laws of the UCSRB. **Jay** mentioned at the June RRS meeting that a committee of the RC&D can not have their own by-laws, they could only use RC&D's by-laws. Discussion about just changing the name of the UCSRB's by-laws to governing rules or rules of the committee.
- Bonneville Environmental Foundation – **Ron** asked about the pilot project that is being proposed

*Julie moved that **Denny** get with **Sandy** when she returns from vacation next week and then compile the action item lists per person. **Ron** seconded, motion passed.*

#### **V. Budget Review (Ward)**

- **Dick** reviewed the budget. He pointed out the portion of the budget that the breakdown was needed. He said that **Sandy** and he worked on getting that clarified of which **Sandy** did most of the work on the document. He believed that this should be rectified prior to the July BOD meeting.

### **BOARD ACTION**

#### **VI. Consideration of Board Letter to RTT re: “RTT Review of Recovery Plan Products” (Ward)**

***Ron** moved and **Mary** seconded the signature of the RTT Review letter. The motion passed. (**Paul** signed the letter during the meeting.)*

#### **VII. Consideration of Board Approval of Staff Recommendation for Proceeding with Recovery Planning as Outlined in the Synopsis Paper (Synopsis Paper to be delivered to Board for Review by June 10<sup>th</sup>) (Ward)**

- **Dick** reviewed the synopsis paper and the process in developing that paper (RRS meeting, **Dick** wrote, then discussed with the Tribes and got their concurrence since they were not present when the remaining RRS developed this synopsis paper). No motion required for this agenda item. Agenda items VIII and VIX will implement the synopsis paper.

#### **VIII. Consideration of Board Approval on hiring Primary Contractor to perform Biological Tasks [contractor to take lead on hydro, hatcheries and harvest (task 1), and assisting Policy Contractor with habitat work (task 2)] (Ward)**

- **Dick** discussed the work that BioAnalysts would do as recommended by RRS. The three “H” work, writing general introductory information, developing the Table of Contents (using the State's regional salmon recovery plan model, NOAA Fisheries's proposed table of contents and **Keith Wolf's** proposed table of contents.), and the initial habitat work (using the subbasin plans identifying priority areas and limiting factors).

**VIII. Consideration of Board Approval on hiring Primary Contractor to perform Biological Tasks [contractor to take lead on hydro, hatcheries and harvest (task 1), and assisting Policy Contractor with habitat work (task 2)] (Ward) (continued)**

- **Paul** expressed his concern about developing the portion of the regional salmon recovery plan for the three “H”s that are not Habitat. He wondered why we should even address this since we have no control over those three “H”s. **Dick** responded that he believes that nobody would disagree with him (RRS) however we are contractually obligated to complete that portion of the plan. **Dick** estimated that the portion of the plan addressing the three “H”s would probably be approximately 40-50 pages. **Paul** concluded that he really didn’t have any problems with the work on the other three “H”s as long as it didn’t distract focus on the Habitat “H” and didn’t utilize a lot of budget. **Dick** didn’t think that the three “H” contract not be very large however the Habitat work that BioAnalysts would be completing would be larger.
- **Mary** moved and **Julie** seconded (on behalf of **Craig**) the Board to authorize staff to work with BioAnalysts to develop a statement of work that will identify tasks to be delivered, a timeframe for those deliverables, and a budget. RRS will have the scope of work and budget complete by July 09, 2004, or **Dick** will report to the BOD why the scope of work and budget is not complete. Once staff has reached consensus on the statement of work, **Mary** further moved and **Julie** seconded (on behalf of **Craig**) the Board authorize **Dick** to facilitate a contract between with BioAnalysts and RC&D. The motion passed.

***Mary** moved and **Julie** seconded (on behalf of **Craig**) the Board authorize staff to work with BioAnalysts to develop a statement of work that will identify tasks to be delivered, a timeframe for those deliverables, and a budget*

*Once staff has reached consensus on the statement of work, **Mary** further moved and **Julie** seconded (on behalf of **Craig**) the Board authorize **Dick** to facilitate a contract between with BioAnalysts and RC&D. The motion passed.*

**IX. Consideration of Board Approval on Hiring Policy/Economic Contractors to Assist Counties with Background Information needed for Recovery Planning (Ward)**

- **Mary** moved and **Julie** seconded (on behalf of **Craig**) the Board authorize staff to work with Jones and Stokes to develop a statement of work that will identify tasks to be delivered, a timeframe for those deliverables, and a budget. RRS will have the scope of work and budget complete by July 09, 2004, or **Dick** will report to the BOD why the scope of work and budget is not complete. Once staff has reached consensus on the statement of work, **Mary** further moved and **Julie** seconded (on behalf of **Craig**) the Board authorize **Dick** to facilitate a contract between with Jones and Stokes and RC&D. The motion passed.
- **Dick** requested that the counties get together and ensure that Jones and Stokes would have enough information so that the meeting on June 23, 2004 would go smoothly. The needs between the counties should be identified prior to the meeting particularly about the integration of the BioAnalysts and Jones and Stokes work.

***Mary** moved and **Julie** seconded (on behalf of **Craig**) the Board authorize staff to work with Jones and Stokes to develop a statement of work that will identify tasks to be delivered, a timeframe for those deliverables, and a budget.*

Once staff has reached consensus on the statement of work, **Mary** further moved and **Julie** seconded (on behalf of **Craig**) the Board authorize **Dick** to facilitate a contract between with Jones and Stokes and RC&D. The motion passed.

## **BOARD DISCUSSION ITEMS**

### **X. Jeff Breckel, LCSRB Executive Director: Inclusion of Socio/Economic/Policy planning into the Recovery Plan (invited: pending) (Ward)**

- **Jeff** was unable to attend but is tentatively scheduled to come present at the BOD's July meeting. **Denny** brought it up that the Board needed to determine when the July BOD meeting will be so that **Jeff** can be invited.
- BOD meeting date – brief discussion about why changed from the third Thursday to the fourth Thursday. Next UCSRB BOD meeting will be July 22, 2004.
- **Jeff** will be coming on July 27, 2004 to give a presentation to the UCSRB BOD; try and schedule him for the afternoon so that perhaps **Ron** can attend since he stops picking cherries around 12 noon.
- July 27, 2004 is **Chuck Jones's** Birthday

### **XI. Recovery Planning Review and Update (Staff)**

- **Schedules and Planning**
  - **Dick** reviewed the dates and workplan that RRS agreed to at this week's staff meeting. This will be outlined in the RRS meeting minutes that will be provided to the BOD.

### **XII. Subbasin Planning Review and Update (Staff)**

#### **a. May 28<sup>th</sup> Deadline**

#### **b. Future Schedule: Planning Review and Update**

#### **c. ISRP Review: June 16<sup>th</sup> Meeting in Wenatchee**

- **Dick** provided the update. We made it!
- Future schedule: May 28 – June 04 reviewed the subbasin plans to ensure that the documents were complete.
- Went out for ISRP and public review until August 12, 2004. Then all of the comments will be sent to the subbasin planners (**Tony Grover** will be the coordinator between central staff and subbasin coordinators)
- August 12 – October 31, 2004. NPCC vote to have as draft amendments then 30 day comment period on the draft amendments.
- Adopt about ½ in December 2004 meeting and the remaining ½ January 2005.

#### **d. Response Loop and Funding Review**

- NPCC enter with RC&D into a L2 type contract for a set amount. It would be up to the UCSRB BOD in allocating the dollars through out the Upper Columbia subbasins.
- **Raven McShane**: Encouraged us to start negotiation process and scope of work, great to have contract in place when August gets here.
- **Dick** will call **Tony** and figure out what they need.

### **XIII. Review and Discussion of Current UCSRB Bylaws (Ward/Rohr)**

- Review and discussion did not occur.

#### **XIV. Discussion/Review of Future “Hot Spot” Workshops (Beich, Bugert)**

- **Dennis** discussed that the date fell through for today and they are looking for a date for a conference call to set another date for the workshop. He is going to work and try to set a date on or very close to BOD meetings.

#### **XV. Presentation of Colville Hatchery Management Plan (Peone)**

- **Joe** was not present at the meeting so therefore did not provide a presentation to the Board.

#### **XVI. Staff Report (Nason)**

- **Dick** did not provide a formal staff report since we had been addressing issues of the RRS through out the meeting.

#### **XVII. RTT Report (Bugert)**

- **Bob Bugert** was on vacation so there was not an RTT report provided.

#### **XVIII. General Report/Discussion (Rohr)**

- None

#### **XIX. Other (Ward)**

- After lunch, **Paul** provided **Ron** with a plaque in appreciation of **Ron’s** chairmanship of the UCSRB in the 2003 calendar year.
- **Chuck** requested BOD direction on press releases so far as consistency of message sent. **Ron** stated that if there was anything in a press release about Chelan County that is should be reviewed by Chelan County staff – i.e. **Mike Kaputa**.
- **Dennis** announced that the Salmon Summit scheduled August 03 was cancelled because **Bob Lohn** was not able to make the Summit. The Summit topic was going to be transitioning from subbasin planning into regional salmon recovery planning. They are looking to reschedule the Summit probably sometime in September – October with the topic of ESA assurances.
- **Dick** updated the BOD about the development of an UCSRB website. (Refer to RRS meeting minutes.) **Dick** will let **Denny** know if it needs to be on the next BOD meeting agenda.

#### **GENERAL DISCUSSION**

#### **XX. Public Comment (Ward)**

- None

#### **XXI. Next Regular Board Meeting (Ward)**

- July 22, 2004 10:00 AM – 4:00 PM

**Paul** adjourned the regular meeting at 2:25pm

Executive Session

## Summary of Motions

**Ron** moved to approve the April 22, 2004, May 7, 2004 and May 17, 2004 meeting minutes. **Mary** seconded the motion and the motion was passed.

**Julie** moved that **Denny** get with **Sandy** when she returns from vacation next week and then compile the action item lists per person. **Ron** seconded, motion passed.

**Ron** moved and **Mary** seconded the signature of the RTT Review letter. The motion passed. (**Paul** signed the letter during the meeting.)

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Once staff has reached consensus on the statement of work, **Mary** further moved and **Julie** seconded (on behalf of **Craig**) the Board authorize **Dick** to facilitate a contract between with BioAnalysts and RC&D. The motion passed.

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