



## **UCSRB MEETING**

Campbell's Resort  
Stehekin Room  
104 West Woodin Avenue  
Chelan, WA 98816

Friday, June 6, 2008  
10:00 AM – 12:00 PM

## **MEETING MINUTES**

### **Board Members Present:**

Paul Ward, UCSRB Chair, Yakama Nation  
Bud Hover, Okanogan County  
Bill Towey, Colville Confederated Tribes  
Ron Walter, Chelan County  
Mary Hunt, Douglas County

Julie Morgan, UCSRB Executive Director  
Derek Van Marter, UCSRB Associate Director  
James R. White, UCSRB Data Steward  
Barbara Carrillo, UCSRB Administrative Assistant

**Others Present:** Casey Baldwin, WDFW and RTT Chair; Char Beam, Okanogan County; Ken Bevis, WDFW; Lee Carlson, Yakama Nation; Kathleen Deason, Foster Creek Conservation District; Chuck Jones, Alliance Consulting Group for Douglas County; Mike Kaputa, Chelan County; Keith Kutchins, Colville Confederated Tribes; Jennifer Molesworth, USBR; Kris Petersen, NMFS; and Kate Terrell, USFWS and RTT Vice Chair

1. Staff will continue to work on a timeline and next steps for All-H integration, UCSRF, report card and Champion recruitment. ☑
2. Staff will work with NOAA and Peven Consulting to establish a product timeline for a funding needs assessment, data gap prioritization and the All-H report card template. ☑
3. Staff will work on the 2008-2009 Work Plan and incorporate workload, FTE's and UCSRB roles and responsibilities. Julie, Derek and staff will report back to the Board at a future UCSRB meeting. ☑
4. Staff will proceed to work with the IT, WAT's, staff sub group and other agencies to begin the Upper Columbia Funding Coordination initiative. ☑
5. Regarding the funding recovery plan implementation RFP, staff will work on convening the UCSRB Executive Committee to assist in getting a funding gap placeholder in the state budget. ☑

**The meeting was called to order at 10:05 AM by Chair Paul Ward.**

### **Welcome and Introductions (Paul Ward).**

Paul welcomed everyone to the meeting.

### **1. Approval of Board Meeting Minutes (Ward)**

Paul asked for approval of the April 24, 2008 Board meeting minutes.

Ron Walter made a motion to approve the UCSRB meeting minutes from April 24, 2008 and Bud seconded the motion. The motion was approved.

### **2. Management, Logistics, and Updates (Morgan)**

#### **Calendar of topics for upcoming UCSRB Meetings:**

- Julie summarized agenda topics for the upcoming summer UCSRB meetings. The Board discussed the agenda items, and revised some to fit the summer and fall UCSRB meeting schedule. Bill suggested canceling the June 26<sup>th</sup> UCSRB and to move those agenda items to the July 24<sup>th</sup> meeting.
- Budget Update: Julie presented the most recent UCSRB budget report.

Bill Towe made a motion to cancel the UCSRB meeting on June 26<sup>th</sup> and move the agenda items to the July 24<sup>th</sup> meeting, motion was seconded and everyone approved. The motion passed.

### **3. Renew Contract for UC RTT Chair (Morgan and Baldwin)**

Julie presented the proposed contract renewal for the UC RTT Chair to the group. She asked for approval for the scope of work, budget and contract renewal.

Bud Hover made a motion to approve the scope of work, budget and contract renewal for the UC RTT Chair and Mary seconded the motion. The motion was approved.

### **4. UCSRB Executive and Finance Committee Formation (Morgan)**

Julie presented draft charters for a UCSRB Finance Committee and a UCSRB Executive Committee to the group for their approval. After a brief discussion and some minor edits to the draft charters, Paul asked for a motion to approve the Finance Committee. He also asked for members. Bud and Ron volunteered.

Bud Hover made a motion to approve and adopt the UCSRB Executive and Finance Committee Charters as edited, motion was seconded and everyone approved. The motion passed.

### **5. Summary of Key Topics from UCSRB Retreat (Carlson)**

#### **All-H Integration/Coordination and Policy Forum (Kutchins):**

- Keith Kutchins summarized the key discussion items from the Board retreat regarding All-H integration/coordination specifically reviewing Section 1 of his UCSRB All-H Integration discussion summary:
  - 1) Continue step-wise progression of discovery, understanding, communication and coordination;
  - 2) Continue one-on-one discussion with decision makers;
  - 3) Establish an Upper Columbia Salmon Recovery Forum (UCSRF).
- Keith then summarized the key concepts made by the board at the retreat in regards to Section 3, the Initiation of an UCSRF:
  - 1) Continue development of the first Upper Columbia Tributary habitat “report card”;
  - 2) The staff will provide the Board with a draft template for an All-H “report card” and get specific feedback;

- 3) Write a letter informing the principles of partner organizations in the other H sectors of the Board's intent to develop the UCSRF, the reason why; and an update of the Board's actions to compile an annual tributary habitat progress report; request cooperation and assistance in compiling similar information from their sectors for sharing and coordination. The letter will also request an assignment of point people from each agency for this assistance.
- 4) Establish timelines

Regarding the formation of the Upper Columbia Salmon Recovery Forum (UCSRF), Ron noted that he would like to see a timeline developed for the above process as well as the addition of the Governor's Office and legislative representatives to get them into the discussions as early as possible.

Julie then addressed the topic of recruiting "champions" of salmon recovery. She proposed that staff look more closely at the makeup of the UCSRF. Julie also mentioned that it might be possible to combine the All-H forum and Champion forum to create a more diverse roster. Julie and staff will continue to research the composition and roster of the forum delegation as the dialog and process continues.



Julie asked for approval of the 1<sup>st</sup> and 3<sup>rd</sup> sections of the All-H Integration and Upper Columbia Salmon Recovery Forum Summary of Action as outlined above.

Bud motioned to approve the first and third sections of the All-H Integration and Upper Columbia Salmon Recovery Forum Summary of Action outline and the motion was seconded. The motion passed.

**Funding Needs Assessment, All-H Report Card, Data Gap Analysis Proposal (Morgan)**

To assist in the implementation of the Upper Columbia Salmon and Steelhead Recovery Plan, Julie briefed the group regarding a funding needs assessment, an All-H report card template and data gap prioritization proposal between the UCSRB and Peven Consulting, Inc (via NOAA). The Board agreed with the scope of work outlined by Julie with the addition of establishing a product timeline and due dates with NOAA and Peven Consulting.

**2008 Board Roles and Responsibilities (Van Marter)**

Derek reviewed the brainstorming session by the Board at the retreat and the final list of 2008 Board roles and responsibilities that were agreed upon by the group to assist in the implementation of the recovery plan. Derek asked for a motion to approve the roles and responsibilities as outlined by the board and permission to develop a work plan. The final list of board commitments includes the following:

- Continue to support local grassroots effort of implementation and decision making.
- Recruit "champions" for successful recovery.
- Expand and diversify funding base for projects.
- Press for coordinated implementation; public relations.

Bud Hover motioned to approve the UCSRB 2008 Roles and Responsibilities List and for permission to develop a work plan and Bill seconded the motion. The motion passed.

### **UCSRB 2008-2009 Work Plan (Morgan)**

Julie asked for approval to implement the UCSRB 2008-2009 Work Plan as presented at the Board retreat. The Board approved with the additions of incorporating staff workload, FTE's and roles and responsibilities. Julie will present revisions to the Board at a future UCSRB meeting. ✓

### **Upper Columbia Funding Coordination (Carlson)**

Lee asked for approval for the Upper Columbia Funding Coordination Proposal and for approval to proceed outlining an initial process to coordinate agencies and groups. Lee asked for approval for staff to work with the IT, WATs, staff sub group and others. Lee also noted that a process will be presented at the September 9<sup>th</sup> Implementation Team meeting. ✓

Ron Walter motioned to approve the UCSRB Upper Columbia Funding Coordination Proposal and Bud seconded the motion. The motion passed.

### **Funding Recovery Plan Implementation (Morgan)**

Julie asked for approval to pursue a comprehensive funding approach through a Needs Assessment and present a request for proposals (RFP) to the Board for approval. Ron suggested, in preparing the RFP, that a funding gap placeholder should be established and that the original 2009 budget request should be used as a baseline to establish that placeholder. ✓

Bud motioned to approve the Funding Recovery Plan RFP Needs Assessment and the motion was seconded. The motion passed.

### **Public Comment**

There were no public comments.

### **Adjourn Meeting**

Paul thanked everyone for attending and adjourned the meeting at 11:39 a.m.

### **Summary of Motions**

*Ron Walter made a motion to approve the UCSRB meeting minutes from April 24, 2008 and Bud seconded the motion. The motion was approved.*

*Bill Towey made a motion to cancel the UCSRB meeting on June 26<sup>th</sup> and move the agenda items to the July 24<sup>th</sup> meeting and Ron seconded the motion. The motion passed.*

*Bud Hover made a motion to approve the scope of work, budget and contract renewal for the UC RTT Chair and Mary seconded the motion. The motion was approved.*

*Bud Hover made a motion to approve and adopt the UCSRB Executive and Finance Committee Charters as edited and everyone approved. The motion passed.*

*Bud motioned to approve the first and third sections of the All-H Integration and Upper Columbia Salmon Recovery Forum Summary of Action outline and the motion was seconded. The motion passed.*

*Bud Hover motioned to approve the UCSRB 2008 Roles and Responsibilities List and for permission to develop a work plan and Bill seconded the motion. The motion passed.*

*Ron Walter motioned to approve the UCSRB Funding Coordination Proposal and Bud seconded the motion. The motion passed.*

*Bud motioned to approve the Funding Recovery Plan RFP Needs Assessment and the motion was seconded. The motion passed.*

BHC