



YAKIMA BASIN
FISH AND WILDLIFE
RECOVERY BOARD

Minutes of the 5/30/2012 Board of Directors Meeting

Members Present: Dave Brown (City of Yakima), Leo Bowman (Benton County), Paul Ward & Dave Fast (Yakama Nation), Scott Hamilton (City of Prosser), John Hubbard (City of Kennewick), Mike Leita & Terry Keenhan (Yakima County), Nancy Lillquist (City of Ellensburg), Jay McGowan (City of Cle Elum), Obie O'Brien (Kittitas County), and Dan Olson (City of Union Gap)

Staff Present: Alex Conley (Executive Director), Yuki Reiss (Recovery Coordinator), Heather Hadsel (Operations Manager)

Guests Present: Phil Rockefeller (Northwest Power & Conservation Council), Jeff Tayer (WDFW), Raquel Crosier (NPCC), Stacy Horton (NPCC), David Child (YB Joint Board) Marie Cobb (Intera Inc), and Jen Scott (WA Department of Fish and Wildlife).

Presentation and Discussion on Our Role in Columbia Basin Salmon Recovery

Phil Rockefeller, Governor's representative on the Washington Salmon Recovery Funding Board and the Northwest Power and Conservation Council, thanked the Board and Yakama Nation for the tour of the Basin. He was impressed with the collaboration and partnerships in our region and felt that the YBFWRB and other Washington recovery boards are a good model for the rest of the region to follow. The board members described the process for the creation of the recovery board and the challenges that it overcame.

1) Welcome, Introductions & Approval of Minutes

Nancy called the business meeting to order at 2:00 p.m. After introductions, the Board reviewed the agenda, minutes from the March 29 Board meeting, and the notes of the May 17 Executive Committee meeting. The minutes were approved as submitted with the support of all present.

2) Board Correspondence and Announcements

The Board briefly reviewed official correspondence received and sent by the YBFWRB since the last meeting. They discussed a letter received from the Yakima-Tieton Irrigation District on May 7, announcing a public meeting on June 5 to seek input on restoration efforts for ESA listed steelhead and other fish species in Cowiche Creek.

3) Board of Directors Membership

The current membership of the Board of Directors was reviewed, and no changes were proposed. Leo Bowman noted that he will retire at the end of his term in January, and his replacement will be announced at that time. The Board noted that if changes were proposed, the Board of Directors would ask the member Governments from Kittitas, Yakima, and Benton counties work together to determine the representation from each of their respective counties. The board approved the Board of Directors membership as presented.

4) Officer Elections

The Board reviewed the current officers (Nancy Lillquist as Chair, Mike Leita as Vice-President and Treasurer, Dan Olson as Secretary). All were nominated to continue to serve in their current positions; no other nominations were received. The board approved the slate of officers as presented.

The Board also confirmed Leo Bowman and Paul Ward as the at-large members of the Executive Committee positions. Leo Bowman will retire at the end of his term, and his replacement will be discussed at that time. It was mentioned that past chairs should have an automatic position on the Executive Committee, but that that could be done as a matter of Board practice, and did not require a change of the bylaws. Nancy Lillquist noted that she intends to step down as Chair on June 30, 2013.

5) Registered Agent

The Board of Directors reconfirmed Alex Conley's designation as the Registered Agent for the Board.

6) Staff Evaluations & Compensation Adjustments

The Executive Director and the Executive Committee worked together to complete staff evaluations prior to the Board meeting so that compensation adjustments could be included in the FY13 budget for approval. The Executive Committee approved a cost-of-living increase of 1% and individually-determined 1-2% merit increases. The Board of Directors reviewed the process used, and acknowledged that by accepting the proposed budget as presented, they would be confirming these compensation adjustments.

7) Revised FY13 Work Plan and Budget

The Board reviewed the revised FY13 Work Plan and Budget. John Hubbard asked that a table of acronyms be provided as part of the work plan and noted that he would provide a list of minor grammatical edits. There was a discussion of the relationship between the Board and the Yakima Tributary Access and Habitat Program; members asked staff to set up a presentation on the program as part of a future meeting. The Work Plan and Budget were approved by the Board as presented, with the provision for minor grammatical corrections.

8) Current Committee Memberships

The Technical Advisory Group (TAG) membership is full, while the Citizen's Committee has openings for two members representing Benton County. The Board of Directors confirmed the current membership and encourages Benton County members to work with staff to fill remaining vacancies. Mike Leita asked that Board members be informed if any committee members in their respective jurisdictions are not active and engaged.

9) Lead Entity Manual Conflict of Interest Language

At the last Board meeting, revised language for a TAG/CC Conflict of Interest policy developed with committee input was presented, but the final language had not been reviewed by the TAG and CC. The Board asked that the committees be given an opportunity to review the language before approval. The TAG and CC have reviewed the policy since the last Board meeting, and no additional changes were recommended. The Board approved the Conflict of Interest Form as presented and directed staff to update the Lead Entity manual to include the new language.

10) Recovery Coordinator Contract

Yuki Reiss, our current Recovery Coordinator, will be completing some work for the Board as a contractor while she takes a one year absence from her position. Alex noted that he and Yuki are working to finalize the proposed contract. The deliverables will be clearly demarcated and matched to the work plan. Scott Hamilton asked whether or not the state requires a bidding process. Alex Conley noted that our contracts with RCO simply require us to follow our organizational policies, but that he would confirm that we were meeting any other requirements. The Board of Directors was asked to delegate authority to approve the contract to the Executive Committee, as it would need to be approved prior to the next Board meeting. The Board approved the delegation to the Executive Committee with support of all present.

11) FY13 Board Meeting Schedule

A proposed FY13 Board Meeting schedule was presented for the Board's approval. Meetings are to be on:

- a. August 16, 2012
- b. October 11, 2012
- c. January 10, 2013
- d. March 14, 2013
- e. May 30, 2013

Meetings will take place at the YBFWRB office from 2:00-4:00 p.m. The Board approved the schedule as presented. Heather Hadsel will send electronic calendar notices to participants.

12) Bylaws

The Board was asked if any members would like to propose changes to the Bylaws. At this time, no changes were offered; though it was noted that a list of possible changes should be maintained for future consideration.

Program Updates

A handout with a list of SRFB Proposals and the Grant Review Schedule was provided to all present. Site visits will take place June 4-6 and board members are invited to attend.

An Outreach Plan is being drafted with all staff input. A survey will be sent to board members and partners to receive input on direction and implementation. A draft outreach plan will be provided by the October Board meeting. Leo Bowman said that the Tri-City Herald editorial board would like to hear a 30-60 minute success story and see an Annual Report of measurable successes. Leo Bowman can help set a meeting when that is ready. It was suggested to touch base with Brian Cochran from the Regional Stormwater Policy Group, who is working through their outreach plan, to take an inventory of local outreach activities.

13) Financial Reports

The Board approved the financials as presented with the support of all present.

14) Board Member Certification Form

Every year the Board members are required to re-sign the Board Representative Certification Conflict of Interest Declaration and were provided in participants packets. Board members were asked to forward the signed copies to Heather Hadsel.

15) Other

The Board would like to have a presentation by the Yakima Tributary Access Habitat Program (YTAHP) at a future meeting. The Kittitas County Shoreline Master Plan is underway. Alex Conley asked to be added to their contact list.

16) Public Comment

No public comment was received. The meeting was adjourned at 3:45 p.m.