

Yakima Basin Fish & Wildlife Recovery Board of Directors

DRAFT MINUTES FOR MAY 24th, 2006 MEETING

The meeting was held 6:30 – 8:30 pm at the Board Offices, 106 South 2nd, Selah WA.

Board of Directors Members and Alternates Present: Nancy Aldrich (City of West Richland), Matt Bleich (City of West Richland), Dave Bowen (Kittitas County), Leo Bowman (Benton County), Lloyd Carnahan (Benton City), Morgan Everett (City of Prosser), Mike Leita (Yakima County), Nancy Lillquist (City of Ellensburg), Neil McClure (City of Yakima), Phil Mees (Benton County), Bryan Robinson (Benton City), Paul Ward (Yakama Nation),

Staff Present: Alex Conley (YBFWRB Executive Director)

Other Attendees: Betsy Bloomfield (TNC), Lynn Hatcher (NOAA), Terry Keenhan (Yakima County), Jim Milton (Tri-County Water Resources Agency), Patty Smith (BPA), Frank Sweet (City of Selah), Mike Tobin (North Yakima Conservation District), & Richard Visser (WDFW).

After introductions and confirmation of a quorum, the meeting agenda was reviewed and adopted (motion made by Paul Ward, seconded by Nancy Lillquist). Draft minutes of the 4-5-06 meeting of the Board were adopted (motion made by Leo Bowman, seconded by Nancy Lillquist).

Old Business:

1) Status of BPA project prioritization process

Richard Visser and Alex Conley updated the Board of Directors on the process developed by the Board to provide a local review of Yakima Basin proposals for 2007-9 BPA funding, as per the Northwest Power & Conservation Council's request. Richard explained that 30 projects will be reviewed over the course of a 2.5 day workshop. The meeting handouts included a schedule of these presentations, to be given June 5th & 6th. The Board's existing Technical Advisory Group (TAG) will serve as the review board, and will apply a set of criteria that is currently being developed. Projects will be ranked in one of three categories:

1. Meets Subbasin Plan Priorities and should be funded now,
2. Meets Meets Subbasin Plan Priorities but should be funded in later rounds, or
3. Does not meet the intent of the Subbasin Plan and should not be funded.

Comments that are made by the group in the course of the review will be submitted to NPCC along with documentation of how we did the review. Richard noted that total funding requests for Yakima Basin projects ranges between \$19 and \$27 million per year, of which ~\$17 million is for ongoing projects and up to \$9.5 million is for new projects. BPA expects to have ~\$9.7 million available each year, so funding requested far outreaches funding available.

2) Columbia River Power System Biological Opinion Remand Status

Alex explained that Dave Lind led the effort to take the actions from the Yakima Recovery Plan and put them in the spreadsheet format being used to prepare the Biological Opinion. This spreadsheet has been submitted to NOAA and is being incorporated into the Collaborative Process. NOAA will provide the estimates of benefits that the local team was not comfortable specifying. Alex also brought up concerns that had been raised that some of the draft language

in the Biological Opinion did not accurately represent the Yakima Basin Recovery Plan, and promised to follow up and keep the Board informed.

3) NOAA Recovery plan revisions

Lynn Hatcher of NOAA Fisheries described the status of NOAA's Mid-Columbia Steelhead Recovery Plan and provided a handout explaining the schedule for its completion. The Yakima Basin Recovery Plan and the NOAA-issued Supplement to the Plan were announced in the Federal Register on May 3rd. NOAA is taking public comment on these documents until July 2nd. Alex provided copies of the supplement. Lynn has met with Alex, David Bowen and members of the technical team to review how the Board would participate in developing NOAA's proposed revisions to the plan. The Board directed Alex to convene and chair a technical team to work with NOAA and any consultants to be hired by NOAA or the Board (with approval by the executive committee). NOAA would like to have a final plan endorsed by both the YBFWRB and NOAA. The Board agreed the staff and technical team will draft proposed changes to the plan and bring them to the full board for review. Minor edits that don't change the substance of the plan can be made to the original plan; substantive changes would be issued and reviewed as a supplement so public review on the original plan does not need to be redone.

4) Future Meeting Dates

In discussing how to review the proposed Recovery Plan revisions, the Board set the following dates for future meetings: June 29th, at 6:30 pm, July 12th (tentative) & August 18th (Annual Meeting in Cle Elum, in the morning)

5) Update on Lead Entity activities

a) Status of discussion with Klickitat County

Richard Visser and David Bowen updated the Board on ongoing discussions with Klickitat County about working together as the Mid-Columbia Region in the Salmon Recovery Board (SRF Board) project review process. Klickitat prefers submitting separate project lists to the SRF Board and then dividing money between them based on an allocation agreed to by the Klickitat and Yakima Lead Entities. The Board reviewed the five possible allocation formulas developed by Visser and all supported the option based on dividing an 8% allocation in half and then allocating the additional 2% to the Yakima, as per discussions in the Council of Regions. The Board then discussed the SRF Board's push towards regionalization, and the widespread frustration with the process.

b) Process/timeline for requesting proposals

Frank Sweet presented the draft schedule for the 2006 SRF Board project Review Process. Nancy Aldrich would like every city and county to be notified when applications are available.

c) TAG Status

Richard Visser reported that Scott Nicolai and Gary Toretta will no longer be participating in the Technical Advisory Group, and that David Lind (Yakama Nation), Yuki Reese (Wenatchee National Forest) and Anna Leal (Kittitas Conservation District) have been added to the group. Richard would like to add someone with a water rights back ground; Stan Isle can't do it this cycle but could join after Jan 1. Matt Bleich volunteered to help Richard identify potential TAG members from Benton County.

Nancy Lillquist asked how conflicts of interest were dealt with on the TAG. Richard explained that when a member is associated with a project under review, they are available for questions, but do not vote on that project and are asked not to participate in the evaluation of that project.

5) Establishment of the Executive Board

The Board authorized convening the executive committee as per the by-laws, to meet as needed in person or by phone and to communicate via email as appropriate.

New Business:

1) AmeriCorp Proposal

Bob Tuck (Yakima Basin Environmental Program) and Frank Sweet of (City of Selah) submitted an application for an AmeriCorps volunteer on behalf of the Yakima Basin Fish & Wildlife Recovery Board. The Board can pull this application at anytime. If the proposal goes ahead and is approved, it would require a \$5,000 commitment from the Board. The Board agreed to review the proposal and the associated budget request at the June meeting.

2) Update on close out of Yakima County Contract with IAC/GSRO

All parties have been working together to close out Yakima County's contract with the Governor's Salmon Recovery Board, which covered expense up through April 30th. Yakima County requested board approval to pay the final legal bills. A motion was made by Leo Bowman to request Yakima County to pay \$15,660.47 to cover remaining unpaid legal costs to Foster Pepper. The motion was seconded by Neil McClure and carried as proposed. The new Board's IAC/GSRO contract is already in place. We anticipate rolling over \$5,477 from the old contract to the new contract.

3) Update on close out of City of Selah Contract with Fish and Wildlife

The City of Selah is working with WDFW to pay bills and close out the existing Lead Entity contract with the Department of Fish & Wildlife. There will be no rollover to the new contract between WDFW and the Yakima Basin Fish & Wildlife Recovery Board. The current office lease will expire June 30th, and Alex is exploring options, both with the owners of the current facility and at alternate locations. Alex is talking with WDFW about drafting a new contract which will be effective July 1st.

4) Status report on Dunau, Yakama Nation and Benton County Contracts

The final \$6,500 contract with Dunau Associates has been finalized and \$3,500 has been spent, leaving approximately \$3,000 available for use between now and August 30th. At this time neither Alex nor Andy Dunau expect to use this remaining balance. Dunau Associates will also be reimbursed the cost of the hard drive and newspaper announcements that were purchased on behalf of the Board. The Yakama Nation is currently reviewing the draft contract with the Board to cover time spent by David Lind on the recovery planning process through August 30th. A draft of the contract with Benton County for personnel time through August 30th is currently out for legal and commissioner review in Benton County. Phil Mees and Alex will work together to determine how the work covered by this contract will be executed. Mike Leita requested that all contracts let by the Board be reviewed at the next meeting, and the Board concurred.

5) Community Salmon Fund Project Solicitation Process

Alex and Frank Sweet updated the Board on the Community Salmon Fund, a partnership between the SRF Board and the National Fish & Wildlife Foundation. The Board agreed to sponsor a \$100,000 grant program in the Yakima Basin, identified fall or winter as the preferred time period, set \$30,000 as the maximum grant size, and agreed to convene an ad-hoc committee from Technical Advisory Group and Citizen Committee members to review project proposals. Alex will communicate this information to the program sponsors.

6) Coordinator hiring process

Alex noted that 20 applications were received for the Administrative Coordinator vacancy and that the pool includes a number of well-qualified candidates. The board referred the selection to Alex, with the assistance of the Executive Committee. Leo Bowman asked to review the list of candidates by e-mail. Neil McClure and David Bowen volunteered to sit on the interview panel.

7) Schedule for Work Plan Development

Alex presented a summary of what needs to be done by the August Annual Meeting to finalize a Board Work Plan and Budget. Alex requested that Board Members provide feedback on the initial work plan outline. The Board requested that dates be put on work plan elements whenever possible. Drafts will be available at the June and July meetings.

8) Public announcement of Board formation

Phil Mees has written a draft public announcement of the Board's formation. Alex would like to hold off releasing it until we have a definite office location. The Board suggested making the announcement in conjunction with the August annual meeting.

General Updates:

1) Status of ILA agreements and Selection of Board of Directors Representatives

Of 24 cities identified in the Basin, 18 have signed the InterLocal Agreement. Alex and interested Board members will work together to visit the ones that have not yet signed. These include Harrah, Tieton, Toppenish, Zillah, Mabton, and Kittitas. The Kittitas Council of Governments will select one of the three volunteers as the Kittitas County small city representative to the Board of Directors at its next meeting.

2) Board Incorporation Status

David Bowen reported that our filing as a corporation with the Secretary of State is complete. Filing with the IRS as a 501-c3 needs to be initiated

3) Finances and Accounting

Alex described his intent to utilize QuickBooks to track Board finances and work with an accountant who can provide regular reviews and required tax documents. David Bowen recommended an accountant in Ellensburg; no other recommendations were given. Alex will arrange a meeting with him. Alex also noted the need for the Board to develop a system of internal controls to govern how Board funds are managed.

4) Web Page Status

Publicizing the Board website has been put on hold until it can be brought up to date. Mees expressed that the importance of the website as an outreach tool can not be overemphasized.