



## Minutes of the January 20, 2021 Board of Directors Meeting

*As approved by the Board on March 24, 2021*

*Meeting held from 2 pm to 4 pm via GoToMeeting web conference*

### **Present:**

**Directors and Alternates:** Arden Thomas (Kittitas County), Jay McGowan (City of Cle Elum), Adam Fyall and Will McKay (Benton County), Richard Bloom (City of West Richland), Steve Becken (City of Prosser), Jonalee Squeochs (Yakama Nation), Troy Havens (Yakima County), Dave Brown (City of Yakima), Julie Schilling (City of Union Gap), Nancy Lillquist (City of Ellensburg),

**Staff:** Alex Conley (Executive Director), Tricia Snyder (Lead Entity Coordinator)

**Others Present:** Lance Hoyt (City of Toppenish) and Marcella Appel (Benton Conservation District)

The business meeting of the Board was called to order at 2:00 pm.

### **1) Approval of Agenda and Minutes**

Chair Adam Fyall called the business meeting to order and the attendees introduced themselves.

The Board reviewed the meeting agenda and the draft minutes for the 10/07/2020 Board Meeting. The draft minutes were moved for approval by Nancy, seconded by Jay, and approved by all present.

### **2) Board Announcements, Updates, and Correspondence:**

- A. Tricia updated the Board on the 2021 Eastern WA Riparian Planting Symposium, which will be held as a virtual event February 24-25, 2021. Because of record fundraising in 2020, the symposium will be offered with no registration fee to increase accessibility.
- B. Alex noted that the Mid-Columbia Fisheries Enhancement Group has ended its sublease of office space from the YBFWRB in November, and that the Board has let go of the extra space we had secured for them.
- C. Alex noted the 2020 Financial Statement and IRS 990 approved in October are all filed and posted.
- D. Alex reviewed correspondence with the Board, which included the YBFWRB October letter to the Governor and OFM on budget requests, a response from OFM, and two grant support letters prepared by Alex.

### **3) Staff Changes**

Alex reminded the Board this would be Tricia's last Board meeting. He has split her position into two and included some extra elements in each to make a full-time Lead Entity Coordinator position and a full-time Operations and Outreach Manager position. He asked for recommended changes to the job description. Troy noted there were a few grammatical errors that he would send to Alex. Julie motioned to approve pending minor grammatical clean-up and an expanded description of part-

time remote work options, Richard seconded, and both position descriptions were approved by all present.

Board members thanked Tricia for her years of dedicated work for the Board and wished her luck in her new endeavors.

#### **4) Legislative Outreach**

Tricia and Julie gave an update on legislative outreach. Julie has taken the lead on securing appointments with senators and representatives and will let Tricia and Alex know what, if any, assistance is needed. She noted that we will need to send any materials ahead of time. Members discussed format and participation for the proposed virtual visits.

Alex reviewed the draft letter to state legislators prepared by the Executive Committee and asked for input on specific budget items. The Board agreed that supporting \$40 million for RCO in the Governor's budget and \$70 million request for Floodplains by Design is appropriate. Dave moved to approve the letter, Richard seconded, and the letter was approved by all present.

#### **5) Lead Entity Program**

Tricia reviewed the process for the 2021 grant round and requested approval of the 2021 Request for Proposals (RFP), included in the Board materials. Julie moved to approve, seconded by Troy, and the RFP was approved by all present.

Tricia reviewed the proposed changes to the Lead Entity manual with the Board, which included:

- Minor language edits and clean-up
- Added categories to TAG qualitative evaluation form for purposes of CC evaluation
- Clarified "do not fund" versus "defer" statuses
- Updated TAG Focus Projects for 2021
- Merged duplicative SARM questions
- Clarified guidance language for SARM
- Added language specific to screening projects in SARM guidance
- Updated the CC score range
- Clarified TAG versus CC roles
- Edited guidance for multiple questions in CC matrix guidance
- Removed questions in the CC matrix with TAG overlap
  - Cost/ benefit
  - Timeliness of project
  - Certainty of success

Dave noted that there was an error in the Table of Contents. Julie moved to approve the Lead Entity Manual as presented, noting minor grammatical clean-up suggested, Jonalee seconded and the manual was approved by all present.

Tricia reminded the Board there are a number of vacancies on the Citizen Committee. There is currently one vacancy for Benton County, one for Yakima County, and three for Yakama Nation. The March meeting is really the last time we can bring new members on, while still giving them enough time to actively participate in the grant round.

Tricia also updated the Board on the almost complete project 2020 booklet update and the Habitat Project Outreach Booklet, which is undergoing its final round of graphic design and proofing; the final will be presented at the March Board meeting.

## **6) Recovery Program**

Alex updated the Board on plans for ramping up to a recovery plan update in 2021 and the status of recovery program budgets.

Alex reviewed a funding agreement with Benton County Conservation District (BCD) that would support water star grass control pilots in the Lower Yakima and allow for the completion of an inventory of existing water quality monitoring work and key data gaps. Marcella noted BCD has already approved the agreement. Dave motioned to approve as presented, Richard seconded, and the agreement was approved by all present.

Alex updated the Board on the ongoing partnership between the YBFWRB and Yakama Nation to update the Satus and Toppenish Steelhead Population information and actions from the 2009 Yakima Steelhead Recovery Plan. The Board was in strong agreement with where this is headed and noted that approval of the final agreement was delegated to the Executive Committee at the October Board meeting.

Alex updated the Board on a proposed joint contract with the Snake River Salmon Recovery Board to update and prioritize fish passage barriers in both regions using a method piloted by the Upper Columbia Salmon Recovery Board. Alex noted that he would like to issue this as a sole source contract. The model was developed by Aspect Consulting and from an efficiency standpoint it makes sense to utilize the same contractor the UCSRB used to develop the model, rather than adding development of the model to an RFP. The Board had some discussion on this and agreed it was an appropriate path forward. Alex requested that authority to approve a sole source contract with Aspect Consulting and an associated partner agreement with SRSRB be delegated to the Executive Committee. Richard moved to approve delegation to the Executive Committee for both agreements, Jay seconded, and the motion was approved by all present.

## **7) Board Logistics**

Alex reminded the Board the quarterly financial reports were included in the Board materials.

Alex noted the next Board meeting would be held virtually on March 24<sup>th</sup> but he is still hoping the May 19 meeting may be in person, along with the August 4<sup>th</sup> annual meeting and site tour of the Lower Yakima Basin.

## **8) Public Comment**

No public comment was received.

The meeting was adjourned at 4:00pm.