



Minutes of the January 18, 2018 Board of Directors Meeting

As Approved by the Board of Directors on 3/15/2018

Meeting held from Noon to 4 pm at the YBFWRB Office

Members Present:

Adam Fyall (Benton County), David Fast (Yakama Nation), Terry Keenhan (Yakima County), Bob Elder (City of Prosser), Carmen Mendez and Dave Brown (City of Yakima), and Jay McGowan (City of Cle Elum)

By phone: Nancy Lillquist (City of Ellensburg)

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

Others Present: Jeff Tayer (WDFW), Richard Visser (BOR), Heather Simmons (Ecology) and Ken Tolonen.

The meeting commenced with introductions and networking, followed a work session focused on reviewing the Board's role in Bull Trout Recovery coordination. Alex led a brief review of the timeline for Bull trout recovery planning and the Board's evolving role, and Jeff Tayer gave an update on how bull trout fit into the Yakima Basin Integrated Plan. Richard Visser and Dave Fast discussed their efforts to develop a new bull trout program to be funded by Reclamation and Ecology implemented by the Yakama Nation. Board members and partners discussed the value of the Board's contributions, and noted the need to secure dedicated funding to convene the Yakima Bull Trout Working Group and update the Yakima Bull Trout Action Plan. Board members also expressed support for staff's efforts to open up a statewide discussion about Bull Trout recovery plan implementation and funding.

The business meeting of the Board was called to order at 2:15 pm.

1) Approval of Agenda and Minutes

Vice Chair Adam Fyall opened the meeting and all present introduced themselves. The Board reviewed the meeting agenda and the draft minutes for the 10/12/2017 Board of Directors meeting. *The 10/12/2017 minutes and the agenda were approved as submitted with consent of all present.*

2) Announcements and Correspondence

Alex updated the Board on the **status of the state capital budget and the Board's operating contract** with RCO. He noted that additional funding had been added to the contract that would carry the Board through June at a reduced operating level.

Heather Simmons of the Department of Ecology gave the Board an **update on the Eastern Washington Riparian Planting Symposium** planned for March 8th. The Board is a cosponsor.

Alex noted that Jason McCormick's work with local partners and the state Fish Barrier Removal Board had resulted in an **award (pending capital budget approval) of \$770,472 to the Kittitas County Conservation District for a project on Coleman Creek**. He also noted that the **grant proposal to the National Fish and Wildlife Foundation** for funding to complete fish passage surveys of Forest Service roads on the Cle Elum Ranger District that Ashton prepared while working for us was approved for full funding (\$31,791).

Alex noted several **upcoming retirements** and circulated a flyer on Eric Anderson's retirement party.

Thank you cards for committee members and recently-departed staff were circulated for signatures.

The Board briefly reviewed the correspondence received and sent since the last Board meeting, including a support letter from the Board for a Yakama Nation funding proposal to BIA for monitoring equipment in Taneum Creek, and letters to the Board from the Cities of Prosser and Toppenish relating to representation on the Board.

3) Board Membership Updates

The Board reviewed the City of Toppenish's Resolution requesting to join the Board and authorizing signature of the Interlocal Agreement creating the Board. *The Board moved to accept the City of Toppenish as a member of the Yakima Basin Fish and Wildlife Recovery Board, and the motion was approved based on the consensus of all present.*

Carmen Mendez was introduced as the new representative from the City of Yakima; Dave Brown will continue to serve as the alternate for the City of Yakima.

The Board reviewed the current status of the Board of Directors, Officers and the Executive Committee, and agreed that all vacancies created when Dan Olson stepped down from representing the City of Union Gap should be filled as part of the regular annual process, with notice to go out to all Yakima County member cities about the Board of Directors vacancy and decisions to be made at the June annual meeting.

4) Lead Entity Program

October Site Tour and Updated Project Booklet: Tricia updated the Board on the successful October 31, 2017 tour of completed SRFB projects and handed out copies of the just-updated 2018 Yakima Basin SRFB Projects Booklet.

2017 Yakima Basin SRFB Grant Round: Tricia updated the Board on the status of the 2017 grant round. Our ranked project list was approved by the SRFB in December but funded projects cannot go into contract until the state's Capital Budget is approved.

2018 SRFB Grant Round: Tricia updated the board on the post-grant round review and proposed changes for 2018. The main changes are to switch the order of sponsor presentations and the field visits, and to make several updates to the TAG Focus Actions list. The Board reviewed the proposed grant round schedule and the updated Lead Entity Manual. *A motion to approve the 2018 Lead Entity Schedule and Manual as presented was made by Jay McGowan and seconded by Terry Keenhan. The motion passed with the consent of all present.* Tricia noted that an updated Citizen Committee review form and guidance may be presented to the Board for approval in March.

Grant Review Committee Status: The Board reviewed the status of the Technical Advisory Group and the Citizen Committee and highlighted the vacancies for citizen representatives from the Yakama Nation and Benton County.

BLM Contract Update: Tricia updated the Board on our two contracts with the BLM, and noted that the MOA with Mid-Columbia Fisheries for vegetation management planning on BLM lands near Ringer Loop was being finalized, but that the scope and cost of possible contracts to evaluate the feasibility of the proposed groundwater-fed constructed side channels was still being determined.

5) Recovery Program Topics

Yakima Bull Trout Action Plan 2017 Actions Update: Alex presented the 2017 BTAP Actions update that was approved by the Yakima Bull Trout Working Group (BTWG) at its December meeting. Alex noted that this product was a result of the hard work of Cassandra Weekes and the BTWG, and represents collaborative recovery planning at its best. *A motion to approve the 2017 BTAP Actions as presented was made by Jay McGowan and seconded by David Fast. The motion passed with the consent of all present.*

Recovery Program Work Plan Update: The Board reviewed the handout summarizing the status of different work products identified in the Recovery Planning section of the Board's work plan and discussed their relationship to current staff and funding levels.

6) Communications Updates

The Board reviewed the final formatted **2018 Communication Plan**. *A motion to approve the 2018 Communications Plan was made by Carmen Mendez and seconded by Jay McGowan. The motion passed with the consent of all present.*

Tricia walked the Board through the short-term **Board Communications Work Plan**, which sets the timeline and priority for implementing items identified in the Communications Plan. She noted that several items, such as the October project tour and the SRFB Project Booklet, have been completed,

and others are in progress. *A motion to approve the Communications Work Plan was made by David Fast and seconded by David Brown. The motion passed with the consent of all present.*

7) State and Federal Policy Update

The Board briefly reviewed the state of the State Capital budget and the federal Continuing Resolution. No bills were highlighted for Board attention.

8) Board Logistics

Alex noted that staff are preparing to interview Operations Manager candidates, and invited any interested Board members to participate.

The Board reviewed the **proposed changes to Board policies on the use of sick leave, recognition for staff and volunteers, and health benefit coverage**. After discussion, the Board asked Alex to strike the six month requirement from the definition of a domestic partner in the proposed sick leave policy and revise the health insurance benefit policy to indicate that for employees who work at least 20, but below 30 hours per week, the Board will pay 90% of the employee's premium, but would not contribute towards the premium of any dependents. *The Board moved to approve the proposed changes as revised, and directed staff to update the Personnel and Operations Manuals accordingly.*

The Board reviewed the **proposed extension to our office lease**, the associated amendment to add Suite #270 to our office, and the proposed MOA with Mid-Columbia Fisheries allowing them to sublet Suite #270. *A motion to approve all three of these documents as presented was made by David Fast and seconded by Jay McGowan. The motion passed with the consent of all present.*

The Board reviewed the schedule for **upcoming Board meetings**, and discussed the agenda for the March 15th pre-meeting lunch and work session with representatives of the US Forest Service. The Board discussed potential conflict with the Thursdays work sessions, and directed staff to complete a doodle poll to see if Wednesdays would work better for future meetings.

Alex noted that hard copies of the FY 2017 Audit and Fincial Statement and the 2016 990 IRS Form that were approved at the October meeting are available for interested Board members.

9) Public comment: No public comment was received. The meeting was adjourned at 4:10 pm