

**YAKIMA SUBBASIN FISH AND WILDLIFE PLANNING
BOARD
(JOINT MEETING WITH SALMON RECOVERY LEAD ENTITY BOARD)**

Draft Meeting Summary

April 5, 2006

3PM – 6PM

Zillah Civic Center

- **Housekeeping Items** – Chairman Leo Bowman
 - Roll call – **quorum** for both Boards was met.
(Also a quorum present for Salmon Recovery Lead Entity Board)
 - It was agreed that Cliff Bennett would provide note taking services for both Boards at this meeting.
 - There were no changes to the agenda.
 - The meeting notes from the February 8, 2006 meeting were reviewed.
 - **Peter Beaudry moved and Mike Leita seconded a motion to approve the meeting notes for February 8, 2006. Motion carried.**

- **Public Comment**
 - No public comments received.

- **Creation of the Yakima Basin Fish and Wildlife Recovery Board**
 - Andy handed out colored stickers as a way of identifying members of each board. Red stickers identified Yakima Subbasin Planning Board, Yellow for Lead Entity, and Green for the expectation of being on the new Board.
 - Identification of entities that have signed the ILA: The spreadsheet presently includes 18 entities and meets the sufficiency requirements as stated in the Bylaws that required 2 cities per county along with each County and the Yakama Nation to be participants.
 - Identification of Board of Directors (need to create 10 member Board)
 - Yakima County - Mike Leita
 - Kittitas County – David Bowen, Darrell Piercy - Alternate
 - Benton County – Leo Bowman, alternate Phil Mees
 - Yakama Nation – Sam Jim Jr., Paul Ward as alternate
 - Benton County cities
 - Mathew Bleich from Richland and Nancy Aldrich as Alternate
 - Bryon Robinson from Benton City and Morgan Everett as alternate.
 - Kittitas County cities
 - Nancy Lillquist from Ellensburg
 - Jeri Porter from Roslyn
 - There will be a COG meeting on April 26, which may change the members.

- Yakima County cities
 - Neil McClure – Yakima
 - Jesse Farias – Wapato
 - Mike Leita indicated that there has been no official notification from the Mayor’s meeting, and suggested that Neil McClure and Jesse Farias be the members at this time. The members can be adjusted later.
- Election of Officers - Andy
 - **Mike Leita nominated David Bowen as Chair. Nancy Aldrich seconded the motion and it was unanimously approved.**
 - **Paul Ward nominated Neil McClure as Vice Chair. Mike Leita seconded the motion. The motion carried.**
 - **Neil McClure nominated Leo Bowman as Secretary. Mike Leita seconded and the motion was carried.**

(At this point in the meeting, David Bowen took over as Chair)

- Andy stated that there is a requirement to appoint someone as the Registered Agent for the Board.
 - **Leo Bowman nominated David Bowen as the Registered Agent. Nancy Lillquist seconded the motion. Motion carried.**
- Review of Bylaws – Andy
 - Mike Leita had some concerns about the size of the technical group which is estimated at 12-15, but after hearing discussion, withdrew his concerns.
 - At the next Board meeting, the board would like to review the technical group listing of members.
 - Leo would like to strike “**up to**” on 9.2.2 relating to the Executive Committee.
 - At the next Board meeting, there is a need to come up with 2 additional members for the Executive Committee.
 - Neil was concerned that the Vice Chair may be required to be the successor to the Chair. It is not mentioned in the Bylaws
 - Made minor changes to 8.4. and 8.1.
 - Paul added statement “An **officer shall not**” to 8.4.
 - David Bowen asked about the annual meeting in August. This meeting was scheduled to fit in with the hiring of the Executive Director and the development of the work plan.
 - 7.2.3C: Change notification to at least a minimum of a 14-day notice.

- Page 11. What about the maximum \$10,000 spending authority for the Executive Director? The proposal to change this limitation to \$5,000 was accepted.
 - **Nancy Lillquist made a motion to adopt the Bylaws. Mike Leita seconded the motion and the motion was approved.**
 - Articles of Incorporation – Andy
 - Made minor changes to Article VI.
 - **Leo Bowman made a motion to accept the Articles of Incorporation. Nancy Lillquist seconded the motion and the motion was approved.**
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- **Yakima Basin Fish and Wildlife Recovery Board Actions**
 - Submit initiating parties to County Auditor
 - **Leo Bowman made a motion that we submit the list of initiating parties to the County Auditors in each County for filing. Paul Ward seconded the motion to file the list of initiating parties and also to file those entities that may be coming in late. The motion passed.**
 - Sign Cover letter for IAC contract and review scope of work
 - **Paul Ward made a motion to sign the letter, sign the contract, and request the cash advance. Leo seconded the motion and the motion passed.**
 - **A motion was made by Paul Ward that the current Lead Entity initiates review of current project requests and keep the new Planning Board updated on the project review when the new Board is in place. The motion was seconded by Nancy Aldrich. Motion carried.**
 - **Nancy Lillquist made a motion to approve the SS-4, Neil McClure seconded the motion and the motion passed.**
 - Offer employment to Executive Director
 - **Nancy Lillquist made a motion to offer employment to Alex Conley. Mike Leita seconded and the motion passed. The proposed start date will be May 15.**
 - Action: Initiate contracts, service and other requirements for new board, bank accounts, payroll, acquire health insurance, purchase notebook computer, establish accounting services, initiate payroll, and contracts with Benton County and Yakama Nation.

- **Leo Bowman made a motion to approve all of these related items. Neil McClure seconded and the motion passed.**

- **Dissolution of Planning and Lead Entity Boards**

- Dissolution of Planning Board - Leo Bowman
 - Leo thanked all of the folks that have been involved in the planning board including Paul Ward, Lynn Hatcher, Phil Miller, Richard Visser, Phil Mees, Joel Freudenthal, Cliff Bennett, Alyce Larson
 - The new board will take over the oversight of the existing contracts.
- **Mike Leita made a motion to approve the dissolution of the planning board. Morgan Everett seconded the motion and the motion was passed.**
- Dissolution of Lead Entity Board - Paul Ward
 - Paul expressed appreciation to Frank Sweet for the work he has done with the Lead Entity Board.
- **Leo Bowman made a motion to dissolve the Lead Entity Board. Nancy Lillquist seconded the motion and the motion passed**

- **Transitional Items**

- Financial statements Budget needs some additional details out –Andy and Cliff to do that.
- Files at Yakima County. Joel indicated that the salmon recovery files have all been boxed up and are ready to give to the new organization. Yakima County is also working on purchasing a hard drive to which all the computer files can be transferred and given to the new entity. Purchasing at Yakima County is having difficulty with the legality of a purchase that will be transferred to another entity.
- Web page: Leo was wondering if we could transfer the web-page over to the new organization. It was agreed to wait until the new Executive Director is in place and then move the web page over to the new entity. Cliff will also send out an e-mail to the distributions lists letting them know that the new organization has been established.
- PIC meeting: Will likely be scheduled for April 21 or April 28.

- **Updates**

- BiOp Remand - Phil Miller
 - Three states, tribes, and feds are working on this. Designation from state and other regions. Needs to be a representative from the

Yakima Basin. Dave Lind and Joel are working on now. Looking at actions to be taken for fish recovery actions. Dave Lind will be working on the technical team on habitat actions.

- Richard Visser: Dave and Joel have been working on it. Dave Lind will be the lead, and Richard and Joel will assist.

➤ **Paul Ward made a motion that Dave Lind will be the contact person for the BiOp Remand process, and will use any other resources that are available until June 30. Leo Bowman seconded the motion and it passed**

- April 6 and 7 state SRF Board meeting
 - Richard Visser and David Bowen will be attending.
 - David Bowen indicated that he will attend many of the League and SRF Board meetings and will be micro managing in the beginning.
 - Leo Bowman - Jim Kramer, Puget Sound director has been calling and would like the new contact
- **Next meeting date**
- The next meeting will be Wednesday May 24th, at 6:00PM and will be at the old Lead Entity office in Selah.

Planning Board Member Attendees

Leo Bowman	Benton County
Paul Ward	Yakama Nation
Mike Leita	Yakima County
Morgan Everett	City of Prosser
Peter Beaudry	City of Kennewick
Nancy Aldrich	City of West Richland
Nancy Lillquist	City of Ellensburg (Conference Phone)
Frank Sweet	City of Selah
Neil McClure	City of Yakima
Jim Restucci	City of Sunnyside
Aubrey Reeves/Dan Olson	City of Union Gap
Ed Revell	City of Richland
Bryan Robinson	Benton City

Other Attendees

David Bowen	Kittitas County
Joel Freudenthal	Yakima County
Phil Mees	Benton County
Richard Visser	WDFW
Terry Keenhan	Yakima County
Andy Dunau	Facilitator

Lynn Hatcher
Phil Miller
Cliff Bennett
Alyce Larson
Dianna Woods
Jim Milton
Jim Esget
Walter Larvick
Mike Tobin
Dave Brown

NOAA Fisheries
GSRO
Yakima County
Yakima County
Yakima County
Tri-County Water Resource Agency
USBR
USBR
North Yakima Conservation District
City of Yakima