



January 11, 2000

TO: Members Management Group

FROM: Brian Allee *Bja*

SUBJECT: Draft Action Notes from the 1/5/2000 MMG Meeting

**MEMBERS MANAGEMENT GROUP MEETING**

**January 5, 2000**

**9:00 a.m. – 12:00 Noon**

**CBFWA Office, Portland, OR**

**DRAFT ACTION NOTES**

Attendees: Robert Matt, Kelly Lillengreen, Ronald Peters, CdAT; Keith Underwood, STI; Bert Bowler, IDFG; Bob Foster, WDFW; John Palensky, NMFS; Susan Barnes, Guy Norman, Ron Boyce, ODFW; Gary James, CTUIR; Theodora Strong, Lynn Hatcher, YIN; Phil Roger, Paul Lumley, CRITFC; Dave Statler, Si Whitman, NPT; Joe Peone, CCT; Brian Lipscomb, Dale Becker, CS&KT; Brian Marotz, MDFWP; Doug Marker, BPA; Neil Ward, Tom Giese, Jann Eckman, Brian Allee, Kathie Titzler, Tom Iverson, CBFWA/F.

By Phone: Mary Verner, STI; Regina Raynor, YIN; Dean Osterman, Ray Entz, KT; Patty O'Toole, CTWSRO, Fred Olney, USFWS; Sue Ireland, KTI; Chad Colter, Keith Kutchins, SBT.

**ITEM 1: Approve Draft Agenda**

Discussion: Per a letter to Brian Allee from Don Sampson, Executive Director of CRITFC, Phil Roger, CRITFC requested that the Conservation Enforcement issue be added to the agenda. Brian Allee requested that under the agenda item "Other Business" the MMG select their next meeting date and place.

**ACTION:** The MMG added “Conservation Enforcement” as Agenda Item 7 and changed Agenda Item 8 “Other Business” to “Next Meeting Date.” Agenda approved as modified.

**ITEM 2: Charter Resolution**

**Discussion:** Jann Eckman reviewed with the MMG the action the Members took on the Charter at their December Members meeting and provided the following update:

- Charter Resolution and referenced Administrative Decisions (87-3, 87-4, 87-5) were emailed/faxed to the CBFWA Members and fish and wildlife managers for review and comment on 12/9/99.
- The Resolution established a Members Management Group (MMG). All functions previously served by the Members Steering Group under Administrative Decision 87-3 and the Liaison Group under Administrative Decision 87-5 are transferred to the MMG. The MMG will be used to advise and assist the Executive Director in carrying out the regular business of the Authority and serve as an Advisory Committee to provide oversight of the Columbia Basin Fish and Wildlife Foundation Board of Directors. The MMG shall also be used to provide direction on urgent issues and identify, as well as attempt to resolve, areas of conflict.
- Members of the MMG shall consist of senior managers active in Columbia Basin management, each appointed by a CBFWA Member if such Member chooses to have representation, and the chairs of the Anadromous Fish Committee, Resident Fish Committee and Wildlife Committee.
- Members need to submit the name of their agency/tribal representative in writing prior to January 31, 2000.
- The Chair of the CBFWA would chair the MMG. In the absence of the Chair, the CBFWA Vice Chair would chair the MMG. Lionel Boyer rotated in to the CBFWA Chair in December and it is IDFG’s turn to be the Vice Chair. Bert Bowler accepted the appointment.
- As per the request of CBFWA Chairman Lionel Boyer at the December Members Meeting, staff is developing an “educational packet” to include a brief history of CBFWA (background and purpose), the decision making process, committee operations, meeting rules of order, roles of chairs and staff facilitators. Staff is working on having a draft, or partial draft, available for review by the February MMG meeting.

**ITEM 3: Subbasin Planning**

**Discussion:** Gary James, Susan Barnes and Tom Iverson presented the draft Subbasin Template Outline, budget and schedule to the MMG. After much discussion, the MMG took the following actions.

- ACTION:
1. a) The MMG approved taking the draft Outline to the NWPPC at their January meeting and discussing it with them.
  - b) The MMG directed the MMG and ad hoc Amendment Committee continue discussions regarding the budget and schedule,
  2. a) The MMG approved seeking approval for the bottom line CBFWA budget including \$857K placeholder for coordination and continued development of subbasin planning.

Caveats on the above actions were:

- The completeness of the deliverables of provincial reviews will depend on the schedule and budget – sliding scale.
- The technical work group is still developing details of the outline – comments are still due through 1/14/00.
- Ask for feedback from the NWPPC.

**ITEM 4: Fish & Wildlife Program Amendment Process**

ACTION: This item was not discussed due to lack of time. A written update will be provided to MMG via email/fax.

**ITEM 5: FY 2000 Budget Allocation**

ACTION: Tom Iverson explained the current allocation proposal and the MMG decided that further discussion in both the subbasin planning group and the MMG was needed.

**ITEM 6: BPA's "Book of Rules"**

Discussion: Doug Marker, BPA, reported on the progress BPA has made defining the policies and procedures for soliciting, contracting and administering Program projects. These policies and procedures are not meant to change existing agreements, but to bring standard practices to setting up budgets, contracts, statements of work, etc. A MMG member asked if this proposal included a formalized dispute resolution process with the BPA COTR. Doug indicated that he hoped to have a defined escalation process to bring more consistency to the process. He stated that the policies and procedures will be proposed to the region and that sign-off will be with whomever is responsible for the procedure. CBFWA can make comments on the proposal through January. MMG members can contact Tom Giese with their comments. Tom Giese will continue to work with BPA in developing the policies and procedures.

**ITEM 7: Conservation Enforcement (CE).**

Discussion: Phil Roger, CRITFC, briefly summarized a letter Don Sampson wrote to Brian Allee requesting assistance in resolving the outstanding issues for two Tribal CE projects that have not yet been funded. Brian indicated that Eric Bloch, NWPPC, wants to set up a meeting of ODFW, CRITFC, NWPPC and any others involved prior to February 1<sup>st</sup>. Brian stated that one of the functions of the MMG is to assist in resolving disputes, so he felt it would be germane for CBFWA to have a group look at this issue.

ACTION: The MMG directed Brian to arrange for a meeting with the parties involved to identify the concerns and potential solutions.

**ITEM 8: Next Meeting**

Discussion: Chairman Chad Colter, SBT, requested that future MMG meetings be held in conjunction with other meetings in order to consolidate the number of trips and travel time. Other MMG members requested that the meeting be a full day, from 9:00 a.m. to 4:00 p.m., as there was not enough time in a half-day meeting to cover all the agenda items.

ACTION: Taking these requests into account, the next MMG meeting will be held in Portland, on February 2<sup>nd</sup>, from 9:00 a.m. until 4:00 p.m., at the CBFWA Office.