



DATE: April 11, 2002
 TO: Members Management Group
 FROM: Lynn Hatcher, Chair *Jann Eckman*
 SUBJECT: MMG Action Notes

**Members Management Meeting
 April 11, 2002
 9:00 a.m. – 3:00 p.m.**

Final Action Notes

Attendees: Lynn Hatcher (YN), Fred Olney (USFWS), John Palensky (NMFS), Paul Lumley, Doug Hatch & Catriona Black (CRITFC), Gary James (CTUIR), Susan Barnes & Ron Boyce (ODFW), Michele DeHart (FPC), and Frank Young, Neil Ward, Tom Iverson, Mary Marvin, Jann Eckman, Kathie Titzler (CBFWA).

By Phone: Amos FirstRaised (BPT), Dave Statler & Keith Lawrence (NPT), Keith Underwood & Mary Verner (STI), Pete Hassemer (IDFG), David Johnson (WDFW), Dave Ward (ODFW), Sue Ireland & Joe Maroney (KTI), Ron Peters (CdA), Ray Entz (KTI), Keith Kutchins & Chad Colter (SBT), Rob Lothrop (CRITFC)

Time Allocation:	Objective 1. FY 2003 Renewal Process	%
	Objective 2. Rolling Province Review and Subbasin Summaries	50%
	Objective 3. FY 2002 Adjustments	50%

ITEM 1: **Within-Year Requests** – Tom Iverson and Neil Ward, CBFWA
 9:00–9:45 am

Discussion: **#199902400** – As per the MMG recommendation at the 3/14/02 MMG meeting, the RFC re-reviewed this project. The RFC recommended the project be denied based on a change of scope and technical concerns. The RFC recommended the project be submitted through the Mainstem/Systemwide Project solicitation; work would likely begin in November 2002.

- ACTION** The MMG accepted the recommendations of the RFC to not fund this project based on change of scope and technical concerns. MMG recommended staff draft a denial letter to the project sponsor explaining the MMG action, and forward that draft to the Members for consent mail approval.
- Discussion: **#199705600** – There is no change in budget, only geographic scope and project name.
- ACTION** The MMG approved the draft letter and recommended forwarding this request to the Members for consent mail approval.
- Discussion: **#199703400** – There was no discussion on this item
- ACTION** The MMG approved forwarding this request to the Members for consent mail approval.
- Discussion: **#200104600** – This was presented at the March AFC meeting; however since it was added to the agenda at the meeting, there was not enough time for the AFC to consider the request so they did not vote on it. CRITFC is seeking MMG approval so the request can be presented to the Council at the May meeting. CRITFC has been working with the tribes to resolve issues regarding this project and to include their input. If there are other concerns, please contact CRITFC to discuss them prior to the 4/23 AFC meeting.
- ACTION** The MMG recommended this project be sent back to the AFC at their 4/23 meeting for consideration. The MMG agreed to hold an emergency MMG conference call at 9:00 a.m. on 4/24 to approve or reject the project.
- ITEM 2:** **Within-Year Review Process** – Neil Ward, CBFWA
- 9:30-10:00 am The guidelines are so general that each committee can interpret and apply them differently. They need to be re-evaluated to standardize the process. Consideration should be given to how allocation decisions will affect out-year budgets and projects. The best calculation at the moment is that the placeholder is comprised of \$13M in capital, and \$10M in expense. Quarterly reviews provide the budgetary information on project savings. A monthly “best-guess” summary would be helpful to the MMG.
- ACTION** MMG recommended the chairs of each committee develop draft guidelines for each committee to review. Joe Maroney, Dave Statler and Gary James, working with Neil and Tom Iverson, will work on developing guidelines to standardize the process of handling placeholder funds
- ITEM 3:** **Mainstem and Systemwide Province Solicitation** – Tom Iverson, CBFWA
- 10:00-10:30 am Tom has received no comments, which would appear to indicate no desire to limit solicitations. No formal request was made, so a formal response does not seem necessary. John Palensky said that BPA had

indicated that it felt CBFWA was failing in regard to providing guidance to BPA on the solicitation process. He has developed a response that indicates no desire to limit solicitations.

ACTION Tom Iverson will present an informal response via phone call to Dan Daily and Kim Fodrea indicating there is no desire to limit solicitations, and explaining that with the work load and effort required to provide guidance, a formal request would be more appropriate than an informal request.

ITEM 4: **CBFWA Project Review Process for the Columbia Cascade, Lower Columbia and Columbia Estuary Provinces** - John Palensky, NMFS
10:45-11:12 am

Discussion: John wanted to discuss the CBFWA review process – seems that everything is high priority. CBFWA does the technical and management review; perhaps another cut is needed to further refine the projects. Perhaps a numerical ranking on criteria.

(item discussion will continue after Item 8)

ITEM 8: **Middle and Upper Snake River Provinces Letter of Request for Additional Fish and Wildlife Program Funds** – Neil Ward, CBFWA
11:12–11:17 am

Smaller provinces need additional funds.

ACTION MMG recommended Neil draft up an issue paper and pass to the within year group. A draft letter will be presented to the MMG at the next meeting.

Item 4 con't. The Members need to give serious thought about how project reviews are accomplished. The High Priority designation should not change. A decision of “urgent” for high priority projects may be helpful, although the group was reminded not to disregard the long-term impacts of an “urgent” label might have on other projects.
11:17-11:50 am

It was suggested that perhaps the unallocated placeholder money could be divided among the “poor” provinces. The MMG may want to request use of these funds. In order to make decisions, the MMG needs an accurate accounting of the current budget status.

ACTION The MMG recommended staff put a “Budget Review” item on the next MMG agenda.

ITEM 5: **FPC Oversight Board** – Rob Lothrop, CRITFC

11:50 am –
12:05 pm A trial period with the Oversight Board could be considered. CRITFC has requested a meeting with Frank Cassidy to determine the “agenda” for a Council board and the role of the FPC. It may be possible for Mr. Cassidy to meet with CRITFC on 4/18 so that he can share the Council’s expectations of the new board. The present board of directors will remain active during the trial period of the new board. This item will be brought up again at the next MMG meeting in May.

ITEM 6: NWPPC Meeting Update – Tom Iverson, CBFWA

1:00-1:45 pm

Discussion: Tom received a few comments from the Blue Mountain and Mountain Snake provinces. In a draft letter dated April 8, he reviewed the issues that appeared to require comment; however, at this point, he felt that there was no longer a need to make the comments. The MMG agreed that he did not need to spend any more time on this issue. No action was taken and the item was dropped.

Tom reported the following actions taken by the Council:

- Echo Meadow: has gone to the ISRP and if they approve it, it will be funded.
- Duncan Creek: received full Council approval
- Westland: received Council approval
- Cottonwoods: not approved

The Council continued to move forward with their version of the FPC Oversight Board. Several nominations have been received. The Council believes the “old board” is no longer in existence. A Council member stated that the reason a new board was created was because the old board had become an advocate for fish and balance needed to be re-established.

Tom asked that everyone respond to the new Kempton/Bloch memo regarding the project submission implementation process. All comments will be presented to the Council in a CBFWA letter.

ITEM 7: Subbasin Planning and M&E Workshop – Frank Young, CBFWA

1:45 – 2:12 pm

Discussion: Frank asked members to review agenda and provide feedback. He encouraged participation by all MMG members and requested their assistance in assuring that the appropriate experts in their agencies attend also. Some members stated that there is confusion over the purpose of the workshops and that some agenda items were not clearly stated. It was recommended that Ray Entz, Howard Schaller and Phil Roger be added to the list of presenters for the M&E Workshop.

ACTION Frank agreed to revise the agenda to include a clear statement of purpose and expected outcomes and to request the attendance of the additional people recommended.

ITEM 9: Innovative Project Review – Tom Iverson, CBFWA

2:12 – 2:15 pm

Discussion: Tom requested MMG assign an ad hoc work group to review the innovation projects during the week of June 3rd. David Johnson, Fred Olney, John Palensky, and a CRITFC member (to be identified at a later date) volunteered.

ITEM 10: CBFWF – New Travel Procedures – Kathie Titzler, CBFWF

2:15-2:20 pm

Discussion: Kathie gave a summary of the change in travel procedures. The changes are: 1) if Exhibit B of the contract is not signed, all reimbursement for travel must come from the traveler's tribe or agency. CBFWF will reimburse the agency or tribe. 2) If Exhibit B is signed, an individual traveler can be reimbursed by CBFWF. A travel representative (person approving travel claims) must be assigned and approve all travel claims received by CBFWF. A monthly report will be sent detailing what has been spent out of the travel budget.

ITEM 11: Water Quality Planning Effort – Tom Iverson, CBFWA

2:20-2:21 pm

Discussion: Information item only.

ITEM 12: Next MMG Meeting – Jann Eckman, CBFWA

2:21-2:32 pm

The next MMG meeting will be a two-day meeting, May 8 & 9th. There will also be an MMG Conference Call on 4/24 at 9:00 a.m.

Jann requested that participants review the May 21 draft Members Meeting agenda and provide comments to her as soon as possible.

ITEM 13: Executive Session – Jann Eckman, CBFWA