



June 16, 2004

TO: Members and Members Management Group (MMG)

FROM: Rudy Peone, Chair

SUBJECT: Draft Action Notes for the June 11, 2004 Executive Session and MMG Meeting

**If there are no objections within five days, these actions will be considered final.**

EXECUTIVE SESSION  
Members Management Group Meeting  
Friday, June 11, 2004  
CBFWA Office, Portland Oregon

**Draft Action Notes**

**Attendees:** Amos First Raised, BPT; Doug Dompier, CRITFC; Tony Nigro, ODFW; Fred Olney, USFWS; Bill Tweit, WDFW and Jann Eckman, Trina Gerlack, Tom Giese, Tom Iverson, Tana Klum, Rod Sando, Kathie Titzler, Neil Ward, CBFWA

**By Phone:** Rudy Peone, STI; Carl Scheeler, CTUIR; Peter Hassemer, IDFG; MMG Chris Hunter, MFWP; Dave Statler, NPT; Doug Taki, SBT; Mary Verner, UCUT and Lynn DuCharme, CSKT

**Time Allocation:** 2004-2005 Objectives:

1. Project/Budget Recommendations	0%
2. Fish and Wildlife Regional Issues	32%
3. Annual Report	41%
4. RM&E	0%
5. Other Business	27%

*To maintain a quorum and keep with the flow of discussion, the agenda items and actions are listed as they were discussed during the MMG meeting.*

**ITEM 4: Summer Members Meeting**

**ACTION:** The Summer Members Meeting is scheduled for August 3, 4 or 5, 2004 for 2-days in Coeur d'Alene, Idaho. The staff is working on the meeting logistics.

Some of the draft agenda ideas are:

- Executive Session - Status on Executive Director's Contract
- CBFWA's Role and Responsibilities as Policy Makers in the Region
- CBFWA's Standing in the Policy Process with BPA and NPCC
- CBFWA's Participation Process with Action Agencies
- CBFWA's Direction in the Region
- Status Report on May 2003 New Directions Workplan
- Subbasin Planning Implementation

The CBFWA staff will send a draft agenda around for Members to discuss and approve prior to the Retreat in July where the agenda will be finalized.

**ITEM 3: Strategic Session for Retreat**

**ACTION:** The Retreat is tentatively scheduled for July 7, 8, or 9, 2004 for 2-days in Central or Northeast Oregon. The staff is working on the meeting logistics.

Some additional items were discussed and added to the Retreat draft agenda below:

- Conversations on the Future of CBFWA
- Reinstate CBFWA's Role in the F&W Process Collaboration Efforts with BPA and NPCC
- Reprioritizing the Program on a Limited Budget
- Build Leadership Relations
- Review Opportunities for Change
- F&W Managers Responsibilities of Implementation of ESA and NPCC Programs
- Subbasin Planning Implementation
- Draft 2003 Annual Report

The staff will refine the draft agenda and work with Tony Nigro, Amos First Raised, Mary Verner and any other volunteers interested in participating in the planning process.

**ITEM 1: Draft 2003 Annual Report**

CBFWA received comments from the Members and BPA on the first comprehensive report describing the 3-year fish and wildlife program titled the Draft 2003 Annual Report. CBFWA incorporated the Member comments and responded to BPA's written comments and met with BPA to discuss their concerns and answer questions. The staff reported that BPA has concerns regarding the draft 2003 Annual Report. The BPA recommended the report to be reformatted into separate chapters for Project Reviews; BPA Funding; and NPCC recommendations. Or revise the report by removing the NPCC's budget data and the mapping information identifying the projects that were not funded.

CBFWA staff presented a PowerPoint presentation of the draft report to the Public Power Council which was well received by the PPC. A presentation of the report to the NPCC is planned but no date will be set until the report is finalized.

**ACTION:** The MMG recommended CBFWA submit to BPA an annual report in accordance to the contract. The MMG directed staff to continue working in conjunction with the Members on the comprehensive overview.

**ITEM 2: 2004 Members Contract Allocation**

Kathie Titzler reported that we received \$187,000 of the \$500,000 requested. These funds must be spent by the end of FY04, September 30, 2004. Because of the reduction in funding in FY04, both staff expenses and Members funding were reduced. There was discussion on the allocation of the \$187,000. Budget spreadsheets restoring some of the staff expenses and \$117,208 for Members funding were reviewed. Three allocation recommendations were proposed: Table 1. Divide by % of last year's budget; Table 2. Divide equally, and Table 3. Percent of FY 03 Spending.

**ACTION:** The MMG unanimously approved staff to prepare contracts for the Members using the percentage of last year budgets. Meanwhile, Members will review their allocated budget and let Kathie know their level of funding needs (through September 30, 2004). Members who do not forecast expending all their funds can reduce their budget, with the balance going into a Reserve fund. The Members who need more funds can make a request to the MMG to use these Reserve funds.

**ITEM 5: Schedule Next MMG Business Meeting**

**ACTION:** The next MMG meeting agenda items will be discussed at the Retreat in July.