



# COLUMBIA BASIN FISH AND WILDLIFE AUTHORITY

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**Final**

Coordinating and promoting effective protection and restoration of fish, wildlife, and their habitat in the Columbia River Basin.

The Authority is comprised of the following tribes and fish and wildlife agencies:

Burns Paiute Tribe

Confederated Salish and Kootenai Tribes of the Flathead Reservation

Confederated Tribes of the Umatilla Indian Reservation

Confederated Tribes of the Warm Springs Reservation

Confederated Tribes and Bands of the Yakama Nation

Fort McDermitt Paiute and Shoshone Tribe

Idaho Department of Fish and Game

Kootenai Tribe of Idaho

Montana Fish, Wildlife and Parks

National Marine Fisheries Service

Nez Perce Tribe

Shoshone-Bannock Tribes of Fort Hall

Shoshone-Paiute Tribes of Duck Valley

U.S. Fish & Wildlife Service

#### Coordinating Agencies

Columbia River Inter-Tribal Fish Commission

Compact of the Upper Snake River Tribes

Upper Columbia United Tribes

**DATE:** December 20, 2011  
**TO:** Members  
**FROM:** Jann Eckman, Interim Executive Director  
**SUBJECT:** Final Action Notes for the December 19, 2011 Members Teleconference Meeting

Members Teleconference Meeting  
December 19, 2011  
1:00-2:00pm  
Portland, OR

[Members Webpage](#)

### Final Action Notes

**Attendees:** Jann Eckman, Tom Iverson, Trina Gerlack, CBFWA Staff

**Notice:** James Unsworth sent an email that the Idaho Department Fish and Game (IDFG) would not be represented at the meeting and will abstain on the action regarding the FY12 CBFWA Work Plan.

Doug Taki called and notified staff that due to scheduling conflicts the Shoshone-Bannock Tribes of Fort Hall (SBT) was not available to Chair the meeting.

**Phone/WebEx:** Acting Chairperson Charisse Soucie and Jason Kesling, BPT; Gary James, CTUIR; Lynn DuCharme, CSKT; Elmer Ward, CTWS; Tribal Council Member Gary Aitken, Jr., Amethyst Aitken, and Attorney General William Barquin, KTOI; Brian Marotz, MFWP; Elizabeth Gaar, NOAA Fisheries; Mike Faler, USFWS

**Time Allocation:**

Objective 1: Participation	100%
Objective 2: Technical Review	0%
Objective 3: Presentation	0%

#### **ITEM 1: Introductions and Approve Agenda**

**Action:** In the absence of the Chair and Vice Chair, Jann Eckman, Interim Executive Director chaired the meeting. A quorum was confirmed and the agenda was approved as written. No objections.

#### **ITEM 2: Draft Action Notes from the 8/24/2011 and 11/18/2011 Members Meetings**

**Action:** The Members approved the [August 24, 2011](#) and [November 18, 2011](#) action notes as final. No objections.

#### **ITEM 3: Approve CBFWA FY2012 Transition Work Plan and Budget**

- Members Signature Page
- Proposed Work to Support Policy Directives
- Budget Assumptions
- Impacts to the CBFWA Organization

**Discussion:** Tom Iverson stated the primary reason for today's meeting is to approve the FY2012 CBFWA Transition Work Plan and Budget.

CBFWA staff plans to maintain the three policy directives, developed two years ago, that provide focus for the organization until the Charter is revised to address the new structure. Staff developed a list of deliverables for each policy directive that could be managed and accomplished in 2012. With reduced funding and staff support, work has been prioritized to maintain the integrity of the technical committees and their important work moving forward, but at a reduced level of activity.

Tom Iverson highlighted the changes in the 2012 transition organizational chart for CBFWA. The organization will be transitioning from a staff solely directed by the CBFWA membership to the staff providing facilitation services to other focus work groups in addition to the CBFWA forums. The effect of the budget reductions starting on April 1, 2012, are that staff will be reduced by 1.25 FTEs; the CBFWA staff will downsize to five with the director at  $\frac{3}{4}$  time, to remain within the available budget allocation.

The available FY2012 CBFWA budget is \$809,581. There is no place holder for additional Members participation funds, but with a Members' approved action they have the ability to transfer dollars to each other within that line item.

The FY2012 line item budget reductions effect personnel, staff travel, off site meetings, CBFWA office rent and utilities. Jann and Tom are meeting with building representatives and real estate brokers and are preparing for the move to relocate the CBFWA office by April 1, 2012.

Tom Iverson asked the Members to review the signature page for accuracy and make corrections if needed. The Members signatures are due back to CBFWA staff by January 19, 2012. Members may email, fax, or mail their signature or signed copy of the final work plan to Trina Gerlack at 851 SW 6th Ave., Ste. 300, Portland OR 97204. Signatures on the signature page are required for those Members who abstain. After all signatures are collected the final FY2012 CBFWA Work Plan will be submitted to Bonneville Power Administration (BPA) by January 25.

The Members who plan to withdraw from the organization at the end of the contract year, March 31, 2012, are listed on the work plan, because they are current CBFWA Members and may abstain from adopting the work plan. The Members who plan to withdraw from the CBFWA organization are required under the Charter to give at least a 30 day written withdrawal notice to the membership, due March 1, 2012.

**Action:** The Members' representatives approved the FY2012 CBFWA Work Plan, with minor edits discussed at today's meeting, for distribution and signature. No objections. The Idaho Department of Fish and Game, Confederated Salish and Kootenai Tribes of the Flathead Reservation, and Montana Fish, Wildlife and Parks abstained from this action.

**Update:** After the meeting, the [Final FY2012 CBFWA Transition Work Plan and Budget](#) was distributed to the Members for their signature.

**ITEM 4: January 17-19, 2012 NPCC- ISRP FY2013-15 Project Proposal Presentations**

Tom Iverson notified the Members of the FY2013-15 CBFWF Project Proposal #1989-062-01 Presentation to the Northwest Power & Conservation Council (NPCC) and Independent Scientific Review Panel (ISRP) that is scheduled on January 17, 2012 at 1:00 pm at the Columbia River Inter-Tribal Fish Commission

(CRITFC) office. Members' attendance and letters of support to NPCC and BPA are encouraged. In addition, the data management presentation for the CBFWF Program Coordination and Facilitation Services is scheduled at 8:35am on January 17, 2012 at the CRITFC office. The schedule and information related to this review can be found at [www.nwcouncil.org/fw/budget/2013/](http://www.nwcouncil.org/fw/budget/2013/).

**ITEM 5: CBFWA Charter Revision**

In February 2012, the MAG will address the changing charter as it is associated with the new membership structure. Doug Taki confirmed with Jann Eckman that a revised CBFWA Charter will need to be prepared to address the verbal withdrawal notices from the Members who may leave the organization at the end of the contract year, March 31, 2012. The CBFWA formal membership withdrawal notices are due by March 1, 2012. The revised Charter will need Members approval by April 1, 2012. The MAG directed CBFWA staff to begin working on the Charter revisions and prepare the revised draft for review at the February 14, 2012 MAG meeting. Jann Eckman will be working with Joe Mentor, Mentor Law Group, PLLC to insure that all documentation meets legal requirements.

**Update:** Tom Iverson described some of the potential changes to the Charter. Over the next eight weeks, staff will be working with legal counsel to revise the Charter for MAG's review in February and Members' review and approval in March 2012.

**ITEM 6: Next Members Meeting**

The next Members meeting will be held in March 2012 to approve the revised Charter, elect a new Chair and Vice-chair, and review accomplishments from the past year.

**Assignment:** CBFWA staff will poll the Members in January for a date in March 2012 to schedule the next Members meeting.

***Upcoming Meetings:***

**MAG and NPCC Meetings**

January 17-19, 2012 NPCC-ISRP FY2013-15 Project Proposal Presentations. Information related to this review can be found at [www.nwcouncil.org/fw/budget/2013/](http://www.nwcouncil.org/fw/budget/2013/).

**CBFWA MAG:** Tuesday, February 14, 2012, 9:00am-4:00pm (pacific), Portland, OR – Draft agenda item: Review revised CBFWA Charter associated with new membership structure.

**Northwest Power and Conservation Council** Meeting(s): Jan 10-11, 2012, Portland, OR; Feb 7-8, Webinar and Council meeting.