

Date: May 22, 2018

Place: Best Western Hotel Conference Room, Dayton, WA (relocated from Walla Walla)

Format: Regular Meeting started at 6:00 p.m.

Board Members Present for Regular Business Meeting: Mike Talbott (CC), Roland Schirman (CC), Don Jackson (CC), Justin Dixon (GC), Billy Bowles (GC), Jack Peasley (GC), Brian Shinn (AC), Brad Johnson (AC), Jerry Hendrickson (AC), Michael Largent (WC), Jon Jones (WC), and Gary Ryan (WC).

Board Members on Phone: Yancey Reser (WWC).

Others Present: Terry Bruegman (CCD), Kris Fischer (CTUIR), Duane Bartels (PCD), Megan Stewart (ACCD), Kris Buelow (SRSRB), and John Foltz (SRSRB).

Others on Phone: Chris Hyland (WWWMP) and Joanna Cowles (WWCCD).

Verify Quorum

SRSRB Chair, Roland Schirman called the meeting to order at 6:00pm and verified a quorum (12 present, 1 on the phone for a total of 12).

Action 1: Justin Dixon moved for the Board to go into Executive Session for the evaluation of an employee, Brian Shinn seconded the motion which passed by consensus.

Roland declared that the Board would go into Executive Session to review the performance of an employee and that the session was to end at 6:20pm. The Executive Session ended at 6:23pm with no action taken. Roland called the regular meeting back to order at 6:23pm, welcomed everyone to the Board meeting and asked for introductions from those present. Following introductions, Roland asked if there were any members of the public that would like to address the Board – no public comment was received.

Approve Agenda

Action 1: A motion was made by Brian Shinn to approve the meeting agenda, it was seconded by Brad Johnson and approved by consensus.

Consent Agenda:

1. April 2018 Expenses as follows:
 - (HCSR) RCO: \$12,245.27
 - (HCFW) LE: \$3,890.09
 - (HCB9/B1) BPA: \$17,206.49
2. April 24, 2018 Meeting notes

Action 2: A motion was made by Bill Bowles to approve the April 24, 2018 meeting notes and approve the April 2018 expenses, it was seconded by Michael Largent and the Board approved the motion.

Update: Announcements and Items of Interest

Executive Call Actions – Roland noted that no action was taken during the Executive Committee conference call.

RTT Updates – None at this time, the May RTT meeting was canceled in favor of the upcoming Tucannon Project and Monitoring Workshop on May 23rd-24th and the SRFB project tours on June 5th-7th.



RCO Budget Update Discussion (purchase new post pounder and service others) – John followed up on the budget update from the April meeting noting that he received notification that the Board’s FY17/18 operating funds will be carried over into the new FY18/19 contract and no action needed to be taken.

John also noted that the hydraulic post pounder that the Board owns has needed service over the years with multipole project sponsors using it. Some sponsors have paid to repair it on their own, but the Asotin IMW has had to bear the majority of the expenses. John asked if the Board was supportive of covering recent extensive repair costs and also purchasing another pounder. The current repairs are around \$1,300. A new pounder (the larger variety, excluding generator) is approximately \$2,600 with anticipated annual maintenance costs of \$300 per year. If there was interest in purchasing the full post pounder package, including a generator, it would be closer to \$10,000 to \$12,000. The Board was supportive of purchasing the pounder unit, not including a generator at the moment, and also covering the current repair needs.

Additional project funding updates (IMW, Buford, Mill Creek) – John updated the Board on several project funding situations in relation to the current SRFB grant round. We were successful in finding alternate funding through NOAA to cover the full need of the Asotin IMW monitoring project for 2018. The Lower Columbia Fish Recovery Board, whom we’ve shared NOAA funding with in the past, felt that our need was greater than theirs this year and that we could utilize the full allocation – John noted his appreciation for their support. The Walla Walla County Conservation District also withdrew their Jones Ditch Screens project funding request as they were able to secure alternate funding for the project. John also noted that he was working with the Nez Perce Tribe, Asotin County Conservation District, and the Fish Barrier Removal Board on the Buford funding request and felt that the project request to the Board would decrease substantially – John has a meeting with the FBRB later this week to work on a path forward. Lastly John noted that he is also continuing to work with the FBRB on finding a path forward on Mill Creek passage – nothing concrete yet, but the full project proposal for the upper flume passage was submitted by the Tri-State Steelheaders to the FBRB this month. John noted that he would go into more depth on Mill Creek passage later in the meeting.

Discussion: Board Letter to Governor and Southern Resident Killer Whale Task Force

At the last meeting the Board reviewed and took action to send a letter to the Governor and Southern Resident Killer Whale Task Force, pending CTUIR support. Gary James (CTUIR) provided a few minor edits and supported the letter. John shared the updates and the Board agreed to send the letter. No action taken.

Discussion/Action: Subcommittee Report and Salary Recommendations for Staff

Salary Schedule for other positions: The Board discussed the idea of a salary schedule, and started the discussion with the Project Funding Coordinator position, given that it is currently vacant. The Board agreed that the position will initially start between \$55,000 and \$65,000 with the intent of an annual 3% annual step increase after the first, second and third years in the position, subject to performance evaluation. Following the first three years of employment, the intent of the Board is to approve an annual raise between 1-2% pending positive performance evaluations. These planned step raises would be in addition to any state approved cost of living allowances. The Board also reiterated that the starting salary was up to the Executive Directors discretion, but strongly suggested it be on the lower end of the range to start, given the planned step increases.

Tucannon Program Lead: John, as ED, conducts staff performance evaluations. The Board asked John to provide an evaluation summary for the Tucannon Program Lead, Kris, to help the Board make a raise determination, of which he provided in the Executive Session. In brief, John noted that Kris excels at his job and



emphasized Kris' willingness to work and support other SRSRB staff while we went through a transitional period, including being short staffed, over the last 9 months.

Action 3: Based upon the positive performance review, Justin Dixon moved to approve a 1.8% raise for Kris, in addition to any state approved cost of living allowance increase, effective June 1, 2018. Michael Largent seconded the motion. With future positive performance reviews, the Board noted that they hoped that there would be more to come in the future. The motion passed by consensus.

Executive Director, Action 4: Based upon the positive performance review and the recommendation for the subcommittee for the Executive Director, Justin Dixon moved to set John's salary at \$75,000 starting June 1, 2018, with an automatic raise of 3% effective January 1, 2019. This would be in addition to any state approved cost of living allowance increases. Jerry Hendrickson seconded the motion which passed by consensus.

Action 5: Justin also shared the idea of a cell phone stipend for staff that was discussed by the subcommittee. Staff use their own phones for work purposes. Justin Dixon moved to provide a \$50/month cell phone stipend to each staff member, Jerry Hendrickson seconded the motion which passed by consensus.

Discussion/Action: Pacific Northwest Salmon Day in DC – travel for Lead Entity Committee Member Bryan Jones

John briefed the Board on the Pacific Northwest Salmon Day in DC the second week in June. The Governor's Salmon Recovery Office (GSRO) was looking for a landowner involved in recovery on short notice and John recommended Bryan Jones, who serves on the Lead Entity Committee representing Whitman County. Bryan had expressed interest in joining the DC trip in the past. The GSRO is unable to cover travel expenses and is looking to the region to help cover costs. As it turns out, Bryan had a scheduling conflict and could not make the trip. Justin Dixon also expressed interest, but similarly had a scheduling conflict. Both Justin and Bryan would be interested in future trips.

On a related note, John will be headed to Seattle to share a project at the Floodplain by Design workshop on May 30th. Jerry Middel, the project sponsor, and Bill Warren, a key landowner for the project, will also be joining John to represent the project. John wanted to know if the Board would be willing to cover Bill's travel costs to attend the workshop and help present the project.

Action 6: Jon Jones moved to cover Bill Warren's travel costs at the per diem rate to attend the Floodplain by Design workshop on May 30th in Seattle, Jerry Hendrickson seconded the motion which passed by consensus.

Discussion: Board discussion and direction on Board staffing (new positions and administrative assistant)

John provided a brief update on Board staffing. He noted that Reid Camp, the newly hired part-time Data Steward and Monitoring Coordinator is off and running. He also noted that interviews for the open Funding Coordinator Position took place the day of the Board meeting. John also was able to confirm that the WWCC would be able to fill the administrative needs that the Board has with Darci's departure with the current funding level through the end of June. WWCC is evaluating a longer term solution beyond June and will get back to John regarding expenses.

Presentation: What is meant by quality habitat?

To continue the discussion and conversation regarding habitat restoration and protection work, Kris gave a brief presentation on habitat complexity. He walked the group through several examples of habitat complexity (both good and bad), and showed how habitat complexity related to flow, velocity, and temperature among other habitat components. He then related how these habitat features related to fish, the time that fish use the habitat, and also fish life stage. He compared pre-project photos of a simplified habitat system with those following project implementation.



Kris noted that this presentation highlighted instream complexity and that he would follow up in the future with a brief presentation on floodplains.

Update: Partner Contracts for FY19

John noted that partner contracts will need to be approved at the next meeting for FY19. He has discussed contract scope with most of the partners and plans to present similar budgets and tasks as originally outlined in June of 2017 (prior to contracts being reduced due to the State capital budget situation) – this included \$19,000 for both WRIA's, variable amounts for each of the Conservation Districts with a \$4,000 base and additional funding for education and outreach if requested (\$5,000 for ACCD, \$4,000 for CCD, \$10,000 for Palouse CD, \$4,500 for WWCCD, and \$4,000 for Pomeroy CD), and \$6,000 for both Tribes. The Board was supportive of moving forward with that in mind and asked that the budgets and contract scopes of work be sent out prior to the June meeting.

Presentation: Mill Creek Passage

To follow up on several questions around Mill Creek Passage from the April Board meeting, John had volunteered to share the presentation given to the Fish Barrier Removal Board (FBRB) on the work that has been done and the work left to do in Mill Creek for Passage. While originally presented with the FBRB as the audience, John felt that the information would be of interest to the Board.

John shared a regional overview of passage projects, introduced Mill Creek and how it fit into Mid-Columbia steelhead recovery, highlighted the ongoing project work including the collaboration and coordination, and shared the Tri-State Steelheaders proposal to the FBRB in addition to the ongoing work being done.

The Board appreciated the context, but felt that it didn't change their opposition of SRFB funding requests in the future. The Board would like to see more funding leveraged for Mill Creek passage and would like to be the matching component rather than the primary funder.

Action 7: Approve June 26, 2018 for next Board meeting to be held in Dayton at the Best Western at 6:00 PM.

A motion was made by Jon Jones and seconded by Jerry Hendrickson to hold the next Board meeting at 6 p.m. in Dayton at the Best Western. The Board approved by consensus.

Meeting adjourned at 8:05 p.m. by SRSRB Chair, Roland Schirman.