

Hood Canal Coordinating Council

JEFFERSON, KITSAP & MASON COUNTIES;
PORT GAMBLE S'KLALLAM & SKOKOMISH TRIBES



Regular Meeting of the Board of Directors – Draft Agenda

10 January 2017; 1:00 PM to 4:00 PM

Location: Oxford Suites, 9550 NW Silverdale Way, Silverdale, WA

1:00 PM Call to Order, Introductions, Approval of Meeting Agenda

Randy Neatherlin, HCCC Chair

1:05 PM Public Comment (*please limit time to approximately 2 min. per person*)

Randy Neatherlin, HCCC Chair

1:10 PM Consent Items

All matters listed under Consent Items have been distributed to each member of the Board for reading and study, are considered to be routine, and will be enacted by one motion of the Board with no separate discussion. If a separate discussion is desired, that item may be removed from the Consent Items and placed as an additional topic by request.

1. Draft Board Meeting Summary 13 December 2016
2. Current Budget and Financial Statements
3. Officer signature on HCCC Personnel Action Form to approve Executive Director for 3% merit increase effective January 1, 2017

HCCC Board Outcome: Motion to approve consent items.

1:15 PM Executive Director Updates

Scott Brewer, HCCC Executive Director

1. Lead Entity Advisory Group(s) appointments
2. Legislative update
3. Recognition of Commissioner Randy Neatherlin's service to the HCCC

HCCC Board outcome: The Board has been updated on the key topics.

1:30 PM Hydraulic Project Approval Program

Margen Carlson, WDFW

Jeff Davis, WDFW

1. Washington Department of Fish and Wildlife (WDFW) is introducing Hydraulic Project Approval (HPA) Legislation for the current session of the State

Legislature. Representatives from WDFW will provide the Board with information about the legislation and answer any questions that may arise.

HCCC Board outcome: The Board is informed of the proposed WDFW legislation regarding Hydraulic Project Approvals (HPA).

2:00 PM Budget Review

Tom Goishi, HCCC Accountant
Scott Brewer, HCCC Executive Director

1. As requested by the Board, HCCC staff will provide a brief review and update of the current July 1, 2016-June 30, 2017 HCCC annual budget.

HCCC Board outcome: The Board has been updated and briefed on the HCCC annual budget.

2:15 PM HCCC Procurement Procedures

Scott Brewer, HCCC Executive Director
Jessica Kuchan, Mentor Law Group

1. A revised version of the HCCC Procurement Procedures Equipment/Supplies and Services/Professional Services, dated January 10, 2017 (see Board binder) will be reviewed and discussed.
2. If approved by the Board, the HCCC Interlocal Cooperation Agreement (see Board binder) will need to be amended and approved by each HCCC member.

HCCC Board outcome: The Board approves HCCC Procurement Procedures by adopting and signing Resolution 2017-01 and initiates the process for each HCCC member jurisdiction to consider and approve the amended HCCC Interlocal Cooperation Agreement.

2:45 PM HCCC Governance

Scott Brewer, HCCC Executive Director
Robin Lawlis, HCCC Administrative Program Manager

1) Election of new officers for 2017-2018

In the past the Board adopted a “rotation” approach (see historical rotation of members). An alternative was requested where Board members would rotate so that they would not be obligated to serve in an officer capacity for two consecutive two-year terms (see alternative example).

HCCC Board outcome: Motion to approve HCCC Board Officers rotation beginning January 10, 2017.

2) Review HCCC Board Committees

a. Finance

- o **Board members currently serving:** Dave Herrera, Skokomish Tribe and Robert Gelder, Kitsap County
- o **Role:** To develop recommendations to the full HCCC that will ensure a transparent and accountable system and reporting of HCCC finances, fiscal information, and program budgets.

- b. Integrated Watershed Plan (IWP) Steering
 - o **Board members currently serving:** Dave Herrera, Skokomish Tribe; Paul McCollum, Port Gamble S’Klallam Tribe; Phil Johnson, Jefferson County; and Terri Jeffreys, Mason County
 - o **Role:** Develop recommendations for the full HCCC Board of Director regarding: (1) Establishment of five year strategic priorities for the HCCC to implement and guide regional actions, and (2) establishment of a framework for accountability of strategy implementation, identification of strategic gaps, and continuous evaluation and adaptive management.
- c. Community Engagement
 - o **Board members currently serving:** Dave Herrera, Skokomish Tribe; Jeromy Sullivan, Port Gamble S’Klallam Tribe; and Terri Jeffreys, Mason County.
 - o **Role:** Engage Hood Canal communities in work to support and improve the environmental and economic well-being of the Hood Canal watershed. Plan annual Hood Canal Awards event and develop selection criteria. Develop recommendations for consideration by the full HCCC Board.

HCCC Board outcome: Motion to approve (a) Finance Committee members, (b) IWP Committee members, and (c) Community Engagement Committee members to serve for two years beginning January 10, 2017.

3:15 PM Public Comment and Hood Canal Happenings
HCCC Chair

3:25 PM Adjournment and Next Meeting
HCCC Chair

Next regular meeting of the Board of Directors is 8 February 2017, 1:00 to 4:00 PM, Resort at Port Ludlow (Main Inn), One Heron Road, Port Ludlow, WA.

For more information about this meeting contact Robin Lawlis, 360-394-0046 or rlawlis@hccc.wa.gov.

HCCC Board of Directors

Charlotte Garrido, Kitsap County
David Herrera, Skokomish Tribe
David Sullivan, Jefferson County
Edward Wolfe, Kitsap County
Jeromy Sullivan, Port Gamble S’Klallam Tribe
Kate Dean, Jefferson County

Kathleen Kler, Jefferson County
Kevin Shutty, Mason County
Paul McCollum, Port Gamble S’Klallam Tribe
Randy Neatherlin, Mason County
Rob Gelder, Kitsap County
Terri Jeffreys, Mason County

Exofficio Members

Puget Sound Partnership
US Navy Region Northwest

Washington State Dept. of Ecology

HCCC Staff

Alicia Olivas, Lead Entity Program Coordinator
Haley Harguth, Watershed Planning and Policy Coordinator

Heidi Huber, Programs Development Coordinator
Patty Michak, Mitigation Program Manager

Scott Brewer, Executive Director
Tom Goishi, Accountant

Robin Lawlis, Admin. Program Mgr.

The Hood Canal Coordinating Council is a Watershed-Based Council of Governments consisting of Jefferson, Kitsap and Mason Counties and the Port Gamble S'Klallam and Skokomish Tribes. It was established in 1985 in response to community concerns about water quality problems and related natural resource issues in the watershed.

Mission: The Hood Canal Coordinating Council works in partnership with its member counties and tribes, state and federal governments, organizations, and citizens to advance a shared regional vision to recover and protect Hood Canal's environmental and economic health and wellbeing.

Vision: HCCC envisions that humans benefit from and coexist sustainably with a healthy Hood Canal.

Visit www.ourhoodcanal.org for more information on the Integrated Watershed Plan.

Board meetings schedule, agendas and documents can be found on the website at www.hccc.wa.gov.