

Hood Canal Coordinating Council

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



Regular Meeting of the Board of Directors – Meeting Summary

8 December 2015; 1:00 PM to 4:00 PM

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

BOARD ATTENDANCE

Board Members

David Herrera, Skokomish Tribe
Paul McCollum, Port Gamble S'Klallam Tribe
Randy Neatherlin, Mason County
Rob Gelder, Kitsap County
Terri Jeffreys, Mason County
Phil Johnson, Jefferson County

Exofficio Member Representatives

Partnership Ecosystem Coordination Board for Hood Canal, Teri King
Puget Sound Partnership, Stacy Vynne
US Navy Region NW, Lynn Wall

Call to Order, Introductions, Approval of Meeting Agenda

Randy Neatherlin, HCCC Chair, called the meeting to order. A request was made by the Board to move up the Local Integrating Organization Near Term Actions topic after the HCWEN updates (at 1:35 PM). Scott will be presenting the amendment to the HCCC bylaws topic. A motion was made by Rob Gelder to approve the draft agenda as amended; the motion was seconded by Phil and the agenda was approved.

Public Comment

Randy Neatherlin, HCCC Chair, opened the meeting for public comments; there were none at this time.

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 October 2015
 2. Cash Disbursements
 3. Expenditures
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4. HCCC Board of Directors 2016 Meetings Schedule

HCCC Board Outcome: A motion was made by Rob Gelder to approve consent items; seconded by Phil Johnson and the items were approved.

Puget Sound Partnership Ecosystem Coordination Board (ECB) Update

Teri King, Hood Canal Action Area Representative, updated the Board on current topics and proceedings of the Puget Sound Partnership Ecosystem Coordination Board pertinent to HCCC. The meeting last week resulted in an election of officers, including Dave Herrera as Vice-Chair. Funding strategy committee was formed for near term actions in Puget Sound and was reauthorized to look at stormwater, habitat issues, costs, new funding mechanisms, and other opportunities. Rep. Tharinger will move forward with the on-site septic management bill again this year with time to provide input into the draft. Terri Jeffreys will forward the bill to Scott for distribution to the Board. NTA's and the timelines were discussed.

Dave Herrera was encouraged with the new chair's comments, which were well received by ECB members and believes the chair (Will Hall) will bring in new energy and a higher productivity level. There is potential for more decision making to move forward and more relevance in restoring the health of Hood Canal.

On January 14, 2016 there will be a meeting in Olympia (agenda forthcoming). Scott Brewer asked about LIO's representation on the ECB and Dave responded that it had been considered by the Leadership Council; however, a decision had not yet been made.

HCCC Board Outcome: HCCC Board is provided with the updates.

Hood Canal Watershed Education Network (HCWEN) Updates

Michelle Myers, ECO-net Coordinator, reviewed the Local Integrating Organization (LIO) ECO-net current activities and a description and the importance of the network. A presentation was reviewed: *Hood Canal Watershed Education Network (HCWEN)--A Description and Importance of the Network*.

HCWEN was established in 1994. Membership, the benefits of the network, and community outreach projects--Do Some Good for the Hood (2009-2010), Dogfest (water quality), GreenSTEM Summit, Shore Friendly Social Marketing Program, Full-sized Crab Retention Campaign, On-site Septic Outreach Symposium--were highlighted. The Puget Sound Partnership has supported many of the projects.

HCWEN would like to continue working with HCCC to expand its efforts. The Board asked about future initiatives. HCWEN plants to continue working with members on their projects and outreach efforts. The Port Gamble S'Klallam Tribe would like to coordinate efforts with HCWEN. The Board asked how training was determined and what is scheduled for 2016. They will get input from members at the next meeting.

Haley Harguth said the HCWEN updates will keep the Board informed about outreach efforts as it relates to the HCCC Communication Plan to align programs. A schedule of meetings can be linked to the HCCC website. Contact Michelle Myers to join or for more information. In the meantime, since HCWEN doesn't have a website, she can forward information to upload on the HCCC website. HCCC can also help HCWEN develop a basic website (after the HCCC's new website is active).

HCCC Board Outcome: The Board has been briefed on the progress of outreach and education efforts of HCWEN.

HCCC Local Integrating Organization (LIO) Near Term Actions (NTAs)

Haley Harguth, HCCC Watershed Planning and Policy Coordinator, and Scott Brewer, HCCC Executive Director, reviewed the Integrated Watershed Plan (IWP) Steering Committee's evaluation of 2016 NTA proposals and recommendation for approval. Scott explained the NTA planning context and the EPA's National Estuary Program Funding--Puget Sound Action Agenda Planning funding sources and how it might be distributed.

Most of our NTAs are habitat, about \$3.5 million total from our LIO, which is in competition with the other 13 LIO's. All NTAs (potentially 500) will be reviewed and ranked.

Dave Herrera said the tribes can submit NTA's directly without going through an LIO. As many as 500 NTAs are anticipated with habitat as the largest. The Salmon Recovery Funding Board projects that have gone through the Lead Entity review will get included in the NTAs, but only by reference. Dave wants to see as the highest priorities as the NTA's put forward so that there are fewer NTAs and will be ranked higher.

The Board inquired about funding. Scott explained the three initiatives--shellfish, stormwater and habitat--with other government agencies looking at them. This is speculation but they would get about \$30 million for work.

Haley reviewed the HCCC NTA process and steps to date. We facilitated our own process separate from the Partnership based on the Board's approved process as determined at the June 2015 Board retreat. We worked with the IWP Steering Committee (committee) on the criteria and put out a solicitation for proposals, which were reviewed by the committee. We had to be flexible and adapt to changes, which included late proposals that affected our ability to review them.

The results of the NTA proposal review based on IWP committee recommendation resulted in a ranked list. Twenty-eight (28) NTA's were evaluated (1) existing NTA's carry over to 2016, (2) new HCCC-owned NTAs, and (3) proposals received from partners. Ratings fell into three categories (1) highly rated, (2) not yet ready, and (3) incorporated into others. The 12 highly rated NTA Proposals were reviewed (refer to table in handout). Other NTA considerations for adoption were explained--Water Typing and eDNA assessment with Wild Fish Conservancy. These will be incorporated into the salmon recovery planning NTAs and we will try to help with future funding.

The Navy said we need accurate maps and water/stream typing so habitat can be located to afford protections under current policy. Dave Herrera said regarding Kitsap County there was a debate about whether Steelhead was utilizing the streams and that was the purpose of the stream typing exercise and it was indicated that they do use those streams. In Hood Canal we have a better idea where the fish are. A water typing problem has not been identified nor raised as a concern. Paul McCollum said that DNR's maps are generally off in complex upper regions, more with Coho; the tribe uses on the ground forest practice surveys to augment existing maps. More accuracy on some areas is needed. Scott said we are requesting this discussion be included in the salmon recovery forum with our partnership and experts to see what we need to do.

A proposal from Jefferson County on a Regulatory Compliance Tracking System resulted in the HCCC collaborating to approach and develop as a pilot project scaling up to a Hood Canal-wide project in the future. Randy asked the Board if it was comfortable with moving forward on the Jefferson County proposal and the Board agreed.

Paul McCollum said, regarding the oyster proposal and our focus on three categories, it's a shellfish category and most funding is for habitat, so he is fine with the outcome and recognizes the higher priority boxes. Randy said they may compartmentalize with a section for just shellfish, but we don't want to put money and time into something that won't work. Haley said these actions will rank high in restoration, but oyster will not with the Partnership and is not included in the IWP. Randy said the EPA may jump it forward under work with the tribes.

Rob Gelder said we have recommendations in terms of NTA that includes a lot of planning, his concern is getting to the actions of recovery and he expects more. The owner of the projects is the Hood Canal Coordinating Council and the perception is that these are good projects that will become a resource, but how it will ever become implemented is the question. Terri Jeffreys believed that we didn't get a lot of action NTAs, most of these are regulatory requirements. She was disappointed with what was submitted for the most part and intrigued with others, especially the Salmon Enhancement Group.

Dave said NTA's 1-12 and ones submitted by HCCC, all address our IWP priorities and actions. They are heavy on planning and development, but we are also talking about NEP funding only; there isn't very much compared to other funding sources and we are doing a lot of work on the ground through them. This planning will tell us what on the ground work to do, a necessary step. It's good that the owner is HCCC because we can hold them accountable and Dave supports this list. When we adopted the IWP we said it's ours going forward and is compatible with the Partnership and related funding to access. One day the Partnership could go away but we'll still remain so our plan needs to be written for us to get done what we need accomplished. The NTA from the HCCC addresses those priorities and going forward we can add NTA's in the future as we identify more; this is the first step.

Paul McCollum wants to discuss two other oyster enhancement NTAs. This is currently a preliminary step. We need to be careful of second guessing if it's premature because there will be a lot of experts reviewing. We could get lucky getting them approved so why not include them in the big picture? Teri King said it has to be linked to make it into review, Tiers 1 and 2. Randy said what the Board wants can be different than the statutory obligations and the Board can decide; he wants actions but wants to make sure they are reviewed for ultimate success.

Randy invited Mendy Harlow for the Salmon Enhancement Group to address any timing issues. She explained the project (dike removal and impact on oysters) and does not believe there is a timing issue. Dave said that the co-managers of shellfish resources have rights in those areas and this proposal is to come in and do restoration of Olympia oysters in areas where there is an impact on state and tribe's ability to manage those areas, so they should be consulted to see if they support that. Mendy responded that she believed they did consult with the Skokomish Tribe and the Dept. of Fish and Wildlife, but she will confirm. Haley said the specifics of the levy removal design were not explained in the proposal.

Paul said another way to look at it is we might not have all of the details and it could seem premature but he would like to make a motion to add the two.

On the HCCC and Partnership's strategic approach, can we consider as a whole suite of actions, or focus on our overall approach on how we're viewing our NTA's? Paul said the ranking is good but a 27 is a decent ranking and is confused why it's not included. Scott said the reason it is not included is because it didn't hit 30; only NTAs 30 and above are recommended. Rob said the process warrants that next time we create a list of NTAs and evaluate its success; it's more of a call for projects. Haley added that it got a lower score because of the prioritized IWP.

The Chair asked for a second to the original motion to add them to the list. Paul restated the motion to have the 12 higher rated ones in the NTAs in Table 1, plus the two oyster NTAs at 27; Terri Jeffreys seconded the motion and the motion carried.

Lynn Wall asked can they be approved with the caveat that there is co-manager buy-in. Paul said that's not necessary since they are preliminary. Stacy said that showing there is support from the co-managers would be beneficial because they are partners. Phil agrees with Paul and including them could enhance the package and it doesn't present a problem to him. Teri said there are items being put forward into shellfish already, including stormwater.

The committee would like the Board to decide which NTAs to approve for the Hood Canal LIO and determine an approach for moving forward NTAs for submission to the Puget Sound Action Agenda.

Document distributed: Board Briefing Memo--Integrated Watershed Plan Steering Committee Recommendation to the HCCC Board of Directors Re: 2016 Hood Canal LIO Near Term Actions and tables. A presentation summary was provided.

HCCC Board outcome: A motion was made by Paul McCollum to include the proposed 12 highly-rated Hood Canal LIO's 2016 NTAs the Union and Little Quilcene Native Oyster Restoration and the Olympia Oyster Restoration projects to the list. In addition, incorporate Strategic Water Typing & eDNA Assessment of Hood Canal watersheds into salmon recovery planning NTAs and authorize HCCC staff to work with Jefferson County and Strait LIO to revise the proposed *Local Regulatory Compliance Tracking System NTA* for adoption. The motion was seconded by Rob Gelder. Dave Herrera was opposed. The motion carried by vote.

Amend Bylaws to Change Designation of HCCC Officers and address Public Records Requests, Change of Officers, and Amend Annual Nonprofit Corporation Renewal

Scott Brewer, HCCC Executive Director, with Joe Mentor, Mentor Law Group, in attendance, explained that we need to change the HCCC officers' positions as follows:

- from President and Secretary (held by one person, the Chair) to President and Treasurer; and
- from Vice President and Treasurer (held by one person, the Vice-Chair) to Vice President and Secretary.

In addition, we need to include a provision in the Bylaw about the processing of public records requests.

We submitted the non-profit corporation and it was returned by the Secretary of State that the RCW does not allow for the present and secretary to hold the same positions. No election is necessary if officers agree to accept the changes in their positions.

Mentor Law Group looked into the issue of Public Records Requests; the question is if we have to respond to a request with only HCCC's records or all of its members (responsibility). Page 4, Article VII, Public Records Compliance of the bylaws is a new section. We consulted with the prosecuting attorneys from each county who helped clarify. In the future a request would not extend to an obligation to collect documents from other members; the requestor would go to the other agencies for a records request to comply with our own rules. Scott asked if the last sentence is necessary. Joe said it was recommended by the prosecuting attorney. Teri asked if this is needed in the bylaws or should it be a policy. We don't have a public statement of policy so this statement makes it so.

Dave Herrera as Secretary will sign the amended nonprofit corporation annual renewal for resubmission to the Secretary of State.

Document distributed: HCCC Bylaws with revisions.

HCCC Board Outcome: A motion was made by Rob Gelder to approve the HCCC Bylaws as amended for Board signatures; seconded by Dave Herrera and the motion was approved.

2015-2016 HCCC Programs Budget

Tom Goishi, HCCC Accountant, reviewed the revisions to the 2015–2016 HCCC programs budget presented during the June 2015 Board retreat, including updated PSAR carryover amount and the addition of Local Integrating Organization Year 5 grant. Tom discussed year-to-date progress against the budget. The current budget is \$1.57 million.

Documents distributed: 2015-2016 HCCC Programs Budget

HCCC Board Outcome: A motion was made by Paul McCollum to approve the revised 2015–2016 HCCC programs budget; the motion was seconded by Rob Gelder and the budget was approved.

Next Tom reviewed the Budget vs. Actual as of Nov. 30, 2015 (shown in thousands of dollars). We seem to be unspent at this time; however, these are really two-year programs and the spending curve will occur in the summer. Scott believes we are on track to spend the funding. In the salmon program there are three pots of money: The lead entity process and projects is going strong; the Summer Chum recovery update will use a consultant to produce a white paper with recommendations; and salmon recovery prioritization where we are working on keystone actions. We are in the process of a communication approach and a new website. We are looking at how the Hood Canal Bridge adversely affects salmon, steelhead and the Hood Canal ecosystem in Hood Canal bridge area, as well as nearshore prioritization.

We have distributed a position opening announcement for the Salmon Program Coordinator employee that will increase the spending. We will continue the work of NTAs and revising the IWP and recovery plan. We are in Phase II of the PIC program. We are also prioritizing shoreline areas, outreach to shoreline owners, nutrient studies, and the ILF program is seeking properties for acquisition and mitigation. There were large legal costs due to the Port Gamble Mill Site project.

HCCC 401k Retirement Plan

The HCCC has until December 31, 2015 to restate the 401(k) retirement plan to the IRS. With the restatement of the plan document some modifications were made. The Chair asked the Board for approval to sign the Adoption Agreement and the Formal Record of Action to update the HCCC 401k Retirement Plan.

Documents distributed: (1) Board Briefing Memo; (2) Adoption Agreement, (3) Formal Record of Action, (4) HCCC 401k Retirement--Summary Plan Description.

HCCC Board Outcome: A motion was made by Rob Gelder for the Board President to sign the HCCC 401(k) Retirement Plan Adoption Agreement and the Formal Record of Action to update the HCCC 401(k) Retirement Plan; seconded by Paul McCollum and the motion was approved.

Overview of the Final Joint Land Use Study (JLUS)

Kathlene Barnhart, Kitsap County, DCD, Planning and Environmental Programs, Watershed Projects Coordinator and JLUS Project Manager, gave an overview of the JLUS process and reviewed strategies, recommendations, and next steps for Board consideration. A PowerPoint presentation with highlights of the study was reviewed.

Rob Gelder had asked Kathlene to review the study because it falls to each jurisdiction to see what makes sense for their communities. He suggested a resolution as a commitment for

future involvement. We have this huge economic engine employer in the area and we need the long-term infrastructure.

Scott Brewer said the Navy is a partner and believes a workshop to discuss with them how they can help us in Hood Canal with many issues and opportunities. He suggests working with Lynn Wall and Kathlene Barnhart to see what's going on and what is useful to HCCC. Lynn said that coordination and understanding among us will also help reduce speculation and concerns regarding Navy land use.

Randy said Mason County didn't participate in the study because when they inquired about shoreline development the Navy's response was not satisfactory to its citizens and land owners; however, he is open to other conversations that aren't so extreme. Lynn responded that the Navy isn't proposing to prohibit any land development.

Teri King asked about the ability to be included in Phase II if a jurisdiction desired. Lynn responded, yes, they could join. We would address concerns and land use project notifications to make sure they are clear on the Navy's issues and where they want to understand shoreline develop and review and coordination of projects.

Thom Johnson asked Lynn about the possibility of MOU's. Lynn said the Navy will have multiple MOU's, based on each jurisdiction's needs.

Phil Johnson has talked with the various commands and they are very helpful, but one concern still is the airplanes flying over Port Townsend and the Olympics and the affect it has on tourism, especially in areas such as Lake Quinault and the pristine valleys that is considered the quietest place in the state.

Document distributed: Joint Land Use Study (link to website final report); B. Conservation Programs for Protecting Land Use Compatibility; and Naval Base Kitsap and Naval Magazine Indian Island 2015 Joint Land Use Study Project Overview.

HCCC Board outcome: The Board has been briefed on the Joint Land Use Study.

Public Comment and Hood Canal Happenings

The Chair opened the meeting for public comments. Stacy Vynne introduced Amber Moore, who attended the meeting, as the new Partnership Ecosystem Recovery Coordinator in place of Tristan Peter-Contesse. We highlighted Hood Canal at the Leadership Council meeting last week with Scott Brewer and Haley Harguth and the council was impressed with their efforts. At the November 19, 2015 Salmon Recovery Council meeting, the council approved the pending final proposals for funding and finalization of the recovery plan involving the tribes and HCCC, which is a great opportunity.

Adjournment and Next Meeting

The Chair adjourned the meeting at 4:04 PM. The next regular meeting of the Board of Directors is 12 January 2016, 1:00-4:00 PM, at the Oxford Suites, 9550 NW Silverdale Way, Silverdale, WA. For more information about this meeting, contact Robin Lawlis, 360-394-0046 or rlawlis@hccc.wa.gov.

Chair approval of meeting summary:

Signature on file
