

Hood Canal Coordinating Council

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



Regular Meeting of the Board of Directors – Meeting Summary

21 January 2015; 1:00 PM to 3:30 PM

Location: Mason County Public Works, 100 Public Works Drive, Shelton, WA

ATTENDANCE

HCCC Board of Directors

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

Exofficio Members

Puget Sound Partnership Ecosystem Coordination Board for Hood Canal (Teri King)
Puget Sound Partnership (Tristan Peter-Contesse)
Washington State Dept. of Ecology (Sally Toteff)

HCCC Staff

Alicia Olivas, Lead Entity Program Coordinator	Robin Lawlis, Administrative Program Manager
Patty Michak, ILF Mitigation Program Manager	Scott Brewer, Executive Director
	Tom Goishi, Accountant

Others

Cheryl Baumann, North Olympic Lead Entity for Salmon
Constance Ibsen, Lower Hood Canal Watershed Coalition
Kathleen Peters, Kitsap County
Monica Harle, Lead Entity Citizen's Advisory Group
Thom Johnson, Point No Point Treaty Council

Call to Order, Introductions, Approval of Meeting Agenda

Jeromy Sullivan, HCCC Chair, called the meeting to order. A motion was made to approve the agenda by Randy Neatherlin and seconded by Rob Gelder and the agenda was approved.

Public Comment

Jeromy Sullivan, HCCC Chair, opened the meeting for public comments and there were none at this time.

Consent Items [amended]

Dave Herrera requested a discussion on the proposed 2015 Board meeting schedule. He will be missing the Skokomish Tribal Council meetings on most third Wednesdays. Staff had checked with schedulers a couple of months ago when Dave initially mentioned the conflict, but schedulers could not find dates that worked for all members. The Board suggested checking schedules again focusing on the 2nd Tuesday of each month in the afternoon. Dave will look at the tribe's schedule and let staff know which Wednesdays will be available.

Terri Jeffreys requested that the March Board meeting topics be on the 303(d) list to identify watershed streams and to explain the process for getting them listed or delisted. Presentations can be given by the Department of Ecology and member staff.

A motion was made by Rob Gelder to approve the Draft Board Meeting Summary 10 December 2014, seconded by Phil Johnson and approved by the Board.

HCCC Program Budget Review

Tom Goishi reviewed highlights of the current 2013-15 HCCC Program Budget and discussed preparation for the 2015-17 HCCC Program Budget. The fiscal year beginning July 1, 2013 Budget vs. Actual Expenditures as of December 31, 2014 and payments report from December 1 to December 31, 2014 were distributed. In June 2015 we will ask for Board approval of the new two-year HCCC budget. Revenues as of December 31, 2014 are \$1.7 million for the biennium (\$2.8 million for the two-year budget ending June 30, 2014) with \$1.1 million remaining. Tom gave a breakdown by program and discussed remaining balances and projected spending.

Scott explained the plans for spending the PSAR capacity funds. He recommends that we carry over in the amount of \$265,000, pending the legislative outcome and possible reductions in the salmon program. In June we can present to the Board the most effective ways to spend it. Those funds are restricted to developing salmon recovery restoration programs and projects. Regarding the PSAR goals as presented in the report, we are not holding off on that piece--that working is taking place now as well as the work on the invasives. The goals are in progress and we plan to update the Board on the accomplishments in June.

For the Salmon Recovery Program (SRP), including the Lead Entity Program, and the \$750,000 for the biennium that was granted, we project we will have approximately \$80,000 unspent in June. Scott proposes that contractor Larry Lestelle, Biostream Environmental, use some of that money to continue the salmon recovery prioritization work. In addition, we suggest the members spend a portion on near-shore assessments to review what we have in place now to get to the right projects (identified as a Board priority). We are working with Kitsap County staff to draft a scope of work because they are advanced in this area. Kitsap will help fund all of Hood Canal with the appropriate technical experts. Also, we could devote some funding to the Hood Canal Bridge impacts on low dissolved oxygen and migration of juvenile salmon. We also want to look at county-wide planning policies through the Integrated Watershed Plan, especially how they meet the goals and objectives of the HCCC and then, as a region, look at gaps. Member planning staffs could receive financial help to conduct research and attend meetings.

To recap of the approximately \$80,000, we could spend \$50,000 on either or some on all of the following projects: (1) prioritize nearshore data, (2) pre-research on Hood Canal Bridge and LDO affecting juvenile salmon, and/or (3) review county-wide planning policies.

The Board wanted to know if a small amount could go to other agencies to perform testing, such as the Lower Hood Canal Watershed Coalition. Scott said the current Pollution Identification and Correction program in place will already address some of those issues; however, we would like to have a discussion with them to see what can be done. The Board suggested considering writing a project proposal for additional funding. Scott will look into the feasibility, especially with matching funds requirements. We are already spending money on the nearshore assessment and the bridge projects, but this would be money for members to get to those issues.

Scott outlined the HCCC aquatic rehabilitation program and the low dissolved science work that was done previously. This had been regularly in the governor's budget, but not for this year. We could use that funding on LDO and Stormwater, especially on the Hood Canal bridge project. But that means we would need to convince the legislature to put that money back into the budget (from the general fund) and asked the Board to consider ways to get that funding reinstated.

Rob Gelder made a motion to authorize staff to utilize the funds at risk to support the outlined priorities of nearshore assessment, Hood Canal bridge issues, and county-wide planning policies through existing HCCC salmon program funds. The motion was seconded by Phil Johnson and approved by the Board.

HCCC Governance and Administrative Items

Scott Brewer and Robin Lawlis reviewed the following:

Election of New Officers for 2015-2017. If the Board continues to follow the "rotation" approach that has been adopted in the past the following would be the officers for 2015-17: (1) Randy Neatherlin, Mason County, HCCC Chair, President and Secretary, and (2) David Herrera, Skokomish Tribe, HCCC Vice-Chair, Vice-President and Treasurer (refer to Board Rotation History document).

A motion was made by Phil Johnson to elect Randy Neatherlin to serve as HCCC Chair and Board President and Secretary for a two-year term beginning January 21, 2015. The motion was seconded by Rob Gelder and approved by the Board.

A second motion was made by Rob Gelder to elect David Herrera as HCCC Vice-Chair, Vice President and Treasurer, seconded by Randy Neatherlin and approved by the Board.

Appoint a HCCC Board Finance Committee. Currently the HCCC Board Finance Committee is comprised of one HCCC Board member. Josh Brown, Kitsap County, previously served on the Finance Committee. Randy Neatherlin, Mason County is currently a member on the Committee. Staff is recommending the HCCC Board appoint members so the Committee has two Board members and includes HCCC Staff, Scott Brewer, Executive Director, and Tom Goishi, Accountant. The Committee will be charged with reviewing development of the HCCC Program Budget and making recommendations to the full HCCC Board on the Budget.

As the new HCCC Treasurer, we recommend that Dave Herrera serve on the committee. Rob Gelder volunteered to serve in place of Randy Neatherlin. A motion was made by Randy Neatherlin to approve the HCCC Board Finance Committee, Dave Herrera and Rob Gelder, to serve for two years beginning January 21, 2015, seconded by Phil Johnson and approved by the Board.

Executive Director Performance Evaluation Process. The Board needs to evaluate the Executive Director annually. This process involves forming a committee of the Chair and Vice-Chair to compile the feedback and ratings from all Board members based on the Executive Director's self-evaluation of several core leadership competencies and accomplishments/progress on HCCC programs for a final rating and if it so desires, a salary increase. The Board approved the proposed Executive Director Evaluation Process and the Performance Evaluation Form.

Lead Entity Process Advisory Groups and Salmon Recovery Prioritization

Alicia Olivas discussed the Lead Entity process for the 2015 Salmon Recovery Funding Board round, including the establishment of advisory groups, duties, responsibilities, time commitment, and the Hood Canal Lead Entity Citizens Committee. The Lead Entity application process and schedule were outlined. Board members were encouraged to engage in appointment

of members with representative interests to the Hood Canal Lead Entity advisory groups. HCCC members will be engaged in appointing participants to the two advisory groups as proposed.

The Board said that they want a process of appointments by term, no life-time memberships; however, we realize it is difficult to get a solid rotation of expertise, especially for the Technical Advisory Group (TAG). In five years we will have run through members in some counties and the tribes with limited resources. A staggered term would allow new members to meet with seasoned members. We need periodic discussions and reappointments to consider so that it helps create a process that addresses potential concerns with transparency and accountability, not just de facto membership, but so that we are in agreement with any recommended actions. Fresh ideas are also valued by new people in the community.

We agree on staggered terms and members can be reappointed. Will there be a year off or just have a regular check-in? What if we staggered for half, then a year off, then limit how many people are on these committees? Twelve citizens with no more than three HCCC staff appointments, so that the remainder are from the counties and tribes. We want representation from NOBLE because we share a portion of the summer chum area with them. Regarding the Citizens Committee, the HCCC Board wants to consider one vote for each Committee member, five from the Board and 12 from the citizens advisory committee, with the primary objective to reach consensus. Some of the recruitment will involve the existing people but the Board needs to appoint them. We can develop the process now and periodically see how well it performs.

Regarding No. 8 where it states, "The initial habitat project list developed by the CAG is presented to the HCCC Board for discussion and approval by the Hood Canal Lead Entity Citizens Committee, which is composed of the HCCC Board of Directors and the Citizens Advisory Group. The final decision is to be by consensus. If consensus cannot be reached, a vote will be taken of the Citizens Committee. The final habitat project list is then submitted to the SRFB." To achieve a consensus, is there a way we can weight it to state no action can pass unless it is a majority--a majority plus three members will pass it so that both are in majority agreement? Twelve (12) citizens, seven yes votes, plus three member government yes votes, then it would pass. The HCCC attorney will need to reexamine the consensus and seats as it relates to the RCW.

A motion was made by Rob Gelder to approve the changes as discussed to paragraph No. 8; seconded by Kathleen Kler and approved by the Board.

The Board suggested that the citizens' committee composition include no more than 12 total with 5 to 10 from each HCCC member (maximum of 2 per member), 1 from NOBLE, others to be proposed by HCCC staff and appointed by the Board. There will be seats and appointments, but others with interests can and should attend and offer comments. The TAG will give input to the citizens on projects and actions. On the TAG we can do a cross-walk in an appointment, representatives can wear two hats. Composition is not limited to areas of expertise. Of the 15 on the TAG, three come from staff and NOBLE plus remaining jurisdictions.

A motion was made by Randy Neatherlin to authorize HCCC staff to conduct the Salmon Recovery Funding Board (SRFB) 2015 grant round according to the Lead Entity process as proposed, seconded by Rob Gelder, and the Board approved.

Scott discussed ways to engage HCCC county member staffs in salmon recovery prioritization and other related work. We will convene a salmon recovery forum to discuss the prioritization and present to the Board in February for adoption. In particular, a focus on the development of the nearshore assessment will occur.

In Lieu Fee (ILF) Mitigation Program Update

Patty Michak updated the Board on the Port Gamble southern mill site 30% design and the next steps and schedule at Port Gamble and displayed maps.

With so much money involved Board approval and input is needed along with a “procurement policy.” Consider using Kitsap County’s procurement process. Look at Dept. of Natural Resources (DNR) and their liability to make sure we are not spending money without knowing the restitution outcome. We should put together a plan to get DNR to do the work instead. Patty said that there is a Dept. of Ecology (DOE) legal consent decree for Pope Resources to mitigate its tide lands, a multi-million dollar clean up, with what, when and how. We are not working on state-owned lands for that reason. The money from the Navy credit sale needs to be obligated by October 2015. We need a Plan B if there are delays. The Port Gamble S’Klallam Tribe has strong clean-up interests and with Pope moving forward fast; we are making the effort happen together with the support of DOE. There are problematic details, but we will all work through those.

Public Comment and Hood Canal Happenings

Jeromy thanked the Board for permitting him to serve as Chair for two years and appreciates the support and work of HCCC staff. The meeting was opened for public comments but there were none.

Adjournment and Next Meeting

The meeting was adjourned at 3:40 PM. The next meeting is to be determined.

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

Board Approval of Meeting Summary

Signed by Robert Gelder, acting Chair, at meeting

Chair