
Lower Columbia Fish Recovery Board

February 2, 2024 Board Meeting Agenda

1:00pm – 3:00pm PST

This is a hybrid meeting. Participants have the option to attend virtually using the Microsoft Teams information or in-person at the LCFRB office located at 11018 NE 51st Circle, Vancouver WA 98682.

Microsoft Teams meeting

Join on your computer, mobile app or room device

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ROLL CALL

PUBLIC COMMENTS (Limited to 3 minutes per person)

PARTNER REPORTS

DIRECTOR'S REPORT

BOARD BUSINESS

Item #1 Consent Agenda

Item #2 Salmon Recovery Grant Manual and Opening the 2024 Grant Round

Item #3 Telework Policy

Item #4 Position Description and Salary Schedule Updates

GOOD OF THE ORDER

If you need special accommodations to participate in this meeting, please call 360 425-1555.



Lower Columbia Fish Recovery Board

February 2, 2024

Board Meeting

Webinar and In-Person Meeting

WSDOT, Room 124

11018 NE 51st Circle, Vancouver WA 98682

Minutes

Approved: March 1, 2024

Present: Dan Cothren, Dalton Fry, Marylynne Kostick, Asa Leckie, Sue Marshall, Troy McCoy, Todd Olson, Robert Sudar, Don Swanson, and Dennis Weber

Absent: Scott Brummer, Sandra Staples-Bortner, Lynda Wilson, Jade Unger. Chairman excused members Brummer, Staples-Bortner, and Wilson.

Staff: Steve Manlow, Denise Smee, Amelia Johnson, Steve West, and Lorie Clark

Guests and Public Attendees: Eli Asher, Governor's Salmon Recovery Office (GSRO)

ANNOUNCEMENTS: Chairman Olson thanked former Board members Gary Medvigy and Del Wilson for their participation and engagement with the Board over several years. They both left the Board in December 2023. Clark County Councilor Sue Marshall will fill Gary Medvigy's seat and staff will work with Member Leckie to appoint a new Skamania County Citizen Representative.

Eli Asher, GSRO, noted there is a tentative resolution of the federal mediation process on the Columbia River. The Governor's Salmon Recovery Office will be involved.

PUBLIC COMMENTS: No public comments were offered.

PARTNER REPORTS: LCFRB ESRI Map Resources – Amelia Johnson

**A copy of the presentation is available upon request.*

DIRECTOR'S REPORT: Director Manlow highlighted the following:

- The updated viability report for Lower Columbia stocks has been posted on the LCFRB website. The report evaluates current viability status across all Lower Columbia Populations relative to that at the time of ESA listing. The Director asked the group to review the information, adding that 35% of our populations are showing improvement.
- The Director and Ms. Smee provided training for new Board members on salmon recovery in Washington, LCFRB programs, and how we go about recovery work as a Regional Organization and Lead Entity. A copy of the presentation is available.
- An advisory group is being put together for the Focused Investment Strategy for Habitat (FISH) project. Please let staff know if you are interested in participating in the group.

BUSINESS MEETING

Item #1 Consent Agenda

Member Weber moved and Member Swanson seconded to approve the Consent Agenda as submitted. No discussion. Motion carried.

Item #2 Salmon Recovery Grant Manual and Opening the 2024 Grant Round

This year there are four elements to the grant round: the standard Salmon Recovery Funding Board (SRFB) grant round, the new Riparian Program and Targeted Investment Program through the SRFB, and the CRR Program.

The Targeted Investment (TI) program is a statewide competition for large-scale projects. Projects will be reviewed/ranked by the LCFRB TAC and our list will be provided to the state Review Panel and SRFB to be ranked against projects at the state level. Projects not funded in 2024 will be bundled and submitted to the legislature as a budget request for 2025.

Questions and comments from the Board:

- Chairman Olson stated he appreciates that staff reviews the process and looks for ways to make improvements every year.
- Member Leckie asked if the Targeted Investment Program could be used for acquisitions. Director Manlow stated there are no sideboards for acquisitions and they are not excluded.
- Member Swanson asked if the RCO Manual 18 can be accessed from the LCFRB website. Ms. Smee stated yes.
- Member Weber asked how we keep track of programs for the Governor's orca survival programs. Director Manlow stated it's being handled through various processes. He noted that we address concerns through our Conservation Sustainable Fisheries Plan review process.

Member Weber moved and Member Swanson seconded to:

- 1) Adopt the 2024 Salmon Recovery Grants Manual and Calendar;
 - 2) Authorize opening the 2024 grant round and issuance of associated requests for proposals under the Salmon Recovery Funding Board's Standard, Riparian, and Targeted Investment funding programs, and Tacoma Power's Cowlitz Restoration and Recovery (CRR) Program; and
 - 3) Allocate a minimum of \$150,000 of the LCFRB's Riparian funding and 2.7% of the LCFRB's Standard grant round funding (for projects that benefit Lower Columbia Stocks), to the Klickitat Lead Entity.
- No discussion. Motion carried.

Item #3 Telework Policy

This policy was presented at the December 2023 Board meeting and the Board asked staff to get more information and bring it back at a later meeting.

- Member Leckie and Member Weber expressed concern that employees who do not have work cell phones will be subject to public records requests on their personal phones. Ms. Smee

stated those employees are aware of the requirements and will consent to provide whatever information is required.

- Member Leckie stated concern that serial litigators use public records act requests to make money by looking for any errors providing records. It may cost \$50,000 to go to court so they are looking for \$10,000 - \$12,000 settlement checks to walk away.

Member McCoy moved and Member Fry seconded to recommend the Board approve the proposed updated Telework policy and Telework Agreement Form. No discussion. Motion carried.

Item #4 Position Description and Salary Schedule Updates

The last job description and salary schedule update was in 2014. A lot has changed in ten years and our job descriptions are out of date. Staff would like to work with a consultant for third party review of staff work on this project.

Board members raised the following questions/concerns:

- Member Marshall asked about staff turnover. Director Manlow stated there hasn't been turnover since early 2018. Prior to that, there was turnover every couple of years for the two Salmon Recovery Specialist positions.
- Member Leckie asked how many positions are exempt. Ms. Smee stated all of them, and that is another issue with state law to have a salary to stay exempt. Member Leckie added that either you must keep raising salaries to stay exempt or change the salary range so that you aren't dealing with it every year.
- Member Fry stated his organization addresses that concern by adjusting the scale with the cost-of-living increases.

Member McCoy moved and Member Leckie seconded to recommend the Board approve the proposed plan for updating position descriptions and salary schedules and authorize the Director to enter into contract for up to \$5,000 for consulting services to conduct a third-party review of the proposed updates. No discussion. Motion carried.

GOOD OF THE ORDER:

- Chairman Olson stated with Del Wilson's departure, we have an opening for the Skamania County Citizen Representative. Member Leckie stated he would work with his County Commissioner's to find a replacement.
- Chairman Olson stated the other open position is for the Private Property Interests Representative. This position must be held by one of the County Citizen Representative members. Please email Director Manlow if you are interested.
- Ms. Smee stated the Board's website has been down since late December 2023. We have a new web address moving forward, but still hope to restore the old one as well. The new address is www.lcfrb.org.
- Chairman Olson stated he would like to discuss in-person meetings. There has been some discussion around having in person meetings on a quarterly basis. Staff have been calling around the region for information on meeting rooms that have an Owl Meeting Video system. We have been unable to find a location that has the same system. WSDOT does not allow anyone to use the Owl outside the building. Staff is continuing to research locations and the potential of purchasing an Owl system.

- Member Leckie asked the group if they were aware of the Cascade Renewable Energy Transmission Project on the Columbia River. He will send information on the project.

Chairman Olson adjourned the meeting at 3:05 p.m. A full recording of the meeting is available upon request.

/lc

Approved in open session on 03/01/2024



Signed: _____

Todd Olson, Chairman