



January 10, 2025 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 address below.

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Meeting ID: 264 882 602 038

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ROLL CALL

PUBLIC COMMENTS (Limited to 3 minutes per person)

PARTNER REPORTS

DIRECTOR'S REPORT

BOARD BUSINESS

Action Items	
1.	Consent Agenda
2.	Open Grant Rounds
3.	Bylaws updates
4.	Electronic Communications Policy
5.	Agreement with Energy NW
6.	Approval of new TAC Member
Informational Items	
7.	New website
8.	Salmon Day in Olympia

GOOD OF THE ORDER

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



January 10, 2025
Board Meeting
Webinar and In-Person Meeting
WSDOT, Room 124
11018 NE 51st Circle, Vancouver WA 98682

Final Minutes
Approved: March 7, 2025

Present: Scott Brummer, Dan Cothren, Dalton Fry, Marylynne Kostick, Asa Leckie, Troy McCoy, Todd Olson, Nathan Phillips, Sandra Staples-Bortner, Don Swanson, and Jade Unger.

Absent: Sue Marshall, Steve Rader, and Robert Sudar. Chairman excused absent members.

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

ANNOUNCEMENTS: Eli Asher announced that he will be leaving the GSRO. His last day will be January 17, 2025.

PUBLIC COMMENTS: No public comments were offered.

PARTNER REPORTS: No partner reports were offered.

DIRECTOR'S REPORT: Director Manlow asked members to contact him with any questions.

BUSINESS MEETING

Item #1 Consent Agenda

Member Staples-Bortner moved and Member Swanson seconded to approve the Consent Agenda as submitted.

No discussion. Motion carried.

Item #2 Open Grant Rounds

Director Manlow presented the item. The SRFB is calling for proposals under three programs - Standard SRFB, Riparian Grants, and Statewide Monitoring Programs. This will be the first time the SRFB will waive match requirements on grant proposals. We are also accepting proposals under Tacoma Power's CRR program.

Every year staff works on “lessons learned” to improve the grant round process for sponsors and TAC members. Director Manlow reviewed the LCFRB Grants Manual and Summary of Changes for 2025.

Member Unger moved and Member Staples-Bortner seconded to recommend the Board:

- 1 – Adopt the 2025 Salmon Recovery Grants Manual;
- 2 – Authorize staff to open the 2025 grant round and publish associated requests for proposals for the Salmon Recovery Funding Board’s Standard, Riparian, and Monitoring funding programs, and Tacoma Power’s Cowlitz Restoration and Recovery (CRR) Program; and
- 3 – Allocate \$150,000 of unused allocation from the 2024 grant round plus 2.7 percent of the LCFRB’s standard 2025 allocation to the Klickitat Lead Entity for projects that benefit Lower Columbia Stocks.

No discussion. Motion Carried.

Item #3 Bylaws Update

Director Manlow stated the Board’s Bylaws have not been updated since the COVID pandemic in 2020. Staff have reviewed the bylaws and suggest edits to better reflect current processes and best business practices.

Provided in the Board packet are the updates to the bylaws in red-lined format. Director Manlow reviewed the changes in the following sections of the bylaws:

- Section II, Board Composition and Quorum: The Board will adopt Robert’s Rules of Order for Board meetings. The majority vote of a quorum is sufficient for adoption of a motion, except when amending bylaws, which requires a two-thirds vote.
- Section IV, Conduct and Frequency of Board Meetings: In person meetings may be held in each county in the region on a rotating basis.
- Section VII, Public Communications of the Board: Action minutes will be prepared following each Board meeting.

Member Staples-Bortner moved and Member Swanson seconded to recommend the Board authorize the proposed updates to the LCFRB Bylaws.

No discussion. Motion carried.

Item #4 Electronic Communications Policy

Director Manlow stated staff first recommended changes to the Telecommuting, Electronic Communications Systems and Bereavement Leave Policies at the December 2023 Board meeting, however the Board provided comments on the policies and asked that they be brought back for approval at a future meeting.

The Electronic Communication Systems policy amendments were based on both written and verbal feedback provided by the Board.

Member Swanson moved and Member Unger seconded to approve the proposed updated Use of Internet, Website and Social Media Policy.

No discussion. Motion carried.

Item #5 Item #5 Agreement with Energy NW

Director Manlow presented the item. Energy Northwest is proposing to work with the LCFRB to develop and manage a “small grants” grant round from the Packwood Hydroelectric Project mitigation fund for projects in the upper Cowlitz watershed. The LCFRB would manage the grant round program on behalf of Energy Northwest.

Director Manlow stated the program would start in 2026 and the final funding amount available for projects has not yet been determined, however it is estimated to range from \$500,000 to \$1,000,000.

Member Brummer moved and Member Phillips seconded to authorize the Executive Director to enter into contract with Energy Northwest for management of their Packwood Hydroelectric Project Mitigation fund.

Discussion:

Staff will consult with Energy Northwest and the Yakima Nation to ensure all parties are fully aware of projects in the area.

Motion carried.

Item #6 Item #6 Approval of New TAC Member

Director Manlow presented the item. In February 2024, staff circulated the TAC recruitment notice focusing on desired qualifications and received an application and resume from Julian Sammons who is currently working as a Water Quality Monitoring and Data Analysis Specialist for WA Department of Ecology. He added that the LCFRB currently has an Ecology representative, but Mr. Sammons can provide additional expertise for the TAC to draw on.

Member Staples-Bortner moved and Member Brummer seconded to appoint Julian Sammons to the LCFRB’s Technical Committee (TAC).

No discussion. Motion carried.

INFORMATIONAL ITEMS:

- LCFRB New Website: The LCFRB launched a new website on 1/9/2025 featuring the new brand. Please visit www.lcfrb.org.
- Salmon Day in Olympia: On February 5, 2025, Board members are invited to meet with Legislators and aids on shared priorities in the Lower Columbia. Please let Ms. Smee know if you would like to attend.

GOOD OF THE ORDER:

- Member Weber announced his retirement from public service and the Board. His departure will leave vacancies as Secretary/Treasurer and on the Finance Committee. Both positions must be appointed by the Board. However, members may self-nominate.
- Ms. Smee stated that the Property Interests Representative position is still open and must be filled by one of the Citizen Members.
- Due to what is happening in Los Angeles right now with the wildfires, Member Leckie suggested the Board may want to consider getting involved in Water banks and Reservoirs in the region, which could relate to and support recovery efforts.

Adjourned at 3:10 p.m.

/lc

Approved in open session on 03/07/2025

Signed: _____

Todd Olson, Chairman