



## WASHINGTON COAST SUSTAINABLE SALMON PARTNERSHIP

### SUMMARY OF REGIONAL MEETING

**July 15, 2009**

**Port of Grays Harbor, Aberdeen, WA**

Scheduled: 10 am – 2 pm

Actual duration: 10 am – 4 pm

#### **In attendance:**

Mark Swartout, Chair, WCSSP  
James Sellers, Vice Chair, WCSSP  
Nancy Allison, Executive Director, WCSSP  
Miles Batchelder, Program Assistant, WCSSP  
Dana Dietz, Administrative Assistant, WCSSP  
April Boe, The Nature Conservancy  
Bob Burkle, WDFW  
Kathy Greer, Surfrider Foundation  
Philip Miller, Governor's Salmon Recovery  
Office (GSRO)  
James Schroeder, The Nature Conservancy

#### **North Pacific Coast Lead Entity Group**

Rich Osborne, Lead Entity Coordinator  
Katie Krueger, Quileute Tribe

#### **Quinault Lead Entity Group**

John Sims, Lead Entity Coordinator  
Dave Bingaman, Quinault Indian Nation  
James Sellers, Quinault Indian Nation

#### **Grays Harbor County Lead Entity Group**

Lee Napier, Lead Entity Coordinator  
Eric Delvin, The Nature Conservancy  
Mark Swartout, Thurston County  
Terry Willis, Grays Harbor County

#### **Pacific County Lead Entity Group**

Mike Johnson, Lead Entity Coordinator  
Key McMurry, WBWRCC, Key Environmental  
Solutions  
Faith Taylor-Eldred, Pacific County

#### **ILA Designated Representatives**

Katie Krueger, Quileute Tribe  
James Sellers, Quinault Indian Nation  
Mark Swartout, Thurston County  
Faith Taylor-Eldred, Pacific County  
Terry Willis, Grays Harbor County

#### **UPCOMING MEETINGS:**

Wednesday, **August 19**      10 am – 2 pm  
Wednesday, **September 16**      10 am – 2 pm  
Wednesday, **October 21**      10 am – 2 pm

*Port of Grays Harbor, 111 S. Wooding, Aberdeen  
Tentatively our first web meeting  
This meeting will either be in Forks or will  
be a web meeting*

#### **BUSINESS MEETING**

Chair Mark Swartout welcomed everyone and asked that they introduce themselves.

## **Approval of June Meeting Summary**

Swartout asked if there were any objections to the June Meeting Summary. Katie Krueger noted that on page 2, middle of the third paragraph, it should read “interim” not “initial.” Swartout asked if there were any objections to accepting the June Meeting Summary as so corrected. No objection was voiced.

## **Discussion of expectations for and desired characteristics of Chair and Vice Chair**

Swartout asked for input from the group on what characteristics the group wants to see in their Chair and Vice Chair, and what expectations the group has of the Chair and Vice Chair? The following were delineated as expectations and characteristics desired of the Chair and Vice Chair:

- keep the group on task
- keep the group focused on the agenda
- keep the group on time
- fully understand the agenda
- know the priorities and ideal outcomes
- work with the staff to achieve Work Plan goals, monitor progress and set time frames
- be involved with the staff in developing the agenda
- In order for the Vice Chair to be able to take over as Chair at any time, he/she needs to be an active participant in WCSSP regional meetings.
- If the Chair/Vice Chair needs to represent their own interest (e.g., Thurston County), they should temporarily step down from their Chair/Vice Chair position, and appoint someone else to replace them. Once they've represented their own interest's position in the discussion, they can they regain their role as Chair or Vice Chair.

## **Interim Operating Procedures**

Swartout asked if the group would like him to bring to the next meeting a draft of some operating procedures so that the group might adopt an interim set to use before deciding on a formal organizational structure. Swartout asked if there was consensus on his suggestion; he asked if there was any objection to him doing this? There was no objection.

Swartout went on to outline three basic rules he likes to use (*in italics*):

1 -- *Meeting kept on schedule: Meetings will start at designated time, even if everyone isn't present. Meetings in general, and agenda items in particular, will also end at their designated time, unless the group decides that it wants to change the times. Any change will be a group decision. (The agenda will be approved or altered at the beginning of each meeting, by group agreement.)*

Katie Krueger pointed out that agenda items often bring up disagreements or discussions that are important but not anticipated, and therefore we need the flexibility to change the agenda as a meeting progresses. Swartout affirmed that he takes that into account, and asks the group to decide how to proceed if such a discussion item comes up.

2 -- *Decision-making: Concerning serious issues, we only “vote,” or come to a decision through consensus, after the topic has been introduced at the previous meeting.*

3 – *Use of consensus: Swartout said he is a firm believer in consensus, and has seen it work very well. But, he noted it also requires a maturity in the group, a willingness and ability to listen, to hear and understand other viewpoints/interests, to negotiate, and to respect everyone's opinions.*

### **WCSSP Detailed Work Plan for 2009-11**

Swartout turned the meeting over to Executive Director Nancy Allison for the item-by-item review of the draft WCSSP Detailed Work Plan for 2009-2011 biennium. Krueger wanted to make sure that, no matter what was decided at this meeting, the Work Plan could be amended in the future. Allison confirmed that it is a dynamic document and can be amended at any time in the future. Phil Miller clarified that the specific Tasks were the regional group's prerogative to define; the mid-level Work Products could probably be changed after discussion with RCO; but that the six overall "Activities" would probably not change, since they are in the Scope of Work and therefore the region's contract with RCO.

Each item in the draft Work Plan was then individually reviewed. After the items in each Work Product had been discussed, Chair Swartout or Vice Chair James Sellers read the revised items out loud, and asked if there were any objections to the changes as just read. In each case, no objections were voiced. Similarly, all other changes in the document were reread by the Chair or Vice Chair and approved by no expression of objection when asked. At the conclusion of the entire review, Sellers asked if there was any objection to accepting the entire Work Plan as revised; hearing none, he declared that it was approved. The results of this item-by-item revision are reflected in the attached Detailed Work Plan for 2009-11 (dated 7-15-09).

(Note: Twice between 2pm, when the meeting was scheduled to adjourn and Swartout had to leave, and 4 pm, Vice Chair Sellers asked the group if they wanted to lengthen the meeting in order to complete the review of the Work Plan. Both times, the group agreed to lengthen the meeting.)

Krueger asked that it be reconfirmed that the Work Plan is amendable. Allison reiterated if anyone wants to bring up a change for consideration by the group, they could do so at any time.

There was then a discussion as to whether the Work Plan was acceptable as a Staff Plan for the next two years. Lee Napier, in her role as representative to WCSSP's fiscal agent, Grays Harbor County, indicated that she needed approval from the group to contract the staff for the new biennium. Upon questioning, she said she was comfortable accepting the Work Plan (as just revised and approved) to serve for this purpose. After group discussion, Sellers asked if anyone thought that any job descriptions beyond the Work Plan needed to be agreed upon now or at the next meeting. Hearing no such opinion, Sellers affirmed that the group had decided to drop the issue of approving any job descriptions at this point.

### **Adjourn**

The meeting was adjourned by Vice Chair Sellers.

Respectfully submitted,  
Dana Dietz

Attached: 7-15-09 version of WCSSP Work Plan for 2009-2011