

## **Steering Group Meeting Summary**

**Meeting date: July 19, 2006, 2:30 pm**

### **Attendees**

Executive Committee: David Judd, Brian Carlson, Patty Boyden

Partnership Members: Curt Loop, George Medina, Martin Hudson, Thom McConathy

Staff: Loretta Callahan, Jeanne Lawson, Kelly Skelton, Jordan Lerner, Ron Wierenga, Katy Brooks

Public: Jacquelin Edwards, Jim Pistillo

### **Agenda/Discussion Topics**

#### **6 Month Plan**

Katy presented the Strategic Look-Ahead Discussion Outline (see page 3 of this document). The outline discusses goals to keep the VLWP moving forward. A key goal is to establish a program director position to help meeting these goals. Katy explained the benefits of adding this position, during a time when research work begins, and gave a broad overview of what the job would entail. The Corps agreed that this new hire would be a great asset to the project. David Judd commented that he thinks this person should focus on public policy and funding goals, but also be an advisor on technical work. Brian Carlson agreed that the Steering Group cannot manage the day-to-day details of this project and this new role is important to keeping momentum going. Patty commented that she sees this person as a link between the Steering Group, Partnership, and Public helping them communicate. Based on the groups positive reaction to the creation of this role, Katy asked that the next step be an offline meeting of the Executive Committee (Brian, Pete, Patty & David) to decide on how to move forward with funding for this position. Candidate recommendations are welcome and should be sent to Patty via email.

#### **IGA Update**

The IGA is finished; the Port, the County and City will take it to their respective Commissions for approval in August.

#### **Corps Update**

George is working on refining the Preliminary Restoration Plan. George reminded the SG that a sponsor still needs to be identified and this will be the key to moving forward. The sponsor does not have to be one person; it can be a group of people but having one signatory will speed up the approval process because multiple sponsors will require approval by headquarters as opposed to just the local office. The signatories will be responsible for project maintenance after the Corps has completed the restoration portion of the project. The lifespan of the project will also need to be clearly defined so that maintenance costs are not unexpected and costly for the sponsor. George needs a non-binding letter of intent as soon as possible. Martin will send a sample letter to Patty and she, Brian, Pete and David will decide on a sponsor and Patty will provide a response to the Corps.

#### **Tech Group Update**

Ron said that the Tech Group has not met since the last SG meeting. Ron has given feedback to Dr. Bollens at WSU on the proposal that WSU submitted. Dr. Bollens will create a draft workplan over the next few weeks which will better define the scope of the proposed work. WSU is hoping to begin work by October 1, 2006. Martin reminded the group that any money spent with WSU is eligible for matching funds by the Corp through the 536. Ron commented that he has reviewed the PRP and he thinks the scope of the document is good. He also thinks that the new Program

Manager position will fit well with the work the Corps is doing. The Tech Group's next steps are to focus on new partnerships. Ron would like to hold a workshop that will bring together a number of experts to look at existing data, and use this expertise to help decide what can be done to fix the lake. Jeanne offered JLA's assistance in organizing the logistics of the workshop. A number of people thought that the new Program Manager would be a key participant in this workshop, so the timing of the workshop should be sensitive to their hiring schedule of this new person.

Patty informed that group that a portion of the flushing channel is going to be dredged and measured for flow data some time between November and February 2007. Some of the data from this dredge will be of interest to the VLWP.

#### **Public Information Update**

Loretta said that they have received 93 online survey submissions and 5 paper submissions so far. She will have finalized report for the next Steering Group meeting in August.

#### **Lake Closure**

A news release was sent out July 14th regarding the lake closure due to high levels of E. coli, but Brian Carlson said he had received information that recent testing has showed that those levels have already dropped.

#### **Partnership Meeting Agenda**

The August Steering Group meeting has not yet been scheduled. Kelly is going to email the Executive Committee to see which day works best with vacation and meeting schedules.

# Vancouver Lake Watershed Partnership Steering Committee Strategic Look-Ahead Discussion Outline

7-19-06

## **Goals**

1. Move the project forward
2. Prioritize activities, track progress and deliver milestones
3. Ensure communication is coordinated across multiple agency partners, the Watershed Partnership and the public
4. Identify new funding sources
5. Identify opportunities for partnerships
6. **Establish a program director position to achieve above goals**

## **New Position Job Outline:**

### ***Program Management***

- Develop a prioritized list of activities and milestones
- Track deliverables and plan for upcoming needs/opportunities
- Provide regular updates
- Coordinate technical work product with overall program
- Coordinate with USACE study

### ***Funding***

- Funding drives progress
- Prioritize work to be done, and align with available grant sources and other funding sources

### ***Partnerships***

- Identify partnerships based on prioritized work and community/external opportunities

## **Next steps**

- Identify short-to-medium-term priorities
- Develop draft work scope
- Hire