

Vancouver Lake Watershed Partnership

Steering Group Meeting Summary

Meeting date: July 2, 2008, 3:30 pm

Steering Group Members Present:

Patty Boyden	Port of Vancouver
Pete Capell	Clark County Dept. of Public Works
Loretta Callahan	City of Vancouver Dept. of Public Works (alternate for Brian Carlson)

Other Agency Members Present:

Andrew Ness	Port of Vancouver
-------------	-------------------

Project Management Team:

Phil Trask	PC Trask & Associates, Inc.
Sabrina Litton	PC Trask & Associates, Inc.
Mardy Tremblay	Lower Columbia River Estuary Partnership

Agenda/Discussion Topics

The project manager welcomed everyone and introduced the agenda.

Partnership Business

Legislative Strategy

Phil discussed several suggestions Addison Jacobs had made to increase the Partnership's likelihood of success with the legislature. One suggestion was for the Partnership to host an event in August for local elected officials that would provide an update on activities at Vancouver Lake and preview the upcoming legislative request. Another was participation in the Vancouver Legislative days in early September. The PIO group will meet on July 8th to discuss details of these upcoming events. There was general support for exploring both suggestions

There was discussion about dates and timing of upcoming Steering Group and Full Partnership meetings. Phil asked if there should be a Steering Group meeting on August 6 (which was previously unscheduled) prior to the extra August 20th Partnership meeting. Steering Group members agreed that this meeting was needed in order to organize and prepare for the August and September events. Sabrina will send out an email reminder with meeting and schedule updates.

Next Steps - WSU

Phil asked the group if they had suggestions for the upcoming July 16th Partnership presentation by WSU. Phil said he thought the presentation by Dr. Bollens given at the last Steering Group meeting had been very good. Patty said that she expects a lot of questions at the Partnership presentation and to make sure Dr. Bollens is prepared for that.

Pete said that with a press release going out they should be prepared for a larger than usual turnout at the Partnership meeting. He suggested they consider about how the room is set-up in case of a larger audience. It was suggested that the room be set up with stadium seating to accommodate more people. Tables could be set up in front for Partnership members and then stadium seating behind them. With this configuration, it is estimated that the room could accommodate up to 80 people which should be adequate. Phil said that in thinking about attendance at the Forum at the Library last fall, 40-50 people attended. A modified seating arrangement in the Port's Commission Room should work.

Phil asked if there was anything he could pass on to Dr. Bollens regarding the upcoming presentation. Pete said it was always tough to have the right level on technical information and still present it so everyone can understand. Phil said he would touch bases with WSU and the Corps on their upcoming presentations.

Technical Group Update

Phil said the Vancouver Lake Technical Foundation document was being worked on by the Technical Group. The document compiles what is known about Vancouver Lake to-date and recommends where the Partnership should advance technical studies in the future. Overall the Technical Group thought it was a good beginning.

The Technical Group will meet again during the first half of August to review a second draft. At that time, the intent is to forward a draft to the Steering Group for feedback and comments as well. He noted that this document was going to help the Partnership develop their legislative request for this year and provide a defensible approach for why a particular study is important and what results it will produce.

It was asked if the document would always be a work in progress or if there will be a point where the document is finished. Phil said he thought that an end date was a good idea, however, the document will have a shelf life because new information will continue to emerge. Eventually, studies to investigate management alternatives will replace the need for studies to understand how the lake functions.

Phil moved from the Technical Foundation document and referred to next steps with WSU for plankton work. The work for their current contract is over, but WSU is still collecting water samples and are interested in knowing if they should continue their research. Phil noted that if the Partnership wants WSU to continue their plankton assessment for another year, the Steering Group needs to give direction for work to continue.

Pete stated that he had reviewed Ron's email about continued WSU efforts and from looking at what the Partnership has in its funds, they can afford to continue the work especially since there is only one year of data from WSU. Patty agreed. She said she believed that when initial talks began regarding WSU it had been discussed as a multi year project. Loretta said she had not spoken with Brian on this topic but that she too thinks it was originally discussed as a multi-year project. Phil added that he and Ron also think a second year continuation is a good idea. Phil said he would contact Dr. Bollens and let him know about the Steering Group conversation.

PIO Group Update

The PIO group will be meeting on July 8th to discuss legislative events and press releases for the upcoming WSU and Corps Partnership presentations. Loretta said she thought press releases were a good idea. Pete asked if Erik Robinson from The Columbian would be covering this story. Loretta said that it would likely be Erik. Pete said he could call Erik if needed.

Loretta said that for the press release it would be helpful to get information on: the who, what, when and why for the meeting. She added that information the Bollens' are presenting is new and someone will need to translate it into laymen's words as to why it is important. Pete said he thought that Katy Brooks or Jim Gladson could take the lead on this. The PIO group can talk to Dr. Bollens about having an executive summary to give to The Columbian. Loretta said WSU has a protocol on how press releases are handled and that we should work with WSU's public relations staff. Pete will talk to Jim about working with WSU.

Pete added that the computer glitches that occurred during the WSU presentation to the Steering Group a few weeks ago need to be worked out. Phil said that he would try to get the presentation from Dr. Bollens in advance of the July meeting so that Andrew can make sure it operates on the Port's computer system correctly.

Next Steps/Close

Phil thanked the group for attending and closed the meeting.

Next Meetings:

Full Partnership Meeting	July 16, 2008, 4:00 – 6:00 pm.
	August 20, 2008, 4:00 – 6:00 pm
Steering Group Meeting	August 6, 2008, 3:30 – 5:00 pm.
	September 17, 2008, 3:30 – 5:00 pm.

All meetings will be held at the Port of Vancouver Administrative Offices.