

Steering/Technical Committee Meeting Summary

December 2, 2004

Leftover funds from Phase 3 Watershed Plan Development

Ecology has decided it has the authority to allow leftover Phase 3 watershed planning funds to be used to begin work on preparing for Phase 4 implementation. In order to use the leftover funds Ecology will need to amend the watershed planning contract with the Lead Agency. This will require preparation of a scope of work and a budget. Kahle Jennings and Lee Napier will work on this.

Plan-2-Fund and Boise State University

Lee Napier was able to get a hold of Bill and Amy at the Environmental Finance Center to see how available they are to help the Partnership with Plan-2-Fund. They are still real interested in working with us and for the time being can continue do so under their funding from EPA. The first thing we need to complete is determining what our basis for sorting tasks and establishing priorities will be.

Mark Swartout suggested that we develop a scope of work for what we want them to do and then bring in Boise State University. The STC discussed having a second meeting in December to work on these activities, but decided instead to have two meetings in January on the 6th and the 19th.

Items for Discussion with the Partnership:

- December CBP Meeting – Report on and the results of this meeting (these notes and the Matrix)
- January CBP Meeting – Report on the Decision Rules the STC came up with and apply them to a couple of examples.

Definition of Goals, Objectives and Tasks

The STC had previously decided that in order to avoid confusion it is important for us all to agree on the definition of goal, objective and task. Lee Napier handed out a couple of different definitions of Goals, Objectives and Tasks. After discussion the STC agreed to adopt the clear/concise/short version of the two examples that was taken from “Preparing a Comprehensive Plan” from the Florida Department of Community Affairs as our operating definition, and use the longer more detailed version for clarification.

Goal – A long term end toward which programs of activities are ultimately directed.

Objective – A specific, measurable intermediate end that is achievable and marks progress towards a goal.

Task – A sequence of steps taken to accomplish the objective.

Matrix of Watershed Plan Actions

The actions in the watershed plan approved by the Partnership are a mix of objectives and tasks. The matrix the STC worked on during this meeting listed the actions in the watershed plan. The STC then evaluated each action and determined if it was a goal different from the goals identified in the plan, an objective under an existing goal, or a task under an existing objective or a new objective. This exercise took up most of the meeting.

Meeting Location

Last month the STC decided to start meeting in Montesano again. However that will make it difficult for Chanele to attend and the STC feels it is important for her as chair of the Citizens' Advisory Committee to be able to attend. The STC decided to meet in January at the Mud Bay Coffee Company in Olympia. There is plenty of parking, they don't charge for the meeting room and they can arrange for lunch to be delivered. The address is 1600 Cooper Point Road SW, Olympia. The phone number is (360) 754-6222. Lee Napier will provide directions prior to the next STC meeting.

Governor's Staff Salmon and Watershed Enhancement Concept Paper

The original version was dated August 2004 and was discussed during the November CBP meeting. There is a revised version out dated November 23, 2004. The new version focuses more on discussing transition issues. Mark Swartout asked Kahle Jennings to send out the new version to all STC members. (It was mailed with the December CBP meeting agenda.)