Meeting Notice

A meeting of the Planning Unit for the WRIA 55 and 57 Local Watershed Planning program for will be held at:

Time: 10:00 am  
Date: June 21, 2000  
Place: Main Floor Conference Room  
Spokane County Conservation District  
210 N. Havana Spokane, WA

Agenda

10:00 am  Call to Order - Introductions by Committee Members

10:05  Approval of meeting summaries for the May 17th meeting.

10:10  Technical Considerations

Report on Consultant Selection
Negotiation Schedule
IA Participation

Work Group Reportig Schedule

11:30  Committee Organization

Facilitator Qualifications
Discuss Job Duties and Hiring

11:45  Policy Considerations

11:50  Other items of Public or Committee Concern

11:59  Set next meeting date and location

12:00  Adjourn

If you have any questions regarding this notice contact Stan Miller at (509) 477-7259 or via e-mail at smiller@spokanecounty.org
Stan Miller called the meeting to order at 10:05 am.

Committee members recorded on the sign in sheets were:

Gary Fergen
Susan McGeorge
Lloyd Brewer
Steve Skipworth
Ann Murphy
Doug Allen
Stan Miller
Sandy Mack
Joel White
Ty Wick
Terry Liberty
Reanette Boese
Jim Wilson
Kevin Robinette
Dave Jones
Julia McHugh
Bryony Hansen
Roger Krieger
Rachael Pascal
The meeting summary for the May 17 meeting was approved by consensus of the group with corrections as noted.

The main purpose of this meeting was intended to be an introduction of the technical consultant. However, the timing of the interviews and Board approval of the recommendation of the selection committee resulted in the final action by the Board being scheduled for next Tuesday. There are two steps needed to finalize a contract with the recommended consultant. Negotiate a final scope of work and budget and get Board approval on the final contract. The initiating agency representatives will have an opportunity to amend the scope prior to final approval. Typically this takes six to eight weeks.

Due to the short time spent on the technical consultant report the members present discussed the outline for the facilitator qualifications extensively. A number of recommendations were made regarding areas where the responsibilities for the facilitator need to be more clearly defined. These include the size of the various mailings expected, the number and types of meetings to be held – including the estimated length of meeting and attendance – and, the extent of interaction with the technical consultant. The group also recommended the term of the agreement be the same as that for the technical consultant with the option of extending the contract to Phase III. Compensation should be set on a fixed amount per meeting with the number of meetings specified. Hourly rates for various activities should also be set to allow for additional work without renegotiating the entire agreement. The facilitator should start work at the September 2000 meeting. The final draft of the facilitator work plan will be reviewed by the selection committee and other interested planning unit members before distribution.

The selection of the facilitator should be done by the same Planning Unit Subgroup used to select the technical services contractor should review the “facilitator” submittals.

Doug Allen indicated that the Department of Ecology has redrawn some of the WRIA boundaries to better match those of the Department of Fish and Wildlife’s Watershed Administrative Units. Given our approach to setting boundaries, this should not make much difference in our study area but staff will review this change.

The next full committee meeting was set for the third Wednesday in September, the 20th, at 10:00am at the Conservation District. A special meeting will be held on July 19th to introduce the technical consultant.

The meeting was adjourned at 11:00am.