

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

Meeting Summary

Planning Unit

Little Spokane River – Middle Spokane River Local Watershed Plan

June 21, 2000

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.