Minutes

Spokane River Regional Toxics Task Force
Washington Department of Ecology Office
March, 2012, 1:00 p.m. – 4:00 p.m.

Task Force Voting Members Present: Bruce Rawls, Lee Mellish, Bud Leber, Lynn Schmidt, Eric Staggs, Mike Petersen, Rick Eichstaedt

Roster Members Present: Adriane Borgias, Don Martin**,** Dave Moss, Dave Moore, Diana Washington, Andy Dunau, Sandy Phillips, Tom Agnew, Jim Bellatty, Melinda Travis, Carrie Holtan, Elizabeth Schoedel, Ted Knight (Phone)

Others Present: Marc Gauthier, Sarah Hubbard-Gray, Kelsey Gray, Andy Dunau

Others Present Phone: Mike Neher, Pat Surey, Sarah Brandt, Kris Holmes, Michael Kern, Paul Klatt.

Materials Available on-line at srrttf.org:

- Agenda
- Decision Making Flow Chart
- Draft Task Force Roster
- Ruckelshaus Center Proposal
  - Gray Resume, Kern Resume, McDaniel Resume
- Technical Workshop Planning Materials
  - Pareto Analysis Results, Session/Agenda Planning, Aerial Deposition Session Planning, Source Identification Session Planning, Stormwater Session Planning, Other Session Planning

Welcome and Introductions

Facilitator Don Martin welcomed everyone to the Task Force meeting. A decision making flow chart developed by Adriane and based on the MOA was distributed. Now that signed MOAs have been received, the guidelines established in the MOA for decision making will be followed. A key requirement is that decisions on policy, activities, etc. require notice and related documentation 5 business days prior to a Task Force meeting.

Ruckelshaus Center Proposal

Kelsey Gray and Michael Kern presented the Ruckelshaus Center proposal to provide facilitation services to the Task Force. The mission of the Task Force fits within the Center's mission to "act as a neutral resource for collaborative problem solving in the region." At a broad level:

- They offer deep expertise in facilitating multi-party, jurisdictional collaborative activities

- Bring a broad set of university based resources to bear to meet assessment, facilitation and media needs
- Have proven natural resource based experience in addressing complex issues in areas such as agriculture, protecting environmentally "critical areas," aviation biofuels, etc.
- Utilize students as a resource to groups while developing their skills to offer professional, collaborative services for the future.

For facilitation services, they see offering a "systems approach" to coordination, activity tracking, and support of the decision-making process. This includes identification of roles and responsibilities, establishing and following procedures, creating timeframes and setting benchmarks for success. As necessary, it also includes engaging in smaller group (snow card) activity and "shuttle diplomacy" to help move toward consensus on specific issues.

The budget submitted is based on supporting monthly meetings for a 12 month period. Additional funding could support provision of a community technical advisor.

Via question and answer, the following was clarified:

- The budget would need to be expanded to support grant writing
- Day to day administration of Task Force activities is not the focus of facilitator activities
- The strength of their approach is in offering a neutral 3rd party to assist the decision-making process, not deep knowledge of Task Force subject matter, requiring collaboration.
- The Center has proven experience working with the governor's office, legislature and other entities to achieve successful outcomes.
- As Ecology will administer the initial contract for services, an interagency agreement can be used to retain their services.

Kelsey and Michael completed their presentation, after which the Task Force considered next steps. Assignments were provided to acquire additional information needed to either move forward with the Ruckelshaus Center proposal or initiate an RFP process to select a facilitator. A phone conference will be scheduled for April 5th at 2:00 to select a path forward.

Administrative Workgroup Update

Funding agreements to support the facilitator/coordinator position have been received from the Spokane Tribe of Indians, the City of Spokane, Spokane County and Inland Empire Paper. Two additional sources of funding require additional administrative support to finish securing.

There will be a meeting on April 11th to consider a proposal to develop a business entity to support Task Force needs.

Technical Track Report

Bud Leber provided a PowerPoint presentation regarding progress. Weekly meetings have been held to develop a workshop that will gather pertinent information and serve as a spring board to developing a five year work plan. The consensus purpose statement for the workshop is to "provide a forum for the open exchange of information on the current state of knowledge both nationally and locally on PCBs and other toxics with regard to water quality issues and sources."

A draft agenda shows workshop topics to be covered. Topics selected are based on interest levels of Task Force participants. The agenda also shows length of time and sequencing of sessions. Topics include review of Spokane Watershed research to date, current Spokane Watershed local source identification and removal activity, work being conducted in other watersheds (e.g.—Portland Harbor and Delaware River Basin), aerial deposition, stormwater, and brainstrorming. There is also interest in presentations on analytical and monitoring/sampling techniques, and presence of PCBs in current products/processes. Additional planning sheets provide more detailed information on the focus of proposed sessions, specific content and potential speakers.

Adrian and Bud reported success in identifying and contacting speakers interested in presenting at a workshop. Cost estimates to support speaker travel and other workshop costs were also shared.

The work group recommended the following in order to proceed:

- Set June 5th and 6th as dates to host the workshop
- Commit to using Gonzaga Law School as the venue
- Receive commitments to support speaker travel
- Charge $40 per person to meet refreshment and ancillary needs
- Identify in-kind administrative support for workshop development, coordination, and hosting needs.

Rick Eichstaedt committed the Center for Justice to serve as the fiscal agent to receive and disburse funds related to the workshop. The County, Liberty Lake Water and Sewer District, Lands Council and Center for Justice indicated they will be able to provide in-kind administrative support. The City of Spokane is determining if they can provide in-kind administrative support. Don Martin offered to facilitate the two day workshop.

In accordance with the MOA, notice will be given of a Task Force meeting to make decisions on the above recommendations. This will occur as part of the April 5th Task Force conference call.

Next Meeting

In addition to the April 5th conference call, a doodle poll will be sent out to establish the next Task Force meeting. The next face-to-face meeting will not occur before the end of April.

Meeting Adjourned