

SRRTTF Administrative Work Group Meeting

August 8, 2012

Draft Meeting Notes

Attendees:

Adriane Borgias, Ecology
Kelsey Gray, Ruckleshaus Center
Doug Krapas, IEPCO
Tom Agnew, LLSWD

Dave Moss, Spokane County
Rick Eichstaedt, Spokane Riverkeeper
Elizabeth Schoedel, City of Spokane
Diana Washington, Ecology
Sarah Hubbard Gray, HGC/SRSP (on phone)

1. Premeeting discussion about relationship between Task Force activities and permits. Diana Washington (DW) reviewed with the Work Group examples of progress that has been made: signing of the MOA by the participants, development of a Quality Assurance Project Plan by a permittee, and the Spokane River Toxics Workshop. The status of the permits in Idaho is not relevant to permit compliance in Washington but participation by the Idaho permittees does contribute to the overall success of the Task Force. The Technical Track Work Group might want to look at what is “measurable progress” and how it is defined.

2. Articles of Incorporation Discussion

Bud Leber provided two documents: “Conflict of Interest Policy” and “Consent to Electronic Notice” form. Discussion on these items was tabled as they would best be addressed by the Business Entity Board once established.

Action Item: Elizabeth Schoedel (ES) to follow up regarding options for Registered Agent

3. By-Laws Discussion

- a. Comments from Kaiser Aluminum were reviewed and accepted by the Work Group.
- b. Comments from Agencies (Ecology and Department of Health) were reviewed by the Work Group. There was some misunderstanding about how the Business Entity would interact with the agencies, especially those that signed the MOA. Participation in the Business Entity is at the discretion of the agency. The State agencies can’t participate without a legislative mandate. The levels of dues will be established by the Corporate Board/Task Force.

Action Item: ES to follow up with Department of Health/AG to clarify this and resolve any concerns.

[Done]

- c. Recommended changes

The Work Group approved the documents with minor changes, as discussed, for presentation to the Task Force at the August 22, 2012 meeting. Task Force recommended to approve the Articles of Incorporation for adoption and to approve the By-Laws, which would be adopted by the Corporate Board once established.

Action Item: Sarah Hubbard Gray (SHG) to prepare clean documents and send to Adriane Borgias (AB) for posting on the SRRTTF website a minimum of one week prior to the full Task Force meeting (8/15/2012). These will also be posted with the Business Entity Concept paper (previously prepared) as background information. It was noted that these documents have been cycled for review and there will be one more request for comments. [Done]

Action Item: Work Group members to contact their constituent groups regarding the decision to be made by the Task Force on the Articles of Incorporation and By-Laws. Rick Eichstaedt (RE) to contact environmental groups; SHG to contact SRSP members; AB to contact agencies (Department of Health, Regional Health District, Ecology) prior to the SRRTTF meeting. [Done]

Action Item: At the SRRTTF meeting SHG to provide an overview of the Business Entity Framework to the Task Force. RE/ES to provide an overview of the Articles of Incorporation/By-Laws. [Done]