

# Spokane River Regional Toxics Task Force

## Administrative Work Group Meeting

November 7, 2012

### Draft Meeting Notes

#### Attendees

Rick Eichstaedt, Spokane Riverkeeper  
Tom Agnew, LLSWD  
Doug Krapas, IEP  
Sarah Hubbard-Gray, HGC  
Diana Washington, ECY  
Dave Knight, ECY

Adriane Borgias, ECY  
*On the phone*  
Kris Holms, Representing City of Coeur d'Alene  
Utilities  
Don Martin, EPA

#### 1. Funding Strategy

The work group talked about how getting funding could be achieved from an administrative perspective. At the October 24<sup>th</sup> Task Force meeting it was suggested that the Administrative Work Group could be changed to the Funding Work Group. There was discussion as to whether or not the Administrative Work Group is still needed, given that most of the people on the Administrative Work Group are also part of "ACE" the new Business Entity. The concern is duplication of effort and spreading people too thin with multiple work groups if another work group for Funding is added. It was also discussed that this would be ok if everyone gets along but there could be a situation where and Administrative Work Group is needed for transparency of discussion and recommendations. Not all members on the Task Force are part of the Business Entity, although it is recognized that the Business Entity takes its direction from the Task Force. It was also discussed that it is not necessary to disband the Administrative Work Group and that meetings could be scheduled as needed to deal with specific issues.

It was noted that prioritizing funding requests and maximizing return on effort was critical and requires focus.

It was recommended that the Administrative Work Group recommend the formation of a Funding Work Group to deal with the specific need of predictable and reliable funding for toxics reductions activities. This would be accomplished by using the same process that was used initially to establish the Technical Track and Administrative Track Work Groups. This group could prepare a draft Funding Work Group Purpose Statement for discussion at the November 28<sup>th</sup>, 2012 Task Force meeting.

There was an additional discussion about staffing needed for funding and whether grant writing should be funded by the Task Force. Would this be an additional expense? It was noted that the Task Force asked the Facilitator, Kelsey Gray, whether or not grant writing services would be something that was available from or through the Ruckleshaus Center. It was noted by the Work Group that a facilitator will continue to be needed for the Task Force.

## **2. Concepts**

*Tasks needed to create a Funding Work Group (in no particular order):*

- Develop a vision
  - Types of individuals and roles of those individuals on the Funding Work Group
  - Purpose Statement for Work Group including the need for, goals and outcomes, and expectations
- Create outreach materials to be used when looking for funding opportunities

*Examples of Funding Opportunities and Potential Partnerships*

- National Science Foundation grants to Universities, especially local colleges and universities
- Educational partnerships with University of Idaho, WSU, UW, Gonzaga, Whitworth, EWU, Community Colleges and High Schools
  - Internships
  - Senior projects
  - Political Science Research projects
- Participation and in-kind contributions of professional organizations
- Participation and in-kind contributions by educational facilities
- Participation and in-kind contributions by current and/or former toxics producers/suppliers

*The List of Funding Needs*

- Technical Consultant/Recommendations for on the ground activities (assumed to be provided through the Task Force Technical Advisor currently being solicited)
- Grant Writer
- Public Education and messaging (You Tube videos, toxics reduction smart phone app)
- Policy support (ECOS)

*Tasks Needed to get Funding*

- Define the Strategy
  - Identify funding sources: prioritize, decide, delegate
  - Have grant writing capabilities
  - Define the process for communicating with the Task Force and gaining approval for funding requests and partnerships.

- Identify the annual budgets/fiscal needs. Be cognizant of the planning windows needed to get funding (i.e., Agency planning windows are several years out and benefit from advance planning).
  - Start with knowns
    - What we have done
    - What we are doing
    - What we want to do (the needs)
  - Leverage the resources
    - On the ground activities
    - Pollution control actions
    - Source reduction actions
    - Outreach and education (including, for example, the SRRTTF Toxics Workshop).
- Outreach to Universities for research supporting the long term efforts. This could result in
  - Identifying research opportunities
  - Partnerships with local researchers
  - Involvement with national experts

This would meet the needs for

- Source Control
- Source Identification
- Understanding fate and movement in the environment
- Green Chemistry

### 3. Task Force Recommendations

**Action Item:** *Adriane Borgias to refine the “SRRTTF Funding Concepts” document and distribute to the Administrative Workgroup for comment with the goal of providing a discussion draft for the November 28<sup>th</sup>, 2012 Task Force Meeting.*