**SRRTTF Memorandum of Agreement Work Group**

DRAFT Summary Notes

February 9, 2015 | 10:00pm – 12:00pm

Department of Ecology

4601 North Monroe Street | Spokane, WA 99205-1295

**Attendees:**

Adriane Borgias, Department of Ecology

Tom Eaton (*on phone, Webinar*), Environmental Protection Agency

Kris Holm (*on phone, Webinar*), City of Coeur d’Alene

Don Keil, City of Coeur d’Alene

Mike LaScuola, Spokane Regional Health District

Brian Nickel (*on phone, Webinar*), Environmental Protection Agency

Chris Page (*video Conference, Webinar*) Ruckelshaus Center

Lynn Schmidt, City of Spokane

Jerry White, RiverKeeper

Kara Whitman, Ruckelshaus Center

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**Introduction and Agenda:**

Chris Page went over the agenda. No changes were made to the agenda.

**Document Management/Version Control**

The group reviewed the process for submitting comments to the MOA. The group agreed that comments should be submitted no later than 5 pm the day before a meeting. Edits occurring between meetings will be titled with a version number from the preceding meeting with a decimal extension identifying additional edit. For example Rick Eichstaedt and Jerry White sent edits to Version 5.0 prior to the work group meeting. This is version 5.1.

**Attorney Review and Liaison Role**

Chris Page reminded the group of their role as a liaison to their attorneys and constituent groups and stressed the need to communicate with them on a regular basis so as to maintain transparency and reduce surprises.

**Issues/Updates since the Last Meeting**

* Expanding Task Force membership. The group discussed potentially reaching out to Avista and The City of Spokane Valley and Coeur d’Alene Lake Keeper/Kootenai Environmental Alliance.
* There was a question of how “upstream” or “downstream” the membership should go/ what is the geographic scale? What scale is manageable?
* Questions arose about Task Force work plans. What plans have been completed? Reviewed? What level of review is needed and by whom?

**ACTION ITEM**: Chris Page to summarize the issues that have arisen through the MOA Revision process at the February Task Force meeting for a broader discussion and Task Force feedback.

**In-Situ Edits to MOA Version 5.1**

The group worked through comments and edits to the MOA Version 5.1. Edits focused on:

* List of toxics in Washington and Idaho permits. (PCBs, 2,3,7,8-TCDD)
* Keeping the history of the Task Force in the MOA, avoid mission creep and maintain institutional memory.
* Nuances of membership type.
* Removal/loss of Task Force membership for non participation.
* Responsibilities of members of the Task Force, should they each help to identify and obtain grant funding?
* Work plans and work plan review.

**ACTION ITEM:** Jerry White to request feedback from Rick Eichstaedt on his edits/comments to the MOA and ask to attend the next MOA work group meeting.

**Timeline and Meeting Schedule**

The group discussed future meetings and timeline for completing revisions and make recommendations. The work group tentatively plans to make recommendations to the Task Force by the April Task Force Meeting.

**ACTION ITEM:** Kara Whitman to schedule the next four MOA Work Group meetings for March and April of 2015. (COMPLETE)

**ACTION ITEM:** Kara Whitman to post a new version of MOA including edits from the meeting as Version 6.0. (COMPLETE)

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**The next meeting of the MOA Work Group is February 23, 2015 from 10am to 12pm at the**

 **Department of Ecology**