**SRRTTF Memorandum of Agreement Work Group**

DRAFT Summary Notes

February 23, 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

Rick Eichstaedt –RiverKeeper

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

Elizabeth Schoedel (*on phone, Webinar*) –City of Spokane

Jerry White –RiverKeeper

Kara Whitman –Ruckelshaus Center

**Introduction and Agenda:**

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

**Document Management/Version Control**

The group agreed that the document management is working well. No changes needed.

**Issues/Updates since the Last Meeting**

Chris Page reviewed issues that arose since the last MOA Work Group meeting and the group discussed how to proceed. The group agreed that many of the issues need to be addressed by the full Task Force. Issued discussed include:

* Task Force work plans, annual plans and plan review.
* Measurable progress. Ecology’s Measurable Progress process does not apply to Idaho dischargers, however the definition applies to the Task Force of which Idaho Parties are becoming voting members.
* 5 day time period for Task Force decision making. In some cases the 5 day notice can be an impediment to timely response to funding and other opportunities. Discussion centered around:
  + shorter turn around needed in some cases;
  + meeting deadlines outside the normal meeting schedule;
  + 5 day notice prevents rash decisions; and
  + email polling or alternative meeting methods for decisions outside the normal meeting schedule.

**In-Situ Edits to MOA Version 6.0**

The group worked through comments and edits to the MOA Version 6.0. The group focused edits to the chart defining the roles and responsibilities of Task Force members.

**ACTION ITEM:** Kara Whitman to check-in with Dan Redline about scheduling the March MOA Work Group meetings and then schedule the meetings based on member availability. (COMPLETE)

**ACTION ITEM:** Kara Whitman to post a new version of MOA including edits from the meeting as Version 7.0. (COMPLETE)

**Timeline**

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.

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**The next meeting of the MOA Work Group is March 9, 2015 from 10am to 12pm at the**

**Department of Ecology**