

SRRTTF Memorandum of Agreement Work Group (MOA WG)

DRAFT Summary Notes

December 18, 2014 | 1:00pm – 3:00pm

Department of Ecology

4601 North Monroe Street | Spokane, WA 99205-1295

Attendees:

Adriane Borgias, Department of Ecology

Don Keil, City of Coeur d'Alene

Mike LaScuola, Spokane Regional Health District

Chris Page (*video Conference*) Ruckelshaus Center

Dan Redline, Idaho Department of Environmental Quality

Lynn Schmidt, City of Spokane

Elizabeth Schoedel, City of Spokane

Jerry White, RiverKeeper

Kara Whitman, Ruckelshaus Center

Introductions and Agenda Review

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

In-Situ Edits and Discussion

The group discussed edits to the MOA Version 1.0 and 2.0. Version 1.0 includes edits received from Task Force members and the EPA. Version 2.0 includes edits and comments from Elizabeth Schoedel from the City of Spokane. In-Situ edits were done on Version 2.0.

Elizabeth Schoedel went through her suggested edits and comments. The edits focused on consistency in the document, updated language to include Idaho Dischargers, and document formatting.

Discussion Items:

- Consistency in the document with respect the use of acronyms (SRRTTF, Task Force, MOA etc).
- Document formatting. Table of contents and clarified sections and headings.
- Section 6, Part E Decision making. The group discussed the efficiency of the 5 business day notice and posting of documents for decisions at Task Force meetings. The group decided that the 5 days may be needed in order to ensure transparency. As this is a key issue, it needs to be further discussed. The group discussed some options:
 - Once concurrence has been made by the voting member they can keep the timeline fluid
 - Need a prudent amount of time for organization review
 - No longer than 2 weeks, do our best to get concurrence as quickly as possible

- Voting Procedure: how to easily modify voting procedure
- Agencies participate that don't have a vote- without notice they cannot respond if there is not a 5 day notice
- Process needs to foster trust
- There is the option to vote by email added in to allow for some flexibility, build in a waiver process if everyone is on board (email, and waiver of 5 day notices)
- If additional time is needed to make a decision, a vote can be done through alternative communication
- Have meeting, if there is an issue of quorum being reached then to an email vote

ACTION ITEM: Ruckelshaus Center to clean up the document by accepting all minor edits and other items agreed upon by the group. (COMPLETE)

ACTION ITEM: Ruckelshaus Center to clean up the acronyms in the document. (COMPLETE)

ACTION ITEM: Ruckelshaus Center to post the most recent version with the edits discussed at the meeting as Version 3 to the Task Force website. (COMPLETE)

The next meeting of the MOA Work Group is January 7, 2015 from 1pm-3pm at the Department of Ecology