# Spokane River Regional Toxics Task Force

 Quarterly Report (7/1/14 – 9/30/14)

**Project Staff:** Chris Page, Facilitator; Kara Whitman, Project Coordinator; Michael Kern, Strategic Advisor; Cheryl Rajcich, Budget Manager

**Project Purpose:** The Spokane River Regional Toxics Task Force (SRRTTF) is a collaborative group of governmental agencies, private industries, environmental organizations, and interested parties attempting an innovative approach to the reduction of PCBs within the Spokane River.

**Q1 Meeting Schedule:**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Jul |  | Aug |  | Sept |
| **Task Force Meetings** | **2014** | **TT** | **TF** |   | **TT** | **TF** |   | **TT** | **TF** |
| **2** | **23** |   | **6** | **27** |   | **3** | **24** |
| **Chris Page, Facilitator** | 1 | 1 |   | 1 | 1 |   | 1 | 1 |
| **Kara Whitman, Coordinator** | 1 | 1 |   | 1 | 1 |  | 1 | 1 |

**Project highlights:**

* **Meetings:** Project facilitator, Chris Page developed meeting agendas for six meetings, including three Task Force meetings and three Technical Track Work Group (TTWG) meetings. Chris facilitated all six meetings. Meeting notices, agendas and materials, and summaries were drafted and distributed for each meeting by Kara Whitman, who took over project coordination duties in place of Aubri Denevan in July 2014.
* **Synoptic Sampling:** The Center helped facilitate the consideration by the Task Force of various sampling methodologies, of edits to and acceptance of two complex and lengthy plans (quality assurance project plan and sampling assurance plan), and of the execution of an agreement and scope of work with Gravity, a cutting-edge water quality consultant.
* **MOA and Transparency:** The Center assisted the Task Force in working through challenges related to the protocols in its Memorandum of Agreement (MOA). This included phone conversations, one-on-one meetings, and a strong request to Task Force members to provide advance notice to the facilitator in the event of late-breaking issues.
* **Website Management:** Taking over duties on July 1 in a seamless transition, Kara Whitman managed and updated the web page on behalf of the Task Force for the meetings facilitated by the Ruckelshaus Center. This included posting meeting announcements, materials and supporting documents, and meeting summaries—and also encompasses the documentation of the annual accomplishments of the Task Force for 2013.
* **Technical Advisor:** The Task Force worked with the Technical Advisor (LimnoTech) to assist in Task Force understanding of technical issues and to ensure that presentations and reports get adequately vetted before meetings.

**Center Staff will continue to work with Task Force members and Work Groups in support of their project activities:**

* The Task Force and work groups will continue to meet on a monthly basis.
* The Task Force will continue to work with the Technical Consultant on completing their assigned Tasks as well as on Phase Two of the Technical Consultant’s work.
* EPA and the Idaho parties plan to join the Task Force formally after Idaho discharger permits are finalized, projected to occur sometime in late 2014. The Center will facilitate the Task Force’s consideration of, and agreement on, needed changes to the group’s Memorandum of Agreement.
* The Task Force will continue to work on documenting their activities and developing and implementing a communication strategy.
* The Task Force and TTWG will plan a technical workshop to be held in January 2015, including extra planning meetings and the inclusion of experts from around the United States.

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