

**Skagit Watershed Council**  
**Meeting of the Board of Directors – Final Notes**  
**January 2, 2014, SWC Office in Mount Vernon, WA**

Attendance: Chair Ken Dahlstedt, Brenda Cunningham, Richard Brocksmith, with Dave Pflug attending by phone. Carolyn Kelly was not available due to illness and Bob Everitt and Steve Hinton were away on family vacations. Thus there was not a quorum available.

Meeting called to order at 9:36.

Participants agreed to review the most time-sensitive agenda topics (work plan, budget, and contracts) but forward the remaining agenda topics (financial reports, meeting notes, organizational topics) to the February meeting.

Richard briefly reviewed the draft 2013-2015 work plan (v12.26.2013) and budget (v12.13.2013). Work plan changes requested at the December meeting were provided to the Board via email in track changes format on December 29, 2013. Brenda moved to adopt the work plan and budget as presented, contingent on the remaining Board members voting electronically\*. Dave seconded and the Board members present agreed unanimously.

Richard briefly reviewed the next step to amend our existing PSAR contract of \$40,000 with the Washington Recreation and Conservation Office to include the new tasks adopted in the work plan and unobligated remaining 2013-2015 PSAR funds of \$307,050 (\$347,050 minus \$40,000 already contracted). Richard also requested authorization to then subcontract with Skagit Fisheries Enhancement Group to implement the HWS program for the watershed, with expenses not to exceed \$10,000 through the remainder of the biennium. Brenda moved to authorize SWC to contract remaining funds with RCO and sub-contract \$10,000 to SFEG, contingent on the remaining Board members voting electronically\*. Dave seconded and the Board members present agreed unanimously.

Richard updated the Board on status of the Adaptive Management and Monitoring contract negotiations with Puget Sound Partnership since the last Board meeting, as well as the status of scoping the larger work plan task. As requested, the draft statement of work was reduced by removing the development of an adaptive management update process by June 2014 and replaced with developing a summary description of the current recovery process in Skagit/Samish. The available funding did not decrease. All agreed an objective is to make sure the effort is inclusive and consensual, and that all draft products from the process should go through the appropriate points in the SWC organization (e.g. subcommittee, TWiG, Board, Council). Brenda moved to authorize SWC to contract with PSP the AM&M statement of work presented by Richard for \$40,000, contingent on the remaining Board members voting electronically\*. Dave seconded and the Board members present agreed unanimously.

Richard reviewed how we might implement the contract and budget implications for two different approaches, one being for him to take more of a lead role in overseeing, writing, and submitting the

final products and the other hiring a third-party subcontractor to do more of that work. Richard noted the path forward could actually include both models in that additional funds beyond the \$40,000 are available using lead entity general funds. The Board members present agreed that it would be best for Richard to be closely involved in the process to educate himself content-wise, ensure products are provided in a timely fashion, and shape the process and outcomes so that Skagit/Samish watershed can benefit from a clear message and improved ownership of the Chinook Salmon Recovery Plan. Brenda moved to authorize SWC to sub-contract portions of the AM&M statement of work to support co-manager involvement, contingent on the remaining Board members voting electronically\*. The motion specifically included subcontracting with the Skagit River System Cooperative and the Upper Skagit Indian Tribe for amounts not to exceed \$25,000 and \$5,000 respectively, with the balance of the original contract to be used by SWC to oversee and complete the effort by June 2014. Dave seconded and the Board members present agreed unanimously.

Richard briefly updated the Board that the proposed SWC general membership meeting date of February 26 was no longer viable and the new date for the first Council meeting would instead be March 12, 2014. The Board recommended meeting at the Skagit County Commissioner's chambers (since PUD Aqua Room wasn't available), while also supporting keeping the remainder of the membership meetings consistently at the PUD's Aqua Room.

The Board reviewed action items from the December retreat, emphasizing the need to reach out to 3-5 important member organizations each regarding reinvigorating membership, and to keep exploring potential Board member nominations.

The next Board meeting will be on February 6, 2014.

The next SWC membership meeting will be on March 12, 2014.

The meeting adjourned at 10:18 am.

POSTSCRIPT: Results of electronic voting can be found in SWC Board of Directors February meeting notes.