

COASTAL BODY MEETING

March 23, 2012 ~ 10:00am – 2:00pm

Port of Grays Harbor Commissioner Meeting Room ~ Aberdeen WA

Meeting Summary

ATTENDANCE

See Attachment 1

DECISIONS & ACTION ITEMS The following items were decided during the meeting. For a more details on the actions, please see Attachment 2.

- An interim chair (Doug Kess) and vice chair (Rod Fleck) were appointed.
- A decision making process for the group was decided.
- An email will be drafted by interim chair Doug Kess to the Governor in support of SSB 6263.
- Group members will draft an invitation letter to each of the coastal tribes.
- An Operating Procedures Drafting Subcommittee was formed.
- An Agenda Subcommittee was formed.
- Members will provide individual comments on National Ocean Policy Implementation Plan.
- The Coastal Body provided guidance to Ecology and SOC on National Ocean Policy and Dredging.
- Agreement upon and adopted ground rules.
- Next meeting is tentatively May 11th in Aberdeen.
- Board members will send Amanda a short bio and photo to be combined into a directory and send to the group.
- Documents and meeting materials of the group will include dates and draft numbering.
- Agency representatives will sit at the table with members at meetings.
- Amanda Murphy will bring new bright colored table tents to the next meeting.

WELCOME & INTRODUCTIONS

Marc Horton, Director of Environmental & Engineering Services at the Port of Grays Harbor introduced himself and welcomed the group to the Port. An environmental chemist and engineer, Marc is a former Deputy Director at the Washington Department of Ecology, spent 19 years as a private environmental and engineering consultant, and represents the Ports on the Coastal Body. Marc provided a brief background on the Port of Grays Harbor. He mentioned that the Port has recently finished their 100 years celebration and noted the artwork in the room depicting the Port's 100 year history, painted by local artist Erik Sandgren.

Sally Toteff, Southwest Regional Director at Washington Department of Ecology congratulated the group on coming together to bring a voice to the coast. She thanked Department of Ecology staff for their work to convene the group on behalf of the state natural resource agencies and the Governor's office and expressed that the Department of Ecology is committed long-term to this group. She noted the legislation (SSB 6263) currently awaiting the Governor's action, that if enacted will convert the group and its members to being a council under the Governor's Office. She recommended that while the situation creates uncertainty on what the convening framework of the group will look like, regardless of the outcome, there is important work that can be done by the group today. Sally then reminded the group that they had asked for a neutral convener to lead their discussions, and introduced, Amanda Murphy and Rob McDaniel from the William D. Ruckelshaus Center.

Neutral convener Amanda Murphy welcomed the group to their first meeting and introduced herself. She introduced Rob McDaniel and noted he would be assisting her in facilitating the meeting and Aubri Wall who would be taking notes. She then asked everyone in the room to introduce themselves by stating their name, affiliation, and answer the question, "What do you hope this group will accomplish?"

REVIEW AGENDA & GROUNDRULES

Neutral convener Amanda Murphy led the discussion on the proposed ground rules. The ground rules are based on the comments she heard during the assessment interviews and from a standard set the Ruckelshaus Center has found work well for meetings. With no comments or suggestions from the group, the proposed ground rules were adopted.

Next, Amanda Murphy reviewed the meeting agenda, noting it was slightly restructured from the previous version she emailed out to members. She also pointed out that the agenda and other meeting materials will be marked as "draft" until the group agrees on a final version. The group requested that all future documents include a date and version number to avoid confusion. Members asked to add a time sensitive issues to the agenda, "Writing a letter to the governor showing support for signing bill 6263." With that addition, the agenda was approved.

BACKGROUND & OVERVIEW

Eric Delvin, from The Nature Conservancy, and Jennifer Hennessey, Department of Ecology provided a brief overview and background on the events that led to the formation of the group. Eric, who helped coordinate and facilitate the "Big Chew", discussed the process and events that led to the recommendation to the State Ocean Caucus to form the group. Jennifer discussed the forming of the group including, the nomination and appointing of members, and the process for selecting the Ruckelshaus Center as the neutral convener.

Amanda Murphy provided an overview of the situation assessment report she put together that summarizes the key themes from the assessment interviews with members. She explained that two main key themes emerged: members believe this group, 1) is an opportunity to be a voice for the coast; and 2) an opportunity to build relationships and an understanding among members and agencies about each other's interests and rationale for their positions. She also

talked about the Center's recommendations listed at the end of the report and how they were used to frame the goals of the meeting.

GROUP OPERATING PROCEDURES

Amanda Murphy provided a brief overview of the draft operating procedures document the Center put together. She explained that the Center, having expertise in helping groups develop operating procedures, updated the "Big Chew" charter and its modified version by Ecology to reflect the input members provided during the assessment interviews, particularly those not involved in the "Big Chew". Amanda suggested the group discuss what decision-making process the group will use. Some members noted that SSB 6263 outlines the decision making method for this group being consensus with a backup as a vote if consensus can't be reached.

The group discussed the decision-making process in detail and agreed on a modified Robert's Rules and consensus decision making process as follows: Based on a modified Robert's Rules to motion, call for a second, and consensus to reach a decision. If a decision cannot be reached at that point, then 2/3 majority vote is needed to pass the motion. Both the majority and minority position will be captured.

The group also discussed the selection of a chair and vice-chair. Members suggested the chair and vice-chair be from separate regions (north and south coast) and agreed to elect Doug Kess to serve as the interim Chair and Rod Fleck to serve as the interim Vice-Chair.

The group then formed an Operating Procedures Drafting Subcommittee to draft the bylaws and other operating procedures of the group, including:

- The details of the decision making process.
- The Chair and Vice Chair roles and responsibilities using Robert's rules as a guide, specifically outlining details such as the nomination process and criteria, term length, balanced regional representation, and removal (or an impeachment clause).
- Formation, roles, and responsibilities of subcommittees.
- Role of the neutral convener.
- Process for adding member seats to the group.
- Selecting alternates and their roles and responsibilities. The group also agreed that alternates can serve on subcommittees. However, they can only vote if their official representative is absent.

The Subcommittee will come back to the group at the next meeting to present what they have drafted.

The group also formed an Agenda Subcommittee to decide meeting agenda items and topics. The agenda committee will consist of, Doug Kess (the interim chair), Mike Backman, Garrett Dalan, Tami Garrow, and Jennifer Hennessey or a yet to be determined Department of Ecology staff support. The agency liaison will sit on this subcommittee to help bring the committee issues to discuss. Between meetings, this subcommittee will work with the Ruckelshaus Center on meeting logistics and to create the next meeting agenda.

PRIORITY ISSUES & DISCUSSION

The coastal group agreed on several priority action issues during the meeting. Members discussed SSB 6263 and agreed that Chair, Doug Kess would compose an email to the Governor's Office stating the Coastal Advisory Body is in strong support of SSB 6263. Some members asked for Ecology's position on the bill. Jennifer Hennessey responded that the Department of Ecology is committed to this process regardless of whether or not the bill is signed.

Members also discussed and agreed to extend invitations to the coastal tribes to participate as ex-officio liaisons to the group. Rich Osborne, Rod Fleck and Doug Kess will draft an invitation letter to each of the tribes. Key McMurry and Brian Sheldon will provide review and editing assistance. The letter will then be sent out to the group via email for review and comments. The coastal treaty tribes are in the process of forming a similar group that the Department of Ecology is convening.

The group discussed and agreed to provide guidance to Ecology and the State Ocean Caucus on National Ocean Policy and the US Army Corps of Engineers draft environmental assessment for Nearshore Disposal Locations. Dale Beasley passed out a copy of a letter addressing the dredging issue from the Clatsop County Board of Commissioners to the Army Corps of Engineers, Portland District, laying out their comments about the Nearshore Disposal Locations at the Mouth of the Columbia River. He recognized that those in the Northern Coast many not have the intimate details to make the decisions on the spot, but asked the group to include this issue with their guidance to Ecology and the SOC.

The group agreed to pass along the following guidance to Ecology and SOC:

National Ocean Policy - National Ocean Policy needs to address sustainable communities that integrates new uses in such a fashion that does not significantly impact traditional, existing uses associated with our coastal communities.

Dredging - The plan must not: 1). Increase hazards to small or large vessel navigation into the mouth of the Columbia River; 2). Not harm marine environments in and about the same area. Further, we (the group) are extremely concerned about adverse impacts of dredging spoils upon Dungeness crab populations. The plan must not significantly adversely impact those populations and the industries associated with them.

Members will also provide individual comments on National Ocean Policy Implementation Plan.

NEXT STEPS AND ADJOURN

The group set a tentative date of May 11th at the Port of Grays Harbor for the next meeting. Amanda Murphy reviewed the decisions and action items from the meeting and stated that the Center would put together a summary of the meeting and list of action items to assist the group in moving forward and preparing for the next meeting. Suggested agenda items by members, for the next meeting included discussing Coastal and Marine Spatial Planning and rock fish issues. The group also invited agency representatives to sit at the same table with the group at

future meetings. Amanda invited public comments, then thanked the group for their participation and adjourned the meeting.

Attachment 1 Meeting Attendees

Coastal Group Members				
Last	First	Seat	Affiliation	In Attendance?
Backman	Mike	Wahkiakum County MRC	Wahkiakum County MRC	✓
Beasley	Dale	Commercial Fishing	Columbia River Crab Fishermens Association	✓
Cedergreen	Mark	Recreational Fishing	Westport Charterboat Association	✓
Costanzo	Charlie	Shipping	The American Waterways Operators (AWO): Pacific Region	N
Dalan	Garrett	Grays Harbor County MRC	Grays Harbor County MRC	✓
Fleck	Rod	North Pacific MRC	North Pacific MRC	✓
Garrow	Tami	Economic Development	Grays Harbor Public Development Authority	✓
Greer	Kathy	Recreation	Surfrider Foundation	✓
Grunbaum	RD	Conservation	Friends of Grays Harbor	✓
Horton	Marc	Ports	Port of Grays Harbor	✓
Kess	Doug	Pacific County MRC	Pacific County MRC	✓
Maurer(Marchant)	Lorena	Education	Educator	✓
McMurry	Key	Citizen	Key Environmental Solutions LLC	✓
Rich Osborne	Rich	Science	Feiro Marine Life Center Research Associate	✓
Sheldon	Brian	Shellfish Aquaculture	Pacific Coast Shellfish Growers Association	✓
Toste	Ray	Commercial Fishing	Westport Crabbers Association	✓
Alternates				
Leraas	Robin	Grays Harbor County MRC	Grays Harbor County MRC	✓
Nordin	Mike	Pacific County MRC	Pacific County MRC	✓
Pokorny	Tami	North Pacific MRC	North Pacific MRC	✓

State Agencies, Organizations & Public			
Last	First	Affiliation	In Attendance?
Cooper	Kelly	Department of Health	?
Dalton	Penny	Sea Grant	✓
Delvin	Eric	The Nature Conservancy	✓
Emmett	Bridgett	Department of Ecology	✓
Grayum	Michael	Puget Sound Partnership	N
Hennessey	Jennifer	Department of Ecology	✓
Jewett	Jenna	Department of Fish and Wildlife	✓
Kennedy	Jody	Surfrider	✓
Kline	Randy	State Parks and Recreation	✓
Lassiter	Katrina	Department of Natural Resources	✓
Lynn	Brian	Department of Ecology	✓
Mooney	Jamie	Washington State Emergency Management	✓
Rechner	Michal	Department of Natural Resources	✓
Schelling	John	Emergency Management Division	?
Sheldon	Dick	Willapa Shellfish Growers	✓
Toteff	Sally	Department of Ecology	✓

**Attachment 2
Action Items
Coastal Body**

Action Item		Responsible Party	Due Date	Done?	Comments
1.	Coastal Body guidance to Ecology and SOC on National Ocean Policy and Dredging.	All Coastal Group members.	Developed at 3/23/12 meeting	Yes	Amanda sent the language the group agreed on to Ecology via email on 3/26/12, cc:ed Doug and Rod.
2.	Email to the Governor's Office stating the Coastal Advisory Body is in strong support of SSB 6263.	Doug Kess	3/27/12	Yes	
3.	Coastal Group members send brief bio and a photo of themselves to Amanda Murphy.	All Coastal Group members.	4/18/12		Amanda will combine everyone's bio and photo into one document and send out to the group.
4.	Draft operating procedures/by-laws.	Drafting Subcommittee: Rod Fleck, Brian Sheldon, Key McMurry, Doug Kess, and Jennifer Hennessey /Department of Ecology staff support.	Before 5/4/12 Meeting		4/6/12: In the process of scheduling conference call to begin drafting. The draft procedures will be sent out to the group to review at least a week in advance of the next meeting.
5.	Develop 5/11/12 meeting agenda items/topics.	Agenda Subcommittee: Doug Kess, Mike Backman, Garrett Dalan, Tami Garrow, and Jennifer Hennessey / Department of Ecology staff support.	5/4/12		4/6/12: Doug, Rod, and the Center are working on setting up a conference call to draft the next meeting agenda and will be contacting the Subcmte shortly to do so. The Agenda Subcommittee will work with members to develop the meeting agenda and will send out to the group to review at least a week in advance of the meeting.
6.	Invitation Letters to Coastal Tribes	Rich Osborne, Rod Fleck and Doug Kess will draft an invitation letter to each of the tribes. Key McMurry and Brian Sheldon will provide review and editing assistance.	?		The letter will then be sent out to the group via email for review and comments. Once finalized, the letters will be sent to each of the tribes on behalf of the group.

7.					
8.					
9.					