

PRWC Board Meeting
Thursday, July 23, 2020
3:00 PM - 5:00 PM
On ZOOM!



Meeting Summary

Welcome & Introductions – Krystal Kyer/Carrie Hernandez

Kurt Fremont, Robbie Wright, Laurie Larson-Pugh, Erik McDonald, Linda Burgess, Russ Ladley, John Berry, Carrie Hernandez, Tom Kantz, Jen Stebbings, Dan Calvert, Allan Warren, Krystal Kyer, Cindy Callahan, Linda Burgess

Approve June 25, 2020 meeting minutes (vote)

Meeting minutes approved after correcting the date for the next Communication Committee meeting (7/29).

Committee Updates

- Executive Committee – Krystal Kyer, conveyed message from Mark Palmer, Treasurer:
 - Account balance \$2,558.74
 - All the small grants checks have cleared
 - QuickBooks has been purchased
- Communications Committee – Robby Wright, Chair
 - Clarks Creek Salmon Homecoming event;
 - In person event has been cancelled, partners are working on a virtual format and will meet on July 29th to put forth ideas for how each can contribute.
 - PRWC idea suggested to create a story map, possibly showing where each Board member represents spatially in the watershed (live/work).
 - Story map could have links on the maps to story boards and videos and could be reused at future events/booths.
 - Port of Tacoma story map was shared as an example;
<https://pot.maps.arcgis.com/apps/Cascade/index.html?appid=88902f21ee8246dc9bfd150af61428cd>
 - Watershed Symposium;
 - Will need to be a virtual event.
 - Could be a webinar series, or pre-recorded presentations.
 - Do we want to craft a theme before we start planning for speakers? Please submit theme ideas to Communications Committee.
- Swan Creek Implementation Committee
 - No update.
- Puyallup White River Local Integrating Organization – Allan Warren
 - The PWR-LIO subcommittee submitted a recommendation to the Board for adopting two sub-tasks in Section (Task) 5 of the PSP Coordination Contract/Scope of Work;
 - The subcommittee recommends we select the two subtasks;
 - A. 5.02 – Outreach to local elected officials
 - B. 5.04 – Support a local outreach network
 - Similar to previous ECONET
 - Could be a hub for information where information in the watershed could be housed – our new ERP website (developed as ERP Phase II NTA funding) could be that hub.

- Unanimous vote to support moving forward to scope out the two subtasks as recommended by the Subcommittee.
 - Review Task 1- 4 PWR-LIO Scope of Work
 - Schedule and budget still need to be developed for each task by August 12.
 - Smaller group will work independently from Subcommittee to work these details out with PSP.
 - These tasks are largely managed currently by Krystal, but will move mostly to a consultant per the SOW.
 - Review NTA \$100,000 funding for ERP Phase II website development
 - Review focus areas on Alliance for a Healthy South Sound website as a potential template for our ERP Phase II.
 - There will be overlap between the PSP Coordination Contract and the Ecology NTA funding project. We have until December 2022 to complete the NTA project so will focus on the PSP contract first.
 - Biodiversity (BD) note;
 - BD encompasses all the focus areas. Planning to call out the importance of BD in the introduction of the ERP, then make a BD point within each focus area. Goal would be to recognize and embed BD throughout the ERP.
 - Also, we will need to provide PSP with a subset of priorities and BD could also be identified as something that is important to our watershed.

Procurement Policy

- In order to enter a contract with the PSP, the PRWC must have certain business components in place, i.e. bylaws and insurance. The PRWC must have a Procurement Policy so we can sign a contract with PSP.
- Hood Canal Coordinating Council Procurement Procedures was reviewed as template.
 - HCCC Procurement Procedures were accepted by PSP.
 - The HCCC template will need some administrative edits to match PRWC;
 - Exec. Director change to President
 - Some by-laws language needs to be reviewed – do we need it?
 - Need to have a draft by August 7 for PSP review and must be approved before the contract signed.
 - Must have a competitive bid process per PSP in the Policy.
 - Need to check current by-laws to confirm what authorities we've granted for people to approve expenditures.
 - Kurt, Allan, Krystal and Tom to review.
 - Board agreed to review a draft policy and vote by email to meet the short timelines.

Partner updates and roundtable

- Jen; the POT habitat mitigation bank has been approved. Officially in the mitigation banking business.
- Robbie – White River project ranked #3 in the large capital bank round; Hoping for PSAR funding to come.
- Krystal – FftF Letter of support PRWC submitted last month; their pre-proposal was approved, and they have been invited to submit a full application/proposal for part of up to \$9 million in grant funding for projects in the watershed.
- Pierce County Trails Day this Saturday the 25th
- Allan – Orca Recovery Day; Demo-ing a platform called Eco-Challenge for people to participate in very local ways without attending a physical event, although there will be some physical event in some way, but not a statewide promotional event like last year.
- Krystal – Note that there will be 4 draft ERP chapters sent out to the Board in August for review.

END