



STATE OF WASHINGTON

RECREATION AND CONSERVATION OFFICE

MEETING DATE: November 2009 **ITEM NUMBER:** 2E

TITLE: Proposed Board Work Plan for 2010

PREPARED BY: Steve McLellan, Policy Director

APPROVED BY THE DIRECTOR:

Proposed Action: Briefing

Summary

The Recreation and Conservation Funding Board (board) plans to meet four times in 2010 to award grant funding and provide policy direction for the grant programs and planning activities. Beginning in 2009, the board has used a work plan to keep its meetings and staff work focused on key activities. Staff has prepared a 2010 work plan (Attachment A) for board consideration.

Strategic Plan Link

Activity 14 of the board's strategic plan calls for the board to "develop an annual work plan to regularly report on progress toward meeting strategic plan goals."

Staff Recommendation

Recreation and Conservation Office (RCO) staff recommends that the board use the work plan for 2010. Staff will update it as needed to reflect board priorities and legislative assignments.

Background

The board adopted a work plan for 2009 that noted the meeting dates and the key briefings and decisions for each. Some of the items on the work plan had to be delayed due to workload and unanticipated legislative assignments, but many others were accomplished. For example, the board and RCO made significant progress on the following work plan activities:

- conversion and compliance issues;
- reappropriation;
- consequences for failing to complete projects;
- "level of service" testing;
- conducting regular performance reviews;
- continuing to seek and use public feedback in policy and funding decisions; and
- seeking board member feedback on meetings and operations.



Analysis

Staff has developed a work plan based on the board strategic plan and established funding cycles. The funding cycles inform both the dates that the board would consider approving grants for projects and the timeline for related policy changes.

Next Steps

Staff will implement the board's work plan through meeting agendas and materials as directed.

Attachments

A. Proposed 2010 Board Work Plan

ATTACHMENT A: RCFB WORK PLAN – CALENDAR YEAR 2010

Meeting	Standing Topics	Grant Management	Policy Briefings and Presentations	Other Briefings	Follow Up Items (board requests)	Grant Award Decisions	Policy Decisions	Other Decisions
March	Consent	Advisory Committee Service Recognition	Sustainability policy	Legislative session review and assignments			NGO eligibility	Vancouver Waterworks Conversion
	Director's Report							
	Fiscal Report						Manual Changes	
	Grant management report			Invasive Species Council				
June	Policy Section Report		Deed of right	Lands Group		BIG ¹	Farmland	
	GMAP update		Tentative: Match policies	Agency strategic plan			Scope Changes	
			Tentative: Process for policy approval and consideration	Project Tour			Water policy	
			Legislation for 2011				Allowable activities and structures	
			2011-13 Budget					
			Sustainability policy					
August	(no standing topics in August)							Legislation for 2011
								2011-13 Budget
October				Performance Data		WWRP ALEA LWCF RTP BFP - State ²	Deed of Right	Director's Evaluation ²
							Sustainability policy/Manual 2	2011 Schedule
							Match policies	

¹ We need to ask to delegate authority to the director since the applications will be due to the federal government in September.

² Applications are done in 2010 with funds available July 1, 2011. One of the questions to consider is whether to do the same thing for local agency boating.