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**STATE OF WASHINGTON**

**RECREATION AND CONSERVATION OFFICE**

October 2008

**Item #17: 2009 Board Meeting Calendar and December 2008 Meeting Topics**

**Prepared By:** Rebecca Connolly, Board Liaison

**Presented By:** Rebecca Connolly, Board Liaison

**Approved by the Director:**

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**Proposed Action: Decision**

**Summary**

The Salmon Recovery Funding Board (Board) meets four to six times per year to award grant funding and provide policy direction for the grant programs and planning activities. At its July meeting, the Board decided to schedule four meetings in 2009 and to schedule one tentative meeting, with just one of those meetings being outside of Olympia. Statute requires the Board to establish its regular meeting schedule and notify the Code Reviser of the dates and locations before January 1 of each year. Board members have indicated availability on the dates suggested by staff, and are therefore asked to approve the proposed schedule.

**Staff Recommendation**

Recreation and Conservation Office (RCO) staff recommends that the Board adopt the proposed meeting schedule for 2009 via motion.

Suggested motion

Move to adopt the 2009 meeting schedule as presented and direct staff to make the appropriate notifications.



## Background

The Open Public Meetings Act requires state agencies to identify the time and place they will hold their regular meetings and to publish their schedule in the Washington State Register. The agency must notify the code reviser of that schedule before January of each year.

Accordingly, the Board typically has approved its meeting schedule for the next year in September.

Based on the discussion at the July Board meeting, staff proposes that the Board meet four times in 2009, with an additional time held in case the board needs a fifth meeting. To reduce travel expenses, the staff recommends that only one of the board meetings be held outside of Olympia. The Lower Columbia Fish Recovery Board has requested that the Board travel to their area in 2009.

Dates	Days of Week	Location
February 12-13, 2009	Thursday and Friday	Olympia
May 14-15, 2009	Thursday and Friday	Vancouver
August 13-14, 2009	Thursday and Friday	Olympia
October 8-9, 2009 (tentative)	Thursday and Friday	Olympia
December 10-11, 2009	Thursday and Friday	Olympia

Dates or locations for regularly scheduled meetings can be altered, with sufficient notice. The Chair may call special meetings at any location or time with compliance with the notice provisions of the Open Public Meetings Act.

## Board Work Plan

The Board maintains work plan that identifies discussion topics for future meetings. Staff asks that the Board confirm or reject the following topics for the December 2008 meeting:

Potential Agenda Topic	Proposed Action
Allocation Task Force	Decision
2008 Grant Round	Funding Decision
Approach for Larger Projects	Presentation
Nearshore Science	Presentation
Snake River Region	Presentation

Staff will present a 2009 work plan for Board consideration at the December meeting.

**Next Steps**

Staff will plan meetings for 2009 and make the required notifications. Staff also will develop a 2009 work plan for Board consideration.