

Meeting Date: December 2011  
Title: Board Meeting Schedule for 2012  
Prepared By: Rebecca Connolly, Board Liaison  
Approved by the Director: *Kaleen Cottingham*

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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. 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 and locations for 2012.

<b>Dates</b>	<b>Location</b>
April 18 – 19	Olympia
June 7	Olympia
August 23	Conference Call
September 19-20	Olympic Peninsula
December 6-7	Olympia

## Proposed Motion Language

Move to adopt the 2012 meeting schedule as presented, with the September meeting to be held on the Olympic Peninsula.

## 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 October.

## Analysis

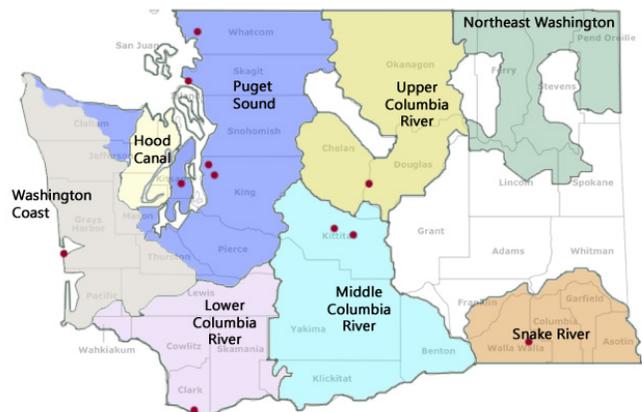
### Meeting Dates

Staff believes that the board can accomplish its work in five meetings. If needed, the chair may call for an additional special meeting, which could be conducted by phone. Further, the two-day meetings may be reduced to one day each, depending on the topics to be addressed.

### Locations

Staff considered projects that could be of interest to board members, as well as the locations of previous meetings, to determine meeting sites in 2012. The board has traveled to the following locations in recent history:

<b>Year</b>	<b>Travel Locations</b>
2005	Seattle, Tukwila,
2006	LaConner, Seattle, Walla Walla
2007	Cle Elum, Bremerton
2008	Wenatchee, Westport
2009	Camas
2010	Bellingham
2011	Ellensburg



If the board wishes to travel during 2012, staff recommends that they select a location on the Olympic Peninsula. The Coast Region will be completing the draft Salmon Conservation Plan in 2012. If the board selects this option, staff would work with the region to determine the best location to maximize public participation and allow the board to see the salmon recovery work.

## Next Steps

Staff will plan meetings for 2012 and make the required notifications. Dates or locations for regularly scheduled meetings can be altered, with sufficient notice. The chair may call special meetings at any location or time in compliance with the notice provisions of the Open Public Meetings Act.