

**Medford District
Resource Advisory Committee (RAC)
Meeting Minutes**

**February 14, 2002
Bureau of Land Management
Medford District Office**

The objectives of the Committee are to improve collaborative relationships between the Bureau of Land Management (BLM) and local communities, and provide advice and recommendations to the Secretary of the Interior (Secretary) or the Secretary's designee(s) consistent with the provisions of the Secure Rural Schools and Community Self-Determination Act of 2000, P.L. 106-393.

Members Present

Category 1

Gene Bowling
Amy Burrows
Daniel Ratty
David Hill
Link Phillippi

Category 1 (Alternates)

Rauno Perttu
John Hilkey

Category 2

Phillip Lang
Vernon Pew
Richard Smith
David Strahan
Jack Shipley

Category 2 (Alternates)

Howard Heiner
Jeff Hanson

Category 3

Jim Kolen
Sue Kupillas
Steve West
George Fence

Category 3 (Alternates)

Scott Richardson
Larry Smith

Welcome - Ron Wenker, District Manager, Designated Federal Official (DFO)

The meeting was called to order at 10:10 a.m. by Ron Wenker, District Manager, Designated Federal Official. Ron welcomed the RAC members, explained the purpose of the Act and stated that the need for the Committee is expected to continue until September 30, 2006. Revenues from timber sales provide the base for the legislation.

This year approximately 2.5 million dollars have been allocated for projects. The Committee will make recommendations to BLM on how to spend the dollars and will be able to see on the ground how those dollars were spent. Counties have the right to object to their dollars being spent on the projects proposed. The six counties comprising the Medford RAC are: Jackson, Josephine, Douglas, Coos, Curry and Klamath.

Ron introduced the BLM managers and those employees assisting with the meeting.

Agenda Review, Role of Facilitator, Meeting Guidelines - Karen Gillespie, Facilitator

Karen explained there would be a Public Forum in the afternoon where members of the public could address the Committee.

The meeting guidelines were explained and the agenda was reviewed and approved.

Introductions

RAC members were asked to introduce themselves, state their affiliation and why they applied to the RAC.

Power Point Presentation on P.L. 106-393 - Bob Korfhage, Project Coordinator

See attachment 1 for power point presentation.

Committee members asked for more copies of the projects so they could send them out to their constituents. The projects will be available on the Medford District web site when our Internet capability is restored. Other ways to provide this information were also discussed, such as making a CD available for distribution. The BLM will give further consideration to these ideas. (Authors Note: On February 19, 2002, the BLM received approval to reconnect to the Internet.)

Background and History of the Act - Rocky McVay, Executive Director, Association of O&C Counties

Presented an overview of the legislation.

- Legislation covers Forest Service and O&C (BLM) lands across the U.S.
- There are 34 counties covered by the legislation in Oregon.
- Counties make selections on projects each year.
- Appropriation good for 6 years (through 2006).
- Majority of the dollars come to Oregon.
- Other sources of funding:
 - % OWEB (Oregon Watershed Enhancement Board)
 - % National Fire Plan
- Select more projects than you have dollars for, to allow for under run and replacement.
- Committee members must collaborate.

Perspectives and Vision - Doug Robertson, County Commissioner, Douglas County

- Doug serves on National County Payments Board and is President of the Association of O&C Counties.
- 1952 only year O&C counties received full 75% of revenues they were supposed to receive. Thereafter it has been 50%.
- Work done here is where focus will be on whether the RACs are successful.
- Collaborative efforts are an exciting part of projects.
- Power in process lies with the RAC.

Travel - Jill Hayden, District Manager's Secretary

Explained procedures for reimbursing RAC members for travel to and from official committee meetings.

Overhead Expenses - Mary Smelcer, Associate District Manager

Overhead costs include administrative support, utilities, communication, vehicle costs, copying, note taking, RAC travel and per diem costs, federal employee salary for RAC support and project data organization, etc.

Medford District proposes a 10% assessment on all approved projects for administrative and indirect overhead costs.

Project support costs such as National Environmental Policy Act (NEPA), Endangered Species Act (ESA) consultation with U.S. Fish and Wildlife Service (USFWS) and National Marine Fisheries Service (NMFS) can comprise another 20% of the total project costs.

However, the agency in support of keeping control on planning costs, and getting more accomplished on the ground, agrees to track overall planning and project support costs in an effort to keep these costs below 20 to 30% of overall project costs.

Review of RAC Roles - Ron Wenker, DFO

Presented an overview of the Medford RAC Charter and discussed provision for bylaws.

- Role of RAC is to recommend to the DFO what projects should be funded.
- As a RAC member, make yourself available to constituent base.
- Many projects are the same as BLM has always done and will conform to same procedures.
- Important to understand the section on Approval Procedures.
- A quorum consisting of three Committee members from each of the three categories must be present to constitute an official Committee meeting.
- Will be a series of meetings this year to get through the backlog of projects. Future years will have several meetings each year. Will look to members for advice on the number of meetings.
- Meeting Minutes – Not recording. Not our intent for word-by-word minutes.
- There is a provision for bylaws. Nothing proposed at this time. It's up to the RAC to decide if it wants to create bylaws to operate under.

Ron was asked if members are indemnified? If operating within the scope of the Charter, since members are appointed, the agency (BLM) would be substituted.

Introduction to Projects - Bob Korfhage, Project Coordinator

- Gave overview of proposed projects.
- Explained how the projects were chosen for 2002.
- Projects are not prioritized.

Public Forum

George McKinley

- A unique opportunity.

- Proactively deal with challenges.
- Look forward to process moving forward.

Derrick Volkart

- Wish Committee the best.
- Feels bylaws are necessary.
- Requests the RAC seek public input as a part of their process.

Ron Smith

- When approving projects consider economy.
- Need to create jobs.
- Will submit a project for firewood operation.

Committee member asked if we were getting public input from groups/individuals and if we had a cost benefit analysis. With respect to public input, it was explained that all proposed projects comply with NEPA, and therefore, public input and comment was sought during the project development process. While many projects include a socioeconomic section, an actual cost benefit analysis is not completed.

Chair Responsibilities - Ron Wenker, DFO

- Chair will:
- Conduct meetings.
 - Set agendas and times.
 - Certify minutes are accurate.
 - Frame discussions.
 - Call for vote.

- Alternates:
- Need to decide 1st and 2nd alternates for each group.
 - If a member leaves committee, the 1st alternate would assume that position.
 - Will advertise to fill vacant alternate position.

It is critical each Group is represented and that we have a quorum.

Vote for RAC Chair - RAC

The committee decided the vote for Chair would be accomplished with a hand count. May look at a more formalized form of voting for projects.

Steve West nominated Sue Kupillas for RAC Chair. Jim Kolen seconded the nomination.

Decision: The Committee voted Sue Kupillas as Chair. Ron Wenker turned the meeting over to Sue.

Comments from Chair - Sue Kupillas

- Have more dollars to spend than any other RAC.
- Have the most diversity.
- Strong RAC.
- Show leadership.

- Keep process moving.
- Do homework.
- Don't dig into position.
- Come with an open mind.
- Will have to compromise.
- Have high hopes for group.

Sue asked if the Committee wanted to adopt Roberts Rules of Order as the method of conducting RAC meetings. Scott Richardson made a motion to adopt Roberts Rules of Order. The motion was seconded by Jim Kolen. The motion was later removed in order to deal with the issue of alternates voting.

There was much discussion about clarifying the role of the alternates and whether or not they should be allowed to participate at each meeting and their voting rights. Members thought the alternates should attend all meetings and take part in discussions but not vote unless representing a primary member. **Action Item:** Ron Wenker will get a clarification on the role of the alternates.*

* Subsequent to the RAC meeting, Kevin Davis, the attorney for O&C, offered the following interpretation.

The rule is that RAC members must attend. If they miss two meetings, the alternate will be appointed to that position. If an elected official misses two meetings, they are replaced by the alternate whether elected or not. Only people appointed by the Secretary of the Interior can serve in a voting capacity. Therefore, any new appointments will be alternates only and those alternates will be standing ready to serve should a member in their category resign or fail to attend.

Decision: Committee voted on 1st and 2nd alternates for each group. The results were as follows.

Group A	-	1st Alt.	Rauno Perttu
		2nd Alt.	John Hilkey
Group B	-	1st Alt.	Howard Heiner
		2nd Alt.	Jeff Hanson
Group C	-	1st Alt.	Scott Richardson
		2nd Alt.	Larry Smith

Decision: A motion was made to accept the BLM's proposal for allocating 10% of funding for staffing and overhead. Committee suggested adjusting to actual costs and revisiting at the beginning of each fiscal year. Committee approved.

Decision: Steve West was nominated as the Vice Chair. Committee approved.

Identify Next Meeting Date/Agenda Topics

The next RAC meeting will be held on March 27, 2002 beginning at 10:00 a.m. at the Medford BLM Office. A meeting was also scheduled for April 11, 2002 beginning at 10:00 a.m. at the Medford BLM Office.

Action Item: BLM is to prioritize projects prior to the March meeting and send out the prioritized list to the members before the meeting. BLM will provide staff expertise to clarify questions at the March meeting.

Action Item: Prior to the next meeting, Sue Kupillas, Ron Wenker and Philip Lang will discuss possible bylaws for the Committee. Ron will talk to other RACs about bylaws they may have initiated. BLM will provide BLM and FS bylaws for RAC consideration.

Proposed agenda topics can be emailed to Sue Kupillas at the following address.

Kupillsc@jacksoncounty.org

Sue Kupillas will approve meeting minutes. The minutes will be mailed to all committee members. The first order of business at each meeting will be approval or make changes to the previous meeting's minutes.

The Committee agreed that Karen Gillespie should continue as the meeting facilitator.

The meeting was adjourned at 3:45 p.m.

/s/ Sue Kupillas

3/27/2002

Sue Kupillas, Chair
Medford District BLM
Resource Advisory Committee

Date

Attachments

1 - Power Point Presentation on P.L. 106-393