

Meeting Minutes of
Monday, February 11, 2002
Roseburg District Office
777 NW Garden Valley Blvd.
Roseburg, Oregon

Committee Members Present:

Judith Bacon - Elected Official
Shirley Cairnes - Public at Large
Janice Green - Dispersed Recreation
Bob Kinyon - Environmental Organization
Donald Ollivant - Environmental Organization
Leonard Schussel - Teacher
MaryJane Snocker - Environmental Organization
Clem Dewart - Historical Interests

Committee Members Absent:

William Burnett - School Official
Ronald Breyne - School Official

Tom Van Epps - Energy & Mineral Development
Mike Piehl - Commercial Recreation
Gary Schroder - Commercial Timber Industry
Jeannie Weakly - Organized Labor
Mike Estes - Developed Recreation
Terry Westfall - (alternate)
David Lorenz - (alternate)
Sam Huff - (alternate)

Alternates Absent:

John Hope
David Elder

Others Present:

Cary Osterhaus - District Manager, DFO
Debbie Mendenhall - County Assistant
Kevin Davis - O & C Counties
Rocky McVay - O & C Counties
Sylvia Rose - Facilitator
Jake Winn - Project Manager

Doug Robertson - County Commissioner
Mark Buckbee - Associate District Manager
Phil Hall - Resource Advisor
Jay Carlson - Swiftwater Area Manager
Dwight Fielder - South River Area Manager
Elynn Burkett - Public Affairs Officer

OPENING REMARKS:

District Manager, Cary Osterhaus, called the 1st Roseburg RAC meeting to order at 9:00 a.m. He explained the process for committee membership selection, the funding for the selected projects, and said "The Community Self-Determination Act of 2000" moved this meeting; the purpose of which is to assist counties, provide further cooperation on the O&C Act, and to foster community relationships. He said \$5 million have been funded; of which approximately \$2 million was to be implemented to Douglas County. He said that some urgencies stem from the fact that it is late in the year to get projects initiated and meet deadlines. He said objectives for the RACs was to provide insight and oversight on projects, using judgmental decisions based on criteria, become familiar with the Federal process, and to assist him (Cary) as the Federal Designated Official. The committee is to select and prioritize the projects; Cary will make the decisions on these projects.

Doug Robertson, on behalf of the Board of Commissioners, assisted to get the bill passed. He is a member of the National County Payments Committee whose purpose is to address county payments issues. He said that this 6-year program is dependent on the results of these meetings. Title II dollars, which is Federal money, is kept in an account in Washington, D. C.

Expressed interests and concerns of this committee include: why projects cost so much, recreational use, environmental interests and bringing diverse groups together, science education for kids, OYCC & Job Corp, interests in fisheries and scientific improvement of streams, influence on outcome of Federal projects, ability of community to control their own destiny, importance of O&C to county, and the revenue side.

LEGISLATION:

Rocky McVay presented an overview of Public Law 106-393 "The Secure Rural Schools". He said there are six (6) Titles in Legislation; Title II and III are important to us (Douglas County). We receive full payment of the safety net. Several points of interest: 1) we can elect to opt in or out; 2) how much money goes into special projects? how much money goes into Title II project which never reaches the county? It stays in a special account. 3) how much money into Title III? It comes directly to County. Consider two cycles of projects this year; Cycle 2 being in late May or June. 6-year appropriations. \$206,000 to Oregon. Title II refers to the Agency's prioritization of projects and the County's reporting on progress. On multi-year projects, NEPA work has to be complete so Congress has a real idea of projects. Title III dollars the County can reimburse. Administration costs and overhead are to be paid. Another source of money is the National Fire Plan Grant. Deadline for applications is April 15. He explained that someone will send a RACs report to Washington, D. C. of the *success* on the Roseburg District. He suggested selecting more projects than you have the money for in case something happens. Dollars can't be carried forward. Work is to be done by September 30, 2006. The money is lost if the project is not begun by September 30, 2007. Need to get money obligated. He said RAC members select and prioritize projects. Remember temp Legislature is only 6 years. Revenues from Legislation \$440 million a year generated with balance made up from U. S. Treasury.

CHARTER:

Kevin, an Attorney for O&C counties, explained a "charter" as a bridge from Legislation and a link to what the law requires with roles & responsibility outlined, i.e., a directive. Duties of the committee include: to review and select proposed projects under Title II, and coordinate participation with agency and those outside (with DFO's assistance, encouraging private agencies and the public to get involved could be through the news media.) He added that six (6) projects have already been submitted by the public, and that press announcements have already been sent out. He referred to Para 12 which states a required quorum majority of each 3 interest groups. Referring to the book, he said, alternates will take the place of: 1) anyone that fails to attend regularly, and 2) any seat that is vacant. He reported on some of the guidelines by the Advisory Committee Act: notes are to be kept, this is a typical public process, the public is not guaranteed to be able to speak, and the public should submit requirements in writing. In response to Clem, he said, if RACs select a non-profit project and the DFO deems it has benefit to the federal agency, it becomes a Federal project if it qualifies for Title II project. He said the law directs that RACs be created.

FEDERAL PROCESSES:

Phil Hall spoke about the background and decision making of Laws & Processes. Rules include NEPA, S&M, endangered species, NWFP. The project goes to Jake and through the process to be approved. BLM is suppose to make it work. Cary said we will line out each project. Phil said some does belong to non-profit. Jake said that Title II stays as Federal dollars, and that Federal rules apply when Federal dollars being used. Phil said we are directed by law to draw up Plans. In a response to Terry Westfall concerning the coho and the future effect on our roll, he said, the new Administration looks at everything, under the existing rules, and probably concludes that the public roll is very important.

PROCESS & EXPECTATIONS:

In response to Don Ollivant's question using Roberts Rules of Order, is it legal to select chairperson from

alternates? Sylvia Rose said, Roberts Rules of Order come in when you make decisions. Elynn explained that the Legislature and Charter state that alternates act only when a person is removed.

Expectations of committee: respect other's viewpoints, one person at a time, no side conversations, acceptance of one another as individuals, come to all meetings, be prepared and stay focused, come on time and stay till finished. Sylvia said you are committed and responsible for success.

Expectations of chairperson: be a model of a RAC member and characteristics of a RAC, committed to mission, balance people & content, should have good relationship to staff, collaborative and cooperative manner, have agenda in mind and be the public face of the organization, keep on track, treat as equal, and represent one voice.

Janice asked if the chairperson could step down to express his/her viewpoints? Clem asked if so, would the vice chairperson take over?

Structure of Chair Board: where are the future meetings to be held? What is the process for filling vacant positions? The Chair Board should process the rules. Agendas should show structure and times. Should have time at the end of the meeting to debrief and do better at next meeting.

BALLOT FOR CHAIRMAN OF RAC:

Nominations for chairperson were: Judy Bacon, Ron Breyne, Bob Kinyon, Leonard Schussel,
Gary Schroder (withdrew)

Sylvia proposed all 3 interest categories have a quorum. Process would be to write name on a card and tally the votes. **Decision was that the top 2 names would be the chairperson and vice.**

Bob Kinyon was appointed to the position of chairman. Bob said, if you choose to have a vice - **Leonard Schussel and Judy Bacon were tied for second.**

TYPES OF PROJECTS AND TIMELINE:

Jake Winn (Project Manager) provided an overview of projects proposed by District or the Public. In response to Terry Westfall, he said, that at the next meeting there will be more specialists. Cary said your 1st point-of-contact is Bob Kinyon as Chair if you have questions. Jake said that the two important considerations to our District are: the available \$1.9 million, and the types of projects. In a response to Clem, Jake said, that we do have the flexibility to divide the dollars among 31 projects - some need total funding. Time Line Steps in the next 6 to 12 months: NEPA, Consultation, Design, Permitting, and Contract Preparation. June 1st is the deadline for the projects. He will review the time-frame and the stage of each project at the next meeting. He said projects can be rolled over.

Cary stated that discussion needs to be within the RACs. A period of time for public comments should be set aside.

In response to Leonard, Jake said, yes they will approve and prioritize projects as a member of the county.

Regarding FY 02 - pg 4 - error \$109,600.00, Shirley asked, "do they need a correction sheet?" Jake said to refer to General Table, or get an 800 #. **Elynn will raise the question with the Management Team.**

Elynn said that a Federal Register Notice has to be submitted 30 days before a meeting date. March 18th or 25th? Let her know.

COMMITTEE DISCUSSION & DECISIONS:

In response to Mary Jane about field trips, Cary said that he and the chair will consider whatever objectives the

committee may have. Possibly a subcommittee could go out. In answer to Terry Westfall, Elynn replied, **we will compensate for your mileage** if a 2-day meeting is necessary or if a member/subcommittee participated in a field trip. **We will reimburse at end of the FY.** No objections.

In response to Leonard, Bob said that a single day is long enough to rate projects. He said to hold the 18th of March, and will cancel the 25th later.

Cary said the 1st two meetings will be held here at the Roseburg District Office. Responding to Leonard, he said, **the Committee acts on quorum. Have to have at least 9 people.** Bob Kinyon recommended putting email addresses on a list for Elynn to make available for all.

Item 20 - \$50,000.00 for work months. What we don't spend at the end of the year is rolled over for next year.

Bob Kinyon said that Sylvia's time comes out of \$50,000 because a facilitator is critical.

➤*He recommends continuing using Sylvia as facilitator. Moved and Janice seconded. Sylvia is retained for next meeting. Cary explained we need to go through a bid proposal for a facilitator.*

➤*Motion by Leonard. He proposes using Roberts Rules of Order as last resolve as opposed to 1st resolve. Mike seconded.*

Cary said according to 17E - regular meeting, we have the freedom to use Roberts Rules to verify a motion. He said for voting and recording projects, also use Roberts Rules.

Bob - motion on the table

Bob Westfall recommends recording device to have verbatim record to clarify confusion.

Elynn will look for recorder.

➤*Shirley made a motion to go ahead and see if we have one available. Don seconded.*

➤*Motion is to procure a recording device to record motions.*

➤*Motion amended - BLM will look into whether we have one. They will decide if we need it.*

➤*Table discussion till later time. Moved and ordered.*

ASSESSMENT OF MEETING:

Leonard said we know the agenda, so let's get projects rolling. Tom said don't get hung up on minor issues. Shirley said it was a well organized meeting. Bob said to use email to stay in contact.

The next meeting will be February 25, 2002, at 9am.

Bob adjourned the meeting at 4pm.

Lynn Koens

Attachment

(1) - Action Items

Acronyms:

UBWC - Umpqua Basin Watershed Council

POC - Port Orford Cedar

DSWCD -

NYC - Northwest Youth Corp

NSN - Native Seed Network

MAMU - Marbled Murrelet

NEPA -

DFO - Designated Federal Official

S&M - Survey and Manage

ACTION ITEMS:

Attachment I

Item

Member Responsible

- | | |
|--|--|
| 1. Federal Register Notice | Elynn will submit for next meeting |
| 2. Prioritization of projects | Jake Winn will present at next meeting |
| 3. April 15th - Application for Natl Fire Plan Grant | |
| 4. June 1st - Deadline for Approving Projects | Jake Winn |
| 5. Sept 30, 2006 - Work to be finished | |
| 6. Member to send final RACs report to Washington, D. C. | |