

**Upper Grande Ronde River Watershed Partnership
Place-Based Integrated Water Resource Planning
Steering Committee**

Members Present:

Chair, Mark Davidson (Union County Commissioner), Scott Hartell (Union County Planning Director), Brett Moore (Project Engineer Anderson Perry), Dana Kurtz (Anderson Perry), Kyle Carpenter (City of LaGrande), Jed Hassinger (Union County Farm Bureau), Steve Parrett (Oregon Water Resources Department), Nick Myatt (Oregon Department of Fish & Wildlife), Darcy Johnson Carreiro (Union County Planning Department)

Steering Committee meeting: August 30th 2016, Misener Conference Room

I.

1. Mark Davidson, Union County Commissioner (convener), welcomed everyone. The Steering Committee introduced themselves and their respective titles. Mark shared that Steve Parrett will be the liaison between the Steering Committee and the Oregon Water Resource Department.
2. Dana Kurtz of Anderson Perry, went through the binder, explained all documents included and answered any questions that arose regarding the materials.

II.

1. Steve Parrett shared a hard copy of the State Integrated Water Resources Strategy. The document was published in 2012 and is being reviewed currently, but this is what the State uses as a blueprint to follow for addressing State water needs. His group is designated to support local groups with place based water planning in the State. The OWRD have developed a set of Draft guidelines to use in Oregon to follow best practices as compared with guidelines throughout the country. The Grant agreement goes through 2018. They plan to take 2 complete plans in 2019. They have 2 pilot projects that have completely funded (Upper Grande Ronde & Lower John Day) and 2 that are partially funded. Steve explained that the Draft guidelines are like framework for the planning process, each group will use their own approach, so there is a lot of flexibility as long as you stay within the guidelines. Steve shared that in the proposed survey that was sent out, the State is collecting data from these pilot groups at this time to recognize opportunities for training and education that will offered in the future to these planning groups. Each Pilot group has been given

access to funds for Step One, if that is completed successfully, funding for additional steps will then be provided.

2. Brett Moore of Anderson Perry, explained the 5-step process for our project. He shared that they will follow the guidelines as closely as they can. First six months will be building the Collaborative group. Step 2 will be identifying and evaluating the resources we have in this basin, not just quantity, but quality as well as the demands on the resources and also recognize the demand on the resources within the 3 major needs; Municipal, agriculture and fish & wildlife. Step 3 will include specifically identifying the demands on the resource from all 3 groups. Step 4 will be brainstorming and filling in the gaps and coming up with creative solutions for balancing the resources with the demands. Step 5 is adopting a plan and implementing a plan, also how to fund and prioritize the plan with all stakeholders input.
3. Mark shared that the Steering Committee needs to be open, honest, engaged and direct. This will eliminate any dissention or possible legal hold ups. Our milestones are matched with the steps and deliverables.

III.

1. Scott Hartell explained the main goals and role of the Steering Committee are clearly listed in the Governance Agreement. He encouraged time commitments and full participation throughout the whole process for the upmost success in the next 2 years through this entire process. Scott would like this entire process placed into a GIS program as well. Brett stated currently, there is not funding for the GIS program. Scott will have a side bar conversation with Steve to see if existing programs can be linked together to help create this with the layers already available through the State OWRD.

IV.

1. Dana explained the reference sheet with Stakeholders listed. She encouraged the Steering Committee to invite/solicit any pertinent groups or individuals that may have appropriate input. There will be a notice process to inform the public of this Planning group and what the goals are. Brett shared that there is a Stakeholder Agreement that will be signed requiring commitments to be met by the Stakeholders. Brett is specifically concerned with getting our agriculture community involved; he believes they will be key role players to buy in. Mark asked that we let Dana know about all contacts this Committee makes with potential Stakeholders.

Discussion, review and revisions of the Draft Governance Agreement, Draft Communication & Outreach Plan and Draft Work Plan and Budget were made by the group. Any additional comments regarding possible additions, changes or edits are to be emailed directly to Dana. Dana will bring the new Draft to the next meeting. The entire Steering Committee agreed that the Governance Agreement needs to be as complete as possible prior to being presented to the Stakeholders. Mark would like to let the Stakeholders have input as well, so the Final Draft will tentatively be completed after the first couple Stakeholder meetings, after consideration of recommendations.

V.

1. Dana asked how often the Committee would like to meet. She also shared the calendar enclosed in the binder distributed. The Committee decided to meet September 6th to complete reviewing documents that were not done today. The Committee decided to move the meeting time to 8 o'clock from 7. The first Stakeholder meeting will be pushed out a couple weeks as well to accommodate making all of the appropriate changes to these Draft documents. The Committee decided to have the Stakeholder meetings in the evening to best accommodate potential participants. The time for the first Stakeholder meeting will be 5:50 pm, after the initial meeting the time may be adjusted.
2. The Committee decided to have Dana work with Scott to schedule these meetings with conference rooms. Once that is completed Dana & Darcy will establish email communication with all Steering Committee meetings. Dana would like to include the Draft Governance Agreement, Communication and Outreach Plan, Work Plan & Budget timelines to be included at the Stakeholder meetings. The Committee understands this may take 2-3 Stakeholder meetings to complete this as well as accepting feedback from the Stakeholder.

Future Meeting dates are as follows:

Steering Committee: September 6th & September 20th, October 18th, November TBD
Stakeholder Committee: October 4th, November 2nd & 29th

The Committee does understand that Steering Committee meetings may need to be added as needed. Dana added that if we use Google docs (which we will need to use moving forward), everyone will need to establish a Gmail email address. Brett also reminded everyone to keep track of their hours delegated to this project. Dana will send out a new draft of the calendar with the additions and changes mad to it along with the updated Draft Governance Agreement.

Respectfully Submitted by:



Darcy Johnson Carreiro