

## **“GREEN SHEET”**

10/22/2008

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<b>Meeting dates:</b>	November 7-8, 2008, Commission Meeting
<b>Agenda item #3:</b>	2009 Commission Meeting Calendar – Decision
<b>Staff Contact:</b>	Susan Yeager, Commission Executive Assistant
<b>Presenter(s):</b>	Jerry Gutzwiler, Commission Chair

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### **Background:**

Action on this item was postponed from the October 3-4, 2008, Commission meeting.

Each fall, the Commission determines its public meeting calendar for the coming year. State law requires that the Commission meeting calendar be posted in the Washington State Register before January. The Commission is also required by statute (RCW 77.04.060) to “...hold at least one regular meeting during the first two months of each calendar quarter...”

At the September 5-6, 2008, Fish and Wildlife Commission meeting, the Commission reviewed potential dates and locations for its 2009 regular meeting calendar and held a public hearing on the proposals.

The Commission discussed a potential option of holding meetings in Olympia with a videoconference link to each of the Department’s region offices to provide the public with opportunities to testify during public portions of the agenda remotely.

Also during the September 5-6 meeting, the Commission voted to move its October 3-4 and November 7-8, 2008, regular meetings to Olympia. This action was the result of the Governor’s August 2008 directive to reduce travel and expenditures.

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### **Policy issue(s) you are bringing to the Commission for consideration:**

Does the Commission wish to reduce the number of regular meetings held per year?  
Does the Commission wish to hold more meetings in Olympia to reduce overall travel expenses related to Commission meetings?

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### **Public involvement process used and what you learned:**

The Commission received a few requests from individuals and organizations over the past year to hold meetings in their local area:

- Steelhead Summit Alliance – FORKS
- Stevens County Commissioners – COLVILLE

One email comment was received suggesting the Commission utilize web casting to televise meetings over the Internet.

At the September 5-6, 2008, Fish and Wildlife Commission meeting, one person testified during the public hearing portion on the 2009 proposed meeting calendar.

Following the September meeting and in response to the announcement that the October and November 2008 meeting locations had changed to Olympia, the Commission office received two emails from people opposed to holding most or all of its meetings in Olympia.

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### **Action requested:**

Adoption of a 2009 Commission meeting calendar for submittal to the Code Reviser for posting on the Washington State Register.

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### **Draft motion language:**

“I move to adopt the 2009 Fish and Wildlife Commission Regular Meeting Calendar as proposed.”

*(cont’d)*

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**Justification for Commission action:**

**RCW 77.04.060 Commission – Meetings – Officer – Compensation, travel expenses; and**

**RCW 42.30.075 Schedule of regular meetings – Publication in state register – Notice of change – “Regular” meetings defined.**

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**Communications Plan:**

Following adoption of a 2009 Commission meeting calendar, the list will be transmitted electronically to the Office of the Code Reviser for publication in the Washington State Register. The list will also be posted on the Department’s website on the Commission meeting calendar webpage at: <http://wdfw.wa.gov/com/meetings.htm> .

Starting with the December 12-13, 2008, Commission meeting, the 2009 Commission Meeting Calendar will be included with the agenda and distributed to those individuals who have requested to receive Commission meeting notices and agendas; as well as to Department staff, the media and legislative contacts.

The Commission office will send letters to those who requested meetings in their area to let them know the final 2009 calendar.

**PROPOSED**  
**2009 Commission Meeting Schedule**

<b>MONTH</b>	<b>DATES</b>	<b>LOCATION</b>	<b>TYPE**</b>
<b>January</b>	<b>9-10</b>	<b>Olympia</b>	<b>Meeting</b>
Jan.	2 & 16	Telephone	Conference calls
<b>February</b>	<b>5-6-7</b>	<b>Olympia</b>	<b>Meeting</b>
Feb.	20	Telephone	Conference call
<b>March</b>	<b>6-7</b>	<b>Ellensburg</b>	<b>Meeting</b>
Mar.	20	Telephone	Conference call
<b>April</b>	<b>2-3-4</b>	<b>Olympia</b>	<b>Meeting</b>
Apr.	17	Telephone	Conference call
<b>May</b>	<b>8-9*</b>	<b>Olympia, with videoconferencing</b>	<b>Meeting</b>
May	1 & 15	Telephone	Conference calls
<b>June</b>	<b>5-6</b>	<b>Olympia</b>	<b>Meeting</b>
June	19	Telephone	Conference call
<b>July</b>	<b>10-11*</b>	<b>Olympia</b>	<b>Meeting</b>
July	3 & 17	Telephone	Conference calls
<b>August</b>	<b>6-7-8</b>	<b>Spokane, with videoconferencing</b>	<b>Meeting</b>
August	21	Telephone	Conference call
<b>September</b>	<b>11-12*</b>	<b>Olympia, videoconferencing</b>	<b>Meeting</b>
Sept.	4 & 18	Telephone	Conference calls
<b>October</b>	<b>2-3</b>	<b>Olympia</b>	<b>Meeting</b>
Oct.	16	Telephone	Conference call
<b>November</b>	<b>6-7*</b>	<b>Olympia with videoconferencing</b>	<b>Meeting</b>
Nov.	20	Telephone	Conference Call
<b>December</b>	<b>4-5</b>	<b>Olympia</b>	<b>Meeting</b>
Dec.	18	Telephone	Conference call

**\* Contingency dates**

**\*\* Commission conference call meetings traditionally take place on the first and third Fridays of each month at 8:30 a.m.**