

**SNPLMA EXECUTIVE COMMITTEE
CONFERENCE CALL
AUGUST 31, 2011**

SUMMARY OF DECISIONS AND ACTIONS

1. The EC accepted the June 14-16, 2011 minutes with minor modifications.
2. Round 13 Criteria and Nomination Guidance were approved as amended.
 - a. In section IV. A. the language was modified to, "All projects may not exceed the maximum timeframes approved by the Executive Committee."
 - b. Additional language in section IV. A. to read, "Only in exceptional circumstances more time may be approved by the Executive Committee."
 - c. The Division will include the original language from the decision memorandum within the "Purpose Statement" that was erroneously omitted in the guidance that stated "the deliverables can be determined after the appropriate studies or public scoping is complete".
 - d. In section G. the language was modified to read, "The purpose statement along with the deliverables establishes the approved scope of the project. The deliverables are broken into three types, Primary, Anticipated, and Standard."
 - e. Section L. was added to state, "The agency must begin work within one year after notification of the availability of funds to indicate project readiness."
 - f. All ranking criteria were approved as written.
3. PWG recommendation for a process to develop a recommendation to add an additional local government PWG member was approved as written.
4. PWG recommendation on Conservation Initiatives was approved with the following additional language.
 - a. The EC will not add further CI sideboards for Round 13 with the understanding that each agency will develop a strategy to address staffing in light of diminishing SNPLMA funds."
5. PWG recommendation to streamline the SNPLMA process was approved as amended.
 - a. Additional language stating, "The committee will identify short term and long term solutions to prevent further backlog of project modifications."
 - b. The committee should discuss an option to address the need for additional staff to manage the occasional spike in workload that may be experienced by the contracting staff and consider whether contracting officers from other agencies can be utilized.
6. PWG recommendation to increase communication was approved as amended.
 - a. The Division will clarify the language that only Implementation Agreement decision memorandums will be distributed to all partners prior to PWG and EC deliberations.
 - b. The Freedom of Information Act it is the standard by which any partner request for information will be considered.
 - c. The PWG recommendation was amended to read, "The PWG will distribute information to their constituencies as deemed appropriate or necessary."
 - d. The PWG recommendation #10 will be reworded by the Division to reflect the PWG intent that meetings are open to partners.
7. PWG recommendation to track and report project progress was approved as written.