



Meeting Minutes

PURPOSE

SEEC Strategic Planning Session

DATE / TIME / LOCATION

Sept 24th, 2022/9:00AM to 3:40PM/Clarion Hotel & Conference Center

COMMISSION ATTENDANCE - Saturday

USA		CANADA	
Leo Bodensteiner	Rob Smith	Thomas Curley	Sue Hammell
Tim Reynon	Lynn Best	Stephen Hui	Shannon Bentley
Richard Brocksmith	Matt Love	Gail Ross	Peter Chapman
Administration Support		Administration Support	
		Danielle Courcelles	Rudy Kehler

Absent: Amy Trainor (USA), Kate Engel (USA); Bob Chamberlin (Canada), Brodie Guy (Canada)

Call to Order/Introductions/Agenda Overview *(Leo)*

- Call to order at 9:00 and introductions.

Commissioner Reflections *(Tom)*

- Discussion around what pressures the Skagit Watershed still experiences from resource extraction and ways to resolve them (e.g. tenures in USA).
- Discussion around mirroring BC map Danielle and Gail presented for the US side.
- Discussion around how SEEC considers full and alternate commissioners equal.

DOING WELL	CONCERNS
<ul style="list-style-type: none"> • Hiring consultants with specific expertise (Rudy and Will). • Deep expertise that each member provides. • Process improvement in how we conduct our business. • Lots of work developing internal documents (e.g. Charter, Onboarding document, Conflict agreement, Alumni Charter). 	<ul style="list-style-type: none"> • Cross-committee communication. • Workload is too much. <ul style="list-style-type: none"> - Solution: committee charters that scopes the work; personal reflection. • No information portal. • Ecological science learning. • Communicate stories and events better <ul style="list-style-type: none"> - E.g. have a list of past projects and where they occurred easily accessible for commissioners .

<ul style="list-style-type: none"> • Spending authorities more formalized. • Hozomeen gathering; very good to build relationships with Indigenous peoples. 	<ul style="list-style-type: none"> • Keep institutional knowledge. <ul style="list-style-type: none"> - Solution: invite back past commissioners at key times. • More integration of projects or through prioritization. • Interaction with International Joint Commission. • Continue implementing administration documents. • Tracking how much money is spent in BC vs US, as per treaty requirements. • Spending authorities outside the budget. • Policies and Standard Operating Practices formalized. <ul style="list-style-type: none"> - E.g. codify authority of committee chairs to allow asking for outside advisors like the finance committee has. • Invoices and spends on funded projects signed off by chair of committee. • Encourage hybrid meetings (lots of challenges with that). • More regular interactions with appointing governments. • Clarity around sending public letters on SEEC letterhead (how much autonomy does each committee have).
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Actions

- More in-person exposure to the Skagit watershed.
 - Tom suggests chairs organize casual events to visit the Skagit watershed in the summer.
 - Opportunities for learning about the ecosystem (e.g. climate change).
- Tom, Sue, Leo, and Kate will work on Orientation package and the Standard Operating Practices.

Vision Statement Workshop

- Topics of high importance to the Commission

First Nations/Tribes	Transboundary	Environmental Stewardship
Climate Change	Education	Ecosystem Science
Watershed	Recreation	Tell Skagit's Story

Draft vision statement: "The Upper Skagit transboundary watershed is valued as an ecologically and culturally unique, conserved for the benefit of all."

Adjourn

MEETING END at 3:40PM

PURPOSE

SEEC Quarterly Business Meeting

DATE / TIME / LOCATION

Sept 25th, 2022/9:00AM to 3:40PM/Clarion Hotel & Conference Center

COMMISSION ATTENDANCE - Sunday

USA		CANADA	
Leo Bodensteiner	Rob Smith	Thomas Curley	Sue Hammell
Tim Reynon	Lynn Best	Peter Chapman	Shannon Bentley
Richard Brocksmith		Gail Ross	
Administration Support		Administration Support	
		Danielle Courcelles	Rudy Kehler

Absent: Amy Trainor (USA), Matt Love (USA), Kate Engel (USA); Bob Chamberlin (Canada), Brodie Guy (Canada), Stephen Hui (Canada)

Call to Order/Introductions/Agenda Overview (Tom)

- Call to order at 8:55 AM.

Minutes of Last Meeting

- Review of last meeting's minutes.

Motion to approve the Q1 meeting minutes from June 17, 2022 with changes.

Sue (Motion) Gail (Second)

Decision: Motion Carried Unanimously

Finance Report / Audit Review / Presentation and Adoption of Endowment Management (Peter)

- Review of documents.
- Audit passed well, with no recommendations for improvement.
- Discussion around whether need internal system to improve audit efficiency. Determined that the finance committee will develop goals that will include engaging more with internal processes.
- Discussion around Phillips, Hagar, and North proposal, including fee and services.
- Recommend a Canadian Commissioner join the Finance Committee.

Motion to engage Phillips, Hagar, and North, the institutional investment arm of Royal Bank of Canada Global Asset Management, to manage the Endowment.

Peter (Motion) Richard (Second)

Decision: Motion Carried Unanimously

Ecosystems Committee and Watershed Integrity - International Program and Funding Initiatives/Proposals *(Leo and Richard)*

- Leo will follow up about the Whitebark Pine project money.
- Update about the amphibian and invasive species projects.
- Update about project of supporting education efforts around mining laws in USA (see last meeting's notes). Still in development with agencies and other groups.
- Watershed Integrity committee hasn't met in 6 months; having issues with capacity as many members are part of the relicensing group. Discussion around potential solutions.

Skagit Relicensing Update *(Leo)*

- No chair for the committee, and Lynn has been added to the committee.
- Refresher on the relicensing process, discussions that commissioners are participating in, and the structure of how studies are discussed among the various tables that identify what studies will be required.
- Reviewed draft proposal to the Relicensing Comprehensive Table to consider Wholistic Watershed Management (including the Upper Skagit in BC and the entirety of the Ross Reservoir).
- Discussion around implications for commercial fisheries and funding opportunities if accepted.
- Discussion around whether it's getting to the point to where there is enough work for SEEC to require additional project/administrative support.

Motion to carry forward with the intent of the Topic Paper, and the committee can finalize and submit it on the Commission's behalf.

Tom (Motion) Lynn (Second)

Decision: Motion Carried Unanimously

Communication Committee *(Sue and Rudy)*

- Request feedback on the new website. Contact Rudy directly.
 - Commission request for a list of alumni commissioners and secretaries.
- Showed twitter account (@skagitwatershed), LinkedIn account.
 - Commission request for analytics to consider the effectiveness of the account.
- Update on video project.
 - Commission request committee present the storyboard at the next meeting.

IPEC Report *(Shannon)*

- Request for additional committee members.
- Plan to refresh the goals and mandate of the committee (mandate is to educate the commission).

- Suggestions for potential guests given.
- Request to commission for topics and potential guests.
- Discussion on focus of Hozomeen Gathering and noted that their committee will be unable to lead planning the gathering due to current workload.
- Update on NNTC and SSRMC projects. Delays due to road washout.

Hozomeen Gathering Discussion, update, and plan (TBD)

- Review and update of committee membership in general, and creation of ad hoc committee to lead this initiative.
- Discussion around re-naming the gathering so as not to constrain the purpose.
 - The committee can shape the purpose of the gathering to meet the goals of the Commission.

Other Business, Loose Ends, Action Items, Transitions, and Future Meeting Schedule

- Last scheduled meeting is Dec 16 (in-person).
- Next year's meetings: March 17 (virtual), June 16-18th (retreat for strategic planning), September (retreat – 15-17), December 15.
 - Meeting documents to be sent out several days in advance by posting them online (send to Rudy).
- Seattle celebration proposed for January (10th – 11th, 17th - 18th, or 24th – 25th) at same location as the previous location. BC celebration would be after the provincial government.
 - **ACTION:** list of guests to be written up.
- Discussion about future dates for strategic planning.
 - Weekend workshop early in new year to continue developing the plan.
 - September retreat to finalize.

Adjourn

MEETING END at 12:50PM