

**September 25, 2025**

**Draft UCSRB Board of Directors Mtg. Summary**

**Douglas County Transportation & Land Services Building – East Wenatchee, WA**

**9:00 am to 3:00 pm**



**Formal Approvals**

<b>Item</b>	<b>Action-Decision</b>
Agenda for September 25, 2025 Board of Directors Meeting	Approved
Summary for June 26, 2025 Board of Directors Meeting	Approved
Approving and signing the revenue and disbursement summaries for June - August 2025	Approved

**Present:** Board Chair Commissioner Shon Smith (Chelan County), Vice Chair Shannon Adams (Yakama Nation, Treasurer Commissioner Randy Agnew (Douglas County), Charles “Chuck” Brushwood (Colville Confederated Tribes), Commissioner Andy Hover (Okanogan County), UCSRB Executive Director Amanda Ward, and UCSRB Staff: Ryan Niemeyer, Ariel Edwards, Julie Foss, Meghan Camp (remote), Leslie Selgestad, Jason Lundgren (Cascade Fisheries), Mike Kaputa (Chelan County Natural Resources Department),  
Others present - Remote: Rachel McClure (Northern District Manager for Congressman Dan Newhouse) , Susan Elliot (Elliot Consulting), Laurie Weitkamp (NOAA)

**1. Welcome and Introductions**

Chair Smith welcomed everyone to the meeting at 9:00 am and participants introduced themselves.

**2. Regular Business**

Chair Smith presented the draft agenda for the meeting and asked if there were any corrections or additional items to be added. No requests were noted.

*Commissioner Hover made a motion to approve the September 25, 2025 draft agenda as presented. Chuck Brushwood seconded the motion, all approved.*

The meeting summary from the June 25, 2025 Board of Directors meeting was shared. No corrections or updates were noted.

*Commissioner Hover made a motion to approve the June 25, 2025 Board of Directors meeting summary as presented. Chuck Brushwood seconded the motion, all approved.*

**3. Public Questions and Comments**

Chair Smith asked if there were any public questions or comments. None were noted.

**4. Finance and Operations**

Finance manager Julie Foss informed the Board that she has resigned, and her last day will be Oct. 23, 2025. Amanda said they are actively seeking a replacement and at this point have 3 applicants who will be interviewed. Chair Smith asked if there is a Plan B in case no one is hired by the time Julie leaves. Amanda said we could potentially hire a contractor or Amanda herself could step in temporarily, to ensure continuity of some tasks.

Julie reviewed the UCSRB financial reports:

### **Budget vs. Actual**

Based on the 18-month budget from July 2024 through December 2025.

- As of August 2025 - 77% of the budget period.
- Personnel expenses are a little high but will even out after Ryan's PFML.

Outreach activities are at 78%. Chelan County LE outreach is high due to a June 2024 invoice paid in July of this year. Regarding Partnership Outreach, Chair Smith recently signed checks for Small Grants issued in June and July. The remaining balance is for grants issued for calendar year 2025. Those small grants will be submitting proposals by December.

Julie mentioned that, after being provided with additional funding information by GSRO, she recalculated the UCSRB actual for last year and determined we are not over the federal threshold. The UCSRB will therefore not be subject to a federal audit.

Julie and Amanda attended a non-profit budget workshop and have great takeaways for the 2026 budget. They will be creating both a "bares bones" budget and a "business as usual" budget for 2026. Julie noted we will be switching to a 12-month budget.

### **Current Grant Activity**

BPA – Contract started December 2024 and has been extended to February 2026. So far, 37% of the budget is spent. Julie noted that the Lichen Land and Water and Bioanalysts subcontracts will increase spending on this contract as they submit invoices.

CCT – Contract runs from April 2025 to October 2025 and there is currently about \$2,500 left to spend down on this contract. We have submitted a SOW for the next contract through 2026. Chuck has no updates on this at this time.

USFS – This contract has been spent down to cover Karen Berg's time.

TWS – This small funding award contributes to NCWFHC expenses and is currently being used to cover Karen's time. There is \$13,000 left on this contract. Amanda and Karen have applied for 4 additional grants to help fund Karen's time into the next year, with help from grant writer, Dr. Joyce Garrett.

RCO LE/Admin – This 2-year grant expired June 30 but we were able to continue to spend down on these funds until August 30. The LE portion of this grant FY25-27 has been renewed from July 1 and we are expecting to hear about the PCSRF portion before the end of September. \$254,000 remaining Federal funds will be rolled over into the new 2-year contract.

WSU – A small 4-year contract for Meghan Camp's work on the Rocky Mountain Pika Project. On track.

YN – Contract expires October 2025, and YN advised that funding FY25-26 will be halved (\$64,346) and will not likely be renewed past FY2026. A SOW and budget have been provided to YN FY25-26.

### **Operating Reserve Activity**

Julie stated that credit card rebates total \$297.17 which has been used for recent office supply purchases. The Money Market account interest added \$522. She also noted the Operating Reserve report shows an unexpected USFS refund of \$3,500, relating to the Snow2Flow web tool (2020).

## **Statement of Financial Position**

Reporting August 31, 2024 to August 31, 2025. The Money Market Glacier account reduced to \$50,000 and transferred to the checking account to pay for small grants awards. Vouchering continues on a month-to-month basis. Accrued leave totals are increasing as we haven't had much turnover in the last year. Commissioner Agnew asked what constitutes the Total Other Current Assets. Julie said she will expand the report and circle back to him.

## **Disbursement and revenue summaries for June - August 2025**

Revenue report is a little higher due to the UCSRB small grants awarded mid-year. Commissioner Hover asked about an item on the June disbursement report. It looked like an item purchased from Office Depot was returned with slightly different pricing. Julie said that was old information that mistakenly wasn't deleted on this report.

*Chuck Brushwood made a motion to approve the Disbursement and Revenue Summaries for June – August 2025. Commissioner Hover seconded the motion and all approved.*

## **5. Contracts – Status and Updates**

### **RCO LE FY2025-27**

Amanda said we have received the next RCO LE contract which provides \$325,584 for this year.

### **UCSRB Small Grants**

We decided to run a second round of the UCSRB Small Grants opportunity and awarded 8 small grants to a variety of short-term projects. The money was allocated from RCO funds. Commissioner Hover asked if monitoring projects are included in the small grant awards and Amanda confirmed that monitoring is included and is represented in the recent applications.

### **NCWFHC Grant Applications**

Amanda and Karen are working with Dr. Joyce Garrett to look and apply for various grants to continue to fund Karen's NCWFHC role, including a NCW Community Foundation request for \$21,610. Amanda said they have an interview with Community Foundation members on Monday and asked Chair Smith if he was available (Chair Smith advised he was not). The Thriving Together grant request was for \$40,000. Amanda and Karen are expecting to be notified regarding this application in the near future. Other grants applied for include the National Forest Foundation (\$70,000) and The Wilderness Society advise they will be providing another \$5,000.

## **6. Budget Updates**

GSRO received confirmation that FY24-25 PCSRF funding has been approved and NOAA is in the process of forwarding contracts. Megan Duffy (RCO) is currently reviewing their contract conditions. PCSRF FY2026 is unknown – \$65 million is currently in the federal budget which recently passed through committees. We should know more early next year. There may be a government shutdown which will

likely mean we can't voucher to federal entities, not including BPA. If necessary, we can commit to conservative spending in 2026. Julie will create a "bare bones" and a "business as usual" budget options. Amanda will continue to work with Joyce and look for additional funding if necessary.

## **7. UCSRB Operations Manual and By-Laws**

The amended documents were passed to our attorney for review. Steve Smith advised Amanda he will be retiring soon. Amanda has explored alternative options but, as there is no particular need for legal counsel currently, will research further based on need(s) when required. Commissioner Hover asked about the proxy vote in Section 11 of the UCSRB By-Laws. It was noted that board members may designate a proxy for voting purposes and it's unsure if alternates should be designated. Chuck Brushwood suggested that each entity formally designate an alternate representative ahead of time. Amanda will review and include for further discussion at the next Board meeting.

Commissioner Agnew asked if the board needed a unanimous vote on items and it was noted that a quorum of 2 counties and 1 tribe would suffice for voting on items.

Commissioner Hover asked about delving more into the issues of letters of support as grants are very competitive.

Co-chair Adams asked that we better define the chain of command for the whole organization, as well as the grievance process.

Chair Smith noted that no action will be taken immediately on these items and they will be added to future agenda for discussion.

## **8. 2026 UCSRB Science Conference**

Ryan Niemeyer updated the Board on the Science Conference 2026 planning. Concerns had been raised by Steering Committee members about moving the conference out of Wenatchee, but increased costs for the Wenatchee Conference Center determined it made more fiscal sense to move the venue to the Festhalle in Leavenworth. Leavenworth also has 4 hotels offering government-rate rooms. The theme for the conference is "Honoring the Past, Shaping the Future". Ryan is hoping to find tribal representatives from both the Yakama Nation and the Confederated Tribes of the Colville Region to be keynote speakers.

Registration costs for the conference have been increased a little from 2024 prices. There is a "no fee" option for individuals if needed. So far, financial sponsors have committed \$8,500 total and a Call for Sponsors PDF will be sent to other potential sponsors soon.

Coffee, tea and snacks for the conference will be provided by Dan's Food Market, Leavenworth. The poster session starting at 4 pm will serve as the social hour and drinks will be available until 6 pm.

Chair Smith asked about the cancellation policy on the hotels and Ryan said he would look into that. Chair Smith noted that there may be no need to reserve room blocks in Leavenworth in January. Commissioner Agnew asked about approaching private businesses for sponsorships and Ryan said we are currently looking at all options. Amanda asked if Board members are planning to attend the conference and Commissioner Smith said he would be available on Jan. 21.

## **9. Legislative strategy and fall project tour update**

Leslie Selgestad updated the Board on the schedule for the Fall Legislative Tours. Tours will take place on 10/2, at Methow River project sites and 10/30 at the Lower Peshastin Creek Restoration site. Each morning will start with a presentation to legislators and/or legislative staff, introducing the UCSRB and sponsor organizations and summarizing salmon recovery efforts, followed by site visits. Board member involvement is encouraged.

Ariel Edwards updated the Board on RSVPs received so far. The tour on 10/2 will have a smaller group than on 10/30.

Amanda Ward asked about interest in a Board trip to Olympia. Commissioner Hover noted that it is a good idea to get face-to-face with representatives to show appreciation and update them on where the money has gone so far. Commissioner Smith noted that he would like a better idea on whether the trips to Olympia are fruitful enough to justify the time and money spent. Commissioner Hover also noted that it may be more effective getting time with agencies directly. Chuck Brushwood suggested that staff engage with others in the region about what would be effective in a trip to Olympia and discuss at the next Board meeting.

## **10. SRFB Meeting Update**

Ariel updated the Board on the 2025 PCSRF Grant Round. This year we received regular PCSRF funding of \$2 million for in-stream and monitoring projects and \$2.2 million riparian funds. Proposed projects totaled \$2.8 million for the regular round and \$2.6 million for riparian. 17 projects across 4 watersheds were put forward. Ten regular projects were fully funded, and one project was partially funded. CAC scores were very close to RTT scores. Of the additional six riparian projects, five were fully funded and the sixth received partial funding.

Highly ranked projects include thermal mapping to denote significant thermal features within the Wenatchee and Okanogan watersheds, an Upper Methow project to enhance cool water features and side channels, and a Wenatchee project to enhance cool water features and stabilize banks.

The Monitoring grant round is run on a state-wide basis. This grant round is very competitive and, unfortunately, both UCSRB proposals fell below the funding line. GSRO wants to build up that fund.

## **11. Presentations**

### **Cascade Fisheries – Jason Lundgren and Susan Elliot**

Susan Elliot started with a presentation on boater outreach strategies implemented by Cascade Fisheries using UCSRB grant funds. Stream restoration projects affect boaters by changing their usual routes and creating obstacles through woody debris and BDAs. Boaters are important stakeholders in river restoration and can be both strong allies and useful resources. On Peshastin Creek, a quarter mile of river has essentially been removed, and channel spanning log jams are inconvenient to boaters. Elliott Consulting and Cascade Fisheries have implemented signage, engagement through community meetings

and ongoing media and outreach to share information with commercial rafters to reduce risk and increase collaboration and support from the boating community.

Jason then presented on Cascade Fisheries Salmon Lifecycle Landscape project, a salmon-themed park they are creating at the Leavenworth Fish Hatchery. They have used UCSRB Small Grants awards to implement widespread outreach to the public, tribal representatives and elected officials regarding the project and have garnered a lot of interest since beginning to look for more partners in 2023. The concept is a layered, tactile experience representing dam features, ag land, a Columbia River walking path and other interpretive features. CF outreach has also generated interest from legislators, including Mike Steele and Brian Burnett.

#### **NOAA – Laurie Weitkamp**

Laurie presented to the Board on salmon ecology, including basic estuary and marine ecology, physical environmental drivers and biological response. Salmon spend most of their live span in the ocean but this is the stage we know least about. We also know very little about predation on salmon at sea. Tropical fish are now being found off the coast of Washington and Oregon and it's likely that salmon are also impacted by the changing and challenging conditions as global temperatures rise, marine water heat waves increase and El Nino/La Nina continue to impact global weather.

#### **12. Suggestions for next Board Meeting Agenda items**

Chuck Brushwood suggested revisiting our legislative strategy and creating an executive summary for the Operations Manual and By-Laws. Commissioner Hover would like to know more about the state legislative sessions calendar so we can develop an effective strategy. He would also like to know if there has been any movement recently on avian predation. Ryan will check with a colleague and follow-up.

**Chair Smith adjourned the meeting at 2:31 pm.**