



clear, well-organized meeting materials. Maggie Coon introduced Jim Skalski of the Office of Financial Management and Amie Fowler, support staff for the Interagency Committee for Outdoor Recreation (IAC).

### **BUDGET AND WORKPLAN DISCUSSION**

Lynn Helbrecht reviewed three handouts: (1) The Council's proposed budget for the biennium, (2) A proposed work plan supported by the budget, and (3) A work plan timeline. Lynn explained how the budget and were Workplan were revised based on Council request to better align the two documents.

Chair Coon also mentioned she believes we have a good opportunity to approach the Legislature for additional funding for the pilot projects.

Ken Risenhoover and Steve Tharinger questioned whether there would be an ability to move funds from one category to another as needed. Chair Coon agreed that the funds should be adjustable and suggested the need for a regular check-in on implementation of the workplan to see whether adjustments were necessary. A check-in should occur at a minimum before the end of the fiscal year (about eight months from now). She said budgets are guides and best estimates. Others suggested that adding a budget check in to each meeting agenda would be a good idea.

Ken Berg suggested that proposed changes in the amount of any line item should come back to the Council for approval, but that shifts among categories, within a certain threshold, could be carried out by the Executive Committee.

Kate Stenberg wondered if this kind of adjustment should take full Council action.

Ken Berg suggested that authorized shifts among line item categories be limited to a maximum of \$5,000. He suggested that any shift of less than \$5,000 could be approved by the Executive Committee, while shifts above that amount should be approved by the full Council.

David Troutt noticed that the staff salary and travel expenses are budgeted to be a flat rate over the entire biennium and asked if that was a reasonable expectation.

Rob Fimbel agreed that the travel budget was low but thought that some shifting would occur later on.

Lynn Helbrecht said that the amount set for staff salaries was a high estimate, because the Environmental Planner has not been hired yet and, as a result, there are some savings in that category.

Maggie recognized Jim Skalski, who said he would like to engage with the Council in a conversation about resources. He said he could perhaps identify additional resources.

## **QUORUM ESTABLISHED; APPROVAL OF MINUTES**

Chair Coon called for a **MOTION** to approve the June 14, 2005 meeting minutes. Steve Tharinger **MOVED** approval of the minutes. Jackie Reid **SECONDED**. The minutes were **APPROVED** as presented.

Approval of the September 22-23 retreat summary is deferred until the December meeting.

## **BUDGET AND WORKPLAN DISCUSSION, CONT'D**

A concern was expressed that we're spending too little on the pilot projects. Perhaps more staff resources should be applied to the pilots. Rob reminded the Council that 50 percent of the EP2 staff position is intended to be used for the pilot projects. Lynn thinks it would be difficult for Olympia-based staff to support remote projects.

Chair Coon thought we might be able to obtain additional resources for the pilots. Lynn said that Senator Rockefeller is interested in a specific pilot, and she noted that in-kind resources might be available.

Jackie said she was also concerned about having adequate staff support for the pilot projects. She thinks the pilots need consistent, funded support.

Josh agreed that it will take more resources to fully fund the pilots. He sees the line item as seed money and believes that more money can be raised as we go along. Josh also said the other priority for him is "good writing on the incentives issue paper."

Josh asked if the Council's goal today is to approve both the budget and the work plan? The Chair's sense was that we were doing both.

Josh suggested approving the work plan as a guidance document, but would like the flexibility to make changes as we proceed.

Steve Tharinger **MOVED** adoption of the Budget as presented, with the understanding that the full Council will review the budget semi-annually beginning in six months, and authorizing the Executive Committee to shift up to \$2,500 from one category to another without Council approval. Jackie Reid **SECONDED** the motion.

The Council discussed how often it should review the budget and whether the dollar cap on authorized shifts was appropriate, and decided the review should be quarterly and the maximum amount should be \$5,000.

Steve Tharinger **AMENDED** his original motion: The budget should be approved as presented, with the understanding that the Council will review the budget at quarterly intervals and authorizing the Executive Committee to shift money between line item categories, provided the total shifted does not exceed \$5,000 per quarter. Jackie

Reid **SECONDED** the amended motion. The motion was **APPROVED AS AMENDED**.

**CLOSING REMARKS**

Josh Weiss asked staff to provide work plan and budget updates to the Council at quarterly meetings.

In closing, Chair Coon commented that the next meeting will be Wednesday December 7<sup>th</sup> and that staff will forward suggested meeting dates for 2006. She thanked everyone for getting together so soon after the last meeting, and recommended that any Council member not able to attend the retreat check with Lynn and get the most updated information.

Meeting adjourned at 11:10 a.m.

 12/7/05  
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Maggie Coon, Chair