

**FCRPS Cultural Resources Sub-Committee**  
**Quarterly Meeting**  
Seattle, WA

**DATE:** February 28 - 29, 2012

**TIME:** Feb 28 9:00AM - 4:00 PM  
Feb 29 9:00 AM - Noon

**PLACE:** Old Federal Building  
Room 90  
909 First Ave.  
Seattle, WA 98104

**Hotel:** On your own

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**AGENDA**

***February 28 9:00AM - 4:00 PM***

- ❖ Introduce New Agency Staff
- ❖ Program Goals & Measures
  - Review FY12 Tasks & Schedule (Kristen, Gail, Sean)
  - Customer Satisfaction Survey - Contract Scope of Work (Kristen)
- ❖ FY12 Performance Indicators : Status (Group)
- ❖ FCRPS Cultural Resource Handbook Revision (Eric)
- ❖ Systemwide PA: Status of Letter to WA SHPO (Kristen, Gail, Sean)
- ❖ Systemwide Research Design (Lawr & Eric)
  - Discussion of comments received on draft document
    - Location of back-up copy of administrative record (Sean)
  - Purpose of Research Design
  - Need for outside review & Editor
  - Next steps and schedule
- ❖ 2012 Systemwide Conference (Gail)
  - Oct. 23-25, Northern Quest Resort/Casino, Spokane
  - Planning Committee Mtgs/Teleconferences

***February 29 9:00 AM - 12:00 PM***

- ❖ FCRPS Program Brochure (Shelby)
- ❖ FCRPS Website, Phase II Design (Nicole)

- ❖ **FY 11 Annual Report: Status (Kristen & Group)**
- ❖ **Survey Inventory Plan: Examples of Work in Progress (Nicole and Alice)**
- ❖ **American Association for State and Local History (Shelby)**
- ❖ **Cooperating Group Issues**
- ❖ **Review & Update Action Items (Nicole & Group)**

**FY 12 Meeting Schedule:**

**Nov 30 - Dec 1, 2011 - Union, WA**  
**Feb 28-29, 2012 - Seattle, WA**  
**June 13-14, 2012 - Boise, ID**  
**Sept 19-20, 2012 - Troutdale, OR**

***Tuesday, February 28, 2012      9:00AM - 4:00 PM***

**Participants**

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## **List of Handouts**

- Agenda
- Program Goals
- Performance Indicators
- Systemwide PA Commitment Schedule
- Draft revised FCRPS Cultural Resource Program Handbook
- Draft Program Brochure
- Draft List of Client Survey Questions

## **Tuesday February 28, 2012**

### **Introduce New Agency Staff**

- Amy Holmes, Corps Portland District
- Mike Flowers, Reclamation Grand Coulee Power Office
- Nicole Thompson's last day will be Thursday, March 1

### **Program Goals & Measures/Performance Indicators**

All tasks are on schedule for FY12.

### **Customer Satisfaction Survey**

Discussion deferred until Feb. 29<sup>th</sup>.

### **Handbook**

A draft copy of the updated FCRPS Cultural Resource Program Handbook was provided to the group. CRSC members will review the document and provide updates and recommendations. BPA will be point of contact.

### **Systemwide PA Letter to DAHP**

Program Managers from BPA, the Corps, and Reclamation held a conference call with Allyson Brooks on December 1, 2012 to discuss whether the Washington SHPO intends to sign the Systemwide PA. Allyson asked the agency representatives to send another letter to her office requesting signature. That letter is being drafted and will be sent to DAHP later this spring.

### **Systemwide Research Design (SWRD)**

Comments on the draft SWRD were due February 6, 2012. Agency staffs will continue to accept comments on the document at the request of some program participants. Several comments have been submitted to date.

CRSC members are reviewing comments, and reassessing the purpose of the SWRD. Comments from program participants will be incorporated into the next draft of the document. . A session to address this topic and discuss next steps will take place at the FCRPS Systemwide Conference in Spokane in October. Program managers will send an email message to regional participants with a status update on the SWRD, and thanking those who took the time to comment.

### **FCRPS Systemwide Conference**

The next FCRPS Cultural Resource Program Systemwide Conference will be held October 23-25, 2012 at Northern Quest Casino and Resort in Spokane, WA. The first conference planning meeting was held January 31, 2012 in Spokane, WA. The group discussed the basic conference organization and schedule. The next meeting (March 1) will be a teleconference, and will address breakout sessions. Potential conference theme is "Coming Together". Conference planning calls will be held monthly. The Corps is the point of contact for Systemwide Conference planning.

***Wednesday, February 29, 2012 9:00AM - 12:00 PM***

### **Client Survey**

The FCRPS Cultural Resource Program client survey must be completed by the end of September 2012 and implemented in FY13. The survey is intended to evaluate how program products are used across the region, and to assess the quality of relationships between Lead Agency staffs and program participants. Draft survey questions developed by the CRSC were circulated to program participants for comment in December of 2011. Two comments were received. A third participant has requested and been granted additional time for comment.

The SOW will go to BPA contracting by the end of March. All contract work will be complete by Sep. 30, 2012. The contract will be advertised as a request for proposals. BPA will be the point of contact for this work.

### **FCRPS Website, Phase II Design**

Phase I of the FCRPS Cultural Resource Program web site revision is complete. The new URL is: [http://efw.bpa.gov/FCRPS Cultural Resources/](http://efw.bpa.gov/FCRPS_Cultural_Resources/). Two more revision phases are scheduled. BPA is the point of contact for this initiative.

### **Survey Inventory Plans: Examples of Work in Progress**

The group discussed approaches for assessing existing survey, and defining future survey needs at the 14 FCRPS Projects in preparation for meeting a FY12 Performance Indicator and Program Goal #2, which requires that inventory for archaeological and historic sites be completed on federal lands within the FCRPS APE by September 30, 2017. Examples from Hungry Horse and Dworshak were shared with the group.

### **American Association for State and Local History**

Discussion on this topic was deferred until the June meeting.

### **FCRPS Brochure**

Agencies are creating a brochure that describes the FCRPS Cultural Resource Program for general distribution. The target date for completion is September 2012. BPA is the point of contact for this work and asked the group to send photographs that might be used in the brochure.

### **FY 11 Annual Report**

Final edits are being made to the FY11 Annual Report, which will be mailed to consulting parties in March. BPA is the point of contact for this work.