

FCRPS Cultural Resources Sub-Committee
Quarterly Meeting

DATE: February 23-24, 2011

TIME: February 23 9:00 AM - 4:00 PM
February 24 9:00 AM - Noon

PLACE: McMenamins EdgefieldMt. Hood Room
2126 SW Halsey
Troutdale, OR 97060 503-669-8610 (front desk)

AGENDA

FEB 23 9:00AM – 4:00PM

- ❖ **Program Goals & Measures (Long-Term and Short-Term) (Kristen & Gail)**
 - Review Schedule & Assignments for FY11
 - Discuss content, format & schedule of satisfaction surveys (Group)
- ❖ **FY11 Performance Indicators (Kristen & Gail)**
- ❖ **FCRPS Contracting & Program Execution- planning for FY 12 (Group)**
- ❖ **Systemwide PA**
 - Review Commitment Schedule (Group)
 - Systemwide Research Design Subcommittee – summary of recent teleconferences (Lawr)
 - TCP Subcommittee - summary of Feb 1 Meeting (Gail)
- ❖ **FY10 Annual Report (Kristen & Group)**
 - Last look at Final Report before Distribution
 - Suggestions for FY11 report (Group)

FEB 24 9:00AM – 12:00PM

- ◆ **FCRPS Handbook Update (Eric)**
- ◆ **FCRPS Data Management (Kristen)**
- ◆ **FCRPS Program Brochure & Webpage (Kristen)**
- ◆ **Co-op Group Issues**
- ◆ **Review & Update Action Items (Nicole & Group)**

FCRPS Cultural Resource Subcommittee Meeting Notes
Troutdale, OR
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Attendees

Sean Hess (SH)	Bureau of Reclamation
Gail Celmer (GC)	Corps of Engineers, Northwestern Division
Lawr Salo (LS)	Corps of Engineers, Seattle District
Lyz Ellis (LE)	Corps of Engineers, Seattle District
Michael Martin (MM)	Corps of Engineers, Portland District
Alice Roberts (AR)	Corps of Engineers, Walla Walla District
Jennifer Richman (JR)	Corps of Engineers, Northwestern Division
Rebekah Pettinger (RP)	Bonneville Power Administration
Anne Senters (AS)	Bonneville Power Administration
Lydia Grimm (LG)	Bonneville Power Administration
Kristen Martine (KM)	Bonneville Power Administration
Eric Petersen (EP)	Bonneville Power Administration
Katherine Pollock (KP)	Bonneville Power Administration
Nicole Thompson (NT)	Bonneville Power Administration

Staffing

Lynne MacDonald has made her transition to a new Reclamation position in Denver. The interim Regional Archaeologist is Warren Hurley out of the Columbia-Cascades Area office in Yakima. His background is in archaeology, and previous work area included Reclamation's Animas-La Plata Project in Colorado.

Program Goals and Measures

Group reviewed upcoming deadlines for long term Program Goals and Measures.

APEs

Discussion of progress of Walla Walla and Portland District and Spokane Arm APEs. Program Manager requested a well explained narrative, including landscape specific descriptions. The group discussed including language indicating that APEs may be modified as additional information is available either through further investigations or catastrophic issues like landslides.

Inventory

Discussion of inventory goals and measures, Program managers requested a map or narrative to convey survey data gaps at each Project. Guidance questions were asked about methodology, field work standards and calculating data gaps.

Priority Sites

Project managers gave status updates on prioritizing sites at each Project. They were reminded that starting in FY12 two DOEs per project based on inventory plan. There will need to be justification in the Annual Report to explain two sites.

Mitigation Treatment

Mitigation goals and measures include planning one mitigation and implementing one mitigation every year. Program managers reminded that stabilizations take long-term planning and that there are other options for mitigation including brochures and interpretive plans. The group discussed how to convey compliance and point out mitigation actions to the SHPOs and indicate in the Annual Report.

History of FCRPS Cultural Resource Program

BPA legal counsel, Lydia Grimm, Rebekah Pettinger and Anne Senters joined the CRSC to summarize the history of the FCPRS Program and answer questions. Questions were raised concerning the review of the Columbia River Treaty (CRT) and how it may impact the FCRPS Cultural Resource Program. The discussion concluded with the group agreeing that the Program Managers need to stay involved in the CRT process and offer information, so that assistance isn't required last minute and additional work demands of FCRPS Program staff. The group agreed that there is concern that being disengaged from the CRT process could potentially jeopardize or undo what has been accomplished in the Program.

Customer Satisfaction Surveys

Program Managers are working to determine desired characteristics and information for satisfaction surveys. The Agencies have established users and clients, but need to define information to be gathered from external stakeholders. Discussion continued around target audiences (general public, Tribal membership, government, Professional/CRM/University, amateur historian, school age/teachers) and if multiple surveys would be necessary. The surveys would be staged with Program participants first. Surveys will be planned and designed during FY11-12 and distributed in FY13.

FY11 Performance Indicators

APEs

Group reviewed March 31 deadline for four Corps projects and Spokane Arm. Discussion of Spokane Arm process of map development, generating a narrative, BPA lawyers review and Reclamation's approval. BPA/Reclamation final milestone is to send letters to SHPO/THPO for concurrence by May 27.

Program Planning

Corps project managers discussed challenges with contracting requirements in meeting May 1 deadline for completion of contract documentation. BPA/Reclamation on track to meet FY12 work plan drafting by March 31 deadline. Program managers will discuss and review budgets.

FCRPS Program Brochure & Webpage

BPA discussed print media and website options for distributing Program information to the public. BPA will have a redesigned website drafted for the group to review at the June meeting. Development of a brochure, will be based on feedback from previous CRSC meetings, a draft will be reviewed by the three agencies. Content may be presented in different formats, an example would be a one page handout for public meetings.

Recognition

BPA met with their Media Affairs staffs, who are interested in producing human interest stories to highlight the Program's accomplishments. Project managers should keep this in mind when planning upcoming projects to contact BPA with any opportunities for BPA to tell a story.

FCRPS Contracting & Program Execution – Planning for FY12

Corps reported FY12 funding increase, Reclamation is planning for budget increase, but final budget will not be released until September. Discussion continued with contracting issues in the Seattle District, and the Corps upper management involvement. Potential of overwhelming current contracting agencies and Tribes, proposed agency staffing, potential use of BPA's contractor pool, and government STEP/SCEP programs were covered. Group discussed projected regional workload for inventory, design stabilization work. BPA does not see impact with contracting, has agreed that Reclamation will do contracting for large stabilization projects.

Systemwide PA

Group reviewed SWPA commitments schedule. Corps will plan upcoming conference, and revise schedule to reflect at least nine months of planning. Project managers discussed reviewing Program Specific Programmatic Agreements for accuracy with SWPA. Program Managers will ask their legal staff about how to count HPMPs and Project Specific PAs in which the drafting process spans more than one fiscal year.

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Systemwide Research Design

The SWRD subcommittee has conducted three conference calls. After receiving comments tasks were assigned during the last conference call. Participants are working on background information looking at sources and potential contacts. Lawr would like to see a rough draft by July and a technical editor in place by August. One continuing issue is SharePoint access for exchanging documents.

TCP Subcommittee

Summary given of second TCP Subcommittee meeting held February 1, 2011 in Troutdale, OR. Attendance included staff from Agencies, Tribes and SHPO offices. Draft notes are with participants, and will be distributed to CRSC. Discussion highlights included distribution of TCP reports, what type of forms could be used for recording TCPs, TCP evaluation and eligibility and cultural landscape. Reviewed Program Goals and Measures end of fiscal year 2018 deadline for inventories on Agency fee and easement lands. Context statements and landscape concepts could be useful for the draft Systemwide Research Design.

Annual Report

BPA reviewed Annual Report schedule and next steps. Next draft is due on March 1 which includes a second management review, which will be 30 days, and then the Program Managers will revise a distribution list and prepare a jointly signed cover letter. Reclamation will prepare an executive summary and review Grand Coulee and Hungry Horse data with managers. A recommended improvement for next year includes adding a review period for Cooperating Group members. Program Managers will remove sensitive information prior to posting the Annual Report on the BPA website.

Handbook Update

Group reviewed three potential handbook versions: web, managers and public. Eric is still working on outlines and table of contents and will come up with budget and timeline. Group discussed potential audiences, versions and content.

FCRPS Data Management

BPA reviewed the draft Access database based on SHPO site forms, which would allow the Agencies to recreate site forms, generate new forms, do quick queries on National Register status and report generating options. BPA requested that the group will need to make decision if they want to move forward and hire a contractor to finish the Access database. To design for ease and use, the CRSC would talk through basic fields and functions during a working session with the contractor.

FCRPS GPS Data Dictionary

BPA distributed revisions to data dictionary categories. Reclamation held a meeting with contractors to discuss reporting in the field and final reports, Sean will bring meeting results back to the CRSC.

Tribal Permits for Stabilization Projects

Reclamation researching shoreline permitting process for planned log booms. Short discussion on permitting processes around the region.

Issues –

Hungry Horse CG– Discussed CSKT Preservation Department staffing changes

Review & Update Action Items – Done

FY11 Meeting Schedule

December 1-2, 2010 – Seattle, WA

February 23-24, 2011 – Troutdale, OR

June 15 & 16, 2011 – Walla Walla, WA

September 21 & 22, 2011 – Troutdale, OR