

FINAL Meeting Minutes
Jonah Interagency Mitigation and Reclamation Office (JIO)
Agency Managers Committee Meeting
May 2, 2012 1:30 pm – 4:00 pm
BLM Pinedale Field Office 1625 West Pine
Pinedale, WY

JIO Session

Attending

BOARD: Chairman John Corra (WDEQ Director), Scott Talbott (WGFD Director), Don Simpson (BLM Director), Jason Fearneyhough (WDA Director), Doug Miyamoto (WDA Deputy Director), Joel Bousman (Sublette County Commissioner).

STAFF: Shane DeForest (Field Manager, Pinedale Field Office), Eric Decker (JIO PAPO Coordinator), Sheila Keating (Management Analyst HDD), Windy Kelley (WDA/JIO/PAPO), Theresa Gulbrandson (BLM/JIO/PAPO), Therese Hartman (WGFD/PAPO), Dan Stroud (WGFD/JIO), Regi Lester, OA Clerk, PFO (contract), John Ruhs (District Manager, Wyoming BLM High Desert District), Jeremy Perkins HDD, IT Specialist, Theresa Nallick (BLM, JIDMS/PADMS Database Manager), Bill Lanning (HDD Resource Advisor).

Conference: Tim Kern (Information Science Branch Chief, Fort Collins Science Center).

OTHER: John Emmerich (WGFD), Art Reese (USQ), Pete Guernsey (QEP), Aimee Davison (Shell), Cally McKee and Ericka Tokarz (ULTRA), Kelly Bott (USQ), Curt Yanish (Astor Canyon), Barbara Mucray (Conservation Seeding & Restoration Inc.)

1:35 Welcome, introductions and approval of agenda (Chairman John Corra, action item)
Jason Fearneyhough moved Scott Talbott seconded; Unanimous approval.

Review and approval of December 1, 2011 meeting minutes (action item)
Jason Fearneyhough moved Scott Talbott seconded; Unanimous approval.

JIO Budget Update (information by Sheila Keating, Management Analyst/BLM)

Sheila Keating: As requested by the board remaining funds will be used to support staff positions and no new projects will be funded. The salaries projected until 2020 will show a negative balance of \$137,000.00. Because salaries were over projected by an average of \$30,000 to 40,000 until 2020, these numbers are only a projection.

Motion: To draft an Annual Administrative Budget by Function or Project.
Jason Fearneyhough moved Scott Talbott seconded; Unanimous approval.

Motion Discussion:

Every December or end of year meeting have an annual operating budget with a breakdown of general (monitoring support) not specific personnel, work forecast for all staff for 1 year to multiple years out. Where will the \$5 million be spent?

*John Emmerich: requested a short summary of staff positions over the next 8 years.

*Joel Bousman: requested an explanation of the amount of JIO money on a spreadsheet defining the dollars allocated for each project. He is concerned with the amount of money for administration with no new projects. If there's a need for 5 million dollars the public will want to know why there are no projects.

John.Ruhs: need a category strictly for administration, e.g.: public meeting, open houses etc.

Jonah Infill Database Management System (JIDMS) presentation (information by Theresa Nallick, JIO/PAPO Database Manager and Windy Kelley, JIO/PAPO WY Dept. of Agriculture)

Windy Kelley and Theresa Nallick presented a JIDMS slideshow.

Tim Kern: on conference call for input and questions.

Presentation provided an informative history of the proposal, past issues and development of the system. Concerns were addressed, successes and achievements were listed, features, future challenges and improvements. The following budget summary was provided: Phase 3 Tasks to be completed by the end of FFY 2012 and Phase 1,2 and 3 Tasks to be completed by the end of FFY 2013.

Discussion:

Budget breakdown and Board member questions concerning Phase I, II III allocation of funds were answered by JIO Staff. The \$24,400 requested for 2012 Phase 3 Tasks was discussed

Aimee Davison: Provided a few concerns about JIDMS related to the Operators perspective.

Cally McKee: asked how long the funding for the JIDMS system will be needed.

Shane DeForest: responded if the Jonah or Pinedale office runs out the maintenance will become the responsibility of the PFO BLM and we can find the \$15,000 -20,000 to fund the project.

Eric Decker: Presented an information handout for the additional/optional aerial funding request. No action was requested of the Board at the present time.

JIDMS proposed funding for phase 3 for the remaining portion of FFY 2012 and phase 1, 2 and 3 proposed funding for 2013 (action item, Eric Decker, JIO /PAPO Project Coordinator, Theresa Nallick)

After discussion, the Board motioned to approve 50% of \$92,750.00 with the recommendation that PAPO fund the other 50% (this related to the following approved JIO fund expenditures: for FFY 2012 - \$12,200.00 and for FFY 2013- \$34,175.00).

Jason Fearneyhough moved, Scott Talbott seconded; Unanimous approval
Friendly Amendment: Earmark the Jonah portion of unexpended funds for salaries.

Request for JIO clerical support in the Jonah Interagency Office (action item, Eric, Shane DeForest, Field Manager/BLM)

Item shelved until 5/3 PAPO Meeting

JIO Strategic Planning (information by Eric, possible action item)

Eric provided information to the Board on this topic.

JIO Website Update (information by Eric)

Eric Decker: JIO staff is doing a comprehensive overview of the website and major changes are being made.

*Cally McKee: requested the final minutes from December Meeting be put on the web.

JIO Office Update (information by Eric)

JIO and PAPO staff coordination could be improved. There is a need to better define specific roles and responsibilities between the offices, the Project Manager and the BLM. A more specific plan is needed to improve both the JIO and PAPO.

Discussion was held concerning issues between the JIO, PAPO and DEQ staff. Different options were considered and a suggestion to have a December meeting to discuss the issues before drafting an MOA was preferred. The following suggestions were made by the Board and staff members:

The JIO Project Coordinator will not directly supervise any state agency employees; State Agency Supervisors will receive feedback on an employee's performance.

A December 2012 meeting on this topic should not be open to the public.

A baseline of expectations should be established and a staff agreement with a signatory page signed by Board Members should be included.

The work John MacDonald did with an outside consultant should be reviewed.

Public Comment (facilitated by Chairman John Corra)

Curt Yanish: Theresa has been big help to the contractors and operators and they would like to see her stay in that position, changing staff puts a lot of burden on them.

Concerned with JIDMS data being made available to the public because of errors in the system, until the phase 3 corrections are made wonder if it should be taken off line?

The county has an incredible aerial satellite imagery that could possibly be used in coordination with the JIO/PAPO. They are available for public use so why not use them?

*Joel Bousman: Welcomed a meeting with the county planner to see if uses of the photos are available for JIO/PAPO use.

Art Reece: The Board should be cautious of ending up in a position where PAPO is paying for JIO obligations; specially when going forward on long term planning.

Dan Stroud; In reference to the discussion about the MOA: suggested one-on-one meetings with the Board would be helpful.

Next meeting in Cheyenne (Chairman Corra proposed December 6 that the Board agreed to)

John Corra moved to adjourn, Jason Fearneyhough seconded: unanimous approval.

4:30 Adjourn