



## **SUMMARY**

### **FRAFS Executive Committee Meeting**

**April 16, 2013**

9 a.m. to 3 p.m.

Dalhousie Room,  
DFO office, Kamloops, BC

#### **A. PARTICIPANTS**

**Meeting Chair:** Ken Malloway

In person: Murray Ross, Howie Wright, Ernie Victor; Adrian Wall; Neil Todd;  
By phone: Ernie Crey, Terri Bonnet, and Dana Bellis (FNFC)

Neil Todd took the meeting notes.

#### **B. AGENDA**

After review and adjustments, the agenda was finalized and accepted:

1. Roll call, review, adjust, and accept the agenda
2. Old business – Action Items from previous meeting
3. Financial update fiscal year just ended
4. CSPI Science Workshop update
5. Draft Letter of support re DFO and Fraser Panel membership – review, discuss, approve
6. Draft Schedule 5 – review, discuss, approve.
7. FNFC Charter update
8. EC ex officio TOR update
9. DNA Collaborative Agreement with PBS – discussion
10. Email re First Fish Ceremony
11. Schedule locations for EC in-person mtgs every second month

## C. DISCUSSIONS

### 2. Old Business – Action Items

Three Action Items from the March meeting were reviewed:

- *financial update* – to be done today;
- *Communications Coordinator position* – the posting has gone out and application deadline is April 22;
- *letter re DFO* – not yet completed.

### 3. Financial Update - previous fiscal year

Neil reviewed the draft final expenditure numbers for fiscal 2012/13 including the AAROM and PICFI budgets respectively. Discussion followed:

- the new agreement for 2013-2015 is an enhanced multi-year agreement, giving more flexibility to manage the budget;
- challenges re: budget management were discussed;
- Decision: strike a Finance Committee which will meet monthly starting in October, two weeks prior to each EC meeting. The Committee will include the Operations Manager and two members of the FRAFS EC (one from DFO). The Committee will also include a person involved in the activity being funded, who is the lead person responsible for seeing that the objectives expected results for that activity are achieved.

### 4. CSPI Science Workshop

The FRAFS Fisheries Biologist availability was limited, so he provided an update on the planning and program for the Chinook Strategic Planning Initiative (CSPI) Science Workshop part way through Item #3 above.

- Extensive work by the Technical Working Group (TWG) has resulted in recommended changes to the S. Coast Chinook Conservation Units;
- Workshop attendance is by invitation; a number of papers will be presented that will address questions posed previously by a small group of the Steering/Planning Committee and the consultant (ESSA Technologies);
- a science panel will be in attendance to question the presenters, then will meet on the third day to begin synthesizing the data and information presented during the two days of presentations.

### 5. Draft letter of support re DFO presentation

The draft letter was circulated, reviewed, and suggested improvements were noted. The FRAFS Operations Manager was directed to send the letter when finalized with the changes.

The agenda order was changed to reflect timing of lunch, move some items up for discussion prior to lunch, and move part of the agenda to the afternoon.

## 8. Ex officio group TORs

This agenda item was discussed immediately following Item #5. After considerable discussion it was agreed to remove DFO from the list of possible ex officio members.

## 7. FNFC Charter and Appendix

- Discussion was assisted by the FNFC Ex-Officio and the Director, Secwepemc Fisheries Commission;
- EC members need to read the Charter and its draft Appendix; the Charter itself is generic, and the Appendix is worded to suit the needs and intent of the two Parties;
- This agreement can be detailed regarding the relative roles of the two Parties in regard to consultation processes, support of operational processes and initiatives, etc.
- It was recommended to not rush into this, work on the Appendix before considering signing the Charter, put specifics into the Appendix e.g. what FRAFS goal, purpose, etc. is, what it supports and why, etc. and maybe have it finished/resolved by fall.

## 6. FRAFS 2013/14 Work Plan – Schedule 5 of the new agreement

DFO updated the EC on progress to date re drafting the new agreement:

- Recipient Assessment was completed during the winter, resulting in FRAFS being eligible for an enhanced agreement;
- The Schedule 5 was briefly reviewed with the group – the Operations Manager has been the lead person on this for the EC;
- The EC and DFO need to have an agreed-upon draft work plan for submission to RHQ; any substantive changes will be brought back to the EC;
- **AI:** DFO to clean up the draft by Thursday a.m. and will send it to the EC by Thursday afternoon;
- **AI:** FRAFS Operations Manager to revise the wording for the Roadmap activity to reflect the tasks funded by the allocation.

## 9. DNA analysis collaborative agreement with PBS

After discussion it was agreed that:

- It would not be appropriate for the SFC's proposed agreement with PBS to be utilized for watershed DNA priorities as established by the JTWG;
- The FRAFS agreement needs to identify a budget allocation and the JTWG needs to develop a prioritized DNA sampling and analysis plan from a watershed perspective; a deadline of Dec. 31/13 for a finalized plan was set.

## 10. E-mail re First Fish Ceremony

The May 7-9 Forum on Conservation and Harvest Planning is being hosted by the St'at'imc in Lillooet. The Fisheries Manager of St'at'imc Government Services has raised the possibility of planning a First Fish Ceremony to coincide with the Forum. The EC agreed that this matter was entirely in the hands of the St'at'imc, and FRAFS would assist with publicizing it if it does appear that it will go ahead.

## 11. EC Meeting Locations

**AI:** FRAFS Operations Manager to put out a suggested schedule/location for EC meetings for the rest of the year. It was noted that the intent is to alternate in-person meetings with teleconferences.

Meeting ended approximately at 3 p.m.

### **Action Item summary:**

1. DFO to clean up the draft of the new Agreement by Thursday a.m. and will send it to the EC by Thursday afternoon;
2. FRAFS Operations Manager to revise the wording for the Roadmap activity to reflect the tasks funded by the allocation.
3. FRAFS Operations Manager to put out a suggested schedule/location for EC meetings for the rest of the year.