**Action Item Summary**

* Stuart will work with Butch Blazer to obtain a signed Memorandum of Understanding (MOU) between the Reservoir Fisheries Habitat Partnership (RFHP) and the Department of Agriculture (DOA)
* Stuart will follow-up with Butch Blazer to determine if he is still interested in serving on the RFHP executive as the Native American representative
* Noreen Clough will place a RFHP link on the BassMaster.com website

Meeting began at 8:07am Arizona Time. Executive committee quorum was met.

*Agenda and Meeting Minutes*

Additions to agenda

* Elect a new chairman of the RFHP Executive Committee
* Representation for the southeast regional workgroup
* Motion to approve the agenda with additions, the motion passed was approved.

Old Minutes

* Motion to approve the last meeting minutes with corrections was seconded. The motion passed.

*Executive Committee Membership* *Discussion*

The executive committee is interested in expanding the committee to insure that it reflects a wide range of federal, state, tribal, and non-governmental entities and their interests. The committee suggested adding the following organizations and potential representatives from each organization:

* Federal representation from the U.S. Forest Service –Amy Unthank
* Native American representation by Butch Blazer
  + Butch Blazer recently became the Deputy Under Secretary of the Department of Agriculture. Stuart Leon will contact Mr. Blazer to determine if he is willing and able to participate on the RFHP executive committee.
* Federal representation from U.S. Geological Survey –Joe Margraf
  + Mr. Margraf is present at this meeting and has agreed to participate on the executive committee
  + He is past president of the American Fisheries Society habitat section
* Non-governmental representation from BoatUS –Ryck Lydecker
  + Noreen Clough will follow-up with Mr. Lydecker to determine if he is willing and able to participate on the executive committee
* Southwest Power & Light and Duke Energy
  + Tim Toplisek will continue to work his contacts to identify a representative from these two organizations
* A motion was made to accept the named representatives from the USFS and the USGS on the RFHP executive committee. The motion was seconded and passed.
* **Action item**: Stuart will work with Butch Blazer to obtain a signed MOU between the RFHP and the Department of Agriculture
* Mark Oliver will represent the southeast regional workgroup representative, taking the place of Mike Armstrong.

*Coordinator Work Plan*

Assessment

* Work on the RFHP assessment is on track. The USGS portion of the project has been delivered to Jeff Boxrucker.
* Jeff B. mentioned that USGS would like to continue to expand the on the work but it is up to the board to decide whether to continue with additional analysis.
* Jeff B. is asking that the board approve an additional $6k for Rebecca Krogman to continue/complete the MSU portion of the RFHP assessment.
* Terry Foreman made a motion to give the coordinator the authority to allocate an additional $6k to MSU for the RFHP assessment, if needed. Second by Stuart Leon. The motion passed.

Best Management Practices (BMPs)

* Within reservoir BMPs are needed at this point
* The SDAFS reservoir committee will take on the task of updating the BMPs for reservoirs.
* The RFHP will work with the SDAFS Reservoir committee gather information on in-reservoir BMPs. The product will be an online reference of BMPs on different types of reservoirs.
* Suggestions: (Mike Armstrong) 2013 symposium at the AFS annual meeting hosted by Arkansas Game and Fish Commission on reservoir restoration
* Based on the assessment results, the RFHP will seek individuals/management agencies to participate in the BMP symposium.

Coordination

* Jeff B. attended 2 of 3 NFHAP Board meetings
* Participated in the bi-monthly conference calls
* Attended other Fish Habitat Partnership (FHP) meetings
  + WAFWA has expressed concern over FHP overlap
* Jeff B. suggested that the RFHP executive consider developing a small grant program (up to $2k)

Website development

* Discussion: Jeff suggests that the current web master (on contract) be used to overhaul the RFHP website
* At this point the RFHP will not commit to the NFHP web option be offered to FHPs for $5,000
* **Action item:** Noreen Clough will place an RFHP link on the BassMaster.com website

Updating the Strategic Plan

* The update to the RFHP Strategic Plan will be included the 2013 work plan

Outreach

* Jeff B. has written and distributed two newsletters to date
  + Jeff will shorten the length of the articles and add more pictures. Link to websites of projects
* Karl Hess created a membership brochure
* Jeff B. is available to attend meetings to promote the RFHP , FOR, as well as present the RFHP
  + Jeff will continue to develop a relationship between the RFHP and NALMS

Budget

* Two working group members and two assessment group individuals received paid travel
* Jeff Boxrucker asked the executive committee if the coordinator has the discretion to move outside of specific budgeted dollar amounts as long as the adjustments remain within the overall yearly budget.
* Joe Margraf made a motion to authorize the RFHP coordinator to move up to $1,500 total in the RFHP budget without the approval of the RFHP executive committee. The motion was seconded by Noreen Clough and the motion passed.

Approval of 2012 work plan

* Motion to approve and accept the coordinator’s work plan for 2012 was made by Joe Margraf, seconded by Noreen Clough, the motioned passed.

The Multistate Conservation Grant (MSCG) will expire March 2013 but will be extended to May 2013

*2012 Project Selection*

One project proposal that was not included in packet in the project selection packet came from the Pennsylvania Fish and Boat Commission (PFBC)

* PFBC is requesting $9,900 (~ $10K) to add (artificial) habitat

Projects that will not be funded (R= rank project received from scoring committee)

* R-3-Lake Terrel Dam, WA
* R-6-Cow Creek, MT
* R-10- Greeson, AR
* R 11-Blue Mountain Lake, AR
* R-12 -Lake Shelbyville, IL
* R-13 -Lake Nicol, AL

Projects that will be funded

* R-1 –Hurley Creek/McKinley Lake Water Quality Project, Iowa
* R-2 –Smithville Lake Habitat Enhancement Partnership, MO
* R-4 –Fellsmere Water Management Area, FL
* R-5 –Fisheries Habitat management, Lake Ouachita, AR
* R-7-Arnold Lake, NE
* R-8- W. Kerr Scott, NC
* R-9 – Roswell, NM
* PA, if it scores above at least in the middle group

The anticipated RFHP project funds will be allocated as follows:

|  |  |  |
| --- | --- | --- |
| **Project Rank** | **Request** | **Allocated** |
| R1 | $20K | $15K |
| R2 | $20K | $15K |
| R4 | $15K | $10K |
| R5 | $20K | $10K |
| R7 | $25.5K | $5K |
| R8 | $20K | $15K |
| R9 |  | $10K |
| PA\* |  | $10K |
|  |  |  |
| \* = Will receive rank after project is scored | | |

* Motion by Noreen Clough to fund 8 out of 14 projects at the levels listed above, which include the geographic spread, diversity of types and project partners (e.g. citizen groups, agency driven). The motion was seconded by Joe Margraf. Stuart Leon and Tim Toplisek abstained from the vote. The motion passed.
* An amendment to the motion was made by Joe Margraf and second Terry Foreman and is as follows:

If a project applicant declines the funds, then the funds will be allocated back to the other projects on a prorated basis based on the level of cuts initially sustained by each applicant with the exception of NE. The motion passed.

* The executive committee voted to elect Terry Forman as the new chairperson of the RFHP executive committee.

Meeting adjourned at 12:01pm Arizona Time

FOR Board meeting 12:03PM Arizona Time

**Attendees**

Terry Foreman

Noreen Clough

Mike Armstrong

Mark Oliver

**Members not in attendance**

Doug Nygren

Martin MacDonald

Dave Terre

*New Business*

Elect a new president of the Friends of Reservoirs board of directors

* Karl Hess suggested that the chairmanship of the RFHP and the president of the FOR board be linked in the future
* For now, Terry Forman will serve as the board president in place of Martin MacDonald. The remainder of the term is 2 months.
* Mike Armstrong suggested that the board of directors form an audit committee made-up of individuals other than the RFHP board members. Mark Oliver volunteered to participate on an audit committee. Noreen Clough also volunteered.
* Motion was made by Mike Armstrong to form an audit committee made-up of Mark Oliver and Noreen Clough. The motion was seconded by Mark Oliver and the motion passed.

Meeting adjourned at 1:00pm Arizona time