Minutes

The meeting was called to order at 9:05.

Introductions – The steering committee introduced themselves, as did a couple of new guests. Becky Gauthier is new to the area and is past president and a past director of the Pacific Northwest Chapter of the International Erosion Control Association (IECA). Caj Matheson is the new Communication Specialist with the Coeur d’Alene Tribe’s Lake Management Program. He works with the Natural Resource Damage Assessment Trustee Council and Restoration Team.

Minutes - Tricia moved to adopt the minutes from 11/14/12 as presented; Allen seconded the motion. Motion passed.

Treasurer’s report – Tricia reported as of 11/30/12, the balance forward was $29,760.40. Year to date unapplied was negative $903.52. Total cash was $28,856.88.

9:10 – 9:45

Old business -

Continuing Education and Recertification – Tricia will get the Word version of the CEU form to Jamie to revise with recently-approved changes.

*Business Plan –
  o A workshop was held after the December meeting. Laura Laumatia led the discussion and a lot of progress was made. There will be further discussion and follow up after the January monthly meeting.
  o Jim’s availability for financial advice – Tricia has not yet had a chance to ask Jim if he would be available for this purpose.

Administration –
  o Student manual update – appoint subcommittee and set dates – tabled

SOP Updates – Denna will send the compilation of SOP changes to Tricia to add to the document. The document will then be updated on the website and made available to the steering committee and instructors.

Tribal Training report – John was not in attendance, but Jeanna reported the workshop was attended by 8-10 folks from the IDEQ Lewiston Regional Office, Tribal staff, and Soil and Water Conservation District employees. The workshop went over the 319 and wetland programs and included a BMP group exercise.

EPA CGP Workshop Report – Allen indicated he thought the workshop highlighted a market for onsite inspectors. The inspectors need to be certified in appropriate training, and SEEP is recognized by EPA as such.

The group discussed sending out a survey to the workshop participants to gauge whether it was a worthwhile effort, if folks would like to see more workshops, and
what subject matter would be desired. Laura volunteered to develop a survey for Tricia to email to the participants.

Tricia reported our income from registration was $1,280, and our expenditures were $1,550.37. Jamie mentioned there were several people from the SEEP steering Committee that SEEP paid registration for. The rest of the expense came out over income because of the tight timeframe for printing. The Powerpoint presentations did not get delivered to PAC quickly enough from all presenters to send them out for printing and CD copying. PAC ended up doing the CD copying for $25/hour and the printing for $0.10 per page. It came out to about $600. This cost was not yet known when the committee approved payment for the final presenter. Other expenses included the lunches; coffee, juice, and other beverages; ice, cups, napkins, etc. SEEP ended up with extra napkins and cups for future classes and had several CDs and sets of printed materials left over.

**Powerpoint** – The Powerpoint review is ongoing, but much progress was made on the Regulatory section. The subcommittee has also identified ways to liven up part of the presentation with a demonstration of soil texture. The group will meet again and hopes to be wrapped up by the end of January. Jamie reported the subcommittee would like somebody to review the speaker notes to check for redundancy. Terry agreed to review the speaker notes for the sections that have been completed and will get with Laura to obtain those.

**Committee reports and assignments –**

**Marketing –**
- Highway District requirements – Allen will have an acquaintance mention requirements for SEEP training at an upcoming meeting.

**Regulatory –**
- Kootenai County site disturbance ordinance updates? – Allen and Tom reported the subgroup that they participated in provided feedback on three specific questions:
  1) Is the new Construction General Permit adequate to protect Kootenai County? Answer: No – only for large sites, and not for storm water.
  2) Setbacks
  3) Steepness
They forwarded their recommendations to the County’s consultant in order to draft the ordinance

There were also some comments from the shoreline homeowners association the committee provided feedback on.

**New business**

**Set 2013 class dates** – Jamie passed around recommended dates, based on last year’s dates and this year’s monthly meetings. With some minor revisions, **Terry moved to pass the 2013 spring Basic SEEP class dates below; Tom seconded the motion. The motion passed.**

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
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(changed to April 2-3 at the January meeting)
Other business –
- T-2 Allen mentioned he spoke with Doug Chase at the CGP workshop. Doug indicated there was a lot of demand for the classes and wondered if SEEP could teach a class in southern Idaho, and then Doug could get certified. There was consensus among the committee that if T-2 was willing to pay travel expenses for the instructors, we would see what we could do to present a class for them.
- Next meeting date and time – **Wednesday, January 16th, 9-11 A.M. at PAC**
- Meeting adjourned at 10 A.M.

**Business Plan Workshop 10 A.M.-noon**

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