

**Timber/Fish/Wildlife Cultural Resources Roundtable Meeting
June 19, 2012**

**Host: Department of Archaeology and Historic Preservation
1063 South Capital Way, Suite 106
Olympia, WA 98501
Phone: (360) 586-3065**

Directions: <http://www.dahp.wa.gov/about-us/office%20locator>

Attendees:

Jeffrey Thomas, Co-Chair	Puyallup Tribe
Peter Heide, Co-Chair	Washington Forest Protection Association
Gretchen Kaehler	Dept. of Archaeology and Historic Preservation
Lee Stilson	Dept. of Natural Resources - Lands
David Powell	Yakama Nation
Sherri Felix	Dept. of Natural Resources - Regulatory
Robert Bass	Hancock Forest Management
Marisa Bass	Hancock Forest Management
Keyley Bass	Hancock Forest Management
Gideon Cauffman	Jamestown S’Klallam Tribe

NOTES

1. Introductions

Everyone introduced their selves.

2. Agenda

Jeff Thomas provided an agenda prior to the meeting: 1) Introductions, 2) Agenda review, 3) Approve April meeting notes, 4) Co-Chair remarks, 6) Action Item list, 7) Forest Practices Board update, 8) Cultural Resources Protection and Management Plan (CRPMP) Assessment Survey, 9) Roundtable Letterhead/Logo, and 10) Next meeting’s agenda items.

3. Meeting Notes for May 15, 2012

The May Notes were approved with typographic corrections.

4. Co-Chair Remarks

Pete is leaving WFPA early next year and the Roundtable needs to be thinking about a new co-chair. Jeff let us know he has been accepted into the Masters program at the University of Washington’s School of Marine and Environmental Affairs. He starts in October and is not sure how it will affect his time that can be devoted to the Roundtable.

5. Action Item List

Pete provided copies of the Action Item List. The Roundtable reviewed the List and the following changes were agreed to:

Item 2: Add a sub-section to “Post on the Forest Practices Division web site”.

Item 3: Stephan’s name was misspelled. (Stephan not Stephen).

Item 9: Delete under “Next Action”, “Wait for the charter etc. to be completed”.

Item 2 of “On-Going Tasks”, the first sub-section: The leads are Jeff and Jesse, not Sherri.

Item 4 of “On-Going Tasks”: Change status and next action to, “Collaborate with current Board members regarding cultural resources issues”.

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Item 9 of Completed Items: Add “adopted by the Board 2/12”.

Add an item 10 under Completed Items: Video of site types, completed 2012.

6. **Forest Practices Board Update**

The Roundtable’s annual report will be due July 20th (3 days after the Roundtable July meeting) for the Board’s August 14th meeting. This year’s report will include results from the CRPMP survey (see #7 below.) The Roundtable is on the Board’s agenda to give the annual report. The survey results are part of that report, not a separate item. Annual reports are required by [WAC 222-08-160\(1\)](#) and given by the Roundtable on behalf of DNR. The co-chairs will draft most of the report for the Roundtable to finalize at the July meeting.

The Board web site is another topic. Right now agendas and final notes are posted on the Board’s web site. In the web site’s format there is another column for “materials” where the Roundtable currently posts nothing. It was agreed we should post the Action Item list. The guidance documents the Roundtable has been working on will be posted on the Forest Practices web site. Pete asked if we could post the video of site types there now. Sherri will ask and provide a link so we can look at the Forest Practices web site to see what and how to post. Pete asked if we could use some of DNR’s communication staff to help make our products look better. Sherri will ask Darrin Cramer.

7. **CRPMP Assessment Survey**

Gretchen and Jesse met to review the results of the survey. There were 47 respondents including ten members of the Roundtable. There were no small forest landowners. Next year we should consider ways to reach them for their input. Gretchen suggested we summarize the results without presenting the results of each question. Jeff thought a spreadsheet might be useful. Sherri said the Small Forest Landowner’s survey was presented on one page. She will provide everyone with their summary. Presenting how we came up with the survey, who responded and what they said in one page would be best for the Board since they will be receiving numerous documents. The co-chairs can ask the Board how to improve outreach. Gretchen will prepare a summary and send it out by e-mail for everyone to review so we can have close to a final document by the July 17th meeting.

8. **Roundtable Logo**

Jeff had nothing new to report on the logo/letterhead. Benson Young, the Puyallup artist working on the logo design, had a priority family issue. Jeff will check in with Benson before he gets busy with other responsibilities.

9. **Next Meeting**

The next meeting is scheduled for: **July 17, 2012 at DAHP in Olympia from 9 a.m. – 2 p.m.** The agenda will include: 1) Introductions 2) Approve agenda, 3) Approve Meeting Notes for June, 4) Co-chair remarks, 5) Action Item List, 6) Finalize report on Survey for CRPMP Assessment, 7) Finalize annual report, 8) Status report on guidance documents, 9) Logo update and 10) Agenda for August meeting.

10. **Assignments**

Sherri will ask Darrin Cramer for a meeting with communications staff to get focused on guidance documents. Jeff will provide a table of the status of the various guidance documents. Pete will update the Action Item list and Sherri will get it posted on the Board’s web site. Sherri will see if the video about site types can be posted on the Forest Practices web site and send a link for everyone to review the web site. Gretchen will draft and circulate a summary of the survey results. The co-chairs will draft the annual report. Jeff will talk to Benson about the logo design.

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Note:

The Timber/Fish/Wildlife Cultural Resources Roundtable meets on the third Tuesday of every month at the Department of Archaeology and Historic Preservation. Scheduled meetings through 2012 are: 7/17, 8/21, 9/18, 10/16, 11/20, and 12/18.