

MEETING TITLE: PARTNERING MEETING: LAST CHANCE GRADE ENGINEERED FEASIBILITY STUDY

MEETING DATE: 04/16/14

TIME: 900-1100

LOCATION: PARKS SOUTH OPERATIONS CENTER, ORICK

Facilitator
Brad Mettam

Attendees

Titles/ Affiliations

Meeting initiated by:
Caltrans District 1
National Park Service
California State Parks
Yurok Tribe
Elk Valley Rancheria
Smith River Rancheria

Brad Mettam
Talitha Hodgson
Kevin Tucker
Jason Meyer
Rosie Clayborn
Crista Stewart
Bobbie McGray
Kevin Mealue
Jeff Bomke
Roger Goddard
Steve Prokop
David Roemer
Matt Simmons (minutes)

Deputy District Director, Caltrans
Project Management, Caltrans
Advance Planning, Caltrans
Environmental Planning, Caltrans
Yurok Transportation
Elk Valley Rancheria, THPO
Elk Valley Rancheria, COO/CFO
Elk Valley Rancheria, Environmental Service Specialist
California State Parks
California State Parks
National Park Service
National Park Service
Local Assistance, Caltrans

Executive Summary:

- I. Introductions: Partner introductions included representatives from National Parks Service, Caltrans, California State Parks, Yurok Tribe, Smith River Rancheria, and Elk Valley Rancheria.
- II. OVERVIEW OF MEETING AGENDA TOPICS: Partners agree to combine the information from the Charter and Communication Plan into a Memorandum of Understanding
- III. PARTNERING CHARTER – Summarizes values, goals and commitments of Partners
 - A. The Partners continue to refine values and agree to emphasize the value's list is in no particular order.
 - B. Added the expectation of the group that the Charter will be revisited and revised as needed.
- IV. COMMUNICATION PLAN
 - A. Communication Guidelines:
 1. Partners will meet monthly, which will include teleconferences or webinars
 - B. Roles and Responsibilities.
 1. Defined the role of decision making at the lowest level with appropriate communication, approval and support from Partner's management hierarchy.
- V. Takeaways:
 - A. Partners agree to combine Charter and Communications Plan into Memorandum of Understanding
 - B. This partnership is unique and will require involvement throughout the life of the project
 - C. Next meeting May 29, 2014
- VI. Action Items:
 - A. Minutes and Executive Summary to be prepared by CT
 - B. Caltrans will draft MOU for Partner Review and Edit
 - C. Develop list of Deliverables for feasibility phase of project
 - D. All Partners will provide org chart and contact information
 - E. Tribal cultural resources – how they need to maintain confidentiality and need approval from the respective chairperson
 - F. Executive Summary will be approved and revised