

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

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)

Titles/ Affiliations

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

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

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