

**FCRPS Cultural Resources Sub-Committee**  
**Quarterly Meeting**

**DATE:** September 22-23, 2010

**TIME:** September 22 8:30 AM – 4:30 PM  
September 23 8:30 AM – 12:30 PM

**PLACE:** McMenamin's Edgefield  
2126 SW Halsey  
Troutdale, OR 97060  
Vintner's Room Front Desk: 503-669-8610

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**AGENDA**

**SEPT 22: 8:30AM – 4:30 PM**

- ◆ **Program Goals & Measures (Long-Term and Short-Term) (Kristen, Lynne & Gail)**
  - Ensuring Goals are Incorporated into Annual Plans
  - Agency Managers Meeting – Oct. 26<sup>th</sup>
- ◆ **Systemwide PA Commitments**
  - Review Schedule (Group)
  - Systemwide Research Design Subcommittee (Lawr)
    - Project Mgt. Plan, Research Design Outline
  - TCP Subcommittee Pre-meetings & Meeting (Gail)
- ◆ **FCRPS Conference Update (Sean & Nicole)**
  - Agency Assignments
- ◆ **FY10 Annual Report (Kristen & Group)**
  - Discuss Final Format
  - TCP Data
  - Review Schedule

**SEPT 23: 8:30AM – 12:30 PM**

- ◆ **Wrap-up FY10 Performance Indicators/Discuss & Distribute FY11 PIs (Kristen, Lynne, Gail )**
- ◆ **FCRPS Handbook Update (Eric)**

- ◆ **Central Records Repository and FCRPS Database (Chris & Kristen)**
- ◆ **Update of BPA Cultural Resources Web Page (Kristen)**
- ◆ **FCRPS Program Brochure (Kristen)**
- ◆ **Co-op Group Issues**
- ◆ **FY 11 Meeting Schedule (Group)**
- ◆ **Review Action Items (Nicole)**

**FY10 Meeting Schedule**

<i>Date</i>	<i>Location</i>
<b>Dec. 2-3</b>	<b>Cancelled</b>
<b>Feb. 24-25</b>	<b>Boise</b>
<b>June 9-10</b>	<b>Portland</b>
<b>Sept. 22-23</b>	<b>Portland</b>

**FCRPS Cultural Resource Subcommittee Meeting Notes**  
**Troutdale, OR**  
**September 22, 2010**  
**8:30am – 4:30pm**

**Attendees**

Gail Celmer	Corps of Engineers, Northwestern Division
Lyz Ellis	Corps of Engineers, Seattle District
Alice Roberts	Corps of Engineers, Walla Walla District
Lawr Salo	Corps of Engineers, Seattle District
Sean Hess	Bureau of Reclamation
Lynne MacDonald	Bureau of Reclamation (by phone)
Chris Donnermeyer	Bonneville Power Administration
Lydia Grimm	Bonneville Power Administration
Kristen Martine	Bonneville Power Administration
Eric Petersen	Bonneville Power Administration
Nicole Thompson	Bonneville Power Administration

**Program Goals & Measures (Long-term and Short-term)**

Group reviewed Program Goals and Measures spreadsheet.

*1. APE is defined for all 14 Hydro-Electric Projects*

Corps of Engineers has the ambitious short-term goals of defining APE for remaining 9 Corps projects in the Portland and Walla Walla Districts by September 30, 2011. The other short-term goal is defining APE for Bureau of Reclamation projects by September 30, 2012. Hungry Horse APE is defined in the HPMP and will be updated in FY12. The Spokane Arm of Grand Coulee has a draft APE to be finalized.

*2. Complete Inventory within APE for all 14 Projects (archaeological & TCP, separately)*

Concerns were expressed about the Goals and Measures schedule being out of alignment with the Systemwide Research Design. Group discussed the need for increased funding and staffing at Agencies as well as additional contractors.

*3. Complete National Register Determinations (applying all criteria) & Determinations of Effect for high-priority sites at all 14 Projects*

Program Managers discussed their recent conference call with all the SHPOs and that Washington was the only state requiring the NPS 10-900. Comments from SHPOs included the overall lack of sufficient documentation for SHPOs to assess eligibility. There was support for a systemwide site form, but discussion included possibly a TCP specific form.

*4. Mitigation/Treatment is complete for National Register eligible high-priority sites at all 14 Projects*

Plans are to be prepared and mitigation/treatment implemented at the five highest priority National Register eligible sites at each of the 14 Projects. Starting in FY11, Corps/BPA need to plan and implement one mitigation/treatment per year per Project.

Reclamation/BPA beginning in FY11 need to plan and implement one mitigation/treatment per year at Grand Coulee and plan and implement one mitigation/treatment action every other year at Hungry Horse. Group discussed various options for mitigation and treatment.

*5. FCRPS products, collections, and research are professionally presented/produced/curated, widely distributed and used by target clients / 6. The FCRPS CR Program: (1) is a partnership among the 3 Agencies that efficiently and effectively meets its long-term outcomes; and (2) maintains collaborative relationships between the lead Agencies and the stakeholders. "Collaborative relationships" means seeking input and understanding between Agencies and stakeholders.*

Program Managers will develop a survey to send out to larger FCRPS group with questions about products and relationships. Survey will go to Agencies and outside consulting parties. The PMs will use specialized expertise to help develop a survey that helps evaluate the success of the Program.

Project managers were reminded to incorporate goals and measures when developing annual plans. On October 27, 3 Program Managers are meeting with Agency executives to present Goals and Measures, the final product of alignment process. Group raised concerns about funding for Agency staffing, funding for mitigation/treatment to meet goals and measures and consequences of not meeting deadlines.

### **Systemwide PA Commitments**

Annual Report development and review schedule was discussed. The focus of deadline dates are based on giving Agency managers adequate review time, and allowing for holiday schedules. Group agreed that last year there was inadequate time for review of First Annual report. Agency legal staff and Operations staff may be included in the review process this year.

### **Systemwide Research Design Subcommittee**

An agenda for the conference breakout session is being prepared, including participants identified during 2009 Conference. Depending on outcome of the meeting, roles, definitions, elements of SWRD, deliverables and schedules based on SWPA deadlines are anticipated to be covered. SWRD information will be available on Corps SharePoint site.

Group brainstormed sources of research questions including, Nickens systemwide report, and Project HPMPs. Concerns included funding and effort from participants. Group concluded with discussion of SWRD being peer-reviewed, the willingness of multiple reviewers and implications at a regional and national level.

### **TCP Subcommittee Pre-meetings**

A conference call with SHPOs from OR, WA, ID and MT was held on July 14. A similar conference call is scheduled for September 28 with the THPOs. Program Managers discussed with SHPOs/THPOs about DOE documentation and TCPs, documentation processes for concurrence eligibility. This was the first time 3 Program Managers had

coordinated with SHPOs and discussed the concept of a single Program form. Discussion followed on SHPOs views and what other forms Federal agencies are using instead of the NPS 10-900.

The TCP subcommittee formed after the 2009 FCRPS Conference, and has about twenty interested people. A breakout session is schedule during 2010 Conference and an agenda is currently being drafted.

### **FCRPS Conference Update**

Conference program was reviewed and Program Managers requested to make final changes before printing. The conference schedule, Elder's Dinner and Plenary session were discussed and plans finalized for speakers. Discussion continued around strategy at the breakout sessions, and then need for facilitators to use flipcharts to emphasize points. The group also agreed that notetakers will be taking notes on laptops, but projection will not be possible. Notes will be distributed to individuals who sign up via a list passed out during each breakout session. Break out session facilitators will present their own session summaries.

### **FY10 Annual Report**

The CRSC worked on consistency of reporting categories. BPA will put together a preliminary list of TCP/HPRCSIT reports and requested that project managers add to bibliographies. Appendices will include additional explanation of tables, explanation of inadequate data, new bibliography additions and definitions. FY10 Annual Report will include final contract deliverables as required under the SWPA. The deadline schedule for drafting the report was revised.

**FCRPS Cultural Resource Subcommittee Meeting**  
**Troutdale, OR**  
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**Second Annual Report Continued**

Group continued to manipulate tables, clarify column headings and define categories.

**FY10 Performance Indicators**

Reasons behind Agencies missing FY10 Performance Indicators were discussed. New FY11 Performance Indicators are based on Goals and Measures developed with consultant. Draft FY11 PIs do not include contracting. Group continued discussion around APEs, TCPs, and challenges/concerns of finishing multiple APEs in the Walla Walla District.

**FCRPS Handbook Update**

Discussion centered around the need to update the Handbook since the terms of the final SWPA were not included in the 2005 version. Group discussed the importance of a handbook for new Agency staff and possibly having an administrative history of the FCRPS program written. It was decided that further discussion on the handbook will continue after workload on the FY10 Annual Report allows.

**Central Records Repository and FCRPS Database Presentation**

Two proposals were presented for BPA's handling of information; one for organizing reports and site records, and one for tracking Section 106 compliance progress. BPA is the central repository for all FCRPS reports and needs a more efficient system for cataloging and organizing reports. A catalog management system and software program called Provicio, formally ANCS+ was recommended for this purpose. A draft Access FCRPS database for tracking Section 106 compliance progress was presented and discussed. Lake Roosevelt data may be used to test the database. The group had concerns about compatibility with other software programs, consistent use of the FCRPS data dictionary and metadata terms. A systemwide database would help Agencies organize information and produce Annual Reports. A database breakout session will be held at the upcoming conference.

**BPA Cultural Resources Web Page - Handout**

The BPA FCRPS Cultural Resource Program website needs to be updated with current information. The group will review the hard copy print out distributed at the meeting and provide input for updating the webpage.

**FCRPS Program Brochure - Handout**

In FY10 there were several requests for a public information brochure on the FCRPS Cultural Resource Program. The group will review the draft brochure distributed at the meeting and provide input for developing a new Program brochure.

**Coop Group Issues - None**

**FY11 Meeting Schedule**

December 1-2, 2010	Seattle, WA
February 23-24, 2011	Boise, ID
June 15-16, 2011	Walla Walla, WA
September 21-22, 2011	Troutdale, OR