

## **Roles and Responsibilities of the Fish Passage Center Board of Directors**

The following are the primary roles and responsibilities of the Fish Passage Center Board of Directors:

1. The Fish Passage Center Board of Directors (Board) will be composed of three representatives of the anadromous fish caucus, and three representatives of the resident fish caucus. Each caucus will appoint its members of the Board by consensus and determine the term of the appointments. The CBFWA Executive Director will serve as an ex-officio member of the Board, and will assist it in carrying out its duties.
2. The Board will appoint a chairman by consensus, who will serve as the primary point of contact for the Board in providing day-to-day direction and supervision of the FPC Manager. Unless otherwise directed by the Board, the chairman will delegate the day-to-day direction and supervision to the Executive Director of CBFWA. The chairman also will serve as the primary point of contact for entities outside of CBFWA who raise issues related to FPC operations and management.
3. The Board will be responsible for working with the caucuses and the CBFWA members to develop policy direction for the FPC. The Board will be accountable to the caucuses and CBFWA members for ensuring that policy directives are followed by the FPC Manager and staff.
4. The Board will respond to issues raised for consideration by the FPC Manager and the caucuses and CBFWA members. The Board will meet at least once quarterly.
5. The Chairman of the Board will report to the caucuses and the CBFWA members on a regular basis on important issues related to FPC operations and management.
6. The Board will establish procedures for the preparation and signing of System Operational Requests by the fish and wildlife managers. SORs will document a specific recommendation of each of the CBFWA members.
7. The Board will establish procedures for reviewing and approving correspondence to entities outside of CBFWA signed by the FPC Manager and for reviewing and approving FPC reports.
8. The Board will develop the FPC statement of work with the FPC Manager and be responsible for contract negotiations with the Bonneville Power Administration. The statement of work will contain much of the fundamental policy guidance for FPC operations.
9. The Board will regularly review the position description for the FPC Manager. The Board will establish procedures for approving travel and leave, signing time sheets, preparing performance evaluations, and other administrative matters as appropriate.

**The FPC Board of Directors consisted of:** David Arthaud, SBT; Donna Darm, NMFS; Joe DosSantos, Salish-Kootenai; Rob Lothrop, CRITFC; Tony Nigro, ODFW; Keith Underwood, Spokane Tribe; and Brian Allee, CBFWA ex-officio member.