



COLUMBIA BASIN FISH AND WILDLIFE AUTHORITY

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Draft – Online Version

DATE: August 27, 2009
TO: Members Advisory Group
FROM: Brian Lipscomb, Executive Director
SUBJECT: Draft Agenda for the September 14, 2009 Executive Session – Confidential Review of Top HEP Candidates

Coordinating and promoting effective protection and restoration of fish, wildlife, and their habitat in the Columbia River Basin.

The Authority is comprised of the following tribes and fish and wildlife agencies:

- Burns Paiute Tribe
- Coeur d'Alene Tribe
- Confederated Salish and Kootenai Tribes of the Flathead Reservation
- Confederated Tribes of the Colville Reservation
- Confederated Tribes of the Umatilla Indian Reservation
- Confederated Tribes of the Warm Springs Reservation
- Confederated Tribes and Bands of the Yakama Nation
- Idaho Department of Fish and Game
- Kootenai Tribe of Idaho
- Montana Fish, Wildlife and Parks
- National Marine Fisheries Service
- Nez Perce Tribe
- Oregon Department of Fish and Wildlife
- Shoshone-Bannock Tribes of Fort Hall
- Shoshone-Paiute Tribes of Duck Valley
- U.S. Fish & Wildlife Service
- Washington Department of Fish and Wildlife

Coordinating Agencies

- Columbia River Inter-Tribal Fish Commission
- Upper Columbia United Tribes
- Compact of the Upper Snake River Tribes

**Members Advisory Group (MAG)
Executive Session
Monday, September 14, 2009
8:30 – 9:30 a.m. PDT
@ CBFWA Office Portland, OR
[MAG Webpage](#)**

To maintain confidentiality for the applicants, there will be no documents posted online or distributed other than this agenda. The link and password to the WebEx session will not be listed on the CBFWA website: it has been sent to the MAG via email.

Draft Agenda

ITEM 1: Introductions and Approve Agenda

Recommended Action: Approve draft agenda.

ITEM 2: Review MAG subcommittee Top Candidates for the Regional HEP Team Coordinator Assistant Position

Background: At the July MAG meeting, Ken MacDonald, CBFWA, enlisted volunteers from the MAG to serve on the hiring subcommittee for the [Regional HEP Team Coordinator Assistant Position](#) selection process. The subcommittee met on August 20th to review the applications, qualify candidates to be interviewed, and develop interview questions. The interviews are scheduled for August 31 at the Portland Airport Conference Center.

Per the [CBFWA Charter](#), after the applicants are interviewed, the subcommittee will provide a short list of at least three top candidates for MAG consideration. The MAG will review the candidates and forward the list to Brian Lipscomb with their comments, at which time Brian will make the final hiring decision. Under the current timeline, the applicants will be notified the week of September 14th.

Given the current recruitment timeline, MAG members were asked to schedule a special teleconference/executive session between September 8th and September 14th with full quorum to fulfill the function. Personnel selection is the only instance where a quorum is mandated for the MAG under the CBFWA Charter.

At the August MAG meeting, Chairman Houslet requested that [CBFWA staff poll the MAG members via email](#) to determine a date that worked best for the majority with intent to achieve attendance toward a quorum. Response from the email poll resulted in the September 14th date being selected for the executive session.

- MAG members will review and discuss the top candidates with the MAG selection subcommittee and forward the list to CBFWA Executive Director, Brian Lipscomb.

Upcoming Meetings:

Note: September 21, 2009 1:00-4:00pm is the next regularly scheduled MAG meeting.

Members September Meeting: Wed, September 2, 2009, 1-4pm (via WebEx)

Special Council Meeting: Thurs, September 3, 2009, 8:30am to discuss the [Sixth Power Plan](#)

MAG September Meeting: Mon, September 21, 2009, 1-4pm (via WebEx)

MAG October Meeting: Mon, October 19, 2009, 1-4pm (via WebEx)

Members Policy Level Meeting: Thurs, October 29, 2009 *Details TBA*

Council Meeting(s): September 9th in Astoria, OR & October 7-9th in Ketchum, ID

Council Columbia River Estuary Science Policy Exchange: Sept 10-11th in Astoria, OR

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