

BBRSDA Special Board Meeting Minutes

January 29, 2016 – 5:00 p.m. PST
Teleconference

1. Call to Order/Establishment of Quorum

President Williams called the meeting to order at 5:05 p.m. Present were President Williams, Vice-president Christensen, Secretary/Treasurer, Solberg; board members Johnson, Gibbons and Marinkovich; and ex-officio board member Friccero. A quorum was established.

Also present was Executive Director Martello. Committee member in attendance was Buckley – Quality.

2. Approval of Agenda

Marinkovich moved and Johnson seconded to approve the agenda with the addition of item 4.5 February Meeting. **MOTION CARRIED UNANIMOUSLY.**

3. Consideration of contractor proposal to implement quality projects

Johnson gave a brief overview of the proposal, in that the quality committee would like to recommend Buckley be brought on as a contractor to manage the quality program projects. The quality committee has met twice since receiving Buckley's initial proposal and there were some adjustments made and a timeline of tasks added; the proposal on the table is the latest version. Williams stated this special meeting was called for the purpose of bringing this before the board and opened the floor for the board to ask Buckley any questions they may have.

Solberg commented on a discrepancy in the proposal and spreadsheet provided by Buckley; there was no mention of the RSW discount program oversight under the proposal but it was itemized on the spreadsheet. It was then discovered that the board did in fact not receive the most current version of the proposal and Buckley was able to send it immediately and all board members present responded that they received the latest draft. Solberg added that the budget and projects may change slightly but that it looks like Buckley understands that there will be inevitable flexing as we move along.

Buckley understands that these projects may flex and change and that it will be his charge to carry out the items as approved and directed by the board.

Williams requested clarification on the calculation of the \$800,000 listed for the RSW program. Buckley explained that the S-K grant, if awarded, is worth \$300,000 and obligates BBRSDA to contribute matching funds of \$250,000 to the project; but that \$250,000 contribution must occur AFTER the grant is awarded. So, the \$250,000 that will be allocated to jumpstart the project prior to grant award, plus

\$300,000 for the grant award, plus the \$250,000 match upon award totals \$800,000. Williams also voiced concern that the proposal noted in several places the contractor working directly with the board; he wants to specify that contractors will work under the direction of executive director Martello. Buckley agreed on that point, and assured he wasn't trying to circumvent Martello. Williams also added that a monthly progress report is expected. Buckley was amenable and commented that he knows that BBRSDA contracts have boilerplate language to that effect.

Christensen asked for clarification on the amount of money BBRSDA will need to contribute if the S-K grant is awarded. It was his understanding that the S-K grant was for \$300,000 and now it seems we need to allocate \$500,000 of our own funds. Christensen was concerned that BBRSDA could end up with \$800,000 in capital inventory and asked for assurance that wasn't the case. Buckley responded that it depends on how the proposal gets accepted.

With no further board questions Buckley recused himself and disconnected from the call.

Johnson moved and Marinkovich seconded to approve Mark Buckley's contract proposal in the amount of \$40,262 and that, upon acceptance of the proposal, Buckley will no longer be seated on the quality committee. **MOTION CARRIED UNANIMOUSLY.**

4. Board suggestions for quality committee members

Williams reported that he has reached out to processing industry members about the possibility of serving on the quality committee.

Solberg suggested that it might be good to seek out recommendations from the marketing sector. He added that there are pros and cons of engaging someone from the processing sector (or someone who sees things strictly from the quality side) and that getting involvement on the quality committee from someone with a marketing background may offer some new perspective. Williams agreed it was a good idea. Consensus built around the idea to get a marketing industry representative engaged and involved in the quality committee.

4.5 February Meeting

Solberg asked for board input as to the necessity to hold a February meeting. He explained that each meeting costs the BBRSDA around \$13-\$14,000, we just wrapped up a board meeting not 2 weeks ago and we have a significant meeting coming up in Anchorage that is only a month away. He reported that he ran it by the executive director and there are no pressing administrative issues to address in February. This would give committees some much needed time to get work done and it could also provide some quick savings for BBRSDA.

Board members felt this was a good idea and that the February meeting may be unnecessary going forward.

Gibbons added comments about upcoming chilling mandates and that it could be a good time to rollout the RSW program.

Marinkovich stressed “not putting the cart before the horse”. Details of the program have been discussed but not actually hashed out and written down. Where and how will BBRSDA purchase, store and release the discounted units? He stated he would like to see at least those details worked out before moving forward. Williams agreed those details need to be worked out.

5. Adjourn

Christensen moved and Johnson seconded to adjourn the meeting. **MOTION CARRIED UNANIMOUSLY.**

Meeting adjourned at 5:01 p.m.