

HLPO Steering Committee
Conference Call Meeting Minutes
August 13, 2015, 9:00am

Present: Ian Parfitt, Tom Bradley, Richard Marchand, Kathy Howard, Matt Maddess,
Corey Kuromi (new contact for Kalesnikoff) & Julie Castonguay
Chair/scribe Julie Castonguay

I. QA resultants for Kootenay Lake and Arrow

OGMA in park does not get recognized as OGMA

Action item 1: Julie to insure that the OGMA should be included and why was it excluded with older version.

Action item 2: Ian will fix the script to account for OGMA in Park once Julie confirm.

NP: Delete NP regardless of size as it does not contribute to OGMA characteristic.

Action item 3: Kathy investigates BCTS definition of NP, send email to the group.

Action item 4: Julie to investigate why the NP were included in OGMA originally within the suite. (Stu Clow and Mike Knapik),
How does NP capture? crown closure or SI or combination?

CFLB discrepancies for example: K3 ICHdw 6% and K26 ESSFwc4 7% between old and new resultants.

Action item 5: Licensees to pay special attention within each

Action item 6: Reporting suite users to review biodiversity and ungulate winter range resultants for Kootenay Lake(K3, K25 and K26) and Arrow (N515, N520 & N526) and comment back to the group via email by **September 11**.

Download: <ftp://sgrc:sgrc@ftp.sgrc.selkirk.ca/HLPO/ResultantQA2015.zip>

II. Boundary UWR

Identify Boundary LUs for QA: 01, 03 and 06

2 phases QA. Expecting to have the biodiversity resultant to be complete by mid-September and have the QA for Ungulate winter range later this fall.

Action item 7: Reporting suite users to review Boundary biodiversity resultant (LU: 01, 03 & 06) and comment back to the group via email by **September 11**.

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III. Review financial and work plan for 2015

Financial and work plan sent on July 23 to the committee members for review.

No comments on financial report. 2015 fiscal based on 8 months (April to December) as a result of transitioning to calendar year based fiscal.

One comment on work plan related to adding a step to review current process and make improvement to the process by January of each year.

Ian confirmed that reporting suite will be updated and ready to use by end of March each year unless the VRI update process is creating unforeseen delays.

Action item 8: Ian to add the step in the work plan as described above.

IV. Annual subscription update

Annual subscription sent in July to all current users. All current users are renewing their subscriptions.

V. Uploading previous committee minutes

FTP to be ready to host previous meeting minutes in September.

Ian and Richard sent some of the previous meeting minutes to Julie in July/August.

Action Item 9: Tom, Richard and Ian to email all previous minutes to Julie by September 15. Julie will gather minutes and send to Ian for upload.

Action item 10: Ian to upload all minutes onto the ftp site by September 30 and send link and password to group once completed.

Adjourned: 10:15am

Next meeting: Thursday September 17th at 9am.