

HLPO Suite Steering Committee

Conference Call meeting notes

July 7, 2016 9:30 AM

Present: Kathy Howard, Peter Lewis, Randy Waterous, Tim Davis, Beth McLeod, Ron Palmer, Loreen Hodgkinson, Mike Knapik, Kaylee Woodbeck

Chair; Julie Castonguay

Scribe: Frances Swan

Proposed agenda:

1. Review and adopt June 9th meeting minutes - **ADOPTED**
Loreen Hodgkinson wanted clarification on the Project Manager's responsibility to provide feedback to the Steering Committee when projects are over budget – is this specified in the Roles & Responsibilities? There is no provision in the Terms of Reference for budget decision making outside of Steering Committee meetings (HLPO Project Status, Ian Parfitt, July 7, 2016)
ACTION: add to the Roles and Responsibilities document - discuss at the next meeting
2. Suite update in light of VRI update planned for end of summer (see attached email) – depletion update only based on 2015 VRI.
VRI won't be updated until end of summer. Question raised by Julie C: do we want to run a depletion now using current 2015 VRI and update suite based on that **or** not do an update this year?
Peter Lewis – most of the work has been done but there will be tweaks to the logic; coding is not a big fix; a new VRI could be problematic as there were many changes which could cause issues in the models; depletions should be based on 2015 VRI and grow forest by two years
Action: request cost estimate to run depletions using existing 2015 VRI and to update tables
Reviewed the new biodiversity table format. There is a potential issue with the operable area column as it appears to be mostly indicating "0" value for most of the LUs.
Action: We agree on new table format but need to investigate if there is a problem with the Operable area in biodiversity tables – Peter will work with SGRC; if there is an issue that needs to be fixed SGRC to provide a cost estimate to fix
3. Peter Lewis, Mike Knapik/Tim Davis to confirm that according to UWR Boundary GAR order :
Gross Area less Open Forest less Open Range = Net Area
Discussion regarding issues with UWR in Boundary (first topic):
HLPO net area doesn't match GAR order net area; NP and ownership included in net area
Peter Lewis – sent SGRC a 2008 IPAC file for BCTS reporting of UWR in Boundary with logic for net down (but no spatial). SGRC has gone over budget on this project and indicated no further time would be spent on the UWR model at this time.

FLNRO review of GAR order and potential changes; Peter Lewis requested update on FLNRO plan to determine if it's worthwhile for SGRC to go ahead with fixing the UWR model; not worth it if GAR is changing; Mike Knapik provided an update on GAR amendments being explored. Julie C – fixes to the UWR model based on the GAR amendments should go forward as a separate project as this is a longer term initiative

Should the steering committee find more funding or dig a deeper hole in the budget to complete Boundary UWR work using the 2008 IPAC script? FLNRO may have a bit of funding now and more in March; do subscribers want to come up with extra funding to get the work done? Peter Lewis estimated a day to complete the work (approx. \$500)

Action: request SGRC for cost estimate to update the Boundary UWR script using the 2008 IPAC script and bring info forward to steering committee by email. Two additional cost estimates are required from SGRC to deal with HLPO suite issues (operable area column in table and depletion of VRI 2015).

4. Suite project priorities (depletion, Boundary UWR, revamp reporting table to delete THLB) any other suite reporting issue to discuss.

Kathy Howard – the new tables are not correct (don't have correct Operable area values???) so no use running depletions if tables aren't working; priority is to get the tables working;

Kathy recommended prioritizing 2016 work to be done within remaining budget and then decide if we should put more \$ into the Bdry UWR issue

Budgeting issues with SGRC: the Steering Committee hasn't been good at enforcing efficiency with SGRC; SGRC has to know how the money is being spent on a project basis; how was money spent on TFL updates? Interfor not clear on what SGRC was doing but it was some work to TFL data to get it into the suite;

Frances Swan motioned to strike a financial sub-committee to deal with budgeting issues and bring back to the Steering Committee – seconded by Peter; financial sub-committee members are Peter, Julie and Frances.

Action: the financial sub-committee will get clarity on what work was done for TFL updates and focus on gaining clarity on spending detail and spending process. Include spending process within the roles and responsibility document

Action: Julie will organize the meeting with Ian Parfitt

5. Next meeting

Face-to-face meeting is scheduled for Thursday, September 8 or around that date

Julie will check to see if SCGS office is available or possibly FLNRO office in Castlegar

Scribe – Interfor