

HLPO Suite Steering Committee

Conference Call Minutes

May 31, 2017 -

1:30pm

Present: Julie Castonguay, Randy Waterous, Loreen Hodgkinson, Ian Parfitt, Peter Lewis, Kailee Woodbeck, Frances Swan

Absent: Tom Bradley, Beth McLeod, Ron Ozanne

Chair: Julie Castonguay

Scribe: Loreen Hodgkinson

1) Adopt March 23, 2017 meeting minutes – Julie

- Moved by Julie, Randy seconded

2) Budget adoption follow up with Kalesnikoff and SiFCO – Ian

- Kailee says Kalesnikoff approves the budget
- Tom is away from SiFCO, Stephane Martineau from SiFCO could approve?

Action: Frances to forward to Ian contact for Stephan Martineau SiFCo manager stephan@sifco.ca

Action: Ian to follow up for budget adoption with SiFCO – Stephan Martineau

3) Review current budget and status of current subscriptions – Ian

- Ian reviewed budget spreadsheet; revenue looks good and on track;
- Boundary ungulate winter range now done and available; need to have people QA the results; Randy says Boundary ungulate winter range reports look like they are working.
- Randy thinks new resultants were updated on Monday (May 29). But the list of resultants were not available on the drop-down.

Action: Ian to look into availability of 2017 resultants.

- Peter Lewis asked that only the Boundary resultants could be chosen when running the boundary ungulate winter range report.

Action: Ian to look into which resultants are available when running the Boundary UWR report.

- Peter asked for email notification when new resultants are posted; Loreen asked for confirmation of latest date version name.

Action: Ian P to send email notification to group when new resultants are available (or significant work is done)

- Randy asks for Ian to confirm the BEC version used in the latest resultant. Julie deferred until OGMA conversation.

Action: Ian to check which BEC version currently used for the suite and include in info under “help”.

- Ian reviewed narrative report

Action: Ian asks group to run reports and confirm that reports are working as expected. Send results/questions/issues in email to Ian Dennis and cc Ian Parfitt.

- Discuss Julie's request for Selkirk to report on amount of old in OGMA.
- 2016 resultant files available for download on site

Resultant spatial files
Resources »

Resultant Spatial Files
The latest geodatabases of the resultants are c:
[hlp_dar2016080.zip](#)
[hlp_dbo20160805.zip](#)
[hlp_dkl20160805.zip](#)
[Depletion_2016.zip](#)

Action: Ian to confirm that most recent resultant files are downloadable on the site.

- Ian confirmed that meeting minutes are now available on site for download.
- Discuss Selkirk's unsuccessful NSERC grant application; Ian P asked to have meeting to discuss this specifically

Action: Julie to schedule a longer, face-to-face meeting in June. Add NSERC grant discussion to meeting agenda.

- No site help will be available when Ian D is on holidays July 10 – 24

4) status of Wyndell/Canfor subscription – Ian

Action: Ian P to call Wyndell/Can for this week to confirm if CANFOR will participate into suite for their West Kootenay operating area volume.

5) reporting suite expansion? – Julie

- East Kootenay UWR GAR is different from Boundary and recreating the analysis for the suite is expected to be a big project.

Action: Loreen is to follow-up with Carolyn to see how this is being done right now.

- Peter Lewis suggests that Ian P consider expanding into Golden and Revelstoke TSA.
- Peter suggests Ian call Galloway – East Kootenay expansion option.
- Randy asks if West Boundary Community Forest (WBCF) has been contacted. Ian says no, but he does have contact info.

Action: Ian to contact WBCF

- Should Ian approach Canfor for expansion into East Kootenay? Julie suggests we need to confirm suite works before we expand into the East Kootenays

6) Review draft Financial sub-committee guidelines for adoption (attached) – Julie

- Ian confirms that Julie reviewed the draft financial management guidance with the group already. Frances suggest that we should adopt the document. .
- Discussion about the subscription rate. The temporary uplift brings the current rate up to \$0.015/m3. This is expected to drop back to \$0.01/m3 next year.
- Moved by Randy, Frances seconds

Action: Julie to include the temporary uplift of \$0.015/m3 into final doc

- 7) Status of VRI update, depletion and resultant – timeline for resultant available on website – Ian
- Ian says this is done (apparently as of Monday, date unconfirmed), but the availability of the resultants needs to be confirmed.

Action: Ian to confirm availability of resultants (to users and for download)

Question for Ian: Does everybody have access to the same resultant? Or does it vary by subscription?

- 8) Ownership codes – Julie/Ian
- Julie confirms that difference in ownership coding does not result in difference of HLPORS reporting.
 - Tim Salkend, ownership codes revamped in 2014. Code definitions changed in the VRI which affected the TSR in Arrow. CFLB definition is a moving target. Peter Lewis said it's different for UWR and for biodiversity.

- 9) Status - UWR boundary sub-committee and next steps – Ian/Julie
- Randy confirmed this appears to be done
 - Loreen suggests that a training session would be helpful; Julie agrees; this will help new users and help users testing the new resultants
 - Users may suggest suite improvements as a result of training

Action: Ian to schedule Doodle poll. 1.5 hour session in early June tutorial/training for suite.

- 10) Status - posting meeting minutes on website – Ian/Julie

- Done, confirmed

- 11) Confirm work priority and timelines

- Loreen suggest that GUI updates are required (FDP update checkbox?)

Action: User to test system after having training. Selkirk to make changes to suite based on feedback from group.

- 12) Any other reporting suite issue(s) to discuss (reporting suite column description, resultant to include planned depletion?)

- Julie suggests that Column calculation logic be added to help documents.
- Julies asks how to manage planned depletions (one year forward) in shared LUs or all LUs. Deferred until next meeting.

- Discussion regarding incorporating the new BEC (v10). Randy was at meeting with Deb MacKillop where HLP targets and how the new BEC plays into this was discussed; Information only. Topic will be discussed at a later meeting.

From the ORDER: "...Implementation of this higher level plan order is highly dependent upon technical inventory. The inventories are continually updated to incorporate new information and improve the level of accuracy. New information will be utilized as soon as practicable, for example, for meeting the targets referred to in this higher level plan order. It is expected that landscape unit planning will set procedures on how consistency between higher level plan percent targets and landscape unit plan area targets is to occur. It is anticipated that the procedures will address the need for periodic assessment and revision of landscape unit plan area targets."

13) Schedule next meeting and next scribe from Interfor

- June 29 face-to-face, location TBD in Castlegar, probably 2.5 hours meeting.
- Topics: Where do we want the suite to go next? 1 year or 5 years (NSERC grant?)

Next meeting scribe: interfor

Adjourned: 3:07pm