

HLPO Suite Steering Committee

Conference Call notes

Oct 16, 2017 1:00 PM

Present: Ian Parfitt (SGRC), Beth Macleod, , Loreen Hodgkinson, Ian Wiles, Frances Swan, Peter Lewis, Mike Knapik, Julie Castonguay, Kailee Woodbeck, Tyler Hodgkinson, Tom Bradley, Ron Palmer

Missing: Kathy Howard, Ron Ozanne, Randy Waterous

Chair: Julie Castonguay

Scribe: Kailee Woodbeck

Agenda:

1. Adopt June 29, 2017 meeting minutes – Julie

- **Decision:** Minutes approved (Moved- Julie; Seconded- Ian)

2. Review current budget (identify surplus from UWR Boundary project) – Ian

- **Discussion:** Cost variance associated with support for Kalesnikoff inquiring about CFLB net down logic

CFLB Net down Logic Discussion for UWR KL:

- Inquiry as to if CFLB netdown for UWR Kootenay Lake should/ should not include woodlots
 - o Mike K. clarified that the intention of the GAR UWR West Kootenay order is to include Woodlots however they should be managing the UWR management objectives within their woodlot boundaries and be excluded from CFLB netdown logic UWR within HLPO.
 - o **Action: Mike K.** to clarify how to handle UWR on woodlots in GAR order through an appendix on the order itself. This will likely take 6 months at least.
 - o **Decision:** Woodlots will be excluded from netdown logic of CFLB however are not excluded from UWR GAR order itself

There is a need for a more clear definition of CFLB and possibly including this within the GAR order itself:

- **Action: Ian W.** to create subcommittee for CFLB netdown logic: Purpose to gain clarity for netdown logic for UWR CFLB definition & incorporate in the appendix of GAR order. Clarity for Woodlot responsibility for UWR management.
 - o Members: Mike K, Peter L, Loreen H, Julie C, Ian W, Kailee W

Budgeting for subscriber support discussion:

- **Action Item: Julie** Add to financial guidelines a policy around the utilization of subscriber support budget. If an issue takes more than 3-4 hour, then SGRC to contact HLPO steering committee to ensure there is consensus amongst members to use budget to complete project.

Ian is complete boundary UWR project:

- No issues from subscribers. UWR boundary closed for this year
- Possibility of moving additional budget to UWR KL CFLB netdown
 - o **Action Item: Ian** Create new line item which is West Kootenay UWR and moving the remaining budget from boundary UWR
- Mike K. noticed there was an issue with THLB value in UWR tables.
 - o Julie noted that this should have been fixed and that the tables are now only reporting operable vs. inoperable

3. Status of Wynndel/Canfor subscription – Ian

- o **Action Item: Ian** Follow up with licensees, Timberland, Vaagen and West Boundary Community Forest (Dan McMaster) to see if there is subscription interest

4. Selkirk College grant application – Ian

- o **Action Item: Ian** to circulate letter of support to HLPO members

5. FLNRORD 2017 contribution – Julie

- o FLNO to contribute an additional \$2000

6. FES funding application intake Nov 6 to 24 <http://www.fesbc.ca/>

- o Julie moving from district to region for FES program

7. OGMA - mapping update and government direction for new BEC-Julie

- o Ian Wiles has submitted request for update of licensee's OGMA layers
- o No committee will be created for OGMA updates as the FLNRO has taken this over

8. UWR boundary spatial output request – Ian

- o Spatial output was completed

9. Reminder to Selkirk college's Zoom.US for future regular meeting

10. Any reporting suite issue(s) to discuss – group

- o No new reporting issues to discuss

11. Review the brainstorming planning session on June 29 (see attached)

12. Action Item: All members Review the summary of the brainstorming planning session/ add to it

13. New chair:

- o Julie is stepping down as chair for HLPO committee meeting. Julie's position is yet to be filled, so we are in need of a new chair or interim chair.

14. Schedule next meeting (Thursday, November 23rd: 1:30pm)

- o Next meeting: Thursday, November 23rd
- o Scribe: Beth Macleod