

**MEETING TITLE: PARTNERING MEETING: LAST CHANCE GRADE ENGINEERED FEASIBILITY STUDY**

**MEETING DATE:** 04/16/14

**TIME:** 900-1100

**LOCATION:** PARKS SOUTH OPERATIONS CENTER, ORICK

**Facilitator**

**Brad Mettam**

**Attendees**

Brad Mettam  
 Talitha Hodgson  
 Kevin Tucker  
 Jason Meyer  
 Rosie Clayborn  
 Crista Stewart  
 Bobbie McGray  
 Kevin Mealue  
 Jeff Bomke  
 Roger Goddard  
 Steve Prokop  
 David Roemer  
 Matt Simmons (minutes)

**Titles/ Affiliations**

Deputy District Director, Caltrans  
 Project Management, Caltrans  
 Advance Planning, Caltrans  
 Environmental Planning, Caltrans  
 Yurok Transportation  
 Elk Valley Rancheria, THPO  
 Elk Valley Rancheria, COO/CFO  
 Elk Valley Rancheria, Environmental Service Specialist  
 California State Parks  
 California State Parks  
 National Park Service  
 National Park Service  
 Local Assistance, Caltrans

**Meeting initiated by:**

**Caltrans District 1  
 National Park Service  
 California State Parks  
 Yurok Tribe  
 Elk Valley Rancheria  
 Smith River Rancheria**

**Executive Summary:**

- I. Introductions: Partner introductions included representatives from National Parks Service, Caltrans, California State Parks, Yurok Tribe, Smith River Rancheria, and Elk Valley Rancheria.
- II. OVERVIEW OF MEETING AGENDA TOPICS: Partners agree to combine the information from the Charter and Communication Plan into a Memorandum of Understanding
- III. PARTNERING CHARTER – Summarizes values, goals and commitments of Partners
  - A. The Partners continue to refine values and agree to emphasize the value's list is in no particular order.
  - B. Added the expectation of the group that the Charter will be revisited and revised as needed.
- IV. COMMUNICATION PLAN
  - A. Communication Guidelines:
    - 1. Partners will meet monthly, which will include teleconferences or webinars
  - B. Roles and Responsibilities.
    - 1. Defined the role of decision making at the lowest level with appropriate communication, approval and support from Partner's management hierarchy.
- V. Takeaways:
  - A. Partners agree to combine Charter and Communications Plan into Memorandum of Understanding
  - B. This partnership is unique and will require involvement throughout the life of the project
  - C. Next meeting May 29, 2014
- VI. Action Items:
  - A. Minutes and Executive Summary to be prepared by CT
  - B. Caltrans will draft MOU for Partner Review and Edit
  - C. Develop list of Deliverables for feasibility phase of project
  - D. All Partners will provide org chart and contact information
  - E. Tribal cultural resources – how they need to maintain confidentiality and need approval from the respective chairperson
  - F. Executive Summary will be approved and revised