

Final Meeting Minutes
Command Council Conference Call
DFG-OSPR, 1700 K Street, Sacramento
March 15, 2005

1. Attendees

Steve Hampton	Calif. Dept. of Fish and Game (CDFG) - Primary Representative
Kathy Verrue-Slater	CDFG – Legal
Charlene Andrade	U.S. Fish and Wildlife Service (USFWS)- Primary Representative
Dan Welsh	USFWS
Chuck McKinley	DOI-Solicitor
Jennifer Boyce	National Oceanic and Atmospheric Administration (NOAA) – Primary Representative
Joanne Kerbavaz	California Department of Parks and Recreation (Parks) – Alternate Representative
Sarah Mongano	California State Lands Commission (CSLC) – Primary Representative

2. Agenda. Council approved the following agenda:
 - o Review of “To-Do” tasks from last meeting.

3. Review of Tasks and To-Do’s:
 - Resolutions: Resolutions disbursing funds for administrative costs and seabird colony monitoring have been signed by all trustees. Hampton will request the funds from NRDAR.
 - Girl Scout Creek: Progress is continuing on the acquisition of Girl Scout Creek. Verrue-Slater and McKinley are preparing a proposed agreement between CDFG/USFWS and CDPR and a notice to be filed in the land evidence records and Kerbavez will follow up on the necessary mgmt. guidelines for State Parks.
 - Corvid Management Project: Kerbavez will move forward with finding a new contractor for the corvid and murrelet surveys. San Mateo Co. is committed to moving ahead with the project at their parks this summer and will appoint a new contact person. State Parks is about to order garbage cans and aims to have all project components in place before Memorial Day. An annual status report will be forthcoming in May.
 - Shearwater Restoration: Oikonos is currently in NZ for coordination efforts. They will provide an update shortly re: 2005 budget (they are tracking the interest) and weka issue (they are monitoring the impact of the introduced weka).
 - Seal Cove Stairway: State Lands is taking the lead on paying for the project, via San Mateo County. Mongano and Kerbavez will continue to follow up on needed documentation. Mongano will prepare a resolution for the Council. This may include funds for Mirada Surf as well.
 - Seabird Colony Protection Project: Monitoring will begin this summer in the Pt. Reyes area. Other colonies will be monitored using other funds (e.g. Apex Houston Trustee Council). We are waiting for a proposal from GFNMS for implementation of the rest of the project.
 - 2003 Cost Packages: We will ensure that the approval documentation for the cost packages is in the Administrative Record. Unless an audit is requested, we will not reproduce the lost cost packages as they were already reviewed and approved by the cost documentation committee prior to being misplaced.
 - 2004 Cost Packages: Hampton will ensure that the 2004 cost package documentation has been completed and documented.
 - Internal Accounting: Hampton will revise resolution 5-02 regarding Trustee Council expenses. The revised resolution will define administration, oversight, and implementation with respect to Council members’ time.

- Meeting Minutes: Hampton will finalize and distribute the August 30 and October 29, 2004 meeting minutes and the February 9, 2005 meeting minutes.

4. Next Meeting. Kerbavez will investigate feasibility of the next Trustee Council meeting at Big Basin State Park, including tour of corvid management project, possibly the week of May 23-27.