

# Flathead Reservation Water Management Board

## Approved Minutes

September 15, 2022, from 3:30-5:30 PM

In-person: Flathead Reservation Water Management Board Office  
400 Main Street Southwest, Ronan, MT 59864

Virtual at Zoom Link: <https://zoom.us/j/97454529829>

Roger Noble, Kenneth Pitt, Georgia Smies, Clayton Matt, and Teresa Wall-McDonald

### 1. Call to Order (Board Chair)

1.1. Opening Prayer

1.2. Attendance: Roger Noble, Kenneth Pitt, Georgia Smies, Clayton Matt, Amy Coffman, Teresa Wall-McDonald

1.3. Announce meeting minutes on DNRC & CSKT websites

1.4. Order of agenda items (Ken Pitt)

Ken: The agenda doesn't need to be changed for today. Changing domestic allowance permits should be at the beginning of the meeting, it was decided on this previously by the board and then has been on the bottom of the agenda the last few meetings.

Pelah: The agenda items order was changed to reduce on the amount of time contracted employees would have to be present for the board meetings. We can change the order of where the domestic well permits gets addressed in the future.

1.5. Adopt agenda

Motion by Ken Pitt

Second by Roger Noble

Vote result: 5 out of 5

### 2. Public Comment (for items not on the agenda)

- **No public comment**

### 3. Board Business (Board Chair)

~~3.1. Approve minutes for September 8, 2022~~

3.2. Water engineer position update, discussion, and recommendation (Clayton Matt)

Clayton: An email was sent to everyone to announce employment offer to Ethan Mace. Ethan has accepted the position. His position will have a 1-year probationary period. Any increases will be dependent on pay plan being adopted. Leave will be dependent on PTO, benefit adoption.

Ken: Ethan will be a wonderful fit for position.

Roger: Offer has been well described. He welcomes Ethan.

Ethan: He will send a start date to the board later this afternoon.

Ken: Wants to make a press release for water engineer hire.

Clayton: Wants Ken to work with Melissa to have press release

Ken: Wants Ethan to be involved with press release since it will be about him.

Key: Underline = Action item

Normal = Discussion, comment, and/or update

Melissa: Will be able to help and will work with Rob McDonald on press release.

3.2.1. Public comment on water engineer recommendation

- No public comment

3.2.2. Board action on water engineer recommendation

Motion by Ken Pitt

Seconded by Teresa Wall-McDonald

Vote result: 5 out of 5

3.3. Human Resources Committee

3.3.1. Water conservation specialist (DNRC-Pelah Hoyt)

Pelah: The board received 38 applications. Amy Seyler did a screening and wants the hiring committee to review 20 applications. Once reviews are completed a decision will be made on who will receive a phone interview. Associated employers will set up phone interviews.

Clayton: Wants to make sure Ethan is involved in screening and interviews. Maybe we should have Ethan call HR firm to discuss a plan for screening applications.

Ethan: Would like to be involved in both screening and interviewing.

Pelah: Wanted to confirm board availability for Water specialist. Wants to see who is interested in being a part of the hiring committee.

Roger, Georgia, Pelah part of the hiring committee.

3.3.2. Personnel policy update (DNRC-Pelah Hoyt)

Pelah: We had a committee meeting to discuss personnel policy updates. Teresa has expertise regarding the policy and is offering HR best practices.

Clayton: Before sending draft to legal he would like Ethan to be involved in review of the policy. Then have it sent to the legal team for review.

3.4. Office of the Engineer Operations

3.4.1. Operations update (Board-Cristy Brooks)

Benefit meeting overview for 9:30AM, Clayton, Georgia, Roger, Pelah

3.4.2. Confirm date to start using frwmb.org email (DNRC-Pelah Hoyt)

Pelah: Is everyone able to use their emails for the FRWMB? Would like a specific date that FRWMB emails will be used so we no longer use board members personal emails.

Clayton: Recommends use of the FRWMB emails.

Ken: I have not been able to use my FRWMB email.

Roger: Used Pelah's instructions and still couldn't use the email.

Melissa: Amy Coffman wasn't set up an official email. Amy will only be on board for a 2-month time.

Amy: Craig Adams will be the next incoming employee for Superintendent and will participate in the board. She will update Craig on board meetings and practices. Craig can work remotely, and we can work with both on next board meeting as they transition.

3.4.3. Recommendation for meeting scheduling (DNRC-Pelah Hoyt)

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Pelah is recommending that we move board meetings to every 2 weeks. This way we could have our sub committee meetings on the off weeks from board meetings.

3.4.4. Funding request for tables and chairs (Board-Cristy Brooks)

Cristy: I would like to make a funding request to purchase tables and chairs for our meetings. 6 tables and 20 chairs. The total cost will be \$1580.

Clayton: We don't have a streamlined budget. Melissa can you check on our money to make sure we are good to go.

Melissa: I can verify that we have the funding to support the \$1500.

3.4.5. Public Comment on funding request

- No public comment

3.4.6. Board action on funding request

Motion by Teresa

Second by Georgia

Vote result: 5 for 5

3.4.7. Interim Domestic Allowance MOU expiration 9/30 (CSKT-Melissa Schlichting)

Melissa: I would like to bring attention to the board on the agreement between the Tribe and the board on domestic allowances. Wasn't aware if we had a water engineer or the start date of the water engineer. Wanted to see if we would need an extension for domestic allowances. Need to check with Arnie to see if the state side and tribes can continue reviewing the domestic allowance applications.

Clayton: I appreciate information on the expiring MOU.

3.5. Domestic allowance applications

3.5.1. Applications recommended for authorization (Board-Cristy Brooks)

Roger: Has list in front of him online. 11 application approvals for Bell, Grachan, Bird, Baird, Annot/Dome Joint Revocable Trust, Merchant, Smith, Blair, Sagra, Jobst, Cotton-Dolezal

3.5.2. Board action on domestic allowance authorizations

Motion by Roger Noble

Second by Ken Pitt

Vote result: 5 out of 5

**4. Other Updates**

4.1. Board member updates

Clayton: Would like to check on registration for law seminar. Are we set up for law seminar in October? Melissa will be attending for the tribe. Asked for Ethan to attend if it's feasible.

Hallee: Would like to give an update and has been processing MOU on open meetings and board jurisdictions and memo. This is for the board to be able to use but will be reviewed. Emailed to

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Melissa for review of these drafts. They're also working on a draft for agreement of artist and board use of logo. Will connect with Ethan later.

Clayton: Did we discuss by laws?

Melissa: We did discuss it briefly, formal bylaws and operating laws, as well as fiscal procurement policy would be good to approve.

Clayton: Would any board members support that Law firm starts work on these items.

Supported by Teresa Wall-McDonald and Ken Pitt.

Clayton: Will the law firm be at the water law seminar?

Hallee: John and I will be attending and would like to meet everyone in person.

## 5. Public Comment

- **No public comment.**

## 6. Next steps

### 6.1. Set next meetings and location

#### 6.1.1. September 29, 2022 (in person or virtual)

Clayton: Next meeting is September 29, 2022 and he's checked agenda to see if we are skipping the 22<sup>nd</sup>'s meeting.

Pelah: Tech team has decided it's best to move board meetings to every other week. That way our committee meetings can be on alternating Thursdays.

Ethan: Availability for Seth and himself is limited on the 22<sup>nd</sup> of September.

Clayton: Board members?

Consensus by the board

Clayton: I would like board meetings to be in person. I would like us to meet every other week unless emergency meeting is needed. The next meeting will be the 29<sup>th</sup> of September. Doing meetings means that every other week will fall on the water law seminar week. We have been working hard to get staff hired and get applications processed. Hallee and John we are available for anything you need.

Georgia: Do we move the board meeting time back to 2pm?

Clayton: Yes, we are moving time back to 2pm. Today's meeting was only moved to meet the availability of some staff.

### 6.2. Choose meeting topics

## 7. End meeting (Board Chair)

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