# WRAP RHPWG Consultation & Coordination Subcommittee

Conference Call July 10, 2018

1-406-444-4647 | passcode/conference ID: 6568127

**Agenda:**

1. **Roll Call**
	1. Rebecca, Julie, Carl, Elias, Jay, Frank, Pat, Molly, Tom
2. **Administrative**
	1. Notes for today: Arizona
	2. Workgroup/Subcommittee updates
		* + Tribal Data: The group hasn't met since the last call. A small group has met with a contractor and they are finalizing portions of the tribal contract. One of the objectives is to increase number of tribes involved in WRAP.
			+ FLM: Pat has asked FLM's to join this group to discuss processes for FLM consultation. No one to join us today probably because it is summer.
			+ Monitoring: Monitoring sub-group has been working on developing the tools and analyses that we need to review the Most Impaired Day methods. The work will be documented and progress will be reported to everyone on the August RHPWG call. Anyone interested in the conversations should join the next subcommittee call.
			+ FSWG: Met in early June, reviewed a scope of work for a contractor that will support many of their tasks. The contract is being awarded to air sciences.
	3. Subcommittee website updates
		* + Review draft list of resources to include (Julie)
			+ Comments pertain to document: Consultation and Coordination Resources -- DRAFT – 10 July 2018.
				- Resources have been collected and categorized into a few groups. Some examples include map resources from the old WRAP 1.0 page and some resources related to contacts, and outreach letters. Julie: "Going through this exercise there did seem to be some resources that could be useful to this group. As we go along we may find other things to include."
				- Pat: We could think about including the consultation procedures from Mane-Vu.
				- Frank: We could post sample presentations that have been given to stakeholders in the past so states could borrow/adopt from those when they are going through their own processes?
				- Tom: Maybe put a placeholder for local air agencies? Should we include engagement principles?
				- Frank and Jay will work together to reach out to local air agencies in Nevada and New Mexico.
				- Next steps: If anyone has other tools or resources please send them to Julie so that she can update the draft resource list.
3. **Key contacts list**
	1. Next steps
		* + Frank had an update to an FLM contact
			+ Next step is to circulate it. Should we post it on the website?
				- Tom suggests making a webpage where we can point to key contacts on the WRAP website.
				- Molly would like to request a month to get more contacts together for AK native village/tribal contacts.
				- Julie sent Rebecca some tribal contacts to add (those participating on WRAP Board, TSC, Work Groups, and Subcommittees)
				- Maybe distribute it at the next RHPWG? Either as a webpage link or just a document. Rebecca will work with Jay to distribute for review.
4. **Timeline of key informal consultation junctures leading up to formal review periods**
	1. Update on contractor scope and schedule (Tom)
		* + We were waiting to get an update on whether a contractor would be looking through the required SIP consultation timeline.
			+ Tom: There is going to be a contractor support effort were all the survey and outreach work that Jay and Tina did will be compiled. This will show a clear roadmap for each state of what is required to move through this process. Mid-October would be when this deliverable is due.
			+ We have a deadline of Spring 2018 to come up with a deliverable for Task 8.1.
				- Any volunteers to spearhead identifying those key contact points? No volunteers.
				- Update from Tom seems to point to the fact that waiting on the contractor to pull out the "formal" requirements may not be necessary. The formal requirements will probably just be the "120 days" from the rule. A list of recommended "informal ones" are probably good to focus on. We need to identify key “milestones” that will require consultation/coordination and who should be consulted at each juncture.
5. **White paper outlining required and recommended consultation during SIP planning process and progress report process**
	1. Review draft list of topics to include in white paper (Molly, Pat)
	2. Review of document: FLM Outline Jun 14
		* + Molly developed an outline document that goes through a high-level guidance on what states can do for successful consultation and communication.
				- If anyone else has any ideas please send those to Molly/Rebecca.
				- Pat has pulled in additional language from the federal rules/guidance and will continue to update the outline document.
6. **Action Items for Next Call**
	1. Frank and Jay: Will work together to reach out to local air agencies in Nevada and New Mexico.
	2. Rebecca: Email the most recent key contacts spreadsheet to Jay so he can distribute it to the RHPWG to solicit feedback from all member states.
	3. Jay: Distribute the key contacts list to the RHPWG to get more feedback on contacts.
	4. Molly, Tom, and Pat will try to make a rough draft of a timeline/document/chart identifying recommended informal consultation milestones.
	5. Send feedback to Molly on the FLM Outline Jun 14 document.
	6. Send any additional tools or resources for the website resource list to Julie.
7. **Next Call: August 14th (notes: Julie – Carl will take Julie’s shift in December)**