Desert Tortoise Council
Minutes of the Board of Directors Meeting

10 June 2017
DoubleTree Motel, Ontario, California

CALL TO ORDER

The meeting was called to order by Bruce Palmer at 10:10 a.m. Action items are in blue, with responsible parties in red. Motions made, seconded, and approved (or not) are shown in bold red font.

Attendees: Kristin Berry, Peter Woodman, Ken MacDonald, Cristina Jones, Maggie Fusari, Mari Quillman, Bruce Palmer, Michael Tuma, Becky Jones, Ed La Rue, Larry LaPré, and Chris Noddings (by cell phone). Absent: Joe Probst. Guests: Judy Hohman attended as a prospective Board member.

A. Welcome/Announcements: Bruce Palmer welcomed everyone.

B. Introductions: As given above, Judy Hohman was introduced as a prospective Board member. Board members then introduced themselves and described their roles on the Council.

C. Review Agenda: New issues were incorporated as needed.

D. Meeting Minutes of 7 January and 24 February 2017: Ed LaRue prepared draft minutes at the last Board meeting on 7 January 2017 and the Annual Business Meeting on 24 February 2017 both at Sam’s Town in Las Vegas, Nevada, which were distributed, reviewed, and were approved today as final with no changes. Motion made (Larry LaPré), seconded (Becky Jones), and unanimously approved to accept the draft minutes to be final.

E. Review of Board Actions since Last Board Meeting:

   a. LSTS MOU with USFWS: On 5/31/2017, Bruce Palmer distributed the final MOU between the Council and USFWS to allow handling of wild tortoises at the Large-Scale Translocation Study site (LSTS) located at Jean, Nevada, which is the location for much of the Authorized Biologist training course to be held in September 2017. The Board met during the Symposium to discuss the MOU with USFWS and voted to accept the MOU on 2/24/2017, which was signed by the Chairperson and returned to USFWS. USFWS signed and issued the MOU on 3/7/2017.

   b. Scheduling Authorized Biologist Training: Via a series of emails and conference calls, the dates of September 11 through 15, 2017 were chosen for the event.
F. Next Meeting Date: The next business meeting of the Board will be at the DoubleTree in Ontario, CA, between 10:00 a.m. and approximately 4:00 p.m., on 9/30/2017, followed by a subsequent business meeting on 12/2/2017 at a place to be determined.

OFFICER/COMMITTEE REPORTS

G. Treasurer’s Report: The formal audit report for 2015 and 2016 was completed by Ray Butler and provided today by Becky. Motion made (Ken MacDonald), seconded (Cristina Jones), and unanimously approved to accept the 2015-2016 Audit Report as final. In Joe Probst’s absence, the Treasurer’s Report was distributed by Becky Jones. Joe responded to our recent requests to prepare clear, informative spreadsheets, which is reflected in the report. Kristin Berry expressed our appreciation to Joe Probst that the report is exceptionally well done and addresses our many previous requests. For 2017, our total accumulated profit is currently $32,311.17. Thanks to the efforts of Mari Quillman, raffle and donated items continue to be the reason the Symposium is profitable. Important to have Joe Probst add his name to each Treasurer’s Report. Motion made (Kristin Berry), seconded (Mari Quillman), and unanimously approved to accept the Treasurer’s Report as final. Investments are now following market trends, which is an improvement. The three to six month FDIC certificates are good due to 1% interest. Joe Probst will research the best investment placement of our funds. An issue associated with some missing vendors’ invoices was resolved.

H. Corresponding Secretary’s Report: Becky Jones indicated there was little to report. There was one check for membership, which she forwarded to Mari Quillman, who will follow up on a request for t-shirts.

I. Membership Coordinator’s/Membership Committee Report: Mari Quillman provided a verbal report. There are currently nine active students with seven lapsed students, 294 regular members who are active. There are 56 lifetime members for a total of 356 active members. With regards to the agency and organization contact list for outreach, Mari Quillman reported that this will be her new action item. • Mari Quillman will work on redefining membership categories, like “regular membership” versus “student membership;” better defining the advantages of membership (advanced notices for Council functions); and determining membership terms relative to when payments are made. We can also set up automatic renewal options and reach out to lapsed and overdue memberships. • Maggie Fusari will work with Mary Cohen to determine how many basic workshop members renew their memberships. The membership database is working well and informs us when new members are added or previous members renewed. Membership drives would be best in summer, as the period when there are the fewest new membership submittals. Mari Quillman will talk to David Carr about cost of communications equipment to facilitate remote participation for Board meetings and other events.

J. Nominations Committee Report: Bruce Palmer and Michael Tuma comprise the Nominations Committee. Michael Tuma reported that, with the January 2017 resignations of Jason Jones and Scott Abella, there are only 13 active Board members and 7 vacant positions. From previous discussions, all agreed that we should seek individuals with expertise in the following fields: academic, millennial, fundraising, facilitator, grant writing, marketing, restoration, and education. Judy Hohman joined us today as a prospective Board member. A half
dozen anonymous candidates were discussed but not included herein. Chris Noddings reiterated that someone from Mexico would be a good Board candidate. Bruce Palmer suggested that it may be good to develop an international committee involving Mexico (particularly with help from Pete Woodman given his knowledge of active researchers) rather than have them physically serve on the Board. Larry LaPre will provide Michael Tuma with a list of potential millennial Board members.

K. Ecosystems Advisory Committee (EAC) Report:

a. Review of EAC Table for 1/7/2017 to 6/10/2017: Ed LaRue reported there were 11 different projects covered during this time period, which can be reviewed as an attachment to these minutes. Although we did not comment on Final SEIS on the translocation of tortoises at 29 Palms (we had previously commented on the Draft SEIS), we did provide extensive comments to the BLM on the EA of translocation of tortoises in southern Nevada. We collectively agreed to not comment on a solar project in Lucerne Valley or to endorse several supporting or opposing letters on political appointments. The Council did support one letter from National Parks Conservation Association on the expansion of Joshua Tree National Park, a Center for Biological Diversity letter opposing Western Governors Association intent to weaken the federal Endangered Species Act, and the endorsement of Tom Egan to become a member of the Mojave Trails National Monument Subgroup. Given Ed’s work schedule, Maggie Fusari took the lead on drafting a letter to the BLM on the Piute-Eldorado ACEC Management Plan.

We were recently asked by Utah Council members to draft an opinion letter on an article released in the Spectrum regarding the Northern Corridor through the Red Cliffs Desert Reserve. There is new information on the effects of roads and weeds that both affect this area that is already impacted by fire. There was agreement that we (Ed LaRue) would draft a letter for the Spectrum on the Northern Corridor issue; at Larry LaPre’s request, Ed will redistribute the 2012 letter to BLM on the Red Cliffs Desert Reserve management plan to the Board. ● Ed LaRue plans on drafting a letter (with help from Kristin Berry) to the BLM regarding a proposed placer mine in the El Paso Mountains of Kern County, California. ● Kristin Berry indicated it would be good to talk about continued cattle use on the Gold Butte and Michael Tuma will help Ed develop a letter on the importance of National Monuments to tortoise conservation. ● Kristin Berry would also like to see Ed LaRue draft a letter to the USFWS Recovery Office asking for the results and updates on (= transparency) tortoise translocation into the LSTS and other introductions in southern Nevada. Finally, Ed has already made plans to attend the Management Oversight Group to record minutes on Tuesday, 13 June 2017.

For the EAC to function more efficiently, Ed indicated that every Board member is on the EAC, that we need more independent review by all Board members, and that there be better feedback from all Board members to bolster the science in a given letter. Kristin Berry indicated it is a good idea to access the USGS annotated bibliography to refer to white papers that have been published on particular projects (Kristin Berry has pdfs of all these articles but they cannot be widely distributed). It would be good to develop standard wording for particular impacts (e.g., grazing, roads, solar, etc.) that can be cut-and-pasted into future letters. Cristina Jones will look into electronic subscriptions to multiple journal articles.
L. Awards Committee Report: Kristin Berry reported there have been a few people identified for the research award and others. Glenn Stewart advised Michael Tuma how we can publish the availability of the Morafka Award, which was not presented last year due to lack of applicants. We should publish its availability in the Tortoise Survival Alliance.

M. Grants Committee Report: Michael Tuma reported there have been a few emails asking about the availability of grants. In addition to the Morafka Award, we need to publish that November and May 1st are the deadlines for submitting grant proposals. The website is a bit confusing about who receives grant proposals, which currently identifies the Corresponding Secretary as the recipient of grant applications.

N. Information, Outreach, and Social Media Committee Report: Chris Noddings reported that we have reached a thousand “likes” on our Facebook page. There has not been too much other effort in the past few months. Chris indicated that the Council needs to have a phone number in order to solicit a $10,000/month grant from Google to advertise (e.g., for new membership), which Bianca Cirimele may be able to pursue. Chris Noddings will set up a system to have his phone number serve as the Council’s official phone for this particular application (it would not be publically available). Rather than solicit participants to workshops, for example, it may be better to summarize those programs on social media. All committee announcements and miscellaneous releases should be sent to Chris so he can publish them on social media outlets. Chris Noddings will work with this committee to determine an appropriate vetting procedure.

O. Newsletter Editor’s Report: Michael Tuma reported that as the Chair-elect, he would like to have someone take on the newsletter responsibilities during his term. He is planning to have a newsletter published later this month; please send any photographs of the Symposium to Michael. All announcements should be sent to him ASAP. A reasonable goal is to publish three editions each year, although it has been about two per year recently. Joe Probst and Becky Jones would be featured in the next newsletter. It would be appropriate to have Michael Tuma, as Chair-elect, featured in the newsletter just prior to the 2018 Symposium.

P. Web Master’s Report: Bruce Palmer indicated there is a real need to update the website and improve its functionality. All Board members are asked to identify specific tasks and send them to Maggie Fusari so she can work with Mary Cohen to make changes. Michael Tuma will contact Mary Cohen about refreshing the browser to avoid a snag that reverts to previous website visits.

Q. Agency Coordinating Committee: Cristina Jones reported that she would like to schedule a meeting with California agency personnel prior to the next Board meeting. There were 20 participants at the Nevada meeting. The targeted meeting date would be September 29, 2017 in Ontario from 10:00 a.m. to 4:00 p.m. It will be good to have representatives from Caltrans, California Energy Commission, military, and all standard representatives like BLM, USFWS, CDFW, etc. After individuals are identified, we will need to determine if one day or two days are needed for the meeting. Cristina Jones will send out an email next week asking Board members to identify appropriate people to attend this meeting. The MOG meeting is scheduled for Tuesday, 6/13/2017, which Cristina, Ed, and Ken MacDonald will attend.
**R. Basic Workshop:** Currently, the Basic Workshop is scheduled for 4 and 5 November 2017, with only one workshop anticipated at this time. Check the website to see if there are any changes needed for the 2017 syllabus.

**S. Health Assessment Training:** Cristina Jones reported there seems to be little need for this training. USFWS (Roy Averill-Murray) will send out a poll to see if there is any interest. We are also looking into the feasibility in refreshing past students in a new course. Larry LaPré reported there will be no need for additional health assessments at Ivanpah, as they have finished their mandated responsibilities.

**T. Authorized Biologist Training:** Cristina Jones and Peter Woodman led the discussion. The course will be held September 11 through 15, 2017. We’ve received 22 applications, with 13 approvals, and up to 28 positions available. Peter Woodman indicated there was a 280-hour limit for both monitoring and surveys to be prospective students. Instructors were asked to submit talk outlines by today, which will be reviewed, and feedback provided in mid-July. Instructors will also be asked to submit questions relative to their talks. Larry LaPré, Peter Woodman, Rachel Woodard, and others are reviewing prospective applicants. Mari Quillman will eblast our database reporting that a few positions are still open.

Cristina provided a breakdown of costs to monitor tortoises at the LSTS. Total Kiva Biological donation to track transmittered tortoises at the LSTS is $6,970 and estimated expenses are $9,005. The goal is now to locate the transmittered tortoises in the LSTS. They expect to refit tortoises with transmitters by late fall, which Peter is permitted to do. Motion made (Larry LaPré), seconded (Ken MacDonald), and unanimously approved to expend up to $10,000 over the course 2017 through 2019 to perform transmitter studies at the LSTS.

**U. Symposium Discussions:** Kristin Berry missed the Symposium for the very first time due to illness. With regards to introductions of speakers, there were variable approaches by the session chairs, from minimal to extensive introductions. Kristin Berry asks speakers each year to provide biographical sketches, which if not provided is problematic. No more than three or four sentences of background information are recommended. Session chairs should contact their associated speakers several weeks in advance for introductory information. Kristin Berry will develop instructions for session chairs regarding speaker introductions. With regards to inappropriate images, one of the presenters depicted an inappropriate image caught on a motion camera. This seems to be an isolated incident, but Kristin Berry will remind presenters to refrain from such images in the future.

Concerning cost of invited speakers, what do we pay for and not pay for? We will pay for registration, hotel, and travel unless agencies can cover the expenses. No first class flights are reimbursed. The Treasurer will reimburse speakers at the Symposium but not in advance. Bruce Palmer expressed his disappointment that in some cases several of the deer talks were nearly identical, which should be avoided. He also noted that people should stick to the allotted time and not finish sooner, much less later. Kristin distributed a list of special sessions that have been presented since 2004.
Planning for the 43rd 2018 Symposium in Las Vegas, NV in 2018: Jim André has agreed to speak for 10 to 15 minutes during the Saturday evening banquet. There could be a Mohave ground squirrel (MGS) special session in 2018, with Phil Leitner as the session chair. MGS could be lumped into a session on rare and endangered species in tortoise habitats, which could include burrowing owl, kit fox, Gila monster, certain bird species, etc. Michael Tuma would like to see a special session on world-wide tortoise conservation. We could also include symbiotic use of burrows by other animals. Vern Bleich has also offered to put together a presentation on desert felids.

Planning for the 2019 Symposium in Arizona in 2019: Cristina Jones has identified the Westward Look Wyndham Grand Resort & Spa Tucson, Arizona as a candidate for the 2019 Symposium. She provided a cost comparison between Sam’s Town and several options for the Tucson resort. One big difference is the registration cost of $220 in Nevada versus $350± in Tucson. The room rate, at $120/night, is excellent. Cristina Jones and Mari Quillman will work together to identify sponsors for specific aspects of the Symposium, such as a particular meal, mixer, etc. Motion made (Ken MacDonald), seconded (Michael Tuma), and unanimously approved to have the Symposium at the Westward Look Wyndham Grand Resort & Spa Tucson, Arizona for February 21-23, 2019, which is Thursday through Saturday. Maggie Fusari will provide the dates for both the 2018 and 2019 Symposia to Mary Cohen to be put on the website ASAP.

OLD/NEW BUSINESS

V. How to Obtain Grants: Deana McAleer was invited today but unable to attend; Bruce Palmer will invite Deana McAleer to a future Board meeting.

W. Board Member Candidate Judy Hohman: Motion was made (Kristin Berry), seconded (Mari Quillman), and approved to have Judy Hohman serve as the newest Board Member At Large. ● Chris Noddings will produce a tweet announcing Judy Hohman as the newest Board member.

X. How to Attract Student Members: How do we reach students to attend Symposia and in particular have a student serve on the Board? Kristin Berry identified Scott Abella, Cameron Barrows, Heather Bateman, and Paul Delaney as professors who could be contacted to have more student membership and committee involvement. Larry LaPré will contact the professor at the Lewis Center to possibly involve their students in Council activities and attend Symposia. We may also consider reducing the student membership fees and Symposium registration.

Y. Council Table at The Wildlife Society Annual Meeting: Mari Quillman plans on attending this event (September 23 through 27, 2017 in Albuquerque) either as a sponsor, which could cost up to $3,000, or as an exhibitor, at a cost of $650; she will check on this. Our goal is to increase awareness and increase our membership. It would be appropriate to have membership applications there for new members. Mari Quillman would need to get the membership computer, get swag from Ken MacDonald and Peter Woodman, and work with Joe Probst on receiving purchases. Michael Tuma will put together a brochure that describes the Council that can be provided at the table. Motion made (Mari Quillman), seconded (Judy Hohman), and unanimously approved to have Mari Quillman spend up to $1,000 to cover additional costs, including status as exhibitor at The Wildlife Society annual meeting in September 2017. Note there was a previously approved proposal to spend $1,000 as a sponsor for this event.
Ed LaRue shared that he sold approximately $160 in products on 22 April 2017 while attending the Bioregional Festival in Kernville, CA with eight or ten other nonprofits and state/federal resource agencies. Ed LaRue will provide a blurb and photographs to Michael Tuma for the newsletter.

Motion made (Cristina Jones), seconded (Ken MacDonald), and unanimously approved to provide $1,500 to the Tortoise Survival Alliance for student travel to their upcoming conference. ● Kristin Berry will provide Cristina Jones with the application form to make this formal donation. ● Cristina Jones will provide information to Chris Noddings who will tweet that we are making this donation.

Z. Bren School Restoration Project Status: Chris Noddings reported that the restoration plan has been finalized; he has five copies, one of which Chris will provide to Ed LaRue for archival purposes. The estimated cost to restore three parcels, comprising 440 acres, at the Desert Tortoise Research Natural Area (DTRNA) would be about $47,500. Darleen Stewart indicated that an organization with which she is associated (CCFF – California Community Forest Foundation) plans to fund up to $10,000 to implement the restoration plan, which will be determined between mid-June and early July. Chris Noddings also plans to approach the USFWS through Restoration Implementation Team (RIT) funding and likely the Desert Tortoise Preserve Committee and Council for funding. The Habitat Assessment Tool produced through this process can be made available to land managers and others.

AA. Fundraising Video: Ken MacDonald reported that the income has stalled at about $2,000. This indicates that there is an immediate response but also a need to follow up with additional requests to provide donations.

BB. Storage of Supplies: Ken MacDonald reported that he has many materials in his office, which is fine and will be available for the 2018 Symposium at Sam’s Town. Other swag materials are with Pete Woodman in Ridgecrest. Ed LaRue also has an abundance of archival materials in his office.

CC. Best Management Practices (BMPs):

a. Translocation BMP: Michael Tuma has started the literature review, and will be working with Kristin Berry and Maggie Fusari to develop these BMPs. Not sure when they will be completed, and may serve as a publishable paper. It will include a critique of existing efforts and a synopsis of existing literature.

b. Terms and Conditions BMP: Ken MacDonald has produced the first draft of these BMPs.

DD. Betty Burge Memorial: Ken MacDonald will continue to pursue this issue.

EE. Policy/Operations Manual/Bylaws: Bruce Palmer made substantial changes to the “Duties and Responsibilities of the Board of Directors: Board Members At Large” document. Several members suggested that the discussion include an addition that would allow immediate approval of a prospective member and receiving the letter of intent beforehand rather than after meeting them in a Board meeting. It may be appropriate to add a Chairperson’s discretionary clause at the end of the write-up. Bruce asked that all Board members provide feedback on this policy statement.
**FF. Miscellaneous Items and Updates:** As the Chairperson, Bruce Palmer continues to look at the Five-Year Plan, which he feels is being promoted with many accomplishments across the board. Bruce Palmer has been asked to include an agenda item next time discussing our role, successes and failures, in promoting tortoise recovery. Kristin Berry would also like us to discuss ethics as they relate to Board members including conflicts of interest and recusals, as examples.

**X. Adjourn:** The meeting was adjourned by Chairperson, Bruce Palmer, at 16:05.

Draft minutes were recorded, later distributed and modified with Board member review and input, then respectfully submitted as this final version by Ed LaRue, Recording Secretary.

Edward L. LaRue, Jr.
Desert Tortoise Council, Recording Secretary
Ecosystems Advisory Committee Report
DTC Board Meeting of 10 June 2017

Note: The table attached to this report on the last page follows the bold red numbered outline given below.

1. 29 Palms Final SEIS for Tortoise Translocation
   1/9/2017 – On 1/9/2017, Ed LaRue receives an email notice of the availability of the Final SEIS for the translocation project from Becky Jones, indicating that the deadline for comments is 2/4/2017. Ed sends out an email to the Board on 1/11/2017 that he does not intend to comment but will help any other Board members draft comments if they see them as necessary.

2. Joshua Tree National Park Boundary Adjustment
   1/10/2017 – On 1/10/2017, Ed LaRue receives a notice from David Lamfrom that there is a public meeting on this project on 1/18/2017 in Palm Springs and a comment deadline of 2/16/2017 on the Final EA. On 1/11/2017, Ed lets other Board members know that he cannot attend. As per #7, below, the Council cosigns a letter with NPCA endorsing the boundary adjustment that should favor tortoises.

3. Nevada BLM Translocation Plan Environmental Assessment
   1/11/2017 – Ed LaRue sends an email to Mark Slaughter of Nevada BLM asking that the Council be included on the distribution list for the draft EA on tortoise translocation in Nevada. Ed LaRue receives a copy of the Draft Environmental Assessment on programmatic translocation of tortoises throughout southern Nevada on 2/13/2017. Ed distributes the EA and link to all Board members on 2/15/2017, asking that they provide comments by 3/15/2017, the day before the due date. Ed circulates his draft comments on 3/7/2017, asking for endorsements or modifications by 3/15/2017. Incorporates comments by several Board members and sends out revised draft on 3/13/2017. Final letter submitted to BLM on 3/15/2017.

4. NextEra Solar Project Lucerne Valley
   1/23/2017 – Ed LaRue receives a request from the consortium of local groups to cosign a letter opposing this 484-acre solar development site in Lucerne Valley. Ed provides changes in track change mode and forwards it to Board members for their endorsement or not. Having received six no votes by 1/25/2017, Ed distributes a proposed response to Board members for their review and endorsement. Sends letter to Lorrie Steely on 1/26/2017 that the Council is not supporting the letter.

5. CBD Opposition letter for Zinke as Secretary of the Interior
   1/26/2017 – Ed LaRue receives a letter from the Center for Biological Diversity (CBD) asking the Council to sign an opposition letter for President Trump’s nomination of Ryan Zinke for Secretary of the Interior. Ed immediately sends out an intended response stating that the Council does not endorse or oppose any political candidates or nominees. Five Board members agreed we not sign this letter, which Ed relays to CBD on 2/3/2017.

6. ADOT Scoping summary for I-11 between Nogales and Wickenberg
   1/26/2017 – Ed LaRue receives a notice from Arizona Department of Transportation (ADOT) making the scoping summary available for I-11. On 1/29/2016, Ed forwards this notice to Bruce Palmer, Maggie Fusari, and Cristina Jones, as the Council’s three Arizona residents.

7. NPCA’s request to endorse letter to expand Joshua Tree National Park
   2/13/2017 – Ed LaRue receives a request from Seth Shteir of National Parks Conservation Association to cosign their letter supporting the expansion of Joshua Tree National Park. With 10 endorsements, Ed lets Seth know on 2/15/2017 that the Council formally supports their letter.
8. **CBD’s request to endorse letter to oppose Western Governor’s Association attacks on ESA**

*2/13/2017* – Ed LaRue receives a request from Center for Biological Diversity asking the Council to consider signing on to this letter opposing the Western Governors Association’s (WGA) policy resolution and recommendations that would significantly weaken the Endangered Species Act if it were implemented into law, which Ed distributes on *2/15/2017*. With five endorsements, Ed sends confirmation on *2/21/2017* that the Council will sign on.

9. **Tom Egan endorsement to Mojave Trails National Monument Subgroup**

*3/22/2017* – Ed LaRue receives a request from Tom Egan asking for an endorsement from the Council to serve on the above-referenced subgroup. Ed polls the Board on *3/22/2017* and by *3/23/2017* gets 10 endorsements and no opposition. Bruce Palmer drafts and submits his letter of endorsement on *4/7/2017*.

10. **Preparation of Piute-Eldorado ACEC Management Plan**

*4/12/2017* – Jeff Aardahl of Defenders of Wildlife sends draft management plan on *4/12/2017*, which Ed LaRue distributes on *4/26/2017*. Ed lets the Board know on *5/5/2017* that he will not be able to review or comment on this management plan. On *5/16/2017*, Ed circulates Defenders draft letter on the plan submitted recently by Jeff Aardahl. Maggie Fusari prepares a draft letter that is circulated on *5/20/2017*. After four endorsements, Maggie sends her letter to the BLM on *5/29/2017*.


*6/2/2017* – Ed LaRue receives notice of this proposed project from the Ridgecrest Field Office (Randall Porter) on *6/2/2017*, which he immediately distributes on *6/3/2017*. 
## Ecosystems Advisory Committee
### Summary Table from 1/7/2017 to 6/10/2017

Current date for this latest table revision is: 6/9/2017

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<td>NPCA on JTNP expansion</td>
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<td>CBD’s letter on ESA</td>
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<td>9</td>
<td>Tom Egan Endorsement</td>
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**Codes:**
- **Y** = Vote of Yes
- **N** = Vote of No
- **PI** = Provided input
- **Blank** = No Response
- **R** = Recused
- **A** = Authors/Lead Board member
- **NA** – Replied they were not able to respond by indicated date

*Jason Jones and Scott Abella left the Board on 24 February 2017 following the Annual Business Meeting, but are included here since the table reports responses from January 7, 2017.