

**Bulkley Valley Community Resources Board (BVCRB) Summer RAMP Completion Process Executive Meeting**

**November 24, 2011, 3 PM, Skeena-Stikine District office, Smithers, B.C.**

**Attendance:** Ben Heemsker, Recreation Subcommittee Chair; Jill Dunbar, Project Manager; Tom Chamberlin, Facilitator

<b>ACTION ITEM</b>	<b>BY WHOM</b> <b>All to be completed ASAP</b>
1. Contact Morgan Hite to prepare an index map of the CRAA areas; arrange a meeting with Morgan to discuss.	<b>Ben</b>
2. Contact representatives of BCParks and Ministry of Environment to invite to Dec. 6 Summer RAMP Table meeting.	<b>Tom</b>
3. Finalize and circulate agenda for Nov. 29 Summer RAMP Table meeting.	<b>Tom</b>
4. Send out instructions as to how members can respond to website mail without using personal e-mail addresses.	<b>Ben – at Nov. 29 meeting.</b>
5. Ask Kevin Eskelin for input on a process flow chart.	<b>Ben</b>
6. Send distribution list for Updates to Tom.	<b>Jill</b>
7. Send Values matrix to Ben.	<b>Jill</b>