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October 5, 2021

MEMORANDUM

TO: Committee Members

FROM: Patty O'Toole, Fish and Wildlife Division Director

SUBJECT: Project Adjustment Review (PAR) Group process update

BACKGROUND:

Presenter: Patty O'Toole

Summary: Staff will provide an update on staff work to finalize a Project Adjustment Review Group (formerly the Budget Oversight Group or "BOG") process since the presentation to the Committee in July.

Relevance: Staff has worked this year to update and modernize the process used for the last 17 years to manage within-years changes to Fish and Wildlife Program projects funded by Bonneville. The principal role of the BOG has been to validate whether a change request by a fish and wildlife Program project sponsor is a budget and/or scope change, and to categorize the request to determine further action. Different categories of request have different review and approval processes with emergency requests having an expedited approval process. The formality of the BOG process has created value for the region by providing a process with established meeting dates, a common set of rules and criteria, a venue for trust-building and communication between Bonneville and Council staffs and implementation partners, along with transparency and a record for within-year requests and administrative decisions.

Workplan: This effort is consistent with Fish and Wildlife Division work plan 2021; Program Implementation; Task E. Budget Oversight Group.

Background: Over the past 17 years numerous updates to the BOG process to meet the needs of the Fish and Wildlife Program. The current review process has not been updated since 2017.

At the [March](#) committee meeting staff presented an overview to the history and purpose of the BOG and a planned attempt by Council and Bonneville staffs to update the process, as part of the a collaborative framework, for Fish and Wildlife Program implementation associated with other annual processes and placeholders.

At the [July](#) Committee meeting staff and Bonneville presented a proposed revision to the BOG process. The new title for the process is Project Adjustment Review Group (PAR Group). At that time Council and Bonneville staffs were working to clarify a few remaining issues. Council and Bonneville staff have continued to work on these issues. In October the staff will provide an overview of the issues that remain unresolved.

More Info:

- Call-in and live meeting information is available online at <https://www.cbfish.org> under the Explore/Reviews/Change Request (BOG) tab (<https://www.cbfish.org/ChangeRequest.mvc/Index>).
- [FY 2018 Process](#) for Making Budget Modification/Change Requests (Currently posted)