



COLUMBIA BASIN FISH AND WILDLIFE AUTHORITY

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Final

Coordinating and promoting effective protection and restoration of fish, wildlife, and their habitat in the Columbia River Basin.

The Authority is comprised of the following tribes and fish and wildlife agencies:

Burns Paiute Tribe

Confederated Salish and Kootenai Tribes of the Flathead Reservation

Confederated Tribes of the Umatilla Indian Reservation

Confederated Tribes of the Warm Springs Reservation

Confederated Tribes and Bands of the Yakama Nation

Fort McDermitt Paiute and Shoshone Tribe

Idaho Department of Fish and Game

Kootenai Tribe of Idaho

Montana Fish, Wildlife and Parks

National Marine Fisheries Service

Nez Perce Tribe

Shoshone-Bannock Tribes of Fort Hall

Shoshone-Paiute Tribes of Duck Valley

U.S. Fish & Wildlife Service

Coordinating Agencies

Columbia River Inter-Tribal Fish Commission

Compact of the Upper Snake River Tribes

Upper Columbia United Tribes

DATE: December 9, 2011
TO: Members Advisory Group (MAG)
FROM: Jann Eckman, Interim Executive Director
SUBJECT: Final Action Notes for the December 6, 2011 MAG Teleconference

Members Advisory Group (MAG) Meeting
Tuesday, December 6, 2011
1:30-2:30pm (pacific)
@ CBFWA Office Portland, OR
[MAG Webpage](#)

Final Action Notes

Attendees: Doug Taki, SBT; Mike Faler, USFWS; Elmer Ward, CTWS; Jann Eckman, Tom Iverson, Neil Ward, Trina Gerlack, CBFWA

Phone/WebEx: Dave Statler, NPT; Aja DeCoteau, CRITFC; Gary James, CTUIR; Jason Kesling, BPT, Edmond Murrell, SPT;

Time Allocation:

Objective 1: Participation	100%
Objective 2: Technical Review	0%
Objective 3: Presentation	0%

ITEM 1: Introductions and Approve Agenda

Doug Taki requested adding the CBFWA Charter changes associated with the new membership structure to the discussion at the end of today's meeting and requested it be on the agenda at the next MAG meeting.

Action: The draft agenda was modified to discuss the CBFWA Charter revisions. No objections.

ITEM 2: Draft Action Notes from the November 4, 2011 MAG Teleconference

Action: The MAG approved the [November 4, 2011](#) action notes as final. No objections.

ITEM 3: CBFWA FY 2012 Work Plan and Transition Funding

- **Review FY2012 Work Plan**
 - Efforts to Support Policy Directives
 - Additional Efforts to Facilitate Transition
- **Review FY2012 Budget**
 - Members' Time and Travel Assumptions
 - Impacts to CBFWA Organization

Discussion: Tom Iverson provided a summary of the [FY12 CBFWA Transition Work Plan and Budget](#). The budget projections and assumptions were adjusted in the work plan to address FY12 funding for the Fort McDermitt Paiute-Shoshone Tribe (FMPST). At this time, FMPST and Bonneville Power Administration (BPA) are still in discussions as to whether they will have funding for FY12.

The organization will be transitioning from a staff wholly directed by the CBFWA membership to the staff providing facilitation services to other focus work groups in addition to the CBFWA forums.

During the FY12 transition, the five remaining staff members will be operating under the CBFWA Charter to support the membership. With reduced funding and staff support, work has been prioritized to maintain the integrity of the technical committees and keep the important work moving forward.

Tom described the expected deliverables outlined in the draft work plan. CBFWA plans to maintain the three policy directives, developed two years ago, because they are relevant and provide focus for the organization until the organization revises the Charter to address the new structure. Due to staff reduction, Tom I. and Neil Ward developed a list of deliverables for each policy directive that they could manage and accomplish in 2012.

Tom asked the MAG to review the CBFWA organizational chart and notice the reduction in staff of 1.25 FTEs. The CBFWA staff is downsized to five with the director at ¾ time, to remain within the available budget allocation.

Tom highlighted the revision in the 2012 CBFWA overall budget and asked the MAG if they approve of incorporating the loss of the FMPST assumptions for FY12 by adjusting the Members time and travel to balance the budget. The available FY12 CBFWA budget is \$809,581. There is no place holder for the Members participation, but with a Members' approved action they have the ability to transfer dollars to each other within that line item.

It is important to review the FY12 line item budget reductions, specifically travel, meetings, rent and utilities. The plan is in motion to relocate the CBFWA office by April 1, 2012 and there are only two off site Members' meetings provided in 2012 budget.

Tom will add the BPA preliminary FY12 Regional Coordination table to the work plan and budget for review. He will contact the individual Members and confirm a quorum for the 12/19/2011 Members meeting. The MAG agreed to review the signature page for accuracy and send updates if the CBFWA policy representative's information listed on the page is incorrect. The Members who plan to withdraw from the organization at the end of the contract year, March 31, 2012, will be listed on the work plan, because they are CBFWA Members and those entities may abstain in writing on the signature page. The Member's who plan to withdrawal from the CBFWA organization are required under the Charter to give at least a 30 day written withdrawal notice to the membership, due March 1, 2012.

Action: The MAG agreed to confirm the names and titles listed on the signature page and approved sending the [Revised Draft FY 2012 CBFWA Transition Work Plan and Budget](#) to the Members for their approval and signature at the December 19, 2011 meeting. No objections.

ITEM 4: Regional Activity Updates
Coordinated Assessments

Update: On November 10, 2011, the Coordinated Assessments work group delivered the [Columbia River Basin Collaborative Data Sharing Strategy: Salmon and Steelhead Population Abundance and Productivity Indicators](#) final draft to the Northwest Power and Conservation Council (NPCC) staff and BPA. The data sharing strategy supports Policy Directive 1 of the CBFWA work plan and is a first step to a coordinated basin wide assessments for sharing data across the basin.

In 2010 the Coordinated Assessments project wanted to develop reliable and

transparent data necessary for regional assessments and management decisions. The data sharing strategy ends the first two phases of the Coordinated Assessments project and identifies specific actions and activities for sharing three Viable Salmonid Populations (VSP) indicators for the basin. The Coordinated Assessments work group has created a successful platform for regional collaboration with many fish and wildlife agencies and tribes in the Columbia River Basin.

This document and other information can be found on the Pacific Northwest Aquatic Monitoring Partnership (PNAMP) website at www.pnamp.org.

Wildlife Monitoring Implementation Plan (WMIS)

Update: The Wildlife Advisory Committee worked on the report for two years to define how to report high level indicators for wildlife in a meaningful way. The WMIS has helped guide implementation for HEP and develop habitat types for the Northwest Habitat Institute project.

Northwest Power and Conservation Council's Planning Efforts for 2014 Amendments

Update: The NPCC is preparing Program Amendments for 2014, with the plan to start work in 2013. [The meetings and conversations started the first week of November 2011.](#) Tracking these issues provided guidance for the FY12 work plan.

Monitoring Methods Requirements for Project Proposals

Update: The monitoring methods requirements are in the proposal forms for resident fish review. BPA created the website "monitoringmethods.org" to collect monitoring protocols across the basin. The amount of protocols collected from the project sponsors is around 6,000 and a review is needed to organize them.

ITEM 5: Next Meeting

The next MAG meeting is scheduled for February 14, 2012 from 9am-4pm at the CBFWA office to address the Charter changes associated with the new membership structure.

ITEM 6: Additional Discussion Items

Charter Revision:

Doug Taki confirmed with Jann Eckman that a revised CBFWA Charter will need to be prepared to address the verbal withdrawal notices from the Members who may leave the organization at the end of the contract year, March 31, 2012. The CBFWA formal membership withdrawal notices are due by March 1, 2012. The revised Charter will need Members approval by April 1, 2012. Doug directed CBFWA staff to begin working on the Charter revisions with Joe Mentor, Mentor Law Group, PLLC and prepare a revised draft for review at the Feb. 15, 2012 MAG meeting.

ISRP and NPCC Project Presentation Schedule for FY2013-15 Proposals:

The NPCC has requested proposal presentations for FY2013-15 data management, some program coordination, and resident fish projects. The NPCC did not request presentations from individual coordination projects, only the CBFWA, CRITFC, UCUT, and USRT organizations. The MAG asked CBFWA staff to notify the Members and encouraged their attendance at the presentation on January 17, 2012 at 1:00 p.m. to support the CBFWA project proposal. Information related to this review can be found at www.nwcouncil.org/fw/budget/2013/. Proposals results and decisions should be released in June 2012.

FY11 Financial Report:

The MAG requested a financial report update for FY2011. Jann Eckman reminded the MAG to send in September 2011 billings. An updated FY 2011 Members' financial report will be distributed for review.

Upcoming Meetings:

[CBFWA Members Teleconference](#) is scheduled for Monday, December 19, 1:00-3:00pm (pacific) at the CBFWA Office in Portland. The agenda is forthcoming.

[Northwest Power and Conservation Council](#) Meeting(s): Dec. 6-7, 2011, Webinar and Council meeting; Jan. 10-11, 2012, Portland, OR; Feb. 7-8, Webinar and Council meeting.

The FY2013-15 CBFWA project proposal #1989-062-01 presentation to the NPCC and ISRP is schedule for January 17, 2012 at 1:00pm. The CBFWA Members are encouraged to attend the presentation in support of CBFWA proposal. The agenda and meeting logistics are forthcoming. Information related to this review can be found at www.nwcouncil.org/fw/budget/2013/.

[CBFWA MAG](#): February 15, 2012, 9:00am-4:00pm (pacific), CBFWA Office, Portland, OR. Details are forthcoming.