



# COLUMBIA BASIN FISH AND WILDLIFE AUTHORITY

851 SW Sixth Avenue, Suite 300 | Pacific First Building | Portland, OR 97204-1339  
Phone: 503-229-0191 | Fax: 503-229-0443 | Website: [www.cbfwa.org](http://www.cbfwa.org)

**Draft**

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 Shoshone Tribe

Idaho Department of Fish and Game

Kootenai Tribe of Idaho

Montana Fish, Wildlife & 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:** April 3, 2012  
**TO:** Members of Columbia Basin Fish and Wildlife Authority  
**FROM:** Nathan Small, Chair  
**SUBJECT:** Draft Action Notes for the March 14, 2012 CBFWA Members Meeting

Columbia Basin Fish and Wildlife Authority (CBFWA) Meeting  
Portland, Oregon  
Wednesday, March 14, 2012  
9:00am – 2:30pm (PST)  
@  
Embassy Suites Hotel - Portland International Airport  
7900 NE 82<sup>nd</sup> Avenue, Portland, Oregon  
(503) 460-3000

[Members Webpage](#)

**Draft Action Notes**

**Attendees:** Chairman Nathan Small, SBT; Dewayne Hoodie, BPT; Laura Gephart, CRITFC; Gary James, CTUIR; Elmer Ward, CTWS; Billy A. Bell, FMPST; Brian Marotz, MFWP; Dave Statler, NPT; Elizabeth Gaar, NOAA Fisheries; Edmond Murrell, SPT; and Mark Bagdovitz, USFWS Jason Kesling, BPT; Brad Houslet and Rafael Queahpama, CTWS; Duane Masters, Sr., and Deon Horn, FMPST; Gary Sims, NOAA Fisheries; Doug Taki, SBT; Mike Faler, USFWS; Dave Ward, HDR Engineering, Inc., and CBFWA/F Staff: Jann Eckman, Tom Iverson, Neil Ward, Binh Quan, and Trina Gerlack

**WebEx - Phone:** Lynn DuCharme, CSKT; Gary Aitken, Jr., KTOI; Claude Broncho, SBT, and Heather Ray, USRTF,

**Members Not Present:** Idaho Department of Fish & Game and Confederated Tribes and Bands of the Yakama Nation

<b>Time Allocation:</b>	Objective 1. Committee Participation	100%
	Objective 2. Technical Review	0%
	Objective 3. Presentation	0%

***Wednesday, March 14, 2012 in the Fir Meeting Room***

**9:00am** **Welcome and Opening Remarks** – Chairman Nathan Small  
**Invocation** – Dewayne Hoodie, BPT

**ITEM 1: Introductions, Roll Call, and Approve Agenda**

**Action:** A quorum was confirmed and the agenda was approved as written. No objections.

- ITEM 2: Approve as Final: Draft Action Notes for the 12/19/2011 Members Meeting**
- Action:** The [action notes for the 12/19/2011 Members Meeting were approved as final](#). No objections.
- ITEM 3: Select 2012 CBFWA Officers to Serve as Chair and Vice-Chair**
- The Members nominated Chairman Nathan Small with high regard to serve as Chair of the Members for another year and nominated USFWS to serve as the Vice Chair.
- Mark Bagdovitz stated this leadership provides a good opportunity for the Federal agencies and Tribes to work closely together.
- Action:** Nathan Small accepted the re-nomination to serve as the e 2012 Members Chair with the caveat that he be allowed to step down if necessary. Mark Bagdovitz, USFWS accepted the Vice Chair position and duties, pending approval by Mike Carrier, Assistant Regional Director for Fishery Resources in the Pacific Region. No objections.
- ITEM 4: Office Relocation Update**
- Due to the reduction in CBFWA/F budget and staff positions, Jann Eckman, Tom Iverson, and Binh Quan are in the process of finalizing negotiations on a three year lease and the remodeling costs necessary to relocate the CBFWA office into Suite 250 on the 2<sup>nd</sup> floor of the building. The move is planned for the end of April. The smaller office space is approximately 1,900 square feet, and contains a front desk, copy/file area, small meeting room, 4 offices, 2 office cubicles, server/computer room, but no kitchen.
- ITEM 5: Members Budget/Expense Summary Update**
- Jann Eckman provided an update of the Members' time and travel budget summary for April 1, 2011 to present. Some of the Members have fully spent their funds and have requested additional funding for coordination needs and other Members have a funding balance in their budget. If your agency or tribe is not going to spend all your reserved funds, please send Jann an email to transfer a portion of your unused funds to a Member who needs additional funding for coordination. There is no budget carryover and all unused funds will be returned to Bonneville Power Administration. The CBFWF policy is to keep the FY11 contract open for thirty days following the end of the contract period to allow sufficient time for the Members to submit their invoices for March.
- Gary James stated that CTUIR may use \$5,000 of their funding, and directed Jann to transfer the remaining funds to Members who need additional funding for coordination.
- Jann and Tom reminded the Members there is no place holder for additional Members participation funds in next year's budget, but with a Members' approved action they will have the ability to transfer dollars to each other within that line item. The 2010-2011 final billing for Members' time and travel was 85% of the funds available. This is the highest percentage of spending for the total Members funding allocation to date.
- Jann asked the Members to confirm with their account representatives that all billings have been submitted through March 2012. The contract ends March 31, 2012, so it is important to get all invoices submitted by the end of April 2012.

**ITEM 6: FY12 CBFWA Transition Work Plan Update**

Tom Iverson provided the [2012 Transition CBFWA Work Plan presentation](#) for the April 1, 2012 through March 31, 2013 contract period. He outlined the new structure of the membership and organization, FY2012 budget, probable tasks for the Members, MAG, technical work groups, and staff, and the proposed future funding distribution model.

Beginning April 1, 2012, there will be ten Members remaining in the CBFWA organization. The Members funding contributions can no longer fully support the technical forums. This is a transition year for CBFWA and the Columbia Basin Fish and Wildlife Foundation (Foundation) to provide Fish and Wildlife Program coordination/ facilitation services. Effective April 1, the Foundation staff will be reduced to 4.75 FTEs, of which, two are full-time coordinators. Due to reduced funding and support, the office will move to a smaller space, staff will spend more time facilitating meetings in 2012 and less time developing product deliverables.

The Foundation is searching for alternative funding through grants and soliciting non-members for funding contributions. To date, the [Montana Fish Wildlife & Parks contribution is \\$50,000](#) to support Resident Fish, FSOC, and Wildlife technical committees, and provide regional travel for MFWP employees, and the [Idaho Department of Fish & Game contribution is \\$5,000](#) to help cover costs for facilitation of regional forums during FY2012. Two proposals have been submitted to the Great Northern Landscape Conservation Cooperative for funding, as well.

The CBFWA Members and MAG forums for addressing policy issues will continue to function under the proposed CBFWA Charter amendment. The technical committees will become focus work groups that support Program implementation and will be facilitated by the Foundation staff and serve member and non-member agencies and tribes equally.

Brian Marotz, MFWP stated, because of the new Foundation business model, MFWP agreed it was important to financially support the Resident Fish, FSOC, and Wildlife focus work groups. He added that Montana Fish Wildlife & Parks appreciated all CBFWA past efforts. There was a time when CBFWA ranked all the projects and balanced budgets, but that role went to the provincial workgroups and interest was lost in CBFWA. The best accomplishments of CBFWA have been when all the project proponents came together to share methods and tools to improve on the ground actions. MFWP's rationale for leaving the CBFWA is they are understaffed at the state level, and Brian will be using his coordination funds to hire someone to attend the focus group meetings. He wished CBFWA well during the transition.

**Status of the Resources Report and website (SOTR)**

Neil Ward and Binh Quan will continue to update the Status of the Resources (SOTR) website; however, instead of being done on a quarterly basis, the updates will occur monthly. The Foundation staff recently completed a satisfaction survey of the SOTR in an effort to continue to address the needs and desires of the user groups. The survey results will be available on the [SOTR website](#) before the end of March. The Foundation staff expressed concern on how the NPCC is handling the SOTR objective within the 2013 proposal, but will have a clearer understanding as the review process continues. A major improvement planned for this contract period is the creation of a better, more comprehensive, bull trout module on the

SOTR website.

### **Anadromous Fish Focus Workgroup**

Tom Iverson will facilitate the Anadromous Fish Focus Workgroup during this year. No meetings are currently scheduled; however in the fall, the Anadromous Fish Focus Workgroup will likely begin planning for the 2014 Program Amendments. Tom will also co-facilitate the Coordinated Assessments Workgroup to oversee development and adopt the DET for salmonid high level indicators. StreamNet will take the technical lead on DET development. Other areas the anadromous focus work group efforts could be directed are the [Intensively Monitored Watersheds \(IMW\)](#) project, Columbia Habitat Monitoring Program (CHaMP) and Columbia River Hatchery Effects Evaluation Team (CHREET) to help coordinate the agencies and tribes input regarding habitat effectiveness and evaluations.

### **FSOC and Resident Fish Focus Workgroup**

Neil Ward will facilitate the Fish Screening Oversight Committee (FSOC) quarterly meetings, annual fish screen workshop, develop passage criteria, and increase focus on resident fish. Neil will continue to co-facilitate the Resident Fish Focus Workgroup and coordinate meetings and technical workshops, develop resident fish monitoring strategies and methods, and discuss fish screen/passage needs with FSOC.

### **Wildlife Focus Workgroup**

Tom Iverson will facilitate the Wildlife Focus Workgroup to address the NPCC's Monitoring, Evaluation, Research and Reporting (MERR) Plan and develop high level indicators for reporting basin wide assessments for wildlife.

### **Fish Passage Center**

The Fish Passage Center (FPC) will continue to facilitate the Fish Passage Advisory Committee (FPAC), but there will no longer be an explicit connection between the CBFWA Executive Director and FPC Manager.

### **Lamprey Technical Workgroup**

The U.S. Fish and Wildlife Service will take the lead on Lamprey Technical Workgroup (LTWG) with assistance from Foundation staff on distribution of agendas and support material.

### **CBFWA Services**

Tom Iverson proposed that a CBFWA facilitator provide the "Eyes and Ears" services for each of the Members. The intent is to develop a written monthly report on basin-wide activities that affect each Member.

Jann Eckman and Tom Iverson will coordinate the MAG and Members committees.

The Members will meet at least once a year to address decisions regarding future annual work plans, regional coordination, Charter amendments, and passing the gavel to the next Chair and Vice-Chair.

The MAG will meet bi-monthly or more if necessary to develop future annual work plans, regional coordination discussions, Columbia River Basin activity

updates, future planning for F&W Program amendments, and Charter revisions.

**ITEM 7: Synopsis of Lamprey Report**

**Discussion:** The “Draft Synopsis of Lamprey-Related Projects Funded through the Columbia River Basin Fish and Wildlife Program” is a technical summary of existing and past lamprey projects and contains answers to questions requested by the Independent Scientific Review Panel (ISRP). The technical progress report was presented to the MAG in February and approved by the MAG as final draft on March 7. Dave Ward and Christina Luzier (USFWS) presented the draft progress report to the NPCC on March 6 & 7, 2012 meetings. The NPCC members’ would like the Independent Scientific Advisory Board (ISAB) to review the report after it is finalized by the CBFWA Members.

Dave Ward, HDR asked the Members to approve the draft Lamprey technical report as final. The Members provided comments during the meeting to incorporate into the draft report.

**Action:** The Members approved the “Draft Synopsis of Lamprey-Related Projects Funded through the Columbia River Basin Fish and Wildlife Program” with edits as final. No objections.

**Follow-up** On March 21, 2012 Dave Ward, HDR sent the “[Final Synopsis of Lamprey-Related Projects Funded through the Columbia River Basin Fish and Wildlife Program](#)”. CBFWA staff is preparing a formal transmittal letter for the report addressed to Lynn Palensky, NPCC. The report was originally requested by the ISRP, but the final report will also be provided to the ISAB.

**ITEM 8: Northwest Power and Conservation Council’s Activities and Issues Update**

Tom Iverson provided the [NPCC’s 2012 calendar for the Program amendment tasks](#). During the comment periods identified in the schedule, there may be work for the MAG and the technical focus groups. If the NPCC is refining the Biological Objectives, they should consider the CBFWA products that were submitted in the 2009 Amendment Process. The Members should comment individually, and collectively to address the NPCC’s process. The geographic review process has not been defined by the NPCC and is not well understood by the members.

**ITEM 9: Adopt CBFWA Charter Amendments**

The Members reviewed the amended Charter prepared by the MAG and reviewed by Mentor Law Group, PLLC. The Charter was amended to address the changing landscape of the CBFWA organization. A paragraph was added at the end of Part I – Preamble. The Authority objectives were revised under Part III. Executive Director was changed to Director. The Director of CBFWA will be selected by the Authority Members and shall be an employee of the Foundation. The technical advisory committee language was changed, but preserves the Members ability to create ad-hoc technical committees. The Appendix was added to guide operation of the ad-hoc technical advisory committees.

The Members’ agreed to delete references to the state agencies under operations of the Charter and revise the Charter if the states rejoined CBFWA. Chairman Gary Aitken, Jr., of Kootenai Tribe of Idaho requested Upper Columbia United Tribes (UCUT) be defined under Tribal Organizations Section 402(C) and identified under Section 403(A). The Members revised and agreed to the new language in Section 403(A) under Officers Selection. The Members also agreed to a process

for determining succession of officers.

CBFWA/F staff will incorporate the Members comments and send the amended CBFWA Charter to Mentor Law Group, PLLC for legal review and approval.

The CBFWA organization's by-laws will be revised by Jann Eckman and legal counsel after the Amended Charter is adopted.

Dave Statler, NPT volunteered to serve on the Foundation Board, during the organization's transition. The Members accepted his offer to serve as a non-member of CBFWA on the Foundation Board.

**Action:** The Members adopted the Charter as revised. No Objections.

**Follow up:** The legal review of the [March 14, 2012 Revised Charter of the Columbia Basin Fish and Wildlife Authority](#) was approved by Jessica Kuchan, Mentor Law Group, PLLC.

**ITEM 10: Next Members Meeting**

The Members next meeting is tentatively set for fall of 2012. The MAG will work out the details and keep the Members updated on the potential meeting dates and important issues.