

# Coordination Committee Meeting

## *April 28, 2010*

### Meeting Materials:

Meeting Agenda

Meeting Minutes

Middle Rio Grande Endangered Species Collaborative Program  
**Coordination Committee Meeting**  
**28 April, 2010 Meeting – 1:00 pm – 4:00 pm**  
Bureau of Reclamation

**Draft Meeting Agenda**

1. Introductions and Agenda Approval
2. Action Item Review (see below)
3. **Decision** - Approval of 04/14/10 CC meeting summary\*
4. **Decision** – Approve/Revise Draft Public Information and Outreach (PIO) Charter\*
5. **Decision** – Approve/Revise Draft PIO 2010 Work Plan\*
6. Review of draft LTP – comments due April 30
7. Co-chair elections

Next meeting – May 12, 2010 1-4 pm @ Reclamation

***\*denotes read ahead***

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**April 14, 2010 Actions**

Lori Robertson and Kathy Dickinson will create and prioritize topics for the compilation of information from past PVA meeting summaries and email them to Yvette McKenna.

Susan Bittick will verify if the leadership diversity workshop trainer will be available to the CC on August 20, 2010.

Susan Bittick will send an email to Yvette McKenna reminding her to invite workgroup members to the LiDAR briefing.

Jeanne Dye will revise LTP Future Activities summary: Research hatching success and related fecundity for all age class fish (section 7.4.A.2, line 21) and email to Yvette McKenna for presentation at tomorrow's EC meeting. **Completed**

Yvette McKenna will email the HRW and ScW workgroups to suggest two or three reports for peer review by May 5. Yvette will ask the Science workgroup to develop questions for the Population Estimation draft report peer review. **Completed**

Middle Rio Grande Endangered Species Collaborative Program  
**Coordination Committee Meeting**  
**28 April, 2010 Meeting – 1:00 pm – 4:00 pm**  
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### Decisions and Recommendations

The April 14, 2010 meeting notes were approved with no changes.

The CC approved the draft Public Information and Outreach (PIO) Charter.

The draft PIO 2010 Work Plan was approved.

The CC decided that the May 26, 2010 CC meeting will be a working meeting from 10:00 am to 4:00 pm.

The CC decided that Grace Haggerty will continue as CC Co-chair through July 2010 and that Susan Bittick will take the CC Co-chair seat in August 2010.

### Actions

Brooke Wyman will send an email to Yvette McKenna requesting that the workgroups complete all LTP Future Activity summaries by May 21, 2010.

CC members will read the Program By-Laws for discussion at the May 12, 2010 CC meeting.

The CC would like Yvette McKenna to check the official list of signatories against the Program By-Laws. Yvette will pay special attention to the number of signatories and if there is currently a signatory that represents a significant portion of the environmental community.

### Meeting Summary

- **Introductions and Agenda Approval** – Brooke Wyman called the meeting to order. A quorum was present. The agenda was approved with the addition of an update on the Database Management System (DBMS) workgroup, a discussion on signatory participation, and a discussion on the Program video.
- **Program Video** – It was clarified that it is not mandatory for a viewing of the Program video to be added to workgroup agendas. It was suggested that if a workgroup does not have time to watch the Program video copies could be made available at the meeting.
- **Action Item Review** – All action items were complete with exception to "*Lori Robertson and Kathy Dickinson will create and prioritize topics for the compilation of information from past PVA meeting summaries and email them to Yvette McKenna.*". Past PVA meeting summaries are now available on the Program website and Lori Robertson will continue to work on this action item. Susan Bittick updated the Coordination Committee (CC) that she has ordered the books for the strengths finders workshop and will distribute them in May.
- **Approval of 04/14/10 CC meeting summary** – The CC approved the April 14, 2010 meeting summary with no changes.
- **Approve/Revise Draft Public Information and Outreach (PIO) Charter** - The draft PIO Charter was approved with no changes. The CC liked that specific names were not included in the PIO Charter.
- **Approve/Revise Draft PIO 2010 Work Plan** – The CC approved the draft PIO 2010 Work Plan. The CC liked that names of primaries and alternates were provided in the Work Plan; since Work Plans are updated yearly including names is very informative.

- **DBMS** – The CC was told that Monika Mann has volunteered to be the PMT Liaison for the DBMS workgroup. Susan Bittick wanted to clarify if the U.S Fish and Wildlife Service (FWS) would be participating in the DBMS workgroup. FWS will not have someone participating in the DBMS workgroup but they will keep in contact with the DBMS workgroup. The Species Water Management (SWM) workgroup will be asking for volunteers to attend DBMS meetings at their May meeting.
- **Review of draft LTP** – The CC was reminded that comments on the Long Term Plan (LTP) text are due April 30, 2010. The LTP Past and Future Activity summaries are still being worked on. It is not yet known when LTP Past Activity Summaries will be completed. The CC decided that the May 26, 2010 CC meeting will be a working meeting from 10:00 am to 4:00 pm. Brooke Wyman will send an email to Yvette McKenna requesting that the workgroups complete all LTP Future Activity summaries by May 21, 2010 so that they can be posted as read aheads for the May 26, 2010 working CC meeting.
- **Co-chair elections** – Brooke Wyman will continue as CC Chair through January 2011. The CC recommends that Grace Haggerty continue as Co-chair through July 2010 and that Susan Bittick take the Co-chair seat in August 2010.
- **Signatory Participation** – The CC expressed confusion about the Program By-Laws concerning signatories. CC members will read the Program By-Laws for discussion at the May 12, 2010 CC meeting. The CC would like Yvette McKenna to check the official list of signatories against the Program By-Laws. Yvette will pay special attention to the number of signatories and if there is currently a signatory that represents a significant portion of the environmental community.

**Next meeting – May 12, 2010 1-4 pm @ Reclamation**

- Review Program By-Laws concerning signatories.

**CC Meeting Attendees****28 April 2010**

<b>NAME</b>	<b>AFFILIATION</b>	<b>PHONE NUMBER</b>	<b>EMAIL ADDRESS</b>
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