

Executive Committee Meeting
May 20, 2010

Meeting Materials:

Meeting Agenda

Meeting Minutes

**Middle Rio Grande Endangered Species Collaborative Program
Executive Committee Meeting
May 20, 2010, 9:00 am to 1:00 pm
Bureau of Reclamation Rio Grande Conference Room
555 Broadway NE, Suite 100, Albuquerque, NM**

	1. Introductions and Changes to the Proposed Agenda (Dave Sabo)	<i>(5 minutes)</i>
*	2. Approval of April 15 EC Meeting Summary	<i>(10 minutes)</i>
	3. ISC Water Rights Acquisition on MRG (Estevan López)	<i>(45 minutes)</i>
*	4. Coordination Committee Report (Co-chairs)	<i>(30 minutes)</i>
	a. Recommendations: Workgroup Charters and 2010 Work Plans	
	b. Decision: Approve/Revise Charters for Public Information Outreach (PIO), Database Management System (DBMS), and Population Viability Analysis (PVA) workgroups	
	c. Decision: Approve/Revise 2010 Work Plan for PIO and DBMS workgroups	
*	5. Program Manager Update (Yvette McKenna)	<i>(20 minutes)</i>
	a. Workgroup Updates	
	b. Staffing Update	
	c. Adaptive Management Plan Update	
	d. Peer Review Update	
	BREAK	<i>(10 minutes)</i>
	EC Closed Session	
	Revised LTP Development Contract and Schedule	<i>(30 minutes)</i>
	6. Update on USACE Overbanking Action (USACE)	<i>(10 minutes)</i>
	7. PHVA/Hydrology Update (Reclamation)	<i>(20 minutes)</i>
	8. USFWS Update (Lori Robertson)	<i>(15 minutes)</i>
	a. Region 2 Personnel Changes	
	b. Biology Update	
	c. Rio Grande Silvery Minnow 5-yr Status Review - Reminder	
	9. PVA Update (USFWS/MRGCD)	<i>(15 minutes)</i>
	10. BA/BO ESA Consultation Update (Consultation Team)	<i>(10 minutes)</i>
	11. Public Comment	<i>(10 minutes)</i>
	12. Next Meeting: June 17, 2010	
	13. Next next meeting: July 15, 2010 – ISC will host	<i>(5 minutes)</i>
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*	<i>Denotes read ahead material provided for this item</i>	

**Middle Rio Grande Endangered Species Collaborative Program
Executive Committee Meeting
May 20, 2010, 9:00 am to 12:30 pm
Bureau of Reclamation Rio Grande Conference Room
555 Broadway NE, Suite 100, Albuquerque, NM**

	1. Introductions and Changes to the Proposed Agenda (Dave Sabo)	<i>(5 minutes)</i>
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	12. Next Meeting: June 17, 2010	
	13. Next next meeting: July 15, 2010 – who can host?	<i>(5 minutes)</i>
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**Middle Rio Grande Endangered Species Collaborative Program
Executive Committee Meeting
May 20th, 2010 9:00 am to 1:00 pm
Bureau of Reclamation Rio Grande Conference Room
555 Broadway NE, Suite 100, Albuquerque, NM**

Decisions

- The April 15th, 2010 EC meeting minutes were approved for finalization with two minor changes: (1) “Appropriation Request/Trip” under the 3rd bullet of summary will be rephrased to “non-federal Program Signatory Trip”; and (2) the next sentence following will read “The group met with Congressional members and staff, Ann Castle, and other Department of Interior staff, and U.S. Army Corps of Engineer representatives.”
- The EC authorized the CC to correct the identified errors in the work group charters (PIO, DBMS, PVA) and work plans (dates, inconsistencies, etc.) and to then finalize those documents upon completion.
- The EC directed the CC to make the San Acacia Fish Passage the top priority for the peer review and to prioritize the remaining recommended projects within the budget.

Requests

- It was requested that Mark Brennan, FWS 10J Biologist, present an annual work plan at the July EC meeting. The work plan should include yearly goals, milestones, how accomplishments will be tracked, etc.
- It was recommended that the CC revisit the peer review recommendation for the River Mile 83 project with the HR work group. One concern is that this peer review is going to require providing a lot of information to the outside peer review and that information might need to be approved through Reclamation first. Instead, it was suggested that the CC consider applying some of the money toward experimental operations for dried river areas this year in an effort to bolster the previously collected “dry” results for the PVA analysis and LTP.

Actions

- Comments or new information pertinent to the RGSM 5-year Status Review are due to Lori Robertson by June 28th.
- Lori Robertson will inform Mark Brennan about the EC request for a yearly work plan presentation to be given at the July EC meeting.
- Yvette McKenna will coordinate discussions and information sharing among EC members concerned with the contractor involvement with the Adaptive Management Plan.
- The CC will re-review the peer review project recommendations and discuss the justification for those projects with the work groups. The CC will work within the budget to prioritize the San Acacia Fish Passage peer review as the highest priority project (as directed by the EC on 05/20/10) and prioritize other projects with the funds available.
- The CC will write up a decision process paper for EC information explaining how the peer review projects were evaluated and prioritized.
- The non-federal partners will schedule a meeting to jointly review and discuss the non-federal coverage document.

- The Service will provide the EC with examples on how the term of other biological opinions have been addressed and handled in other situations/areas.
- The consultation team will write up an explanatory document covering how the BiOp could be for an indefinite term providing there is regular proof of sufficient progress, assuming no additional species will be listed, no significant changes to drive a reconsultation, etc.

Next Meetings:

- June 17th, 2010 at Reclamation–
 - Tentative Agenda Items: (1) CC peer review criteria paper; (2) update on prioritized peer review projects
- July 15th, 2010 at ISC –
 - Tentative Agenda Items: (1) Mark Brennan’s presentation to EC on yearly work plan

Meeting Summary

- Dave Sabo called the meeting to order and introductions were made around the room.
- The agenda was reviewed and approved with (1) a change in order to address Item #8 USFWS Update and Item #9 PVA Update following Item #3 ISC Water Rights Acquisition on MRG; the Revised LTP Contract and Schedule in closed session was moved to be the last agenda item and (2) the addition of an LTP schedule update to be included under Item #5 PM Update.
- The April 15th, 2010 EC meeting minutes were approved for finalization with two minor changes: (1) “Appropriation Request/Trip” under the 3rd bullet of summary will be rephrased to “non-federal Program Signatory Trip”; and (2) the next sentence following will read “The group met with Congressional members and staff, Ann Castle, and other Department of Interior staff, and U.S. Army Corps of Engineer representatives.”
- ISC shared information and background on the potential [ISC/Intel Water Collaboration](#). Several years ago Intel expressed interest in getting out of the “water rights business.” If the current agreement is approved, then (1) Intel will transfer 740.9 ac-ft per year of consumptive use pre-1907 surface water rights to ISC; (2) Intel will provide \$10 million to ISC for endangered species and environmental uses, predominately in the Middle Rio Grande; (3) The ISC will offset the bulk of Intel’s future stream depletions using the acquired rights and Rio Grande Compact relinquishment water; and (4) there will be the eventual extinguishment of 3,248.6 ac-ft of groundwater pumping rights, permanently reducing water use in the basin.
 - Benefits to Intel include (1) allowing the NM plant to be more competitive with other plants as they get another alternative water supply and only have to pay a water bill instead of managing the offset issue; (2) they will no longer have to justify and deal in water rights acquisition; (3) bringing and keeping jobs in NM.
 - Other benefits include (1) water rights available to use for short term ESA projects (habitat, Cochiti deviation offsets, contributions to non-federal cost share, contributions for strategic reserve) and environmental purposes until they are needed to offset the future stream depletions once the pumping has been stopped (*note: right now all the stream impacts associated with Intel pumping to date and near term future are sufficient to more than offset the depletions – that is, water rights aren’t needed to meet the offset at this time*); (2) the \$10 million for ESA and environmental uses; (3) the extinguishment of the pumping license is important because the MRG is considered over-appropriated so this action is

one step toward bringing the system closer to a balance; (4) protection and insulation of water users from potential ESA water conflicts; (5) provides a solid mechanism to meet stream offset obligations.

- Several mechanisms could be employed to make up the stream depletions once pumping has ceased: (1) the combination of return flows and managed recession or step down from pumping plus the water rights will make sure there is wet water available to cover the offsets of the MRG users; (2) for the compact impacts, compact credits could be used in large years; (3) or the strategic water reserve could be used if necessary; (4) a periodic relinquishment of water in plentiful years; and (5) as technology advances Intel might not need as much water consumed.
- General support was given to the effort for being creative, and that the overall concept was positive. Concerns voiced included enforcement of the agreement, water accounting, and affect on value of pre-1907 water rights.
- Action approval by the Commission was delayed until June 16th in order to provide more time for comment, questions, and briefing in the interest of being open and transparent.
- In the USFWS Update it was shared that Brian Millsap will fill the Assistant Regional Director (ARD) for Ecological Services (ES) position previously occupied by Nancy Gloman; Tom Bauer will temporarily fill the vacancy of the Deputy Regional Director (DRD) created by Brian's move until July 4th, 2010 when Joy Nicholopoulos will take over as the new DRD. In the biology update, it was shared that the silvery minnow is spawning and eggs are being observed in most of Isleta and San Acacia at rate of 1 to 5 eggs per hour (so not at level to harvest yet); there is no strong evidence of spawning in Albuquerque yet. Silvery minnow reproduction has been documented in Big Bend. Mark Brennan, the new 10J biologist, continues to attend meetings as he becomes immersed and familiar with the Program. The hydrology determination is a dry year. Comments or new information pertinent to the RGSM 5-year Status Review are due to the Service (to Wally Murphy) by June 28th.
- In the PVA Update, it was shared that Dave Campbell, Director of the San Juan River Recovery Program, will be the new PVA co-chair. The PVA met on May 4th and 5th to discuss integration of minnow population, flow data, and genetic data into the models. The work group discussed how to proceed to meet the September 30th deadline for working model platforms. Members believe the models could be ready by September 30th with the caveat that the models are dependant on the data available. They will continue to discuss what is needed to meet the deadline.
- In the Coordination Committee (CC) update, it was shared that the CC and the work groups continue to work on the Long-term Plan (LTP); a draft is anticipated by May 26th. As requested, the work groups suggested projects for the CC to consider for peer review. The CC reviewed those projects and recommends the following for peer review: (1) the Population Estimation report; (2) the River Mile 83 report; (3) the Population Monitoring project; (4) Genetic Monitoring; and (5) both PVA models (once functional). The executives directed the CC to make the San Acacia Fish Passage the top priority for the peer review and to prioritize the remaining recommended projects within the budget. The EC authorized the CC to correct the identified errors in the work group charters (PIO, DBMS, PVA) and work plans (dates, inconsistencies, etc.) and to then finalize those documents upon completion.

- In the [Program Manager \(PM\) Update](#), it was shared that a General Biologist/PMT Liaison GS 9-11 position is open with a June 1st deadline. The position is announced on USA Jobs – current government employees please respond to the position number with an “M.” Non-government employees should apply to the position number with a “D.” The contracted Administrative Assistant position will be made into a term government position and is expected to be announced as early as next week. A pre-solicitation notice and government furnished background documents have been provided for the Adaptive Management Plan multi-year contract to secure a consultant team to advise and guide the development processes as well as write (*not create*) the plan with Program participant oversight. A revised LTP draft was just received and will be reviewed during the working meeting on May 26th. Please send technical representatives to that meeting to contribute to the almost fully populated LTP document.
- USACE provided an update on the Overbanking Action. We are in year 2 of the 5 year period for conducting a deviation. Even with the approval in place, there are still many approvals and hydro conditions that are needed in order to conduct a deviation. The overbanking action was initiated and is currently in the ramp-up phase to augment the natural peak. Flow will be at 6,000 cfs by the end of tomorrow (Friday, May 21th) and will be held at that volume through Monday. Flow will then be decreased by 200 to 300 cfs increments over the next day or so and then adjusted by 500 cfs increments as needed. There is monitoring and data collection that is taking place and then there will be an analysis period for this action. The Corps expressed they have tried to be as transparent as possible and are aware of the lessons learned. Once the action has been completed, there will be a review of the entire process to identify what did and didn’t work.
- In the PHVA/Hydrology Update, it was shared that the April Otowi forecast is at 99%. For storage and reservoirs – we are out of Article VII for the time and storing upstream. It is predicted that we will be back into Article VII by the first week in July. El Vado needs 30,000 ac-ft to be filled and at the current rate, could be filled in about 10 days. Operations will proceed under the dry year determination. The PHVA/Hydrology work group met on Tuesday and is between runs. The pre-ESA Water Management run was produced and delivered to the PVA work group for the biological modeling. The group is still discussing the next runs needed for the consultation support and are considering the details of the 2003 BiOp or “baseline” type run to determine what the river might look like if the current 2003 BiOp requirements were projected into the future. The EC expressed interest in pursuing a BA analysis period of 10 years for an indefinite consultation (BiOp) term and provided guidance to the PHVA/Hydrology work group to move forward with 10 year analysis periods. In the interim, modelers are working on writing a summary document that ties together the details on calibration, assumptions, and sequences to address frequently asked questions and background on the predictive modeling. The linkage/integration between the hydrology and biology models still needs to be resolved.
- The BA/BO consultation is going well. The details of how to specifically provide the non-federal coverage is still an issue as there aren’t a lot of examples on how to do. The question (for agencies and solicitors) is how broad ESA coverage and incidental take can be provided to non-federal participants if non-federal actions are not included in the proposed action. Another issue for consideration is the analysis period. To date, all analyses have been based on a 10 year analysis period but there are many who want a longer period. The Service representation explained that there are ways of developing processes within the BiOp that would lay out the conditions of how to proceed with a 2nd 10 year term or how the BiOp could be for an indefinite term providing there is regular proof of sufficient progress, assuming no additional species will be listed, no significant

changes to drive a reconsultation, etc. After discussion, the EC supported pursuing a BA analysis period of 10 years for an indefinite consultation (BiOp) term and authorizes the PHVA/Hydrology work group to move forward with 10 year analysis periods.

- The executives discussed the Revised LTP Contract and Schedule in a closed session.

Next Meeting: June 17th, 2010, at Reclamation

Next Next Meeting: July 15th, hosted by ISC

**Executive Committee (EC) Meeting Attendees
May 20th, 2010 9:00 am to 1:00 pm**

Attendees:

<i>Representative</i>	<i>Organization</i>	<i>Seat</i>
Dave Sabo	Dept. of the Interior	Federal co-chair, non-voting
Lisa Croft	Bureau of Reclamation	Bureau of Reclamation
Kris Schafer	U.S. Army Corps of Engineers	U.S. Army Corps of Engineers
Brian Millsap	U.S. Fish and Wildlife Service	U.S. Fish and Wildlife Service
Estevan Lopez	NM Interstate Stream Commission	non-Federal co-chair, NM Interstate Stream Commission
Bob Jenks	NM Department of Game and Fish	NMDGF
Matt Schmader	City of Albuquerque	City of Albuquerque
Mark Sanchez	Albuquerque Bernalillo County Water Utility Authority	ABCWUA
Subhas Shah	MRGCD	MRGCD
Steve Farris	NM Attorney General	NMAGO
Bruce Thomson	University of New Mexico	UNM
Frank Chavez	Pueblo of Sandia	Pueblo of Sandia
Hilary Brinegar	NM Department of Agriculture	NMDA
Sam Hough	Pueblo of Santa Ana	Pueblo of Santa Ana
Janet Jarratt	Assessment Payers Association Of the MRGCD	APA

Others

Yvette McKenna – PM	Bureau of Reclamation
Brent Rhees	Bureau of Reclamation
Jericho Lewis	Bureau of Reclamation
Jim Wilber	Bureau of Reclamation
Jeanne Dye	Bureau of Reclamation
LeeAnn Summer	U.S. Army Corps of Engineers
Susan Bittick	U.S. Army Corps of Engineers
Monika Mann	U.S. Army Corps of Engineers
Don Gallegos	U.S. Army Corps of Engineers
William DeRagon	U.S. Army Corps of Engineers

Dennis Garcia	U.S. Army Corps of Engineers
Delfinia Montano	U.S. Fish and Wildlife Service
Stacey Kopitsch	U.S. Fish and Wildlife Service
Lori Robertson	U.S. Fish and Wildlife Service
Janet Bair	U.S. Fish and Wildlife Service
Dave Campbell	U.S. Fish and Wildlife Service
Rolf Schmidt-Petersen	NM Interstate Stream Commission
Grace Haggerty	NM Interstate Stream Commission
Amy Louise	NM Interstate Stream Commission
Julie Maas	NM Interstate Stream Commission
Ann Moore	NM Attorney Generals Office
Brian Gleadle	NM Department of Game and Fish
Brooke Wyman	MRGCD
Patricia Dominguez	Senator Bingaman
Marsha Garcia	Congressman Heinrich
Terina Perez	City of Albuquerque
Robert Hall	DOI/Solicitor's Office
Patrick Redman	LRPA/MRGCD
John Sorrell	Isleta Pueblo
Rick Billings	ABCWUA
Reese Fullerton	SPO
Jenae Maestas	GenQuest
Marta Wood	Tetra Tech

MEETING READ AHEADS

ISC - Intel Water Collaboration

WHAT IS THE AGREEMENT?

- Simply put, it is a trade of water assets and funding which mutually benefits both Intel and the State.
- It is a conveyance of water rights and financial resources from Intel to the ISC in return for the ISC's assumption and relief of certain Intel obligations to offset its pumping depletion impacts to the Rio Grande.

May 19, 2010

ISC - Intel Water Collaboration

SUMMARY OF MAJOR TERMS

- Intel will transfer to the ISC 740.9 acre-feet per year of consumptive use pre-1907 surface water rights
- Intel will provide to the ISC \$10 million for endangered species and environmental uses, predominantly in the Middle Rio Grande
- The ISC is planning to offset the bulk of Intel's future stream depletions not offset by return flow using the acquired rights and Rio Grande Compact relinquishment water
- Results in eventual extinguishment of 3,248.6 acre-feet of groundwater pumping rights, permanently reducing water use in the fully-appropriated basin

May 19, 2010

ISC - Intel Water Collaboration

HOW THE ACQUIRED WATER RIGHTS WILL BENEFIT THE MIDDLE VALLEY

- Consultation is underway for a new Biological Opinion (BO) for all water operations in the middle valley
- Given the reduced availability of supplemental water, which is the water leased and used by Reclamation for minnow flows, the new BO might result in a threat of water takings to existing water users
- The Intel agreement would provide the ISC with water rights and funding which could be used to leverage a favorable BO and protect existing water uses in the basin

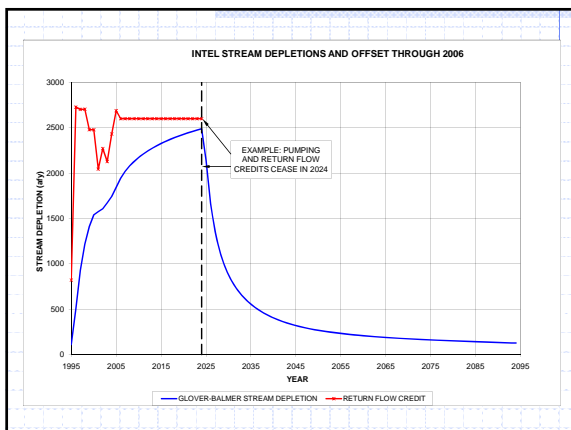
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INTEL WATER USE

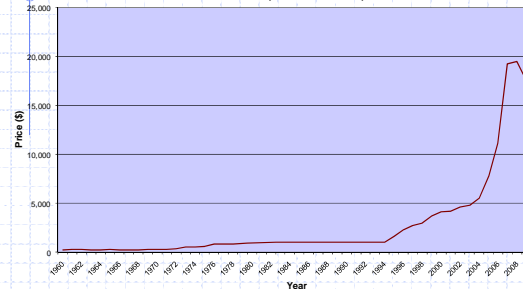
- Intel has License and Permit to pump up to 3,248.6 acre-feet per year
- The vast majority of the groundwater Intel pumps (average of about 3,000 acre-feet per year) is not consumed
- The groundwater Intel pumps is treated to ultra-pure standards and used in Intel's manufacturing process, where very little is consumed
- Un-consumed groundwater routed to Rio Grande as return flow via the ABCWUA waste-water treatment plant

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Middle Rio Grande Water Right Prices
(dollars per acre foot of consumptive use per annum)
Source: F. Lee Brown, H2O Economics, 2010



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LIMITATIONS ON ISC'S OBLIGATIONS

The ISC's offset obligations are limited:

In time: ISC will not offset any depletions resulting from any Intel pumping which occurs after 100 years

In magnitude: ISC will not offset any depletions resulting from pumping in excess of Intel's licensed amount of 3,248.6 acre-feet per year

From insufficient return flow credits: In any given year prior to shut-down, ISC will offset no more than the quantity {return flow + 250}

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HOW THE ISC WILL FULFILL ITS OFFSET OBLIGATIONS

Intel's OSE permit and license requires full offset of all Rio Grande stream depletions

Intel's return flow credits fully offset (and actually exceed) its stream depletion impacts

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HOW THE ISC WILL FULFILL ITS OFFSET OBLIGATIONS

Stream depletion impacts from junior-priority groundwater pumping in the Middle Rio Grande are divided into the amount of impact on Middle Valley water users and the amount of impact to the Rio Grande Compact at Elephant Butte Reservoir

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HOW THE ISC WILL FULFILL ITS OFFSET OBLIGATIONS

The middle Rio Grande pre-1907 water rights acquired from Intel will be used to offset that portion of the stream depletion impacts which affect the middle valley

The ISC is planning to use Rio Grande Compact relinquishment water from over- delivery to Elephant Butte Reservoir to offset that portion of the stream depletion impacts which affect Elephant Butte Reservoir and the Compact

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OFFSET PLAN

- The Offset Plan is a comprehensive plan to ensure that all ongoing and residual stream depletions to the Rio Grande due to Intel pumping will be fully offset in accordance with New Mexico water law and OSE rules and regulations.
- Subject to OSE review and approval.
- Similar in concept to a Return Flow Plan.

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OFFSET PLAN

- The Offset Plan will include, at a minimum:
 - Which Party will offset what portion of the depletions
 - Offset sources for approval (return flows, pre-1907 surface water rights, relinquishment water, etc.)
 - How each offset source will be utilized
 - Comprehensive and regular reporting requirements

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Value of Agreement to Intel

Present value of Intel's obligation to acquire water rights for offsets = \$69,000,000

Cash payment = \$10,000,000

Present value of 740.9 acre-feet per year of pre-1907 water rights = 740.9 af @ \$16,000/af = ~\$12,000,000

+ \$69,000,000

- \$10,000,000

- \$12,000,000

+ \$47,000,000

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Value of Agreement to ISC

Present value of acquiring 740.9 acre-feet of pre-1907 surface water rights = \$26,000,000

Cash payment = \$10,000,000

Forborne value of leased relinquishment water = 27,000 af @ \$100/af = \$2,700,000

+ \$26,000,000

+ \$10,000,000

- \$3,000,000

+ \$33,000,000

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Cost of Agreement to Intel

Cash payment = \$10,000,000

Present value of 740.9 acre-feet per year of pre-1907 water rights = 740.9 af @ \$16,000/af = ~\$12,000,000

\$10,000,000

\$12,000,000

\$22,000,000

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Cost of Agreement to ISC

Forborne value of leased relinquishment water = 27,000 af @ \$100/af = \$2,700,000

\$3,000,000

\$3,000,000

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BENEFITS TO AGRICULTURAL INTERESTS

- Cuts down on flow of water rights out of agriculture
- Provides protection and insulation from ESA threat
- Ensures full offset of all future Intel stream depletions
- Results in eventual extinguishment of 3,248.6 acre-feet of groundwater pumping rights, permanently reducing water use in the fully-appropriated basin

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BENEFITS TO ENVIRONMENTAL INTERESTS

- Provides 740.9 acre-feet of MRG pre-1907 surface water rights for environmental uses and for the Strategic Water Reserve
- Provides \$10M to support endangered and threatened species and for related environmental purposes
- Results in eventual extinguishment of 3,248.6 acre-feet of groundwater pumping rights, permanently reducing water use in the fully-appropriated basin

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BENEFITS TO MUNICIPAL INTERESTS

- Removes a major competitor for pre-1907 surface water rights from the market
- Provides protection and insulation from ESA threat
- Results in eventual extinguishment of 3,248.6 acre-feet of groundwater pumping rights, permanently reducing water use in the fully-appropriated basin

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BENEFITS TO BUSINESS INTERESTS

- Improves competitive position of Rio Rancho plant relative to Intel's other facilities, helping to ensure the plant's economic viability and keeping thousands of jobs in New Mexico
- Provides protection and insulation from ESA threat to the basin's limited water supplies
- Results in eventual extinguishment of 3,248.6 acre-feet of groundwater pumping rights, permanently reducing water use in the fully-appropriated basin

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BENEFITS TO SENIOR WATER RIGHTS INTERESTS

- Provides protection and insulation from ESA threat to the basin's limited water supplies
- Ensures full offset of all future Intel stream depletions and protects the senior water users in the basin: the Pueblos, MRGCD, and the Rio Grande Compact
- Results in eventual extinguishment of 3,248.6 acre-feet of groundwater pumping rights, permanently reducing water use in the fully-appropriated basin

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INDEPENDENT COST-BENEFIT AND RISK REVIEW

- Performed by F. Lee Brown, Ph.D.
 - Professor Emeritus of Economics and Public Administration, UNM
 - Principal, H2O Economics
- Analyzed the benefits, costs and risks associated with the agreement from the perspective of the ISC

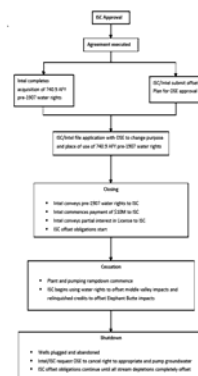
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INDEPENDENT COST-BENEFIT AND RISK REVIEW

- The agreement has a benefit to cost ratio of about 3 (\$3 in benefits would be generated for every \$1 in cost)
- Unquantifiable benefits include the enhancement of the Strategic Water Reserve in the MRG, the improved competitive position of Intel's Rio Rancho operations and the reduction in demand for pre-1907 surface water rights.
- "From an economic perspective, the transaction provides major net benefits to ISC and New Mexico as a whole."

May 19, 2010



**FINAL Charter for Public Information and Outreach WorkGroup
of the
Middle Rio Grande Endangered Species Collaborative Program**

Overview

Middle Rio Grande Endangered Species Collaborative Program (Program) By-Laws, adopted by Executive Committee (EC) on October 2, 2006, define the Program's organizational structure and discuss the various organizational units including the EC, Coordination Committee (CC), Program Manager (PM), Program Management Team (PMT), and work groups. The EC may establish work groups and designate members of work groups on its own initiative or on the recommendation of the CC when additional assistance or expertise is beneficial to accomplishing the goals of the Program. The Public Information and Outreach (PIO) Work Group was established by the EC in 2007, and will continue to serve at the pleasure of the governing body.

The PIO will operate with specific schedules, objectives, and scopes of work established by the EC. Methods for accomplishing the established activities will be identified by the PIO. The PM will assign a PMT liaison to support the PIO and ensure that objectives and work products are clearly identified, assigned work group tasks are completed, and schedules are met.

PIO Work Group Objectives

The purpose of the PIO is to assist the EC through the PMT and CC with educating and informing the general public, stakeholders, and State and Federal Legislators, congressional delegation, tribal leaders, city and county leaders, advocacy groups and Program members about Program activities and accomplishments. Information and outreach efforts by the Program are ongoing. These efforts will support: 1) requests for long-term non-federal cost share funding; 2) understanding by the general public regarding the potential role of the Program in Middle Rio Grande (MRG) water management and endangered species recovery issues; 3) increased awareness by the general public and decision-makers regarding the collaborative problem-solving approach and funding requirements of the Program. The PIO will seek to educate people on the issues and rationale for regulatory and management actions, encourage their compliance with regulations and solicit their support for the recovery program as well as for water quality and conservation, habitat and endangered species issues in general.

The PIO Work Group will implement activities in an EC approved communications plan and according to an annually revised work plan.

PIO Work Group Membership

Each EC member may appoint one voting member to the PIO. Each EC member may also appoint one or more alternate PIO members. As in the EC and the CC, the total membership of the standing PIO shall not exceed twenty (20).

Additional Participants

Participation in the PIO may vary depending on the subject matter and may include:

1. Additional personnel from agencies/entities that are signatories to the Program;
2. Professionals with expertise in the subject matter who do not represent Program signatories;
3. Contractors or other parties, including members of the public, with experience in the subject matter addressed by the PIO.

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1. Streamline the process to successfully get the word out about the Program. ¶

2. Ensure that entities affected by the actions of the Program fully understand the issues and participate in a meaningful way with the Program and other decision-makers. These entities include land owners, water rights holders, and water users. ¶

3. Ensure that the Governor, Congressional Delegation, Pueblo and Tribal Leaders, advocacy groups, NM State Legislators, along with City and County leaders directly affected by the water management and/or associated endangered species compliance issues on the MRG are aware of the role of the Program regarding these issues and the need for funding from both the Federal side and the non-federal cost share. ¶

4. Establish an effective communication strategy for all leaders within the CP. ¶

5. Evaluate the cost/benefit of general public awareness and contact over the short-term, and long-term, and determine what role the general public has in positively affecting objectives #1 and #2 above. Effective techniques for this are limited without significant costs. ¶

6. Evaluate the role of the Program in informing stakeholders and the general public about plans for future water operations, ESA compliance and Program activities. What information, including the ability to lease or store water, do various entities and the general public need to be aware of, especially if the drought continues? ¶

Ad Hoc Work Groups

If necessary to implement tasks in the long-term plan, and after providing notice to the EC, PIO may form and disband temporary ad-hoc groups of individuals with expertise and/or interest in the specialized subject. PIO will oversee ad-hoc work groups and be responsible for ensuring ad hoc work groups meet objectives and schedules, and will disband the work groups upon completion of the pre-determined objectives. The EC may appoint additional members to the ad-hoc groups including:

1. Professionals with expertise in the subject matter who may or may not be involved in the Program, and
2. Contractors, or other parties, including members of the public, with experience in the subject matter addressed by the work group.

PIO Leaders

The PIO work group will elect two work group leaders, each serving for a term of one year with no more than two consecutive one-year terms. Any appointed member of the PIO work group may serve as a work group leader. To the extent practical, one leader should represent a federal agency and one leader a non-federal agency to ensure broadest representation. The PIO will participate in one monthly PMT meeting to keep apprised of Program activities. PIO leaders may also participate in CC and EC meetings upon request.

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PIO Meetings

The PIO will hold regular meetings on the second Wednesday of each month. The work group may meet more or less frequently, if determined appropriate by the PIO leader(s), according to work assignments. Additional special meetings may be called by the work group leader(s) if needed to accomplish specific tasks. The PMT will post PIO work group meeting schedules, locations, and agendas on the Program website at least one week in advance of the meeting date. All meetings will be open to the public. The PIO work group leader(s) will ensure that meeting summaries are kept that accurately reflect actions of the work group. The PMT will ensure meeting summaries are posted on the website within one week after they are final.

If a member cannot attend a meeting, the alternate should attend, or the member may send a written request or statement regarding agenda items of interest.

PIO Responsibilities and Scope of Work

The PIO work group is responsible for carrying out specific scopes of work established by the EC. The PMT liaison will assist the leaders to develop a PIO Annual Scope of Work and Schedule for submittal to, and approval by, the EC each year. The PIO Annual Scope of Work will contain objectives, tasks, schedules, and deliverables to be completed for that year. To the extent possible, the Annual Scope of Work will also identify ad hoc group(s), if any, and ad hoc group members. Any additional activities that may arise during the course of the year will be submitted to the EC. The continuing responsibilities and scope of work of the PIO are as follows:

Support EC, CC and Program Manager (PM):

- Develop recommended strategies, to be approved by the EC, to achieve the work group's stated objectives

- Monitor and Update the Program's website which will contain links to the Program's web-based library and geospatially referenced database

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- Prepare informational packets for State and Federal legislators
- Provide information on PIO projects, develop articles, and assist with the production of, the Program's Annual Report
- Provide information on PIO projects, develop articles, and assist with the production of Quarterly Program Updates
- Make Program materials available through the list serve, website, and/or other appropriate means
- Provide information to the public concerning activities of the Program
- Ensure adequate formal and informal opportunities for public comment on Program activities
- Undertake community outreach
- Provide support and public outreach for Program activities such as the Annual Symposium, Open House, Project milestones, groundbreaking/ribbon-cutting ceremonies
- Support special events such as: Environment Day, Earth Day, Rio Grande Day, New Mexico State Fair, National Public Lands Day, and water festivals
- Carry out other work established or approved by the EC

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Implementation of Long Term Plan (LTP) Activities via the RFP Process:

- Review PIO-related Long Term Plan budget estimates and activities and recommend changes if needed
- Coordinate with other workgroups and PMT and develop scopes of work (SOWs)
- Participate in evaluating proposals (TPEC process) and recommend TPEC membership (i.e. outside experts)
- Review contract and work group deliverables and provide feedback

Technical Review and Coordination:

- Participate in joint meetings with other work groups
- Coordinate with other efforts (Program and non-Program) in the Middle Rio Grande
- Oversee ad-hoc PIO work groups

Relationship of PIO Work Group to Other Organizational Units of the Collaborative Program

The EC makes Program decisions. The EC establishes work groups. With the exception of news releases, PIO products and recommendations are provided to the EC through the PMT, after discussion and review by the CC and the PMT. The CC will discuss all work products with their respective EC member.

Due to the time sensitive nature of news releases, the EC has approved a stream-lined process for their approval. News releases will go through the PIO work group, then directly to the EC co-chairs for final approval.

The PM is the leader of the PMT. The PMT will provide a liaison to support the PIO and to ensure that assigned work group tasks are completed. The PMT reports to the EC. The EC may delegate certain decisions to the PMT, CC or work groups.

Coordination between PIO and the other work groups occurs through the PMT, during monthly communication meetings, and at joint work group meetings. Joint work group meetings will be held when needed, such as when preparing for fiscal year activities and working collaboratively on specific projects.

Support to PIO Work Group

The PM will assign Program staff to support PIO so that the objectives and work products are clearly identified, assigned tasks are completed, schedules are met, and necessary support is provided as further identified in the PMT Charter. PIO leader(s) will be designated to work with the assigned staff to establish the Annual Scope of Work and Schedule.

The PMT will provide support for meetings of the PIO, including distribution of agendas and meeting materials, and distribution of meeting summaries. Final meeting summaries will be made available to the public via an established Program distribution network. The PM will provide PIO products subject to EC approval to the CC for review and discussion, and will assist the CC in developing recommendations to the EC.

PIO Work Group Recommendations

The PIO is expected to make technically sound recommendations based on the professional judgment of the members. While the PIO should strive to make consensus recommendations, the voting procedure described below may be used in the event a consensus cannot be reached.

Voting Procedures

When voting is required to provide recommendations, each voting member (member appointed by an EC member) is allowed one vote. Participants that are not voting PIO members do not have a vote. A recommendation may be approved by a simple majority of those present. The minority, if they choose, may submit a minority report with the majority recommendation to the PM and EC. The majority recommendation will note that a minority report has been filed.

Reporting Results and Communicating Recommendations

The PIO work group leader(s) will provide work products and recommendations to the EC through the PMT, after discussion and review by the CC. The PIO leader(s) will report on PIO activities at each monthly communication meeting, and at CC meetings and EC meetings upon request.

PIO Work Products

All final PIO products are subject to approval by the EC and, upon approval, ~~they will be made~~ available to the public. Publication of news releases ~~and handouts needed in a timely manner~~ will follow the news release approval process.

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Annual Review of PIO

The PM, with input from the PMT, will review the accomplishments of PIO annually with respect to its objectives, schedule, and participation by members, and make recommendations to the EC regarding continuation or termination of PIO, as well as changes in objectives, schedule, or membership.

Amendment of the Charter

This charter may be amended as deemed appropriate within the bounds of the By-laws, with input from the PIO, and approval by the EC. At a minimum, the charter will be reviewed annually.

Revised April 19, 2010

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**Charter for Database Management System (DBMS) Ad Hoc Work Group
of the
Middle Rio Grande Endangered Species Collaborative Program**

Overview

The Middle Rio Grande Endangered Species Act Collaborative Program (Program) By-Laws, adopted by the Executive Committee (EC) on October 2, 2006, define the Program's organizational structure and discuss the various organizational units including the EC, Coordination Committee (CC), Program Manager (PM), Program Management Team (PMT), and work groups. The EC may establish work groups and designate members of work groups on its own initiative or on the recommendation of the CC when additional assistance or expertise is needed to accomplish the goals of the Program. Upon approval of this charter, the DBMS ad hoc work group is established by the EC, and will serve as directed by the governing body.

The work group will operate with specific schedules, objectives, and scopes of work established by the EC. The U.S. Army Corps of Engineers used an open, competitive process to select a DBMS Contractor to develop and host the Program Database. The DBMS Contractor is a team comprised of Daniel B. Stephens and Associates, SWCA, and Bohanan Huston. Methods for accomplishing the established activities will be identified by the work group in consultation with the DBMS Contractor. The PM will assign a PMT liaison to support the work group and ensure that objectives and work products are clearly identified, assigned work group tasks are completed, and schedules are met.

The ad hoc work group will disband when the work group objectives have been met.

Work Group Objectives

The purpose of the DBMS ad hoc work group is to ensure successful implementation of the Program's Database Management System with full involvement and participation of Program signatories and workgroups. The ad hoc work group will be active through the life of Task Order 2 (2013) and subject to revision based on need.

Ad Hoc Work Group Membership

Each EC member may appoint one voting member to the ad hoc work group.

Work group members are as follows:

Monika Mann, PMT liaison (U.S. Army Corps of Engineers)

Mark Doles, Co-Chair (U.S. Army Corps of Engineers) Through 30 September 2010 (P)

Kelly Allen, Co-Chair (U.S. Army Corps of Engineers) 1 October 2010- 1 October 2011(P)

Liz Zeiler, Co-Chair (New Mexico Interstate Stream Commission) (P)

Work group signatories are as follows:

Albuquerque Bernalillo County Water Utility Authority

Bureau of Reclamation

Middle Rio Grande Conservancy District

New Mexico Dept. of Game and Fish

New Mexico Interstate Stream Commission

University of New Mexico

U.S. Army Corps of Engineers

U.S. Fish and Wildlife Service

Work Group Co-Chairs

Liz Zeiler, Mark Doles (through 30 September 2010), and Kelly Allen (1 October 2010- 30 September 2011) have been selected to serve as the co-chairs of the ad hoc work group. At least one

co-chair will participate at PMT, CC and EC meetings upon request, to update the Program on work group progress.

All Program work group co-chairs are encouraged to participate in work group meetings.

Work Group Meetings

The ad hoc work group will generally meet on a monthly basis to ensure DBMS Task Order deliverable progress and Program involvement especially in respect to gathering and providing Program data, and ensuring the DBMS meets the Program's needs. Meetings will be at the Corps of Engineers and time and date will vary, depending on Task Order deliverables as determined by the co-chairs or by the PMT liaison in consultation with the members. The co-chairs or PMT liaison may call additional special meetings if needed to accomplish specific tasks. The PMT will post work group meeting schedules, locations, and agendas on the Program website at least one week in advance of the meeting date. All meetings will be open to the public. The work group co-chairs will ensure meeting summaries are kept which accurately reflect actions of the work group. The PMT will ensure that meeting summaries are posted on the Program website within one week after they are final.

If a member cannot attend a meeting, the member may send a written request or statement regarding agenda items of interest.

Work Group Responsibilities and Scope of Work

The ad hoc work group is responsible for carry out the development of the DBMS approved by the EC. The PMT liaison will assist the co-chairs to develop a work plan for submittal to, and approval by, the EC. The work plan will contain tasks, schedules, and deliverables to be completed.

Work Plan

The ad hoc work group plans to accomplish the activities listed in the Annual Work Plan. The work plan will include, but is not limited to, the following tasks:

- Review and provide feedback on Draft Task Order 2 to develop and implement the DBMS
- Coordinate with signatories and provide existing Program-related data to the DBMS Contractor
- Assist with quality assurance of data and meta-data included in the DBMS
- Assist in the development of quality control procedures for incorporating new data into the DBMS
- Ensure signatory and work group needs are considered when developing the DBMS queries, reports, logical data models and training materials
- Test pilot- and production-versions of the DBMS to ensure agreed-on functionality is contained in the DBMS
- Review and provide feedback on draft versions of user training materials and system documentation
- Work group members will seek input, and consolidate feedback, on draft deliverables from others in their organization
- Draft Task Order 3 for continuing maintenance, operations, and enhancement of the DBMS.

Relationship of the Ad Hoc Work Group to Other Organizational Units of the Collaborative Program

The EC makes Program decisions and establishes work groups. Work group products and recommendations are provided to the EC through the PMT, after discussion and review by the CC and the PMT. The CC will discuss all work products with their respective EC member.

The PM is the leader of the PMT. The PMT will provide a liaison to support the ad hoc work group and to ensure that assigned work group tasks are completed.

Coordination between work groups occurs through the PMT and at joint work group meetings. Joint work group meetings will be held when needed, such as when preparing for fiscal year activities and working collaboratively on specific projects.

Support to Work Group

The PM will assign Program staff to support the ad hoc work group so that the objectives and work products are clearly identified, assigned tasks are completed, schedules are met, and necessary support is provided as further identified in the PMT Charter. Monika Mann, Corps of Engineers, has been selected as the PMT liaison for the DBMS ad hoc work group.

The PMT will provide support for meetings of the ad hoc work group, including distribution of agendas and meeting materials, and distribution of meeting summaries. The PM will provide work group products subject to EC approval to the CC for review and discussion, and will assist the CC in developing recommendations to the EC.

Work Group Recommendations

The DBMS ad hoc work group will make technically sound recommendations based on the professional judgment of the members and best available science. If a consensus recommendation is not reached, the voting procedure described below may be used.

Work Group Voting Procedures and Minority Reporting

When voting is required to provide recommendations, each voting member (member appointed by an EC member) is allowed one vote. Participants that are not voting members do not have a vote. Recommendations will be of the simple majority present. The minority, if they choose, may submit a minority report with the majority recommendation to the PM and the EC. The majority recommendation will note that a minority report has been filed.

Reporting Results and Communicating Recommendations

Work group co-chairs will provide work products and recommendations to the EC through the PMT, after discussion and review by the CC. Work group co-chairs or the PMT liaison will report on the group's activities and progress toward meeting stated objectives to the PM monthly, for inclusion in the monthly PM's report to the EC. The work group co-chairs or the PMT liaison will report in person on the group's activities and progress toward meeting stated objectives at CC and EC meetings upon request.

Work Group Products (Deliverables)

The Production DBMS with Optional Components (final work group product) is subject to approval by the EC and, upon approval, the PMT will make appropriate components available to the public.

Annual Review of the Ad Hoc Work Group

The PM, with input from the PMT, will review the accomplishments of the ad hoc work group annually with respect to its objectives, schedule, and participation by members, and make recommendations to the EC regarding continuation or termination of the work group, changes in objectives, schedule, or membership.

Amendment of Work Group Charter

This charter may be amended as deemed appropriate within the bounds of the By-Laws, with input from ad hoc work group members, and approval by the EC. At a minimum, the charter will be reviewed annually.

EC approved the foregoing DBMS Ad Hoc Work Group Charter on _____.

**Charter for PVA Biology Ad Hoc Work Group
of the
Middle Rio Grande Endangered Species Collaborative Program**

Overview

The Middle Rio Grande Endangered Species Collaborative Program (Program) By-Laws, adopted by the Executive Committee (EC) on October 2, 2006, define the Program's organizational structure and discuss the various organizational units including the EC, Coordination Committee (CC), Program Manager (PM), Program Management Team (PMT), and work groups. The EC may establish work groups and designate members of work groups on its own initiative or on the recommendation of the CC when additional assistance or expertise is needed to accomplish the goals of the Program. The PVA Biology ad hoc Work Group (Work Group) was established by the EC at the January 15, 2009EC meeting.

The Work Group will operate with specific schedules, objectives, and scopes of work necessary to obtain a new Biological Opinion (BiOp) for the "Bureau of Reclamation's (Reclamation) Water and River Maintenance Operations and U.S. Army Corps of Engineers' (Corps) Flood Control Operation on the Middle Rio Grande, New Mexico." Reclamation and the Corps (Action Agencies) and the Fish and Wildlife Service (FWS) will articulate the schedule for meeting this timeframe to the Work Group. Methods for accomplishing the established activities will be identified by the Work Group. The PM will assign a PMT liaison to support the Work Group. The Work Group co-chairs will take all necessary actions to ensure that objectives and work products are clearly identified, assigned Work Group tasks are completed, and schedules are met. The Work Group will provide biological information needed by Reclamation and the Corps to write their Biological Assessments (BAs) for use in consultation with the U.S. Fish and Wildlife Service (FWS) and subsequently for the FWS's use in developing its associated Biological Opinion (BiOp). Such information is necessary in order to obtain a new BiOp prior to the 2011 irrigation season.

The Work Group will disband when the objectives have been met. The work is scheduled to be completed by the end of the BA/BiOp consultation process.*

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Work Group Objectives

The purpose of the Work Group is to identify and articulate ideas and input into both Population Viability Assessment (PVA) models, and to provide biological information needed for the BAs and BiOp prior to the 2011 irrigation season. Workgroup members will develop biological and ecological relationships and define such for analysis in the PVAs.

It is anticipated that there will be three phases of PVA modeling associated with ESA activities on the Middle Rio Grande. The first phase is model development, the second phase is ESA, Section 7, consultation, and the third phase is adaptive management and recovery. The Program will actively support the information gathering and model development activities of the first phase. The second phase occurs within the inherently federal ESA, Section 7, process and the action agencies will assume a strong decision-making role and will work with the Collaborative Program through an information exchange and feedback loop. Should the EC decide to amend the Work Group Charter to include the third phase of adaptive management and recovery, the Work Group objectives will be redefined at that time.

Ad Hoc Work Group Membership

At the October 16, 2008 EC meeting the EC established the Work Group and appointed representatives of the following organizations to the Work Group:

Federal co-chair - FWS
Federal co-chair – Bureau of Reclamation
Non-Federal co-chair - Middle Rio Grande Conservancy District

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U.S. Army Corp of Engineers
NM Interstate Stream Commission
NM Department of Game and Fish
FWS-Fishery Resources Office
SWCA Environmental Consultants
Montana State University
American Southwest Ichthyological Research
Conservation Breeding Specialist Group

Work Group Leaders

David Campbell (FWS) has agreed to serve as the federal leader/co-chair of the Work Group. The Bureau of Reclamation federal leader/co-chair is currently vacant. The Middle Rio Grande Conservancy District has agreed to participate as a non-federal leader/co-chair represented by David Gensler. At least one leader will participate in each monthly EC meeting to update the Program on Work Group progress.

Work Group Meetings

The Work Group will meet monthly or more often as needed to accomplish specific tasks. The co-chairs may assign specific tasks to Work Group participants for completion outside of Work Group meetings. Technical subgroup products will be reviewed at Work Group meetings. The PMT will post Work Group meeting schedules, locations, and agendas on the Program website at least one week in advance of the meeting date. All meetings will be open to the public. The Work Group leaders will ensure meeting summaries are kept which accurately reflect actions of the Work Group. A decision log will be maintained to also document Work Group decisions and to facilitate communication with the EC and federal agency management. The PMT will ensure that meeting summaries, the decision log, and other handouts/presentations/products are posted on the website within one week after they are final.

If a member cannot attend a meeting, the member may send a written request or statement regarding agenda items of interest. Meetings and associated decision-making and action items will proceed with those members in attendance.

Work Group Responsibilities and Scope of Work

The Work Group is responsible for carrying out specific work necessary to obtain and articulate biological information needed to parameterize population viability models. The Action Agencies and FWS will articulate the schedule, key milestones, and necessary information needed from the Work Group. The PMT liaison will assist the leaders to develop a work plan for submittal to, and approval by, the EC. The work plan will contain tasks, schedules, and deliverables to be completed.

Work Plan

During the December 2007 PHVA workshop, work groups identified water distribution scenarios that could be evaluated using the PVA. The PHVA/Hydrology work group will further define those scenarios and other water management options for the development of a recommended water management scenario in the Appendix of the new BAs. The Work Group expects that their work will be accomplished upon completion of the final BiOp in March 2011. The Work Group will work with both PVA modelers to develop the modeling tools and will provide information and feedback to the Action Agencies and the FWS for the ESA, Section 7, consultation process, including the development of a recommended water management scenario.

Relationship of the Ad Hoc Work Group to Other Organizational Units of the Collaborative Program

The EC makes Program decisions. The Work Group co-chairs will provide Work Group products to the CC for communication to their EC member.

The PM is the leader of the PMT. The PMT will provide a liaison to support the Work Group and to ensure that assigned Work Group tasks are completed. The PMT reports to the EC.

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Coordination between work groups occurs through the PMT and at joint work group meetings. Joint work group meetings will be held when needed, such as when preparing for fiscal year activities and working collaboratively on specific projects.

Support to Work Group

A PMT representative will be assigned to ensure necessary support is provided to the ad hoc work group as further identified in the Program by-laws.

The PMT will provide support for meetings of the Work Group, including distribution of agendas and meeting materials, and distribution of meeting summaries. Final meeting summaries will be made available to the public via an established Program distribution network. The PM will provide Work Group products to the CC and EC.

Work Group Recommendations

The Work Group should make recommendations based on the professional judgment of the members and best available science. If a consensus recommendation is not reached by the Work Group on an issue where a decision is needed, the Work Group will document the respective opinions and the evidence that was considered for and against them, and report this to the EC. The Action Agencies and the FWS will make decisions as necessary to ensure that key milestones are met and tasks are completed to ensure a new BiOp is obtained within the established timeframe. Key decisions, either by the Work Group or federal agency decision, will be reported to the EC at their monthly meeting.

Reporting Results and Communicating Recommendations

Work Group leaders will provide work products and recommendations to the CC, through the PMT, for their information and communication to their EC member. Work Group leaders will report on the group's activities and progress toward meeting stated objectives at each EC meeting and at CC meetings upon request.

Work Group Products (Deliverables)

Workgroup deliverables include the following.

- Work plan will be developed annually
- Written description of and documentation of decisions used to develop biological elements of both PVA models
- Written description of and documentation of decisions used to develop initial PVAs
- Written description of method to translate hydrologic model output to PVA input to screen and evaluate water management scenarios with both PVA models.
- Written description and analysis of both PVA models output used by Action Agencies to evaluate water management scenarios in describing a recommended scenario for the Appendix of the new BA.

Review of the Work Group

The PM and federal and non-federal co-chairs, with input from the PMT, will continuously review the accomplishments of the Work Group with respect to its objectives, schedule, and participation by members, and make recommendations to the EC regarding continuation or termination of the Work Group, changes in objectives, schedule, or membership.

Amendment of Work Group Charter

This charter may be amended as deemed appropriate within the bounds of the By-Laws, with input from Work Group members, and approval by the EC. At a minimum, the charter will be reviewed annually. The objectives of the Work Group may be revisited after the establishment of a new BiOp prior to the 2011 irrigation season.

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The EC originally approved the PVA Biology Ad Hoc Work Group Charter on January 15, 2009. This amended Charter was approved by the EC on _____.

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BI-ANNUAL WORK PLAN JAN 2010 through MAY 2012

Adhoc Work Group Name: DBMS (Database Management System) **Date:** April 29, 2010

Work Group Members:

Monika Mann, PMT liaison (U.S. Army Corps of Engineers)
Liz Zeiler, Co-Chair (New Mexico Interstate Stream Commission) (P)
Mark Doles, Co-Chair (U.S. Army Corps of Engineers) Through 30 September 2010 (P)
Kelly Allen, Co-Chair (U.S. Army Corps of Engineers) 1 October 2010- 30 September 2011(P)
Rick Billings (Albuquerque Bernalillo County Water Utility Authority) (P)
Yvette McKenna (Bureau of Reclamation) (P)
Brooke Wyman (Middle Rio Grande Conservancy District) (P)
Brian Gleadle (New Mexico Dept. of Game and Fish) (P)
Ayesha Burdett (University of New Mexico) (P)
Peter Wilkinson (New Mexico Interstate Stream Commission)
Roberta Ball (U.S. Army Corps of Engineers) (A)
Susan Bittick (U.S. Army Corps of Engineers)
John Peterson (U.S. Army Corps of Engineers)
Tom McTighe (U.S. Army Corps of Engineers)

TASK	DELIVERABLE	DUE DATE	LEAD
Develop DBMS Task Order #2	DBMS Task Order 2	January 29, 2010 Complete	U.S. Army Corps of Engineers (USACE) (through IA)
Participate in TO 2 Kick Off Meeting and subsequent meetings with the Contractor throughout the life of TO 2.	Agreed upon work plan and schedule for TO 2	26 April 2010 Complete	USACE
Discuss and assign Future Activities that will help the Program meet RGSM and/or SWFL Recovery Plan (RP) goals, especially to meet RP objectives that we don't currently have activities for.	Future DBMS activities that could help meet RP objectives.	10 May 2010 Workgroup Meeting and assignments	DBMS Workgroup
Provide Future Activities to CC	Future Activities	14 May 2010	PMT Liaison

Facilitate the successful implementation of DBMS Task Order (TO) 2 (development of the database) through full involvement as a signatory in order to ensure that the DBMS is a supportive tool to stakeholders.	1. Pilot DBMS 2. Production DBMS	Through the life of Task Order 2	DBMS Workgroup
Interact with Contractor as logical data models are developed, approve models with program input through workgroup members.	Logical data models/data schema	30 July 2010	Work group co-chairs
Review and Approve Quality Control (QC) procedures	Documented QC process	17 September 2010	Work group co-chairs
Coordinate with signatories to gather existing data and metadata and answer questions regarding the data provided.	Existing data sets	15 October 2010	Federal Co-Chair
Data Standardization: Set up meetings, as needed, with contractor and data providers to review how their data is represented and used in the DBMS to ensure data is being used appropriately.	Program Quality Assurance/Quality Controlled (QA/QC) standardized data sets, including metadata for each data set.	28 January 2011	Work group co-chairs
Continually work with the Contractor in the development of queries and standard reports as part of TO 2, ensuring Program and signatory needs are met.	Standard queries with drop down menu options and a choice of output/display options	1. 29 April 2011 for the Pilot DBMS 2. 27 April 2012 for Production DBMS	Work group co-chairs and PMT liaison
Participate in Contractor-provided training and help train others in use of the Pilot DBMS	Signatories have personnel trained on the Pilot DBMS	Training Sessions during August 2011	Federal Co-Chair and PMT liaison
Test Pilot DBMS. Workgroup members encourage others in their organization to test Pilot DBMS. Solicit organizations and workgroups not represented in work group to test Pilot DBMS.	Written feedback/comments.	By 26 August 2011	Co-Chairs, PMT Liaison, workgroup members
Coordinate with and gather input from all Program Work Groups (WG) in order to ensure WG (end users) requirements are addressed during the Pilot DBMS.	Written feedback/comments..	By 26 August 2011	Work group co-chairs and PMT liaison
Participate in Contractor-provided training and help train others in use of the Production DBMS	Signatories have personnel trained on the Production DBMS	Training Sessions during February 2012	

Test Production DBMS. Workgroup members encourage others in their organization to test Production DBMS. Solicit organizations and workgroups not represented in work group to test Production DBMS.	Written feedback/comments.	By 1 March 2012	Co-Chairs, PMT Liaison, workgroup members
Coordinate with and gather input from all Program Work Groups (WG) in order to ensure WG (end users) requirements are addressed during the Production DBMS.	Written feedback/comments.	By 24 March 2012	Work group co-chairs and PMT liaison
Develop TO 3 including, but not limited to: <ul style="list-style-type: none"> • Database administration • System maintenance • System support • Incorporation of new data sources, new features, etc. • Addressing any problems (service requests) encountered • Determine requirements for updated hardware, software and system architecture • Determine needs for changing components • On-going Training sessions 	Task Order 3	By 25 May 2012	DBMS Adhoc Workgroup



ANNUAL WORK PLAN

JANUARY 2010 – DECEMBER 2010

Work Group Name: Public Information and Outreach (PIO) Work Group (WG)

Date: February 12, 2010

Work Group Members (*primary (P) or alternate (A)*):

Ronnie Anderson (COE, P), Tom Buckley (FWS, P), Mary Carlson (BOR, P; co-chair), Lance Cherry (NMDGF, P), Julie Maas (ISC, P; co-chair), Ross Morgan (NMDGF, A), Rebecca Onchaga (BOR, A)

TASK	DELIVERABLE	DUE DATE	LEAD
Discuss Future PIO Activities for the LTP that will help the Program meet RGSM and/or SWFL Recovery Plan (RP) goals, especially to meet RP objectives that we don't currently have activities for. Agree on which current WG activities should continue in the future to meet RP objectives.	1. A list of current WG-sponsored activities that help meet RP objectives and that should continue into the future. 2. A list of future Program activities that could help meet RP objectives.	Will be needed for working CC/WG/PMT meetings on February 17 and March 4	Work Group co-chairs
Attend joint CC/WG meetings to develop future activities for the Program's Long Term Plan (LTP)	Present description of WG-proposed future activities and share list of current activities that should continue.	10:00 a.m. to 4:00 p.m. February 17, March 4, April 7 and April 14	Work Group co-chairs (Julie Maas to attend)
Review and comment on draft 1-page descriptions of proposed future activities	Marked-up versions of draft 1-page future activity descriptions	February 18 through April 23	PIO Work Group
Legislative Tours	Success/Attendance Report	May/June 2010	PIO Work Group
Finalize and Distribute Program Video	Program Video	June 10 th , 2010	PIO Work Group
Review Long-Term Plan	Recommended activities from Plan	June 10 th , 2010	PIO Work Group
San Acacia Reach (SAR) Work Group Field Trip Support	NA	July 8 th , 2010	PIO & SAR Work Groups
NM Department of Game & Fish	NA	August 2010	PIO Work Group

(NMDGF) Outdoor Expo			
Presence at State Fair (Display)	NA	September 2010	Co-chairs & NMDGF Members
2011 Scope of Work (SOW) Development for EC approved activities	SOWs	September 30, 2010	PIO Work Group
2010 Open House	Success/Attendance Report	Fall 2010	PIO Work Group
Festival of the Cranes Booth 2010	NA	November 2010	PIO Work Group
Support SAR Work Group Public Forum	Joint Report w/ SAR	November 30, 2010	PIO & SAR Work Groups
Develop SAR Work Group Brochure	SAR Brochure	December 9 th , 2010	PIO & SAR Work Groups
Develop Communication Plan	Draft Communication Plan	December 20 th , 2010	PIO Work Group
Develop 2011 Work Plan	2011 Work Plan	December 9 th , 2010	PIO Work Group
Distribute Press Releases	Press/Media Releases	As Needed	PIO Work Group
1000 Acre Habitat Restored Media Event	NA	TBD – if completed in 2010	PIO Work Group

Workgroup Update
Middle Rio Grande Endangered Species Collaborative Program
Executive Committee Meeting
May 20, 2010

Project Management Team

The Program Management Team (PMT) continues to meet weekly to follow up on action items from the Coordinating Committee (CC) and the Executive Committee (EC), and to discuss and implement improvements to the Program.

Revised LTP Development

The CC has planned a fourth working meeting on May 26, 2010 to further the development of the revised Long Term Plan (LTP). The CC and workgroup co-chairs and other interested technical participants will discuss the revised LTP text, the lists of past and future activities, and the future activities summaries. It is anticipated that the LTP will cover the period of FY2011-FY2020 and a draft plan will be out for Program review this summer. GenQuest is compiling the past activities summaries from 2000-2010 with the assistance of Kathy Dickinson. The workgroups have submitted draft summaries for their identified priority 1 activities and are now developing summaries for their priority 2 and 3 activities. The revised LTP development is a priority for the CC, the PMT, the workgroups, Water Consult and GenQuest for the next few months. The Program has contracted additional administrative and technical support, and Jenae Maestas, Jean Burt and Edward McCorkindale, GenQuest, and Rachelle Schluep, Christine Sanchez and Cassie Brown, Tetra Tech, continue to assist the Program in the revised LTP development, meeting summaries, and other critical areas.

Adaptive Management

The requirement for the Adaptive Management Plan (AMP) Development was posted in the form of a presolicitation notice on May 12, 2010. Activities for this requirement include: review of Program documents; coordinating and facilitating strategy meetings and planning sessions with Program participants; developing a preliminary outline of the AMP; and producing the draft and final AMP. Evaluation criteria for award consideration include technical capability to satisfy the government need, qualifications of proposed staff, past performance on similar or comparable projects, and price. This will be a long-term effort requiring a multi-disciplinary team of Program members and technical consultants.

On May 12, the CC reviewed documents provided by the PMT and workgroups including the Database Management System (DBMS) draft charter and 2010 work plan, the Population Viability Analysis (PVA) draft charter, and draft peer review questions for five Program activities. Jericho Lewis has been coordinating contractual activities related to the AMP Development, security at the Minnow Sanctuary, the revised LTP, Rio Grande Silvery Minnow (RGSM) rescue, Isleta Phase II habitat restoration, U.S. Fish and Wildlife Service (USFWS) augmentation and population estimation, and peer review. Diana Herrera has been compiling financial information for the 2008 and 2009 annual reports being prepared by GenQuest. Monika Mann volunteered to also be the PMT liaison for the DBMS workgroup as well as the Habitat Restoration (HR) workgroup where she assists the co-chair with many LTP related tasks as they have a vacant co-chair position. Amy Louise serves as the PMT liaison to the Population Hydrology Viability Assessment (PHVA) and San Acacia Reach (SAR) ad hoc workgroups and the Species Water Management (SWM) workgroup, and has worked closely with the Science workgroup to coordinate future LTP activities development. Stacey Kopitsch serves as the PMT

liaison for the Science, Population Viability Analysis (PVA) and Monitoring Plan Team (MPT) workgroups, and continues to review, revise and provide comments to the Program and GenQuest on LTP related documents. Susan Bittick coordinated a LiDAR presentation for the CC, has arranged for “Strengths Finder” training for the PMT and the CC using U.S. Army Corps of Engineers (USACE) collaborative funds, and provided an overbanking action update to the Program participants. A Reclamation vacancy announcement for a general biologist/PMT liaison was posted on May 12 and closes June 1. A term Program administrative assistant should be advertised soon.

Habitat Restoration Workgroup

The Habitat Restoration Workgroup (HRW) met on April 20 to discuss peer review documents to be put forth by the workgroup, the LTP input still needed, and updates on various projects and reports. HRW recommended the River Mile 83 and Albuquerque Reach A&R projects to the CC for peer review. The workgroup continues to formulate future activity summaries for Priorities 1, 2 and 3 as well as review the LTP text, and past and future activity tables. Martin Martinez briefed the workgroup on the Burned Area Emergency Response (BAER) that took place at the beginning of April with a plan for immediate restoration on the 21 acre area. Tetra Tech presented an update on River Mile 83 options for managing the sediment plug; HRW review of this report is currently underway. The HRW recommends the Velarde Reach A&R remain a draft document with additional/unincorporated comments to be included as an appendix at the end of the document. The Sandia River Project is moving along and construction may begin in the fall. The next meeting is May 18 from 12:30-3:30 pm at the Interstate Stream Commission (ISC). Potential discussion items include further consolidation of LTP Priority 1 future activities, a presentation on Understanding Channel/Floodplain Relationships - A Ratio to Recovery, and assistance to the DBMS workgroup for required information and datasets needed to populate the Program database.

Monitoring Plan Team ad hoc Workgroup

The Monitoring Plan Team (MPT) has been focusing on scheduling and implementing the low intensity monitoring portion of the Effectiveness Monitoring Plan (EMP). To date, several reconnaissance trips have been made to various habitat restoration sites and monitoring efforts began the week of May 10. Low and high intensity monitoring will continue throughout the month of May.

Science Workgroup

The Science workgroup (ScW) held a regular meeting on April 20 at the ISC. The workgroup discussed what reports and activities they would like to see recommended for peer review. In addition to the RGSM Population Estimation reports, the workgroup recommended that the Genetics study and Population Monitoring reports be peer reviewed as well. Draft questions to be asked of the peer reviewers were developed. Members of the workgroup were assigned to complete 28 priority 1 activity summaries for inclusion in the LTP. To date, these have all been completed and the workgroup is now focusing on completing priority 2 and 3 activity summaries. Comments on the SWCA Community Sampling/Gear Evaluation task reports have been compiled and will be sent to SWCA for review. The next regularly scheduled ScW meeting is May 18 at the ISC.

Species Water Management Workgroup

The Species Water Management (SWM) workgroup met on May 5 to discuss the LTP. SWM continues to provide information for the future activities and is currently producing future activity summaries. In June, Levi Brecki from the Denver Technical Center (DTC) will make a 1-hour presentation on Reclamation efforts to downscale climate change models. The next meeting is scheduled for June 2 at BIA from 10 am-12 pm.

San Acacia Reach ad hoc Workgroup

The San Acacia Reach (SAR) workgroup met on April 22 in Socorro to discuss the LTP, “Agency Response to Themes” and “Objectives” in Socorro. The next meeting is scheduled for May 27 at Reclamation from 12:30-2:30 pm.

Population Viability Analysis (PVA)/Biology Workgroup

The Population Viability Analysis (PVA) workgroup met for a full day on May 4 and half a day on May 5. This was David Campbell’s first meeting as the new federal co-chair for USFWS. Reclamation will also remain as a designated co-chair, however, that position is currently vacant. The workgroup approved the draft PVA charter and the draft annual work plan is still pending. Presentations on RGSM genetics, population data, sensitivity analysis for impacts of minnow longevity, and proposed mechanisms for integrating hydrologic model outputs were given at the meeting. The workgroup discussed that the path forward for both PVA models would be to focus on getting a functional product in time for the upcoming programmatic consultation and agreed that this could be accomplished by September 30, 2010. The next PVA meeting is scheduled for a full day on June 29 and a half day on June 30 at Reclamation.

PHVA/Hydrology ad hoc Workgroup

Amy Louise will meet with the Population Hydrology Viability Analysis (PHVA) workgroup as the new PMT liaison on May 18. The Modeling, Data Collection and Analysis Services has been drafted. Future activity summaries for 3 PHVA activities are being reviewed by the workgroup. The PHVA Decision Log has been updated and is ready for review by the PHVA workgroup members.

Public Information and Outreach Workgroup

Julie Maas, co-chair of the PIO, met with members of the PMT on May 12. They discussed future activities, the draft letter transmitting the Program DVD, the website link to the DVD, and coordination with Project WET. In order to accomplish upcoming planned activities (i.e. the Open House in Fall 2010), the workgroup needs much more participation from representatives of EC signatory agencies.

Database Management System ad hoc Workgroup

The Database Management System (DBMS) workgroup had their kick-off meeting April 26 where they selected Liz Zeiler (ISC) and Mark Doles (USACE) as the workgroup co-chairs. Kenny Calhoun (Daniel B. Stephens) presented a plan and schedule for incorporation of data. The DBMS workgroup draft charter and 2010 Annual Work Plan were created and forwarded for Program approval. Coordination between workgroups and agencies is underway for maximum data incorporation. Workgroup members are also working on future activity summaries which will be incorporated into the Program's LTP. Monthly meetings will be held the second Monday of every month at USACE from 1-3 pm. The workgroup is following up on the status of information needed from workgroups and dataset points of contact (POCs).