

Coordination Committee Meeting

July 14, 2010

Meeting Materials:

Meeting Agenda

Meeting Minutes

Middle Rio Grande Endangered Species Collaborative Program
Coordination Committee Meeting
July 14, 2010 Meeting – 1:00 pm – 4:00 pm
Bureau of Reclamation

Toll free number: 9-1-888-677-1684

Participant passcode: 80971#

(1st Committee member or contractor to arrive, please dial in)

Draft Meeting Agenda

- Introductions and Agenda Approval
- **Decision** - Approval of 06/23/10 CC meeting summary*
- Action Item Review (see below)
- **Decision** - Approval of PVA Work Plan*
- Revised Long Term Plan Development
 - **Decision** – Approval of Revised LTP categories*
 - Review Guidelines for ESA Section 7 Consultation*
 - Review Program Element Narratives* (Brian Gleadle, Lori Robertson, USACE)
 - Review draft guiding principles for inclusion of future activities in LTP*
 - Appendix K – Future Activities Summaries (finish ScW and start HRW Priority 1s*) – J. Dye, T. Perez, R. Billings and M. Mann
 - Revised Schedule
- Announcements
 - Strengths Finder Workshop reminder

Next meeting – July 28, 1-4 pm @ Reclamation

**denotes read ahead*

June 23, 2010 Actions

- Kathy Dickinson will continue to populate the San Acacia Fish Passage library with relevant materials as identified and provided to her.
- Yvette McKenna will draft guiding principles for inclusion of future activities in LTP and distribute to the CC by June 16, 2010. (*June 9th action not previously completed*)
- Lori Robertson will create an activity summary for the Service's staff (Stacey Kopitch, Jennifer Bachus, and Mark Brennan) future work activities for inclusion in the LTP. (*After further discussion, it was determined that the PMT will be preparing all the staff support activity summaries and Stacey Kopitsch will be responsible for the Service submittals; continuation of a June 9th action*)
- Yvette McKenna will email the draft meeting notes from the August 2009 Retreat to EC members for finalization. After finalization Yvette will email the finalized August 2009 Retreat meeting notes to CC members. (*June 9th action not previously completed*)

- Susan Kelly will incorporate more language August 2009 Retreat meeting notes into the bullets on page 5 of the draft LTP and email to the CC for review. (*June 9th action not previously completed since the 2009 EC retreat notes have not been distributed*)
- Yvette McKenna and Grace Haggerty will look through Tom Pitts' white papers and presentation for information on making a budget as a separate document for the LTP. (*June 9th action not previously completed*)
- Stacey Kopitch and Terina Perez will help define the areas of scientific expertise that are needed in the San Acacia Fish Passage peer review; identified expertise included: fish genetics, fragmented populations,
- Kathy Dickinson will make sure all references to the peer reviewer's qualifications in the San Acacia Fish Passage peer review task order are consistent throughout the document.
- Kathy Dickinson will remove all fish passage peer review questions from the San Acacia Fish Passage Peer Review Task Order document and add a new task for the Contractor to develop draft peer review questions.
- Stacey Kopitch or Yvette McKenna will provide Kathy Dickinson with the Genetics and Propagation Plan for posting to the San Acacia Fish Passage review webpage.
- Kathy Dickinson will replace the San Acacia Fish Passage peer review goal/objective statement throughout the document for consistency.
- Kathy Dickinson will add a kickoff meeting with the contractor to the schedule throughout the San Acacia Fish Passage peer review task order document.
- Lori Robertson will provide Kathy Dickinson with the draft report on minnow movement in the fishway around Albuquerque's diversion.
- Lori Robertson will continue working on the activity summaries prepared by Mark Brennan and submit a consolidated set for all reintroduction work (*continuation of a June 9th action*).
- CC members will help identify other documents/reports that are not currently on the San Acacia Fish Passage peer review reference website anyway and are asked to please provide to Kathy Dickinson for posting.
- Grace Haggerty will provide Kathy Dickinson with the bibliography of minnow related reports and literature.
- CC members will inform their EC representative that it was a consensus recommendation of the CC to not develop peer review questions for the San Acacia Fish Passage Peer Review and thus the EC might not need to meet for the special session meeting scheduled for July 1st.
- On Friday during the non-federal meeting, Grace Haggerty will inform any non-federal EC representatives about the CC consensus recommendation to not include peer review questions in the San Acacia Fish Passage Peer Review Task Order thus possibly eliminating the need for the special EC session scheduled for July 1st.
- Tetra Tech will provide a copy of the draft CC summary from the 06/23/10 meeting to Grace Haggerty by COB on Thursday, June 24th in preparation for the non-federal meeting on Friday.
- Hilary Brinegar will work with Yvette McKenna to revise the first sentence of the peer review decision process document.

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Decisions/Recommendations

- The June 23, 2010 CC meeting summary was approved with no changes.
- The CC recommends the PVA Work Plan for EC approval.
- The Revised LTP categories were approved with several changes.

Actions

- Jim Wilber will revise the 7.4 Program Element Narrative for review at the July 28, 2010 CC meeting.
- Yvette McKenna will send the draft guiding principles for inclusion of future activities in LTP with Service comments in track changes to the CC for review at the July 28, 2010 CC meeting.
- Tetra Tech will compile a list of the Future Activity Summaries that the CC has reviewed.
- Lori Robertson will create an activity summary for the Service's staff (Stacey Kopitch, Jennifer Bachus, and Mark Brennan) future work activities for inclusion in the LTP. *(After further discussion, it was determined that the PMT will be preparing all the staff support activity summaries and Stacey Kopitsch will be responsible for the Service submittals; continuation of a June 9th action; should be available by July 28)*
- Yvette McKenna will email the draft meeting notes from the August 2009 Retreat to EC members for finalization. After finalization Yvette will email the finalized August 2009 Retreat meeting notes to CC members. *(ongoing - June 9th action not previously completed)*
- Susan Kelly will incorporate more language August 2009 Retreat meeting notes into the bullets on page 5 of the draft LTP and email to the CC for review. *(June 9th action not previously complete; the 2009 EC retreat notes have not been distributed)*

Meeting Summary

- **Introductions and Agenda Approval:** Brooke Wyman called the meeting to order. Scheduling the August/September Coordination Committee (CC) meetings and a Database Management System (DBMS) update were added to the agenda.
- **Approval of 06/23/10 CC meeting summary – Decision:** The June 23, 2010 meeting summary was approved with no changes.
- **Action Item Review:** The CC reviewed the June 23 action items; 14 of the action items were completed, all on-going action items are included in this meeting's actions *(see above)*.
- **Approval of PVA Work Plan – Decision:** The Population Viability Analysis (PVA) Work Plan was recommended for EC approval. The document was changed from the read ahead version; due dates were put in chronological order - this did not change the context of the document.
- **Approval of Revised LTP categories – Decision:** The Revised LTP categories were approved with the following changes *(Changes are italicized.)*:

- Planning – “Hydrologic modeling, data collection, design, NEPA and ESA compliance, coordination, or other planning activities *or studies* that support decisions that may lead to an on-the-ground action such as flow management, habitat development, propagation, reintroduction, facility construction activities, etc.”
- Water Management – “Acquisition *and management* of water and/or operations of dams, reservoirs, irrigation diversions, returns and pumping, *or other means of acquiring water to benefit the species.*”
- Public Outreach - *tribal* should be added to the list of entities.
- Adaptive Management – “... based on monitoring or post-construction monitoring, analysis, and experience, and modifying processes, operations, *constructed projects*, or activities to better achieve Program objectives, as needed.”
- Population Management - “*Population management associated with listed species including O&M of propagation facilities, rescue/salvage of RGSM, and augmentation and reintroduction (stocking of fish into the river).*”
- **Guidelines for ESA Section 7 Consultation:** The CC discussed the Guidelines for ESA Section 7 Consultation. This document is not a Program document but it will contribute to Long Term Plan (LTP) acceptance by the U.S. Fish and Wildlife Service (Service). The CC was informed that the Consultation Team will also be reviewing this document to make sure that it is in agreement on key issues with other related documents. The CC will defer reviewing the Guidelines for ESA Section 7 Consultation until the Consultation Team has made their review. The Consultation Team will begin reviewing the document at their next meeting.
- **Review Program Element Narratives:** The CC reviewed the narratives for Program Elements 7.1, 7.4, and 7.7. There was confusion as to whether the purpose of the narratives was to give an overview of the elements or to give the Program strategy for the projects that will be implemented. The narratives should be broad, more of an executive summary of the element. It was thought that the current narratives were too detailed. There was discomfort with the section title “7.0 Collaborative Program Priorities, Activities, and Schedule”; the CC will be reviewing the section title once the activity summaries are complete. It was suggested that the CC pick one of the current narratives to be revised and used as a template. Jim Wilber will revise the 7.4 Program Element Narrative for review at the July 28, 2010 CC meeting.
- **Review draft guiding principles for inclusion of future activities in LTP:** Comments on the draft guiding principles for inclusion of future activities in the LTP were received from the Service since the document was last posted; Yvette McKenna will send the draft guiding principles for inclusion of future activities in LTP with Service comments in track changes to the CC for review at the July 28, 2010 CC meeting.
- **Appendix K – Future Activities Summaries:** The CC discussed several of the Science work group (ScW) Future Activity Summaries. The CC was reminded that previously there was lots of duplication in the 10(j) related activities; the activities have been revised and now there are only 3 summaries involving reintroduction.
 - “Continue 10(j) Population Monitoring at Big Bend and Future Site” - There was concern that Big Bend is outside of the Program area. Monitoring at Big Bend is currently being funded by the Program. What could be revised are the funding parties, estimated costs, and what the Program is responsible for. It was thought that there should be emphasis that the Program will not be the only funding source for this project. An idea was to change the title to “Contribute to Continuation of 10(j) Population Monitoring at Big Bend and Future Site.”

- “Implement new 10(j) population reintroduction” - The Project Description was thought to be short. Adding that implementation means augmenting captive reared fish from breeding facilities would add to the Project Description and help to substantiate Program support of breeding facilities.
- “Develop a decision tool to test the feasibility of reestablishing RGSM population at current, historic and proposed reintroduction locations. Identify any management needs and any hurdles to future reintroduction on the Pecos River and upper and lower reaches of the Rio Grande.” - The project name was thought to be too long; it was suggested that the title be changed to “RGSM Reintroduction Decision Tool”. It was thought that the 10(j) project summaries might make more sense once the summaries for the Service’s staff have been completed.
- “Utilize the comprehensive flycatcher management plan developed”
- **Scheduled CC Meetings:** It was thought that 2 working meetings would be needed to finish reviewing ScW and HRW Future Activity Summaries. The CC scheduled the next several CC meetings. Tetra Tech will compile a list of the Future Activity Summaries that the CC has reviewed.
 - July 28th 8:30 am – 4:00 pm Working Meeting
 - All ScW Future Activity Summaries (Priorities 1, 2, and 3)
 - August 4th 8:30 am - 4:00 pm Working Meeting
 - All HRW Future Activity Summaries (Priorities 1, 2, and 3)
 - August 11th 1:00 pm – 4:00 Regular CC business
 - August 20th 8:30 – 4:00 Strength Finders workshop
 - August 25th 1:00 pm – 4:00 pm
 - September 8th 1:00 pm – 4:00 pm
 - September 22nd 1:00 pm – 4:00 pm
- **Strengths Finder Workshop reminder:** The Strengths Finder workshop is August 20th from 8:30 am to 4:00 pm in Albuquerque. CC members were reminded to take the online test before the workshop; information on the test is found in the first chapter of the Strengths Finder book. Participants will also have a one-on-one consultation with a trainer before the workshop; these sessions should be completed at least a week before the workshop.
- **DBMS:** The CC was shown a conceptual model of the Program database. This model has been presented to the work groups and a copy was given to each agency. The model should be reviewed to ensure that nothing is missing.

Next meeting – July 28, 8:30 am - 4:00 pm @ Reclamation

**CC Meeting Attendees
14 JULY 2010**

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