

Coordination Committee Meeting
October 27, 2010

Meeting Materials:

Meeting Agenda

Meeting Minutes

Middle Rio Grande Endangered Species Collaborative Program
Coordination Committee Meeting
October 27, 2010 Meeting – 1:00 – 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 10/06/10 CC meeting summary*
- Action Item Review (see below)
- Discuss Fish Passage and Adaptive Management Processes
- **Decision** - Review and approve Fish Passage (09/09/10) and Adaptive Management meeting summaries (10/13/10)*
- **Decision** - CC recommendation to EC for Fish Passage and AM process
- Review revised Fish Passage*, RGSM PVA Modeling* and DBMS Activity Summaries
- **Decision**- Approve FY11 Funding for Additional Activities discussed
- Oct 21 EC meeting update
 - Adaptive Management Plan updated schedule
 - Proposed Adaptive Management species expert*
- Schedule ESA Sec 7 Consultation Presentation
- Significant Non-Decision Items to Brief EC

Next meeting – November 10, 1:00 – 4:00 pm @ Reclamation

***denotes read ahead**

Upcoming meetings:

Action Items:

- The PMT will review both the flycatcher and minnow Recovery Plans for the legal and policy actions to determine which sections are relevant to the LTP and will report the findings back to the CC.
- In October, Yvette McKenna will contact the EC co-chairs to elevate the CC concerns regarding misleading or erroneous statements at EC meetings and the desire to have the written record be as accurate as possible. (*continued from September 9*) ✓
- Lori Robertson will draft the (1) Competition and Predation (minnow) and (2) Predator/Non-native control (flycatcher) LTP narratives. (*continued from September 9*)

- Jim Wilber will work with Leann Towne to draft the Water Management LTP narrative.
- Grace Haggerty will check on the status of the “new” HR future summary regarding work group coordination (which used to be a ScW summary) that Anders Lundahl was to distribute to the Program Manager.
- Yvette McKenna will revise the “*Continue to collect and evaluate existing data on water quality and sediment quality and identify future investigations that are needed.*” Future Activity summary so that it is in alignment with the “*Evaluate water quality in the MRG in relation to the RGSM*” Future Activity summary and distribute to the CC for review. (*continued from July 28*)
- Yvette McKenna will incorporate the recommended changes to the Monitoring Effort Recognition letter including deleting the specifics on the low and high intensity monitoring; condensing the document into a single page; moving the contributors to the top of the document; naming the co-chairs; and deleting the “draft” references from the document. ✓
- Yvette McKenna will find out if the new DOI report on adopting principles of scientific integrity is releasable and if so will distribute to the CC.
- Kathy Dickinson and Jim Wilber will talk to Lisa Croft to confirm that the separation of internal Reclamation costs and expected contracted costs for environmental compliance on the San Acacia Diversion Dam is feasible.
- Yvette McKenna will make sure the ESA Compliance Requirement section language in all augmentation related activities is changed to read “*in support of RPA elements Y-AA...*” ✓
- Yvette McKenna will make sure the Funding Source section language in all FY11 Criteria 1 and 2 activities is changed from “unknown” to “MRGESCP.”; ✓
- Yvette McKenna will make sure the *PVA Modeling* activity summary is in the correct format for the next CC meeting. ✓
- The PMT liaisons will let their respective work groups know that the CC has requested a list of future activities so that the CC can provide approval on which scopes should be written for FY11.
- Grace Haggerty and Anders Lundahl will re-write/rephrase the *Develop and Implement Streamlined Compliance Templates and Processes for HR Projects* summary and send to Kelly Allan (COE), Hector Garcia (BOR), Jim Wilber (BOR), Julie Alcon (COE) and Jen Bachus (FWS) for additional language, input, and review. The revised summary will be provided as a read ahead for the September 8th CC meeting. (*continued from August 25*)

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Actions:

- Stacey Kopitsch will make CC requested changes to the *Rio Grande Silvery Minnow Population Viability Analysis (PVA) Modeling* activity summary.
- Yvette McKenna will make sure the proposed updated schedule for Adaptive Management coincides with the Adaptive management contract.
- The PMT will review both the flycatcher and minnow Recovery Plans for the legal and policy actions to determine which sections are relevant to the LTP and will report the findings back to the CC (*continued from October 4*).
- In October, Yvette McKenna will contact the EC co-chairs to elevate the CC concerns regarding misleading or erroneous statements at EC meetings and the desire to have the written record be as accurate as possible. (*continued from September 9*)
- Lori Robertson will draft the (1) Competition and Predation (minnow) and (2) Predator/Non-native control (flycatcher) LTP narratives. (*continued from September 9*)
- Jim Wilber will work with Leann Towne to draft the Water Management LTP narrative (*continued from October 4*).
- Grace Haggerty will check on the status of the “new” HR future summary regarding work group coordination (which used to be a ScW summary) that Anders Lundahl was to distribute to the Program Manager (*continued from October 4*).
- Grace Haggerty and Anders Lundahl will re-write/rephrase the *Develop and Implement Streamlined Compliance Templates and Processes for HR Projects* summary and send to Kelly Allan (COE), Hector Garcia (BOR), Jim Wilber (BOR), Julie Alcon (COE) and Jen Bachus (FWS) for additional language, input, and review. The revised summary will be provided as a read ahead for the September 8th CC meeting. (*continued from August 25*)

Decisions:

- The October 6, 2010 CC meeting summary was approved with the correction of some minor typos.
- The CC approved FY11 funding for the *Rio Grande Silvery Minnow Population Viability Analysis (PVA) Modeling* and *Ongoing Program Database Management System (DBMS) Administration* activities.

Recommendations:

The CC has an interest in having information from the meeting summaries and reviewing and approving products from the Fish Passage and Adaptive Management projects. The CC recommends that the CC and EC read the Fish Passage and Adaptive Management meeting summaries for informational purposes and that the meeting summaries be approved by the project COTRs and posted after meeting attendees' edits have been incorporated.

Upcoming CC Meetings:

November 10 - 1:00 pm – 4:00 pm

November 24th – CANCELLED

December 8th – possible full day meeting

December 22 - TBD

Meeting Summary

Introductions and Agenda Approval – Brooke Wyman called the meeting to order and introductions were made around the table.

Decision - Approval of 10/06/10 CC meeting summary – With quorum present the Coordination Committee (CC) approved the October 6th meeting summary with correction to 2 spelling errors.

Action Item Review – The CC performed an action item review:

- **The PMT will review both the flycatcher and minnow Recovery Plans for the legal and policy actions to determine which sections are relevant to the LTP and will report the findings back to the CC.**
 - **Ongoing.**
- **In October, Yvette McKenna will contact the EC co-chairs to elevate the CC concerns regarding misleading or erroneous statements at EC meetings and the desire to have the written record be as accurate as possible. (*continued from September 9*)**
 - **Ongoing.** There will be a meeting with Brent Rhees and Estevan Lopez; these concerns will be brought up at that time.
- **Lori Robertson will draft the (1) Competition and Predation (minnow) and (2) Predator/Non-native control (flycatcher) LTP narratives. (*continued from September 9*)**
 - **Ongoing.**
- **Jim Wilber will work with Leann Towne to draft the Water Management LTP narrative.**

- **Tabled.** Jim Wilber was not present to update the CC on the status of this action item.
- **Grace Haggerty will check on the status of the “new” HR future summary regarding work group coordination (which used to be a ScW summary) that Anders Lundahl was to distribute to the Program Manager.**
 - **Ongoing.** Grace has reminded Anders; the summary has yet to be received by the Program Manager.
- **Yvette McKenna will revise the “*Continue to collect and evaluate existing data on water quality and sediment quality and identify future investigations that are needed.*” Future Activity summary so that it is in alignment with the “*Evaluate water quality in the MRG in relation to the RGSM*” Future Activity summary and distribute to the CC for review. (continued from July 28)**
 - Complete. The Science Workgroup (ScW) has revised the Future Activity Summary and it will included in a list of priorities at the November 10th CC meeting.
- **Yvette McKenna will incorporate the recommended changes to the Monitoring Effort Recognition letter including deleting the specifics on the low and high intensity monitoring; condensing the document into a single page; moving the contributors to the top of the document; naming the co-chairs; and deleting the “draft” references from the document.✓**
 - Complete.
- **Yvette McKenna will find out if the new DOI report on adopting principles of scientific integrity is releasable and if so will distribute to the CC.**
 - Complete. The DOI report was sent to the Program mailing list and has been posted to the Policies and Laws section of the Program website.
- **Kathy Dickinson and Jim Wilber will talk to Lisa Croft to confirm that the separation of internal Reclamation costs and expected contracted costs for environmental compliance on the San Acacia Diversion Dam is feasible.**
 - Complete. The separation was confirmed to be feasible and the revised summary is on today’s agenda.
- **Yvette McKenna will make sure the ESA Compliance Requirement section language in all augmentation related activities is changed to read “*in support of RPA elements Y-AA...*”**
 - Complete.
- **Yvette McKenna will make sure the Funding Source section language in all FY11 Criteria 1 and 2 activities is changed from “unknown” to “MRGESCP.”;**
 - Complete.
- **Yvette McKenna will make sure the *PVA Modeling* activity summary is in the correct format for the next CC meeting.**
 - Complete.

- **The PMT liaisons will let their respective work groups know that the CC has requested a list of future activities so that the CC can provide approval on which scopes should be written for FY11.**
 - Complete. Work groups have submitted their lists of future activities and the CC will be approving them at the November 10th CC meeting.
- **Grace Haggerty and Anders Lundahl will re-write/rephrase the *Develop and Implement Streamlined Compliance Templates and Processes for HR Projects* summary and send to Kelly Allan (COE), Hector Garcia (BOR), Jim Wilber (BOR), Julie Alcon (COE) and Jen Bachus (FWS) for additional language, input, and review. The revised summary will be provided as a read ahead for the September 8th CC meeting. (continued from August 25)**
 - **Ongoing.**

Discuss Fish Passage and Adaptive Management Processes - Meeting attendees discussed a potential process for finalizing Fish Passage and Adaptive Management meeting minutes considering that these projects do not have designated work groups. A proposed process was for the CC to approve and finalize meeting minutes from these projects, however, there was general agreement from meeting attendees that minutes should only be approved and revised by the people who attended the meetings. It was generally felt that both CC and Executive Committee (EC) members should be reading the minutes and discussing outcomes and products from these projects but that neither committee would have the authority to approve the minutes for accuracy. The CC recommends that meeting minutes from both of these projects should be finalized and posted to the Program website by their respective COTR after meeting attendees have approved them and their edits have been incorporated.

Discuss Fish Passage (09/09/10) and Adaptive Management meeting summaries (10/13/10) - Kathy Dickinson and others have provided comments on the Fish Passage meeting summary. The document is no longer in draft form so it is believed that any comments had been incorporated. The Adaptive Management meeting summary was just recently sent out for review and has not yet been finalized.

Decision - CC recommendation to EC for Fish Passage and AM process - The CC has an interest in having information from the meeting summaries and reviewing and approving products from the Fish Passage and Adaptive Management projects. The CC recommends that the CC and EC read the Fish Passage and Adaptive Management meeting summaries for informational purposes and that the meeting summaries be approved by the project COTRs and posted after meeting attendees' edits have been incorporated.

Review revised Fish Passage, RGSM PVA Modeling and DBMS Activity Summaries – Meeting attendees reviewed and discussed the revised Fish Passage, RGSM PVA Modeling, and DBMS Activity Summaries:

- The *RGSM PVA Modeling* summary has been reformatted and U.S. Fish and Wildlife Service have made one correction to a sentence. CC requested changes are that the LTP Category be changed to “Planning” and that the Program website, which lists several PVA documents and Phil Miller’s report, be added to the References section. Stacey Kopitsch will make CC requested changes to the *Rio Grande Silvery Minnow Population*

Viability Analysis (PVA) Modeling activity summary. The estimated cost for this project is \$42,000.

- The CC reviewed 3 summaries associated with Fish Passage.
 - The *BOR: Continue Environmental Compliance and Design Data Collection for Fish Passage at San Acacia Diversion Dam (SADD)* summary had been changed to describe in more detail exactly what Bureau of Reclamation (Reclamation) staff will be working on in FY11. The Implementing Agency is Reclamation and the Funding Agency is MRGESCP. The estimated cost has been reduced by the contract cost which was moved to a new activity for support services. A CC requested change was that “environmental support services contractor” be removed from the Agency/Party Implementing the Project. The total estimated cost is \$176,000.
 - The *Conduct Studies recommended by the Phase I external peer review panel* summary had been changed to better match the peer review timeline. Kathy Dickinson presented a draft timeline for Fish Passage Activities (see attachment). Based on the time needed for the Program to agree on what if anything needs to be studied, and the time required to develop a Scope of Work (SOW), the studies are not expected to be solicited and contracted until FY12. This will give the Science work group (ScW) 6 months to develop study plans and write scopes of work. This project just requires staff time in FY11; funding will not be needed until 2012 and will be dependent on recommendations by the peer reviewers.
 - The *Environmental Compliance Support Services for Fish Passage at San Acacia Diversion Dam (SADD)* Estimated Cost is based on the first contract cost. It was suggested that this Estimated Cost be used as a place holder because there are several decisions that need to be made before a SOW can be written and a better cost estimate developed.
 - There were concerns from meeting attendees that these costs could not be accurately estimated due to the fact that issues arising in the first peer review could drastically change the levels of work associated with the presented Fish Passage projects. For example the peer reviewers could say that previous work that has been done is sufficient or they could recommend that more studies be completed. A suggested way to deal with this issue was to keep the current activity summary as a place holder and when results and recommendations from the first peer review become available make adjustments as necessary. The CC was unable to reach consensus on the funding of the *Conduct Studies recommended by the Phase I external peer review panel* and *Environmental Compliance Support Services for Fish Passage at San Acacia Diversion Dam (SADD)* and *BOR: Continue Environmental Compliance and Design Data Collection for Fish Passage at San Acacia Diversion Dam (SADD)* projects and would like to elevate this decision to the EC. All 3 of the above Fish Passage summaries should be provided to the EC so they can see the Fish Passage project as a whole.
- The CC reviewed 2 summaries associated with the Database Management System (DBMS)

- The *Program Database Development* summary is considered to be a past activity. CC requested changes were that the Funding Source be changed to read “MRGESCP” instead of “Reclamation”. There is no FY11 funding need for this project, funding provided in previous years will be used to complete the development of the database system.
- Meeting attendees discussed the options for who would be performing the tasks associated with the *Ongoing Program Database Management System (DBMS) Administration* summary. The summary lists 3 potential options for who would carry out this task; 1) Reclamation hired staff to perform this function, 2) a task order under the existing IDIQ contract for technical and administrative Program support, and 3) Program signatory provided staff. Because the Program is very satisfied with the work that DB Stephens has completed so far and their familiarity with the DBMS, the CC would like the Corps to issue a task order to DB Stephens to carry out this task. The estimated costs associated with this project are \$50,000 - \$80,000 per year. The activity summary should be updated to reflect this decision.

Decision- Approve FY11 Funding for Additional Activities discussed

- The CC approved FY11 funding for the *Rio Grande Silvery Minnow Population Viability Analysis (PVA) Modeling* and *Ongoing Program Database Management System (DBMS) Administration* activities.
- The CC was unable to reach consensus on the funding of the *Conduct Studies recommended by the Phase I external peer review panel* and *Environmental Compliance Support Services for Fish Passage at San Acacia Diversion Dam (SADD)* projects and would like to elevate this decision to the EC.

Oct 21 EC meeting update – It was shared that at the October 21st meeting the EC mainly discussed adaptive management. The EC would not like to create an ad hoc work group for adaptive management. Reclamation will be hiring additional staff to help with adaptive management.

Adaptive Management Plan updated schedule – An updated Adaptive Management Plan schedule was distributed to meeting attendees; the updated schedule has newly proposed dates for deliverables under Task 4. It was shared that the U.S. Army Corps of Engineers (Corps) had an internal meeting to talk about the adaptive management process and would like Corps technical people to meet with the adaptive management contractors. It was thought that arrangements could be made for Corp technical people to meet with the contractor on days where workshops or planning sessions have been scheduled. It was also shared that the contractor had expressed interest in seeing restoration sites on pueblo lands; January 2011 is a possible time to schedule additional site visits. It was proposed that all 2 day planning sessions be changed to 4 day sessions. For sessions when the contractor will need EC representative presence, meetings should be set up to coincide with EC meetings in order to assure attendance. It was felt that a face-to-face meeting with contractors after the draft Plan is released would be beneficial in reducing comments and questions made in response to the draft. Yvette McKenna will make sure the proposed updated schedule for Adaptive Management coincides with the

Adaptive management contract. Meeting attendees were notified that there is now a separate mailing list for adaptive management that was created from attendance at the first adaptive management meeting.

Proposed Adaptive Management species expert – The CC briefly discussed the proposed Adaptive Management species expert. The proposed biologist is knowledgeable in minnow issues and the contractor believes him to be appropriate for Program needs. The contractor is waiting for Program approval to get him onboard and involved with the project. The EC will be informed via the CC report that the contractor has added a biologist with knowledge on the silvery minnow.

Schedule ESA Sec 7 Consultation Presentation – Meeting attendees discussed scheduling a presentation for Program participants to view a presentation about the ESA Sec 7 Consultation. The presentation would include a description of the Consultation and the procedures involved. It was proposed that there be a half day session for all Program participants and a shorter session for the EC if interested. The Consultation Team will be meeting to discuss appropriate content for the presentation and will have an idea of possible dates for the presentation at the November 10th CC meeting.

Announcements – A Tamarisk Leaf Beetle page has been added to the Program website under the News Releases category. Several articles have already been added to the page.

Next meeting – November 10, 1:00 – 4:00 pm @ Reclamation.

Possible agenda items:

- FY10 final budget numbers
- Update on Adaptive Management Schedule
- Work group proposed activities for FY11 funding

Upcoming meetings:

- November 10 - 1:00 pm – 4:00 pm
- November 24th – CANCELLED due to the Thanksgiving holiday.
- December 8th – possible full day meeting
- December 22 – TBD, it will be determined at the December 8th meeting if a meeting December 22nd meeting will be needed.

**Coordination Committee
27 October 2010 Meeting Attendees**

NAME	AFFILIATION	PHONE NUMBER	PRIMARY (P) ALTERNATE (A) OTHERS (O)	EMAIL ADDRESS
Brooke Wyman	MRGCD	247-0234	P – Chair	brooke@mrgcd.us
Susan Bittick	USACE	342-3397	P – Vice-Chair	susan.m.bittick@usace.army.mil

Nathan Schroeder	Santa Ana	771-6719	P	nathan.schroeder@santaana-nsn.gov
Yvette McKenna	Reclamation	462-3555	O - PM	kdickinson@usbr.gov
Ann Moore	NMAGO	222-9024	P	amoore@nmag.gov
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Terina Perez	Reclamation/PMT	462-3614	O	tlperez@usbr.gov
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Grace Haggerty	ISC	965-2053	P	grace.haggerty@state.nm.us
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