

**Middle Rio Grande Endangered Species Act Collaborative Program  
Science Workgroup (ScW) Meeting**

06 December 2011 Meeting – 9:00 AM-11:30 AM

**ISC**

**Actions**

- Alison Hutson will send the longitudinal study SOW to Stacey Kopitsch to distribute to the volunteers who will be working on the RGSM Longitudinal Movement SOW. Completed
- Stacey Kopitsch will email the ScW to request volunteers to work on the RGSM Longitudinal Movement SOW. Completed Stacey will also notify the CC that it will not be possible for the ScW to meet the December 16<sup>th</sup>, 2011 deadline for the RGSM Longitudinal Movement SOW.
- Stacey Kopitsch will email the ScW to see who would like to review the draft Data Synthesis Plan in order to avoid compromising any agencies who might want to bid on the synthesis work.
- Stacey Kopitsch will make the suggested changes to the 2012 Work Plan and distribute the 2011 Annual Accomplishments, the 2012 Work Plan, and the ScW Charter to the ScW for review; comments are due to Stacey Kopitsch by COB December 20<sup>th</sup>, 2011.
- Tetra Tech will verify that Rebecca Houtman is still included on the ScW mailing list as she was not included on the last couple of emails distributed to the workgroup.
- Alison Hutson will make sure the ISC conference room is reserved for calendar year 2012. Completed
- Yvette Paroz will discuss contractor interactions with the work group with Jericho Lewis – to determine how to incorporate several presentations and updates to the work group as contractual requirements. (*Ongoing from 10/13/11*)
- Jen Bachus volunteered to use the CC notes to create a bulleted list of recommended sections that will be included in each synthesis category statement of work and will distribute the list to work group members for feedback/comment. Completed – part of Data Synthesis Plan to be reviewed by ScW volunteers.

**Decisions**

- Meeting attendees had no additional changes to the October 13<sup>th</sup>, 2011 ScW meeting notes, and agreed the notes will be redistributed to the ScW via email and if no changes are received by a certain deadline then the notes will be considered approved.
- Meeting attendees had no additional changes to the November 15<sup>th</sup>, 2011 joint workgroup meeting notes.

**Requests**

- The work group requests that Reclamation appoint a primary ScW representative.

## Meeting Notes

### Introductions and Agenda Approval

- Jen Bachus brought the meeting to order.
- No changes were made to the agenda.

### Approve the October 13<sup>th</sup>, 2011 ScW Meeting Minutes

- Meeting attendees had no additional changes to the October 13<sup>th</sup>, 2011 ScW meeting notes or the November 15<sup>th</sup>, 2011 Joint Workgroup meeting notes.
- Since several ScW members were unable to attend today's meeting because of inclement weather, meeting attendees agreed that the October 13<sup>th</sup>, 2011 ScW meeting notes will be redistributed to the ScW via email and if no changes are received by a certain deadline then the notes will be considered approved.

### Announcements

- There were no announcements.

### Update from November 15<sup>th</sup>, 2011 Joint Workgroup Meeting

- Meeting attendees were updated that at the joint workgroup meeting, the workgroups were notified that the Program may consider streamlining the workgroups.
  - There are not currently any updates regarding the streamlining of the workgroups; however Stacey will report back to ScW in January 2012.

### Status of Future Projects/SOW Assignments:

- Meeting attendees reviewed the status of the ScW projects that were approved for FY 12 funding. The ScW had been tasked by the CC to develop SOWs for the majority of the new projects. ScW members have volunteered to work on the SOWs and the majority of them will be completed by the deadline.
  - Water Quality
    - Volunteers working on this SOW met last week and a draft SOW will be sent to Reclamation shortly. The SOW is on track to be completed by the December 16<sup>th</sup>, 2011 deadline.
  - Rio Grande Silvery Minnow (RGSM) Life History
    - Volunteers working on this SOW met yesterday. The group will be soliciting feedback from the Population Viability Analysis (PVA) workgroup on modeling needs, and will be meeting again in January to continue to work on the SOW. The deadline for this SOW is February 1<sup>st</sup>, 2012.
  - RGSM Spawning Monitoring
    - Volunteers for this project met last week and have developed a draft SOW. The SOW is on track to be completed by the December 16<sup>th</sup>, 2011 deadline.
  - RGSM Fecundity
    - Meeting attendees were updated that Bureau of Reclamation (Reclamation) is looking at the potential for this project to be completed through an Interagency Agreement (IA). The work group has not yet been tasked with developing a SOW but there is the potential for a SOW to be needed in the future.
  - RGSM Longitudinal Movement
    - This project has an activity summary but does not yet have a SOW. The CC had directed the ScW to have another joint meeting with the Habitat Restoration Workgroup (HRW) to make sure that the group would like to move forward with this project.

- In a brief background of the project, it was explained that the project has been a Priority 2 for the ScW. The San Acacia Diversion Dam (SADD) Fish Passage Peer Review report has a recommendation related to RGSM movement, so the CC requested that this project be modified to answer the questions posed by the panel about RGSM movement in response to river drying, with assistance from the HRW.
- Though the deadline for the SOW for this project is December 16<sup>th</sup>, 2011, given the number of SOWs that the ScW is working on and the need for a joint work group meeting, meeting attendees agreed that meeting the deadline will not be realistic. The ScW will notify the CC that it is not likely that the group will meet the December 16<sup>th</sup> deadline.
- Attendees discussed that there may be an existing SOW that the ScW had developed for a similar study that had to do with plankton recolonization. Though the plankton recolonization study never ended up moving forward because the proposals that were received were not specific enough to the project it was suggested that the ScW try to locate the SOW to utilize in developing a SOW for the RGSM Longitudinal Movement; utilizing the existing SOW can help to make sure that the project is not repetitive of other efforts and that the SOW will be specific enough to get good proposals. Alison Hutson emailed Jericho Lewis (Contracting Officer) to see if he has a copy of the SOW that was developed for the plankton recolonization SOW.
  - At the end of the meeting Alison updated meeting attendees that Jericho sent her an existing SOW for a longitudinal study. Though this is not the plankton recolonization project meeting attendees agreed that it would be useful in writing the RGSM Longitudinal Movement SOW.

**Action:** Alison Hutson will send the longitudinal study SOW to Stacey Kopitsch to distribute to the volunteers who will be working on the RGSM Longitudinal Movement SOW.

**Action:** Stacey Kopitsch will email the ScW to request volunteers to work on the RGSM Longitudinal Movement SOW. Stacey will also notify the CC that it will not be possible for the ScW to meet the December 16<sup>th</sup>, 2011 deadline for the RGSM Longitudinal Movement SOW.

- RGSM PVA modeling
  - There is not currently a deadline for a SOW for this project, but a SOW may be needed later in FY12.
- The ScW volunteers were recognized for putting a lot of work into developing the SOWs and it was shared that the Program Manager has expressed appreciation for the amount of work that the ScW has put into developing SOWs.

### Status of Data Synthesis Plan

- Meeting attendees were reminded that a synthesis of Program data was one of the recommended activities that came out of the SADD Fish Passage Peer Review and the ScW was tasked to develop a plan for the data synthesis. At the October 2011 ScW meeting the work group developed and prioritized categories for the synthesis effort based on guidance from the CC and what the ScW thought was appropriate. The ScW also developed a draft plan for synthesizing the data - ScW members will need to review and provide feedback on the draft plan before it is sent to the CC for approval. Because the draft Data Synthesis Plan contains language that will go into SOWs, in order to avoid conflicts of interest the draft plan should only be reviewed by ScW members whose agencies will not be bidding on the work. After the draft plan is approved by the ScW it will be sent to the CC for review.

**Action:** Stacey Kopitsch will email the ScW to see who would like to review the draft Data Synthesis Plan in order to avoid compromising any agencies who might want to bid on the synthesis work.

- Meeting attendees were updated that the draft Data Synthesis Plan includes a background of why the plan is being written, the categories for synthesis, and a table that merges information on threats and recovery actions that are cross-linked with the synthesis categories. It was explained that the table was added to show how the information under each category will show progress in informing and addressing the threats. The draft Data Synthesis Plan also includes the workgroup's recommendation for utilizing contracted support in completing the synthesis. The draft Data Synthesis Plan also indicates that though the categories will be synthesized separately there should be consistency in the synthesis.
- It was shared that the Database Management System work group will be developing a template for how data will be migrated into the database so that the synthesis will be consistent with the Program database.

### **Review of 2011 Workgroup Accomplishments, 2012 Work Plan, and Charter**

- The 2011 Workgroup Accomplishments, 2012 Work Plan, and the ScW charter were provided as read aheads for today's meeting. The CC will be reviewing these documents at their January 4<sup>th</sup>, 2012 meeting.
- Meeting attendees reviewed the 2011 Workgroup Accomplishments.
  - The ScW has completed the majority of the tasks from the 2011 Work Plan; the remaining activities have yet to be completed as they are dependent on other deadlines implemented by the Program that have been pushed back.
- Meeting attendees reviewed the 2012 Work Plan.
  - The 2012 Work Plan was developed from the 2011 Work Plan with any incomplete items carried over. The 2012 Work Plan includes draft reports that will be delivered to the Program in 2012 that the ScW will be expected to review (i.e. Population Monitoring report, Genetics Peer Review report) and a task for having meetings with COTRs. When the CC reviews the work plan they may also fill in upcoming events that they want the work group to participate in.
  - A suggestion from meeting attendees was to add a task for "Coordination with COTR on status of ScW projects" so that the work group is kept up-to-date on all ScW projects. This would include coordination with the COTR from SOW development phase all the way through to the receipt of final reports.
  - It was also suggested that the due date for "Develop SOWs for 2012 EC approved activities" be changed to "August 2012 and as needed".
  - Meeting attendees were updated that the draft Long Term Plan (LTP) is scheduled to be available in February 2012. A task for ScW to participate in a LTP implementation workshops was carried over from 2010, so there may be a joint workgroup meeting or workshop when the final LTP becomes available, however no such workshop has been scheduled yet.
  - It was explained that the task "Attend annual MRGESCP workshop" was added to the work plan because one of the recommendations from the November 15<sup>th</sup>, 2011 joint work group meeting was to have an annual Program workshop..
- Because some work group members were unable to attend today's meeting the 2011 Annual Accomplishments and the 2012 Work Plan will be distributed to the ScW for additional feedback before they are submitted to the CC. Workgroup members should also review the list of work group members to verify that the primary and alternate attendees for each agency are still current. The work group also requests that Reclamation appoint a primary ScW representative.

**Action:** Stacey Kopitsch will make the suggested changes to the 2012 Work Plan and distribute the 2011 Annual Accomplishment, the 2012 Work Plan, and the ScW Charter to the ScW for review; comments are due to Stacey Kopitsch by COB December 20<sup>th</sup>, 2011.

- Meeting attendees briefly discussed the ScW Charter. Because some components of the ScW Charter, like a section that refers to monitoring plans, are outdated meeting attendees agreed that it would be beneficial for the work group to review the Charter and make note of any suggested changes; however, because it would be a lengthy approval process to make changes to the existing Charter, meeting attendees agreed that unless an edit would be critical to the workgroup's function, changes should be saved to be incorporated at a later date.

### Program Update

- Executive Committee (EC) Update
  - The EC last met on November 3<sup>rd</sup> and 4<sup>th</sup>. During that meeting they agreed to start developing documentation for a Recovery Implementation Program (RIP) and two subgroups were formed to work on developing a RIP action plan and the program document.
  - The RIP Action Plan group has developed a timeline to draft the Action Plan for presentation at the February 2012 EC meeting. The first step in the timeline is to sketch out an outline of the action plan. The action plan would be a 5 year work plan, with 5 year moving window in which actions from the LTP will be implemented each year. The RIP action plan would also include information on the annual review and the process for how the interim criteria would be developed.
    - It was explained that the group working on the Program Document will be working on describing what the RIP structure would look like and will work on writing the overarching program document that would describe that. It's believed that this effort will be presented to the EC for feedback in February 2012 as well.
  - The next EC meeting will be on Thursday, December 8<sup>th</sup>, 2011 at Interstate Stream Commission.
- CC Update
  - The CC met twice in November 2011 with both meetings focusing on approving an FY12 budget. It's believed that most of the items on the budget were approved with a couple of projects that will be considered should more funding become available. The 10(j) activity has been approved contingent on EC approval.
  - The next CC meeting will be January 4<sup>th</sup>, 2012.
- Important Dates/Events:
  - The LTP should be available in February 2012.
  - The Population Monitoring/Population Estimation peer review is underway. It's believed that the review should be completed in spring 2012.
  - It's believed that the peer review contractor is in the process of selecting panelists for the Genetics peer review.
    - It's not believed that the peer review will be as open for Program participation as the SADD Fish Passage peer review was.

### Action Item Review

- Anyone interested or available to volunteer/assist in the mesohabitat mapping project work should contact Mickey Porter (COE).
  - The mesohabitat mapping work is currently underway and there are still two days left.
- ✓ Alison Hutson will forward the USGS mesohabitat mapping schedule email to Tetra Tech to distribute to ScW members.
  - Complete.
- ✓ Tetra Tech will forward Kathy Verhage's contact information to Ali Saenz to be added to the ScW mailing list as alternate.

- Complete.

**Action:** Tetra Tech will verify that Rebecca Houtman is still included on the ScW mailing list as she was not included on the last couple of emails distributed to the workgroup.

- ✓ Yvette Paroz will ask Vicky (a new staff member at Reclamation) to provide an update on the TX/NM/Mex Salt Cedar Bio-Control Consortium (Alpine) meeting; if appropriate, the update will be provided in a 1-page document that can be distributed via email.
  - Complete. The update will be tabled for a spring 2012 ScW meeting.
- Yvette Paroz will discuss contractor interactions with the work group with Jericho Lewis – to determine how to incorporate several presentations and updates to the work group as contractual requirements.
  - The status of this action item is not known
- Jen Bachus volunteered to use the CC notes to create a bulleted list of recommended sections that will be included in each synthesis category statement of work and will distribute the list to work group members for feedback/comment.
  - Complete; This is part of the Data Synthesis Plan the work group is in the process of providing feedback.
- ✓ Stacey Kopitsch, Jen Bachus, Kathy Verhage, Dana Price, Alison Hutson, and Rebecca Houtman will work on the Water Quality scope.
  - Complete; Rick Billings and Justin Rael also participated in developing the Water Quality SOW.
- ✓ Yvette Paroz will check to see if Lori from Reclamation can participate in the Water Quality scope.
  - Complete.
- ✓ Jen Bachus will link the threats table to the synthesis category that addresses it.
  - Complete.
- ✓ Jen Bachus will send out an email to ScW members requesting volunteers to work on the Spawning Monitoring SOW; current volunteers included Rebecca Houtman and Alison Hutson.
  - Complete. Rick Billings, Mickey Porter, and Yvette Paroz (COTR) also volunteered to work on the Spawning Monitoring SOW.
- ✓ Yvette Paroz will send out the previous Spawning Monitoring scope of work and all the comments received on the report to the volunteers who will be working on the new Spawning Monitoring scope
  - Complete.
- ✓ Comments on the Gear Evaluation report are due by November 1<sup>st</sup>, 2011.
  - Complete.
- ✓ ScW members should email any specific topic/agenda requests for the November 15<sup>th</sup> joint work group session to Stacey Kopitsch.
  - Complete.
- ✓ Stacey Koptisch will forward the ScW request to have (1) an annual research symposium (or annual state of the science review) and (2) process/procedures to facilitate work group interactions/communications be discussed at the November 15<sup>th</sup> joint work group session.
  - Complete.

**Next Meeting: January 17<sup>th</sup>, 2011 from 9:00 AM to 11:30 AM at ISC.**

**Action:** Alison Hutson will make sure the ISC conference room is reserved for calendar year 2012.

- Potential agenda items include: (1)

**Science Work Group  
December 6<sup>th</sup>, 2011 Meeting Attendees**

	<b>NAME</b>	<b>AFFILIATION</b>	<b>PHONE NUMBER</b>	<b>EMAIL ADDRESS</b>	<b>Primary, Alternate, Other</b>
1	Stacey Kopitsch	FWS	761-4737	stacey_kopitsch@FWS.gov	A - PMT
2	Alison Hutson via phone	ISC	841-5201	alison.hutson@state.nm.us	P – Co-chair
3	Dana Price	USACE	342-3378	dana.m.price@usace.army.mil	A
5	Jen Bachus	FWS	761-4714	jennifer_bachus@fws.gov	P – Co-chair
6	Michael Porter	USACE	342-3264	michael.d.porter@usace.army.mil	P
9	Christine Sanchez	Tetra Tech		christine.sanchez@tetrattech.com	O – note taker