

Coordination Committee Meeting
July 11, 2012

Meeting Materials:

Meeting Agenda

Meeting Minutes

Middle Rio Grande Endangered Species Collaborative Program**Coordination Committee Meeting****July 11, 2012 – 12:30 – 4:00 pm****Bureau of Reclamation****Rio Grande Conference Room**

Conference Call-in Line for July 11, 2012

Toll Free Number: Phone: 1- 800-621-8611

Passcode: #15703

(1st Committee member or contractor to arrive, please dial in)**Draft Meeting Agenda**

- Introductions and Agenda* Approval
- Farewell to Brian Gleadle, NMDGF
- **Decision** – Approval of 06/06/12 CC meeting summary* and review of action items
- Update on June 21 EC meeting
- Update on Program Document progress
- Update on RIP Action Plan progress
- Update on Program workshops/trainings
- Significant Non-Decision Items to Brief EC
- Announcements

denotes read ahead*Next meeting** – CC Meeting – August 1, 2012 (12:30-4:00 pm)**Upcoming meetings**

EC Meeting – July 20, 2012 (9:00 am-4:00 pm) @ Reclamation

June 6, 2012 Actions

- √ Yvette McKenna and Ali Saenz will incorporate the changes to the Draft External Peer Review document as discussed. Changes/edits included:
 - Section 6K be changed to “...if the process or scope was not followed.”
 - Specificity and verification from the Program Manager be added to Section H (the COTR’s roles and responsibilities)
- √ Yvette McKenna will send the revised Draft External Peer Review document to CC members for one final review prior to submittal as an EC read ahead.
- √ Additional comments on the Draft External Peer Review document are due to Yvette McKenna by COB on June 13th in order to be prepared as a June 21st EC read ahead. (*Comments from USACE received on 6/13 and from ISC on 6/15.*)

- √ Yvette McKenna will add the approval of the Draft External Peer Review Document as a decision item to the June 21st EC meeting.
- Grace Haggerty will review the Program Document section(s) describing “teams” and will have comments/edits back to the Program Document focus group no later than June 13th.
- Grace Haggerty will provide a copy of the new draft LTP narrative to both the Program Document and RIP Action Plan focus groups by Monday, June 11th.
- √ Yvette McKenna will revise the draft June 21st EC meeting agenda with the following changes:
 - The agenda items will be reordered to: Consultation Update, Program Document Focus Group Presentation, RIP Action Plan Focus Group Presentation, Approval of CPUE Metrics Workshop, followed by the Interim Metrics discussion.
 - The Interim Metrics discussion will be retitled to: Sufficient Progress Evaluation.
 - The Sufficient Progress Evaluation discussion will be reduced to 45 minutes and will include: (a) W. Murphy’s update on the table of measures; (b) D. Freeman’s update on the Program Document perspective (which discusses the process that RIP will follow for sufficient progress); and (c) P. Redmond’s discuss on his theoretical compliance work.
 - Under the CPUE Metrics Workshop discussion, Item C. will be modified to omit “Peer Review.”
 - Item #12 Decisions for July 20th will be reworded to: *endorse the RIP and related documents as the ESA coverage vehicle.*
- √ Yvette McKenna will meet with Jericho Lewis to discuss what the steps would need to be taken to “restart” the genetics peer review and possible funding.

Recommendations

- Revising of the External Peer Review document should be captured as an action in the RIP Action Plan.
- As of the meeting, no significant concerns were expressed with the Draft External Peer Review document. With the incorporation of the changes discussed today (and any non-significant changes received by June 13th), the CC recommends the EC approval the interim External Peer Review document.

Recommendations (ongoing)

- CC members were encouraged to make sure their agency has an assigned primary and alternate representative for each work group (as appropriate).
- Identify and submit any possible future actions/activities that could contribute to recovery for inclusion in the LTP.

Reminder

- EC December 8, 2011 Action Item - Non-federal signatory entities will submit their 25% cost share reports through FY2011 (including any back years not reported) using the template to the Program Manager. (*Ongoing*)

**Middle Rio Grande Endangered Species Collaborative Program
Coordination Committee Meeting
July 11, 2012 – 12:30 – 1:30 pm
Bureau of Reclamation
Rio Grande Conference Room**

Actions

- Grace Haggerty will review the Program Document section(s) describing “teams” and will have comments/edits back to the Program Document focus group. (*Ongoing 6/6/12*)
- Grace Haggerty will provide a copy of the new draft LTP narrative to both the Program Document and RIP Action Plan focus groups. (*Ongoing 6/6/12*)

Decisions

- Due to the current light workload, attendees agreed that CC meeting times will revert back to 1:00 PM - 4:00 PM.
- The June 6th, 2012 CC meeting summary was approved with no changes.

Next Meeting: August 1st, 2012 from 1:00 PM to 4:00 PM

Meeting Summary

Introductions and agenda approval: Rick Billings brought the meeting to order and introductions were made. The agenda was approved with the addition of a decision item to revert the CC meeting starting time back to 1:00 PM (from 12:30) and a review of the draft July 20th Executive Committee (EC) meeting agenda.

Decision – Revert meeting start time to 1:00: Attendees were reminded that the CC meeting time was changed to start at 12:30 in order to extend the meetings by a half hour to accommodate the heavy workload associated with the Long Term Plan (LTP) and other tasks. Since the workload has lightened it was proposed that the meeting start time be reverted back to 1:00 PM. Meeting attendees agreed that CC meeting times will revert back to 1:00 PM - 4:00 PM. If additional work or tasks arise meeting times can be extended as needed.

Farewell to Brian Gleadle: The CC recognized Brian Gleadle for his participation in the Collaborative Program. After 6 years of contribution, Brian is retiring and will be greatly missed. The CC thanked him for his commitment and dedication to the collaborative process.

Decision – Approval of the June 6th, 2012 CC meeting summary and action item review:

- The June 6th, 2012 CC meeting summary was approved with no changes.
- All of the June 6th action items were completed with the exception of two: Grace Haggerty will review the Program Document section(s) describing “teams” and will have comments/edits back to the Program Document focus group no later than June 13th; and Grace Haggerty will provide a copy of the new draft LTP narrative to both the Program Document and RIP Action Plan focus groups by Monday, June 11th. Grace is in the process of completing these two action items.

Update on June 21st EC meeting:

- Attendees were updated that the EC has deferred their decision on Recovery Implementation Program (RIP) program management for the July 20th EC meeting.

- It was shared that going into the June EC meeting the non-federal agencies had voiced 3 “deal breakers” that would need to be fleshed out before they could endorse a transition to a RIP: 1) sufficient progress metrics; 2) scope of coverage; and 3) program management. As there have been meetings between Bureau of Reclamation (BOR) and Interstate Stream Commission (ISC) to discuss the scope of coverage and there have been meetings between Program agencies to discuss the sufficient progress metrics it’s believed that those two “deal breakers” have been resolved, at least in principal. Agencies also met after the June EC meeting to discuss recommendations for RIP management.

Update on Program Document progress:

- Representatives from the Program Document focus group shared that the focus group members are in the process of addressing feedback received after the Program Document presentation at the last EC meeting and are also working on making additional refinements to the document. The Program Document focus group last met on July 9th and will be meeting again on July 12th to get the document in the best place possible to submit as a read ahead for the July 20th EC meeting.
- It was commented that there have been encouraging discussions regarding the 3 “deal breaker” issues and the focus group has been attempting to reflect those discussions as best as possible in the Program Document. Though there are still a number of placeholders within the Program Document that will be filled in as the consultation unfolds it’s believed that the document is in a good place for the July EC meeting.
- As work on the Program Document has slowed down some of the focus group members may be able to assist with development of the Action Plan.

EC July 20th draft agenda:

- The draft July 20th EC agenda was provided as a hard copy handout to meeting attendees.
- Yvette McKenna took meeting attendees through a brief overview of the items on the agenda for the upcoming EC meeting. The EC meeting is scheduled for 9:00 AM to 4:00 PM. There will be a presentation on RIP management and updates from the RIP document focus groups. There are also decision items to approve the RIP management interim plan, approval of CPUE metrics and methodologies workshop, and endorsing the RIP and related documents as the ESA coverage vehicle.
 - It was clarified that the EC will not be approving the RIP Program Document and Action Plan as final documents at the July 20th meeting but there will be a decision item to endorse the RIP and related documents as the ESA coverage vehicle.
 - It was explained that an update on the progress on water management agreements/plans was added to the EC agenda per EC member request to see what agreements/plans would look like.
 - It’s thought that an updated draft of the sufficient progress metrics will be provided for the EC meeting as some suggested edits were submitted on the last draft.
 - A species update is also included on the EC agenda. It’s hoped that the species update will be expanded to include additional information beyond CPUE including updates on rescue/salvage and updates on the flycatcher.
 - It was shared that Vicky Ryan sends out regular updates on the flycatcher every couple of weeks.
 - It was shared that the Program Management Team (PMT) and Public Information and Outreach (PIO) and Database Management System (DBMS) work groups are trying to find short video clips and pictures of the minnow and flycatcher to post to the DBMS website. Pictures of fledglings and cow bird eggs in a flycatcher nest have been received.

- Rick Billings shared that the CPUE workshop planning group will be having a conference call to discuss the CPUE workshop. The planners will be discussing funding for the workshop; the current amount may not be enough to cover some of the tasks that the outside technical experts would be charged with such as reading reports and looking through data sets. There was some concern that, due to rescue efforts associated with the recent wildfires, FWS representatives have not yet reviewed the workshop plans. The workshop planners would like to have the plans reviewed by FWS staff before the plan is presented to the EC.
 - Jason Remshardt (FWS) is expected to participate in the upcoming workshop planning conference call.
- It was noted that FWS has corrected the date for issuance of a draft Biological Opinion (BO) to November 16th, 2012.

Update on RIP Action Plan progress:

- Through the end of June the Action Plan focus group has been working to flesh out the details in the actions, tasks, tools, and responsible parties sections of the Action Plan. Currently work on the Action Plan is in a holding pattern as some focus group members have been repositioned to work on the Biological Assessment (BA)/supplementation for water user coverage and while a new work order for the contractor assisting with technical editing is being developed by ISC. Though there are areas of the Action Plan that need additional work it's not known how much progress can be made before the July EC meeting.
- Representatives from the Program Document group suggested that the description for the RIP implementation teams be included in the Action Plan instead of the Program Document. Because the implementation teams will be dynamic and their structure/number may need to change it would be more appropriate to include their description in the Action Plan. The description of the implementation teams has been revised so that it is a more generic description and the implementation teams are now being referred to as EC advisory committees.
 - There was agreement from meeting attendees that the Action Plan is a more appropriate place to include aspects of the RIP that may be changing frequently since the Action Plan is planned to undergo annual review.
 - It was commented that it is difficult to develop the details of the organizational structural of the RIP when it's not known what program management will look like in the RIP.

Update on Program workshops/trainings:

- DBMS training sessions: The U.S. Army Corps of Engineers (Corps) will be hosting DBMS trainings on August 28th (afternoon), August 29th (morning), and September 6th (afternoon). There will be 20 slots available per session and meeting attendees are welcome to bring their lap tops. Attendees will need to RSVP to the training invitations and a waiting list will be developed for any overflow. In order to accommodate individuals unable to attend the trainings and to refresh Program members/train new staff on the DBMS, two DBMS training sessions will be offered each year. The DBMS trainings are open to all Program participants.
 - The DBMS will soon have a web portal that will replace the current Program website. The web portal will have the same web address as the current Program website and will be the new location for posting meeting notices, meeting notes, and draft agendas. Because the DBMS web portal is planned to look a lot different than the current Program website it's planned for the DBMS web portal to mimic the layout of the current Program website to help users adjust to using the DBMS web portal before the current website contract ends in September 2012.

- It was asked if there will be new versions of the DBMS developed. As users become more familiar with the database there will likely be ideas for new or different functionality.
 - The development of new versions of the DBMS would be dependent on whether there is funding available at the time that a new version is requested. The Corps is maintaining the DBMS contract and there are three more years in the current contract. When the contract has ended the current contractor could compete for a new contract.
 - As part of the current contract the contractor will have staff that will interact with the Program to make sure that new documents/data are regularly uploaded to the DBMS.
 - It was asked if there was a cost estimate for maintenance of the DBMS in the LTP.
 - The LTP gives an estimated cost for a Database Administrator to help keep up maintenance of the DBMS. The CC had requested that the current contractor provide database maintenance for 1 year.
 - The Corps has agreed to fund DBMS maintenance on the condition that funding is available.
- Population Viability Assessment (PVA) training for the RAMAS model will take place in August. Currently there are no planned dates for training on the FORTRAN model. The PVA work group was in agreement that it would be too overwhelming to have trainings on both models during one session. The PVA may be discussing dates for the FORTRAN model training at their next meeting (7/23 and 7/24).

Significant Non-Decision Items to brief EC:

- There were no non-decision items to brief the EC on at the upcoming July 20th EC meeting.
- At some point in the near future Reclamation will have information on the pilot adaptive management test on flows below Isleta Reach at 100 – 150 cfs to report to the Program.

Announcements:

- The 57th Annual Water Resource and Research initiative Water conference, *Hard Choices: Adaptive Policy and Management to Water Scarcity*, will take place on August 28th at the New Mexico State University in Las Cruces.
 - The EC meeting tentatively scheduled for August 28th may be rescheduled because of EC member schedule conflicts with the conference. Alternate dates will be proposed to the EC at their next meeting.
- It was announced that the Corps, ISC, BOR, the Attorney General's Office (AGO), Middle Rio Grande Conservancy District (MRGCD), and FWS will be presenting a joint proposal for a 3rd party managed RIP at the July 20th EC meeting.

**Coordination Committee Meeting
11 July 2012 Meeting Attendees**

| NAME | AFFILIATION | PHONE NUMBER | PRIMARY (P) ALTERNATE (A) OTHERS (O) | EMAIL ADDRESS |
|------------------------------------|---------------|-------------------|--|-----------------------------------|
| Yvette McKenna | Reclamation | 462-3640 | O – PM | ymckenna@usbr.gov |
| Rick Billings | ABCWUA | 796-2527 | P – Co-Chair | rbillings@abcwua.org |
| Grace Haggerty | NMISC | 383-4042 | P | grace.haggerty@state.nm.us |
| Jim Wilber | Reclamation | 462-3548 | P – Co-Chair | jwilber@usbr.gov |
| Hilary Brinegar (via phone) | NMDA | 575-646-2642 | P | hbrinegar@nmda.nmsu.edu |
| Jennifer Faler | Reclamation | 462-3541 | O | jfalder@usbr.gov |
| Brian Gleadle | NMDGF | 222-4700 | P | brian.gleadle@state.nm.us |
| Stacey Kopitsch for Lori Robertson | USFWS | 761-4737 | O | stacey_kopitsch@fws.gov |
| Susan Bittick | USACE | 342-3397 | P | susan.m.bittick@usace.army.mil |
| Liz Zeiler | NMISC | 827-6189 | A | elizabeth.zeiler@state.nm.us |
| Ken Cunningham | NMDGF | 476-8114 | A | kenneth.cunningham@state.nm.us |
| Eveli Abeyta | Santo Domingo | 465-0055 | P | eabeyta@sdutilities.com |
| Brooke Wyman | MRGCD | 247-0234 | P | brooke@mrgcd.us |
| Nathan Schroeder | Santa Ana | 771-6719 | P | nathan.schroeder@santaana-nsn.gov |
| Christine Sanchez | Tetra Tech | 881-3188 ext. 139 | O – Note Taker | christine.sanchez@tetrattech.com |