

Coordination Committee Meeting
February 6, 2013

Meeting Materials:

Meeting Agenda

Meeting Minutes

**Middle Rio Grande Endangered Species Collaborative Program
Coordination Committee Meeting
February 6, 2013 1:00 pm - 4:00 pm
Bureau of Reclamation
Rio Grande Conference Room**

Conference Call-in line February 6, 2013:

Toll Free Number: 1-800-621-8611

Participant Passcode: 18006#

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

Draft Meeting Agenda

- Introductions, Discuss Procedure for Today's Notes, and Approve Agenda*
- **Decision** - Approve 12/12/12 CC Meeting Summary* and Review Action Items*
- Review January 17 EC Meeting Actions and Decisions*
- Review the CC primary and alternate appointments (*handout*)
- Status report from the PVA workgroup co-chairs
 - Dr. Miller's final report summary (*Reclamation*)
 - Intent to continue Dr. Goodman's work? (*MRGCD*)
- **Decision** – Review and Approve 2012 Workgroup Accomplishments and 2013 Work Plans
- Discuss contracting schedule
- ***Additional topics to be added by CC representatives***
- Significant Non-Decision Items to Brief EC

Decision - Next CC meeting – March 6, 2013 @ Reclamation from 1:00 – 4:00 pm
(*Reclamation attendees have a conflict on the first Wednesday of the month until 1:30 pm;
discuss changing the meeting time to the morning or to start later in the afternoon.*)

Upcoming meetings

ScW, joint, HRW – February 19, 2013 @ BIA from 9:00-11:30 am; 11:30 am-12:30 pm; 12:30-3:30 pm

EC meeting – February 21, 2013 @ Reclamation from 9:00 am – 1:00 pm

****denotes read ahead***

December 12, 2012 CC Actions

- Yvette McKenna will verify the expiration date and funding remaining for the current Population Monitoring project.
- Other non-Reclamation members were asked by Yvette McKenna to explore the possibility that they could offer note taking support for EC, CC and perhaps work group meetings in January and maybe February 2013 in the case that Reclamation's contract is not completed in that time period. Anyone able to offer this temporary assistance should contact Yvette as soon as possible.

Ongoing and Continued Actions

- Cost share reports through FY2011 (September 30, 2011) and previous years are due to Yvette McKenna by November 21st, 2012. *(continued from 11/07/12)*

Decisions

- The November 7th, 2012 CC meeting summary was approved for finalization with no changes. The CC agreed to postpone the decision item to Review the Draft RIP Document and Activity Schedule and Assign Priorities, Leads, and Dates (where possible) until January 2013 when there will be more information on the BO and RIP and possibly more direction from the EC.

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Decisions

- Discussion of the contracting schedule was moved to bullet 3 as Yvette McKenna would not be available.
- The December 12, 2012 CC meeting summary was approved with no changes.
- The CC agreed to postpone the decision item to Review the Draft RIP Document and Activity Schedule and Assign Priorities, Leads, and Dates (where possible) from the November 7, 2012 meeting until more information on the BO and RIP is available and possibly more direction from the EC.
- Recommended the State Land Office HR project extension is sought through acquisitions.
- CC meeting times have been changed from 9:00 am to 11:00 am on the 1st Wednesday of each month to accommodate Reclamation scheduling conflicts.

Actions

- Rhea to send follow-up email to CC members regarding submittal of Cost Share reports
- Ali will post SAR presentation to website on a public module
- Rhea will send email to workgroup co-chairs to review and submit documents for the 2013 Work Group Work plan & the 2012 Work Group Accomplishments reports for CC review and approval in March 2013.
- CC will review current acquisition draft process
- CC recommends that the PVA workgroup co-chairs meet to discuss Dr. Miller's & Dr. Goodman's models and brief the EC
- Program Participants are encouraged to contact Ali for RAMAS program license.
- Workgroup co-chairs are to review and update 2012 Accomplishments and 2013 Work plans prior to March 28, 2013 EC meeting.

Notes

- Discuss contracting scheduled was moved to 3rd bullet on the agenda
 - The contract for Pop Monitoring is in process and is expected to be awarded by 03-31-13 (\$200K)
 - The note taking contract is in process and is expected to be awarded early April 2013 (\$80K)
 - Reclamation has acquired note taking services through a micro-purchase for EC meeting for the months of January, February, and March
 - Cost share reports – 5 entities have submitted cons share. 8 entities' reports are needed. Please email to Rhea Graham (cc Diane Herrera)
 - ***Ongoing and Continued Actions***
 - *Cost share reports through FY2011 (September 30, 2011) and previous years are due to Yvette McKenna by November 21st, 2012. (continued from 11/07/12)*

*Rhea to send follow-up email

- The CC reviewed January 17, 2013 EC meeting Action Items:
 - Kris Schafer will check with the USACE counsel to determine if the Corps' response letter to the Service dated January 15th, 2013 can be made available to the EC to help inform discussions on resolving the number of BOs (one vs. two) in the reconsultation.
 - Complete; the answer is "no", it cannot be distributed
 - EC members will review the Draft Financial Management Entity Scope of Work and submit any comments to Rhea Graham and Ann Moore no later than close of business on Friday, January 25th, 2013.
 - comments were received, discussed, and incorporated; this item will continue
 - San Acacia Reach workgroup presentation materials will be printed for distribution and emailed to participants in the 2009 workshop, and posted on the Program website.
 - The presentation has been posted to the EC meeting module on the MRGESCP website; pending a correction it will be made publically available on the website; a printing request is also pending
 - *Ali will post SAR presentation to website on a public module
- The 2013 Work group Work plans and 2012 Workgroup Accomplishments were moved to the March 6, 2013 CC meeting.
 - *Rhea will send email to workgroup co-chairs to review and submit documents (cc Ali Saenz)
- Ann Demint requested time extension for the State Land Office Project
 - Non-Federal partner needs to "adopt" cost-share contribution to SLO's HR project (FY11 Work plan
- Recognizing limitation outside our control, revisit & revise CC SOW review times before acquisitions are sent for agency processing and award
 - *CC will review current acquisition draft process
- Week of Jan 4, 2013 data and report was received from Dr. Miller. Final deliverable review needed
- CC reviewed the February 1st email from MRGCD regarding Dr. Goodman's work.
- CC recommends that the PVA workgroup co-chairs meet to discuss Dr. Miller's & Dr. Goodman's models and brief the EC.
- After a review of the 2012 Accomplishment and 2013 Work plans the CC requests that all workgroup co-chairs complete updates prior to the March 28, 2013 EC meeting.
- Reclamation employees have a standing acquisitions conference call the 1st Wednesday of the month from 12:00 pm – 1:30 pm. The CC has decided to move meeting to a morning schedule to

accommodate Reclamation and Program participants. The new CC meeting times will be from 9:00am to 11:00 am on the 1st Wednesday of each month until further notice.