**Fiscal Planning Committee (FPC)**

**Meeting Summary**

**December 14, 2023; 1:30 PM – 2:30 PM**

**Location:** Microsoft Teams

**Decisions:**

* Approval of December 14, 2023 FPC meeting agenda
* Approval of August 2, 2023 FPC meeting minutes

**Announcements:**

* Hira Walker, U.S. Army Corps of Engineers (USACE), announced that USACE will fund the Program Portal through February 2025.

**Action Items:**

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| **WHO** | **ACTION ITEM** | **BY WHEN** |
| Program Support Team (PST) | Provide the WEST presentation slides, PST resumes, and Communications Plan to the FPC | 12/18/2023 |
| PST | Provide links to the Funding Opportunities Matrix on the Program Portal | 12/18/2023 |
| FPC Co-chairs | Meet with the PST to review the revised draft 2024 Work Plan | First week of January |
| FPC | Provide feedback on user experience for the Funding Opportunities Matrix on the Program Portal | 1/12/2024 |
| Anne Marken | Report out the 2023 FPC Summary Report at the January Executive Committee meeting | 1/18/2024 |
| PST | Work with U.S. Geological Survey (USGS)to update the Funding Opportunities Matrix as needed | 1/29/2024 |
| PST | Seek available information on past signatory/PST one-on-one conversations and summarize as best possible | Early 2024 |
| PST | Schedule the next FPC meeting in early 2024 to continue open FPC discussion | Early 2024 |

**Next Meeting:** January-March 2024

**Meeting Minutes**

# Welcome, Introductions, and Agenda Review

The December 14, 2023 Meeting Agenda was approved by attending FPC members.

Aubrey Harris, USACE, joined the meeting as the Science and Adaptive Management Committee liaison on the FPC.

The PST recapped the Western EcoSystems Technology, Inc. (WEST) staffing presentation that occurred on November 29, 2023. There were good takeaways, but WEST may have come off as cold to the EC. WEST appeared to be solely focused on the U.S. Bureau of Reclamation rather than all signatories of the Middle Rio Grande Endangered Species Collaborative Program (MRGESCP). The PST noted the importance of the PST building new relationships with all MRGESCP members and the level of effort needed to do that. The PST acknowledged that there had been personnel changes on the PST that affected all MRGESCP members. The PST stated that resumes for current key PST personnel and a Communications Plan would be provided to the FPC. The PST noted that the shift due to personnel changes will take time to adjust to and MRGESCP members have expressed worry about losing momentum. The PST is striving to continue the good efforts that have been ongoing. The PST also stressed that the shift in personnel was an internal WEST decision and not related to the MRGESCP. The decision was motivated by health issues that have repeatedly come up on the PST. The workload of the MRGESCP has historically been difficult for PST members, which has been acknowledged by MRGESCP members. PST members need to be able to identify when the workload is too much, and WEST has a stop work policy to intervene to prevent health issues from escalating.

The PST is considering developing listening sessions after the January Executive Committee (EC) meeting, which would serve as a forum for MRGESCP members to have an open discussion. The PST suggested framing the change as an opportunity to reshape the MRGESCP. The PST plans to listen, react, and adjust, but not give up on everything that worked in the past. The PST asks signatories to engage and reflect.

Ginny Seamster, New Mexico Department of Game & Fish (NMDGF), asked about the structure of the listening sessions. The PST clarified that the format of the listening sessions are completely open to suggestion, but the PST wants to be strategic.

Ginny S. referred to the one-on-one meetings with signatories recently held by Debbie Lee and Catherine Murphy, former members of the PST. She elaborated that a lot of what would be shared at the potential listening sessions was shared at the one-on-one meetings. The one-on-one meeting format was preferred by EC members as they could be more forthcoming. Instead of holding listening sessions, Ginny S. stated it would be better to summarize the outcomes of the previous one-on-one meetings first. The PST stated the one-on-one meetings informed some of the work of the PST and were a good way to keep a finger on the pulse, but no notes were compiled from those meetings or shared with the full PST. The PST will look into the availability of notes from the one-on-one meetings. The current PST would like to develop relationships that enable some of the same kinds of conversations.

* **Decision**: Approval of December 14, 2023 FPC meeting agenda
* **Action Item**:PST provide the WEST presentation slides, PST resumes, and Communications Plan to the FPC
* **Action Item**: PST seek available information on past signatory/PST one-on-one conversations and summarize as best possible

# August 2023 Meeting Summary

Updates on action items from the August 2, 2023 FPC meeting are provided below:

* Senator Maestas attended the Habitat Restoration (HR) Coordination Group’s field trip to the Candelaria Nature Preserve on August 22, 2023. Mark Kelly, Albuquerque Bernalillo County Water Utility Authority, was interfacing with the senator and may have more information on the status of providing him project recommendations.
* Some adjustments were made to the Funding Opportunities Matrix. A version was uploaded to Portal and needs more review and adjustments. The FPC will be able to review it following the meeting.
* The Sandia-to-Isleta project meeting between USACE and potential partners was completed.
* The optional meeting on potential projects for Senator Maestas was completed following the HR Coordination field trip. There were a few folks in attendance.
* The Climate Futures Planning Workshop was postponed to 2024.
* The meeting to discuss Albuquerque area HR projects has not yet been hosted. It may be better to schedule it in 2024.
* PST will provide a short video tutorial for the Funding Opportunities Matrix using the version on the Portal, which will be reviewed by the FPC.
* The FPC will reconvene after the Climate Futures Planning Workshop in 2024 to support the workshop outcomes.
* The memo on Program Portal funding options was submitted to the EC in September 2023. USACE is looking into the option to accept pass-through funding to fund its existing contract with USGS.
* **Decision**: Approval of August 2, 2023 FPC meeting minutes

# Update on the Climate Futures Planning Workshop

The PST provided updates on the Climate Future Planning Workshop. Due to personnel shifts and to ensure that there is adequate staffing and support for the workshop, the workshop was postponed to March 2024. The date of the workshop will be partly determined by the date of the Science Symposium, which was postponed due to construction delays at its original location. The Science Symposium will be in February 2024.

The PST asked if there was opportunity for those outside the small planning groups to give feedback on the Science Symposium and Climate Futures Planning Workshop. Lynette Giesen, US Bureau of Reclamation, stated the EC approved proposals for both events and it would be better to focus on FPC tasks related to the Climate Futures Planning Workshop.

The workshop is intended to produce a list of well-formulated research or project ideas related to endangered species habitat and focused on climate resilience with potential collaborators. The FPC will attach potential funding streams using the Funding Opportunities Matrix.

# Update on the Funding Opportunities Matrix

* Funding Opportunities Calendar:

<https://webapps.usgs.gov/MRGESCP/funding/funding-opportunities-calendar>

* Funding Opportunities Graphic:

<https://webapps.usgs.gov/MRGESCP/funding/funding-opportunities>

* Application Due Dates:

<https://webapps.usgs.gov/MRGESCP/funding/application-due-dates>

The PST previewed the Funding Opportunities Matrix on the Program Portal and asked the FPC to provide feedback on user experience. The links will be provided with the meeting follow-up.

Aubrey H. stated that the Funding Opportunities Matrix is working towards a strategy but is not there yet; there still needs to be connection to proposal development, collaboration opportunities, and integration with the SAMC. Lynette G. confirmed that the Funding Opportunities Matrix would support a larger strategy, but the MRGESCP isn’t there yet. Aubrey H. related that USACE shared perspectives on this effort at the previous one-on-one meeting with the PST. USACE also talked about the Science and Adaptive Management Information System (SAMIS), a desire to facilitate inter-agency projects, the Request for Proposals (RFP) approach, and ways to get at SAMC/FPC integration.

Ginny S. stated that the NMDGF can offer advice and contribute knowledge to projects but has limited ability to help with project implementation. Ginny S. stated the importance of discussing what folks can bring to the table before moving forward. The PST confirmed that information can help make decisions when pursuing funding.

* **Action Item:** PST provide links to the Funding Opportunities Matrix on the Program Portal
* **Action Item**: FPC provide feedback on the Funding Opportunities Matrix on the Program Portal
* **Action Item**: PST work with USGS to update the Funding Opportunities Matrix as needed

# 2023 FPC Summary Report

PST gave a brief update on the 2023 FPC Summary Report. Summary items are below:

* All FPC tasks are included on the summary report.
* The 2024 MRGESCP Work Plan is in development.
	+ The SAMC has a lot of tasks and provided suggestions for revising it.
	+ There aren’t as many tasks related to the FPC. This has also been true of past work plans.
	+ More FPC tasks can be added based on FPC discussion, which there was not enough time for today.
	+ The PST will work with the FPC Co-Chairs to review the draft work plan and add FPC tasks as needed.
* Anne Marken, Middle Rio Grande Conservancy District and FPC Co-Chair, volunteered to give the summary report at the EC meeting in January 18, 2024.
* **Action Item**: FPC Co-Chairs meet with the PST to review the revised draft 2024 Work Plan
* **Action Item**: Anne Marken report out the 2023 FPC Summary Report at the January Executive Committee meeting

# Open Discussion

There was no time left for an open discussion. Grace Haggerty, New Mexico Interstate Stream Commission, suggested that the meetings should be longer -- at least 1.5 hours. The PST will include time for an open discussion on the next FPC agenda.

* **Action Item**: PST schedule the next FPC meeting in early 2024 to continue open FPC discussion

# Action Items, Next Steps, and Announcements:

**Upcoming Events:**

* EC Meeting: January 18, 2024; 1-4 PM
* Science Symposium: February 2024
* **Next FPC Meeting:** January-March 2024

**Announcements:**

* Hira W., USACE, announced that USACE has extended its funding for the Program Portal through February 2025.

**Meeting Participants**

**FPC Representative Organization**

Anne Marken, Non-Federal Co-Chair Middle Rio Grande Conservancy District

Danielle Galloway, Federal Co-Chair U.S. Army Corps of Engineers

Aubrey Harris, SAMC Liaison for the FPC U.S. Army Corps of Engineers

Cetan Christensen Albuquerque Bernalillo County Water Utility Authority

Dustin Chavez-Davis City of Albuquerque, Open Space Division

Grace Haggerty New Mexico Interstate Stream Commission

Hira Walker U.S. Army Corps of Engineers

Kim Eichhorst Bosque Ecosystem Monitoring Program

Lynette Giesen U.S. Bureau of Reclamation

Virginia Seamster New Mexico Department of Game & Fish

**Support Organization**

Kevin Shelley Program Support Team

Michelle Tuineau Program Support Team