



STATE OF WASHINGTON

OFFICE OF THE INTERAGENCY COMMITTEE  
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March 27, 2006

**TO:** SRFB Members and Designees  
**FROM:** Neil Aaland, Assistant Director, Projects Division *na*  
**SUBJECT:** Salmon Habitat Projects Conference

SRFB staff is proposing a forum for project sponsors and partners to exchange information about successful salmon habitat protection and restoration projects.

This forum would be a one-day conference designed to not only share information but to honor project sponsors and show appreciation for their hard work to help recover fish.

SRFB sponsors have requested this type of forum to learn what has worked, what has not, and how to improve the quality and cost-effectiveness of projects. With nearly 900 projects in place at a public cost of about \$181 million, now is the time to take a look at lessons learned as we move forward into the next phase of the SRFB.

The attached draft three-page description provides additional information about the details of the 1<sup>st</sup> Salmon Habitat Projects Conference.

**STAFF RECOMMENDATION**

SRFB fund the salmon conference and participate to the extent possible.

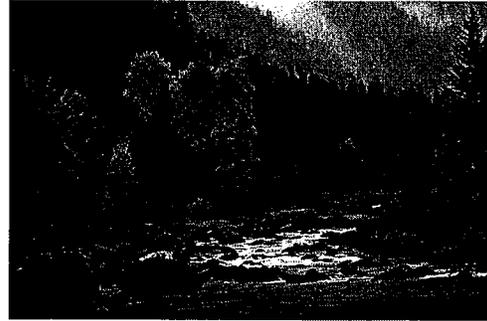
Attachment:  
Draft agenda





**SALMON  
RECOVERY  
FUNDING  
BOARD**

**2006**



## **1<sup>ST</sup> Salmon Habitat Projects Conference**

### **Purpose**

- Create a forum for project sponsors to exchange information about successful salmon habitat protection and restoration projects funded by the SRFB from 1999 to present.
- To honor and appreciate the work performed by all SRFB project sponsors.
- What this isn't: Discussion of strategy, recovery plans, funding, legislation

### **Timing**

September 2006 or March 2007

### **Location**

Seattle-Olympia area

### **Audience**

200 salmon habitat project enthusiasts

- Project sponsors
- Lead entities (technical & citizen committees)
- Tribal interests
- Conservation Districts
- Land trusts
- Estuary enthusiasts
- Regional Fisheries Enhancement Groups
- NOAA Fisheries
- U.S. Fish and Wildlife Service
- State and local governments
- Governor's Salmon Recovery Office
- Washington Department of Fish & Wildlife watershed stewards, area habitat biologist & technical staff
- Salmon Recovery Funding Board and its Review Panel and technical advisors
- Others

**Presenters**

Speakers to present in one of five categories:

- Habitat restoration: instream, passage/diversion/screen/inventory, riparian, upland
- Nearshore
- Acquisition
- Assessments
- Monitoring

Each presenter will use a common template for a 30-minute presentation with questions. Concurrent sessions will be held to allow participants the opportunity to attend multiple sessions. Contractors, agencies, organizations, and tribes are encouraged to provide poster sessions.

**Keynote Speakers:** Bill Ruckelshaus, Joe Scordino, or Jim Buck to be invited.

**Meeting Agenda**

|             |                 |                          |
|-------------|-----------------|--------------------------|
| 9 a.m.      | Welcome         | Neil or Laura            |
| 9:15-12:15  | Workshops       | 3 sessions in four rooms |
| 12:15-1:30- | Lunch           | Guest speaker            |
| 1:30-2:30   | Monitoring      |                          |
| 2:30-3:30-  | Workshops       | 1 session in four rooms  |
| 3:30-4      | Assessments     |                          |
| 4-4:15      | Closing Remarks |                          |

|   |  |  |
|---|--|--|
| <p><b>Large Room</b></p>  <p>Welcome<br/>Lunch<br/>Monitoring workshop<br/>Assessment workshop<br/>Closing Remarks</p> | <p><b>Restoration</b></p> <p>Morning - Workshop 1<br/>Morning - Workshop 2<br/>Morning - Workshop 3<br/>Afternoon - Workshop 4</p> | <p><b>Nearshore</b></p> <p>Morning - Workshop 1<br/>Morning - Workshop 2<br/>Morning - Workshop 3<br/>Afternoon - Workshop 4</p>   |
|   | <p><b>Restoration</b></p> <p>Morning - Workshop 1<br/>Morning - Workshop 2<br/>Morning - Workshop 3<br/>Afternoon - Workshop 4</p> | <p><b>Acquisition</b></p> <p>Morning - Workshop 1<br/>Morning - Workshop 2<br/>Morning - Workshop 3<br/>Afternoon - Workshop 4</p> |
| <p>Trade show booths</p>  |  |  |

## Registration

- Free to lead entity coordinators, project sponsors, presenters and Organizing Sub-Committee
- \$40 per person for all others

## Cost

|  |                   |
|--|-------------------|
|  | <b>\$30,000</b>   |
| ▪ Consultant to work with organizing subcommittee          | \$10,000          |
| ▪ Facility rental & meals                                  | \$11,000-\$18,000 |
| ▪ Materials and advertising                                | \$600             |
| ▪ Travel reimbursement (presenters)                        |                   |
| ▪ CDs of the conference proceedings & PowerPoints          |                   |
| ▪ Full color poster illustrating "salmon habitat projects" |                   |

## Organizing Sub-committee:

- IAC: Rollie, Brian, Susan, Tammy
- WDFW: Laura Vigue, Dianne Ludwig
- LEAG: Representative from the LEAG
- RFEG: Representative from the RFEG Advisory Board
- WA Conservation Commission: Field Representative

## Planning Schedule

Conference organization needs a minimum of five months lead-time to implement.

### Five months before conference:

- Book hotel
- Form planning subcommittee and set general goals of conference, list of speakers, other conference details
- Develop registration web site outline

### Four months:

- Planning subcommittee sets agenda, finalizes speaker list, approves menu
- Trade show booths/posters solicited
- Accounting sets up process for receiving checks
- Web site registration web site developed
- Send save the date e-mail

### Three months:

- Speakers finalized
- Trade show booths/posters selected
- Hotel arrangements finalized
- Registration web site posted
- Save the date postcard sent
- Program developed
- Track conference attendees

### Two months:

- Coordinate and confirmation with speakers
- Coordinate and confirm with trade show booths/posters
- Programs printed

- Hotel arrangements confirmed
- Menus confirmed
- Attendee packets developed

One month:

- Final arrangements
- Conference