

## Proposed Agenda Salmon Recovery Funding Board Regular Meeting

**March 16, 2016**

Natural Resources Building, Room 172, Olympia, WA 98501

**Time:** Opening sessions will begin as shown; all other times are approximate.

**Order of Presentation:** In general, each agenda item will include a presentation, followed by board discussion and then public comment. The board makes decisions following the public comment portion of the agenda item.

**Public Comment:** If you wish to comment at the meeting, please fill out a comment card and provide it to staff. Please be sure to note on the card if you are speaking about a particular agenda topic. The chair will call you to the front at the appropriate time. Public comment will be limited to 3 minutes per person. You also may submit written comments to the board by mailing them to the RCO, attn: Wendy Loosle, Board Liaison, at the address above or at [wendy.loosle@rco.wa.gov](mailto:wendy.loosle@rco.wa.gov).

**Special Accommodations:** If you need special accommodations to participate in this meeting, please notify us at 360/725-3943 or TDD 360/902-1996

### WEDNESDAY, MARCH 16

#### OPENING AND WELCOME

**9:00 a.m. Call to Order** *Chair*

- Roll Call and Determination of Quorum
- Review and Approval of Agenda (**Decision**)

**9:05 a.m. 1. Consent Agenda** *Chair*

- A. Approval of December 9-10, 2015 Meeting Minutes
- B. Snohomish County Beach Nourishment Construction, RCO Project #13-1106

#### MANAGEMENT AND PARTNER REPORTS

**9:10 a.m. 2. Director's Report**

- Director's Report *Kaleen Cottingham*
  - Travel Meeting Update *Wendy Brown*
- Legislative, Budget, and Policy Updates
- Performance Update (*written only*)
- Financial Report (*written only*)

**9:30 a.m. 3. Salmon Recovery Management Report**

- Governor's Salmon Recovery Office Report *Kaleen Cottingham*
- Salmon Recovery Network (SRNet)
- Salmon Section Report *Tara Galuska*
- Recently Completed Projects *Grant Managers*

**10:10 a.m. 4. Reports from Partners**

- Council of Regions Report *Jeff Breckel*
- Washington Salmon Coalition Report *Amy Hatch-Winecka*
- Regional Fisheries Enhancement Group Coalition *Lance Winecka and Dick Wallace*
- Board Roundtable: Other Agency Updates *SRFB Agency Representatives*

**10:40 a.m. General Public Comment:** *Please limit comments to 3 minutes.*

**10:45 a.m. BREAK**

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## BOARD BUSINESS: BRIEFINGS

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**11:00 a.m. 5. Funding to be Allocated for the Remainder of the 2015-17 Biennium**

*Kaleen Cottingham*

*Tara Galuska*

- Forecast of 2016 Pacific Coastal Salmon Recovery Fund Award
  - Available State Funds
  - Forecast of Return Funds
  - Target for 2016 Grant Round
  - Target for 2016 Monitoring Contracts
  - Target for Board Strategic Plan Funding Proposals
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## BOARD BUSINESS: DECISIONS

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**12:00 p.m. 6. Projects that Implement the Board's Strategic Plan**

*Kaleen Cottingham*

- Request for Proposals for a consultant to assist the Salmon Recovery Funding Board's sub-committee to explore funding **(Decision)**
  - Determining Restoration Needs and Priorities **(Pilot Project – Decision)**
  - Host 2017 Salmon Recovery Conference **(Decision)**
  - Hatchery Reform Video **(Decision)**
  - Salmon Recovery Funding Board /SRNet communications plan and development of implementation materials **(Decision)**
  - Database Updates and Data Synchronization **(Decision)**
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**12:30 p.m. LUNCH**

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## BOARD BUSINESS: BRIEFINGS

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**1:00 p.m. 7. The Nature Conservancy Strategic Vision & Salmon Recovery**

*Mo McBroom and Jessie Israel, TNC*

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## BOARD BUSINESS: DECISIONS

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**1:30 p.m. 8. Washington Administrative Code: Public Hearing**

*Leslie Connelly*

- Staff Briefing
- Public Hearing
- Board Discussion and Decision

Resolution: 2016-01

**Public comment.** Please limit comments to 3 minutes.

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## BOARD BUSINESS: BRIEFINGS

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**2:00 p.m. 9. Proposed New Sections to the Washington Administrative Code**

*Leslie Connelly*

- Governor's Salmon Recovery Office
  - Regional Organizations
  - Lead Entities
  - Citizens' Committees
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**2:45 p.m. BREAK**

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**3:00 p.m. 10. Regional Organization Presentation by Puget Sound**

*Jeanette Dorner*

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**4:00 p.m. 11. Climate and Drought Impacts to Salmon and Recovery Projects**

*University of Washington Climatologist and  
Washington Department of Fish and Wildlife Staff*

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**5:00 p.m. ADJOURN**

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**Salmon Recovery Funding Board  
March 16, 2016  
Consent Agenda**

**BE IT RESOLVED**, that the following March 16, 2016 Consent Agenda items are approved:

- Approval of December 9-10, 2015 Meeting Minutes
- Snohomish County Beach Nourishment Construction, RCO Project #13-1106

*Moved by:* \_\_\_\_\_

*Seconded by:* \_\_\_\_\_

*Adopted Date:* \_\_\_\_\_

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** March 16, 2016  
**Title:** Snohomish County Beach Nourishment Construction, RCO Project #13-1106  
**Prepared By:** Elizabeth Butler, Outdoor Grants Manager

#### Summary

Snohomish County Public Works, Snohomish Lead Entity, and Puget Sound Partnership request that the Salmon Recovery Funding Board (board) approve a cost increase of up to \$434,000. The funds to cover this cost increase will come from the Snohomish Basin's unobligated 2015-17 Puget Sound Acquisition and Restoration (PSAR) funding. The request would allow the sponsor to afford full construction of the Snohomish County Beach Nourishment project along the Burlington Northern Santa Fe Railroad impounded shoreline. The Recreation and Conservation Office will determine the final amount of the cost increase once the successful bidder is selected. The amount will not exceed \$434,464 and will be limited to the amount of funding needed to successfully complete the project.

#### Board Action Requested

This item will be a:

<input checked="" type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input type="checkbox"/>	Briefing

## Background

The project scope remains the same as the original RCO Project #[13-1106](#), funded in 2013:

*"Snohomish County will use funds to initiate restoration of a 4.5 mile drift cell adjacent to the railroad impounded shoreline between Mukilteo and Everett in Snohomish County by a) placing sediment at up to three sites adjacent to stream deltas and b) completing restoration at the City of Everett's Howarth Park, removing existing bank protection and associated fill from the beach and placing sediment. Goals include improving the quality of nearshore habitat along 4.5 miles of shoreline by augmenting the supply of finer sediments to the upper intertidal zone to benefit Chinook salmon, bull trout, steelhead, Pacific Sand Lance, and Surf Smelt; and easing public access to the shoreline at one of only two saltwater parks in the city.*

*This project implements the beach nourishment restoration designed and permitted with funding from 12-1241. The Nearshore Sediment Feasibility Study (09-1268), completed in 2012, summarizes the restoration site selection process and rationale. Together, the City of Everett, the Port of Everett, WA Department of Natural Resources, Snohomish County and the U.S. Army Corps of Engineers are working to supplant the natural shoreline processes interrupted by the BNSF railway, to ensure the long-term beneficial use of dredge material from the Snohomish River. Providing clean, appropriately sized sediments throughout the drift cell should significantly improve salmon productivity and juvenile capacity and is identified as a "most pressing need" in the Snohomish Basin Salmon Recovery 3-yr work plan."*

Snohomish County learned through their 2015 bid process that the engineers' estimate was significantly less than what is required to construct the project. Why did costs increase?

- The construction grant application cost estimate was based on 30% designs. The final designs call for 18,700 cubic yards<sup>1</sup> of material placed along the drift cell.
- The original cost estimate assumed that using the Army Corps of Engineers donated clean dredge material from the Snohomish River would reduce materials and therefore reduce the construction cost. The low bridge at SR 529 limits barge traffic at high tides, causing a higher transportation cost of the donated material. While this dredge material remains for use, the specifications now allow the contractor to procure the specified beach nourishment material in the most cost-efficient manner they choose.
- The original construction schedule increased from 8 weeks to 12 weeks. This increases construction costs as well as construction oversight costs.
- Original cost estimate under-represented the sales tax rate.

Last year, the County requested \$239,091 in additional funds from the Lead Entity (LE) and Puget Sound Partnership (PSP) to afford a scaled-back version of the restoration project. The County received no bids in response to the second advertisement, likely due to late timing.

This year the County requested up to \$400,000 in additional funding be reserved to afford rising construction costs. However, the Snohomish LE and PSP requested that, if needed, the full amount of unobligated 2015-17 PSAR (\$434,464) be made available to afford project completion. RCO will determine the actual amount of the cost increase (capped at \$434,464) once the successful bidder is selected and the bid amount is known. The goal is to provide the funds needed to afford full restoration construction and A&E with the Snohomish Basin's unobligated 2015-17 PSAR funds.

The Washington Department of Fish and Wildlife (WDFW) approved the construction start date of June 15, 2016, allowing for an extra six weeks for restoration. The project will be advertised March 2, 2016 in hopes of attracting many bidders. Approval of this cost increase will allow the project to be completed in advance of expiring Estuary and Salmon Restoration Program (ESRP) funding.

**Table 1. Funding Summary and Request**

Source	Amount	Confirmed	Funding Expires
2013-15 Salmon State	\$188,589	Y	6/30/2017
2013-15 ESRP	\$240,000	Y	6/30/2017
2013-15 ESRP-EPA Marine Nearshore (2012)	\$600,000	Y	12/31/2016
2013-15 PSAR	\$110,175	Y	6/30/2017
U.S. Fish and Wildlife Service	\$45,259.51	Y	12/31/2016
2015-17 PSAR	Up to \$434,464	Pending Board Approval	6/30/2019
<b>Total</b>	<b>\$1,584,023.51</b>		
<b>Unspent balance remaining for construction</b>	<b>\$1,577,852.07</b>		

<sup>1</sup> 6,233 pick-up trucks filled with 3 CY each would fill the Seahawks Stadium 3,100 parking lot 2 times.

## Regional Significance

Snohomish Basin is the second largest drainage for Puget Sound, playing a critical role in salmon recovery. Since the early 1800's, railroad construction significantly altered the nearshore habitat of the basin, disrupting the natural beach and habitat forming processes and resulting in degraded shorelines. Extensive loss of mid-upper-beach habitat and a shift in the sediment composition of remaining beach substrate has impacted both salmon and forage fish habitat. Forage fish need sand and gravel to spawn, and juvenile salmon rely on eelgrass beds and other shallow estuarine habitats to forage as they out migrate to the Pacific Ocean. The railroad tracks run along the base of the coastal bluffs, disconnecting the beaches from their sediment sources and riparian habitat while creating a hardened edge that reflects wave energy eroding the substrate from the beaches. The loss of beach area and steeper beach profile results in a degraded nearshore habitat and food webs that also sustain birds, seals, orcas and other marine organisms. Construction of this project will contribute significantly to the Puget Sound Basin-wide Endangered Species Act (ESA) listed salmon recovery efforts by increasing nearshore habitat and quality for juvenile Chinook.

## Request for Decision

Snohomish County Public Works, Snohomish Lead Entity, and Puget Sound Partnership request that the Salmon Recovery Funding Board (board) approve a cost increase of up to \$434,000 from the Snohomish Basin's unobligated 2015-17 Puget Sound Acquisition and Restoration (PSAR) funding to afford construction of the Snohomish County Beach Nourishment project along the Burlington Northern Santa Fe Railroad impounded shoreline. This request also asks for a delegation of authority to the RCO director to approve the final amount (up to \$434,464) after the successful bidder is selected and the final restoration project budget is known.

Staff reviewed this request and recommend board approval.

## Salmon Recovery Funding Board Briefing Memo

**Meeting Date:** March 16, 2016

**Title:** Director's Report

### Summary

This memo is the director's report on key agency activities.

### Board Action Requested

This item will be a:

<input type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input checked="" type="checkbox"/>	Briefing

In this Report:

- Agency update
- Legislative, budget, and policy updates
- Fiscal report
- Performance update

## Agency Update

### E-billing Hits Milestone

RCO hit a new milestone with its electronic billing system by completing its 2,000th payment using e-billing. Grants and contracts managers took an average of 5.46 days to pay and fiscal took an average of 2.09 days to pay. Another statistic worth note – of these payments, all were made within 30 days.

### RCO Finishes Salmon Audit with No Findings

The State Auditor is finished with the Statewide Single Audit for RCO. This federal audit focused on the Pacific Coastal Salmon Recovery Fund (PCSRF). The auditor reviewed both RCO and the Department of Fish and Wildlife (WDFW), which receives some money through this federal fund directly. The audit report will be published March 2016; happily, there were no findings.

The auditor did point out two things for RCO to evaluate:

- **Cash Advances.** The auditor found one cash advance was coded to federal funds. All cash advances need to be done using state funds. RCO realized this mistake prior to the audit and corrected the coding last year. The auditor recommends that we double check coding on advances, which we are doing.
- **Professional Services.** The auditor looked at ten professional services contracts. We did not have wording in the contracts regarding suspension and debarment provisions. RCO had thought that was a federal requirement on pass-through contracts, not professional services contracts. RCO uses the Department of Enterprise Services professional services template, but this template does

not include a suspension and debarment section. RCO will work with the Department of Enterprise Services and/or our attorney to request wording that addresses this issue.

### Employees on the Move

- **Brent Hedden** returns to RCO as the performance and policy analyst. Brent worked at RCO previously as the lead accountant. He has bachelor and master degrees in accounting from Central Washington University and brings to the position a great deal of data management and analytical skills.
- **Raquel Crosier**, RCO's Invasive Species Coordinator, left the agency in mid-February for a job at the Department of Fish and Wildlife. RCO is currently recruiting for this position.
- **Joshua Geforos** has joined RCO as the new technical support specialist intern. He comes to RCO from the WaTech IT Internship Program from Clover Park Technical College. His past experiences include security, safety, and emergency medical services, and the U.S. Air Force.

### Update on Sister Boards

#### Recreation and Conservation Funding Board (RCFB)

The RCFB met in February to make decisions on changes to the evaluation criteria in ten of the board's grant programs and changes to policies in two grant programs. Board members heard presentations on a climate change policy proposal, updates to the Washington Administrative Code, and potential board action needed as a result of the Washington Wildlife and Recreation Program review. The RCFB also discussed its performance measures and updating its strategic plan.

#### Washington Invasive Species Council (WISC)

The council sent its annual report to the Legislature, noting accomplishments such as securing federal funding for invasive species management, educating more than 3,000 people about invasive species, updating its smartphone application, coordinating a process to find long-term funding for aquatic invasive species management, beginning a study on the economic impacts of invasive species in Washington State, working to reauthorize the council in the 2016 legislative session, and updating its strategic plan. The next council meeting is March 3 in Olympia.

## Legislative, Budget, and Policy Updates

### Legislative Update

The three RCO agency-request bills – Invasive Species Council reauthorization (HB 2331, SB 6162), Habitat and Recreation Lands Coordinating Group reauthorization (HB 2493, SB 6296), and WWRP review implementation (SSB 6227) – continue to move through the Legislative process. All three have moved over to the opposite chamber for hearings in policy and fiscal committees.

The February revenue forecast was released in mid-February and showed that the General Fund-State revenue forecast has decreased by \$67 million for the 2015-17 biennium and decreased by \$442 million for the 2017-19 biennium. For RCO, this economic news will not likely impact our supplemental budget requests, but we'll know more when the Legislature releases their proposed budgets.

There are other bills related to salmon recovery that are still alive – they include:

- HB 2856: Establishing the office of Chehalis River basin flood risk reduction.
- SHB 2616: Relating to watershed management actions by watershed improvement districts.
- SB 6274: Concerning the Columbia River recreational salmon and steelhead endorsement program.



## Fiscal Report

This financial report reflects Salmon Recovery Funding Board activities as of January 2016.

### Balance Summary

Fund	Balance
Current State Balance	\$5,245,808
Current Federal Balance – Projects, Hatchery Reform, Monitoring	\$666,059
Current Federal Balance – Activities	\$3,115,597
Lead Entities	\$854,351
Puget Sound Acquisition and Restoration (PSAR) and Puget Sound Restoration	\$12,373,777

### Salmon Recovery Funding Board

For July 1, 2015 - June 30, 2017, actuals through January 31, 2016 (FM 07). 29.2% of biennium reported.

Programs	BUDGET	COMMITTED		TO BE COMMITTED		EXPENDITURES	
	New and Re-appropriation 2015-2017	Dollars	% of Budget	Dollars	% of Budget	Dollars	% of Completed
<b>State Funded</b>							
2011-13	\$4,890,891	\$2,916,634	60%	\$1,974,256	40%	\$657,513	23%
2013-15	\$11,872,091	\$11,404,328	96%	\$467,762	4%	\$1,422,124	12%
2015-17	\$14,820,200	\$9,986,410	67%	\$4,833,790	33%	\$511,623	5%
<b>Total</b>	<b>31,583,181</b>	<b>24,307,373</b>	<b>77%</b>	<b>\$7,275,808</b>	<b>23%</b>	<b>2,591,260</b>	<b>11%</b>
<b>Federal Funded</b>							
2011	\$4,620,256	\$4,620,256	100%	\$0	0%	\$1,448,202	33%
2012	\$8,485,020	\$8,485,020	100%	\$0	0%	\$2,240,007	27%
2013	\$8,564,766	\$8,564,766	100%	\$0	0%	\$2,314,845	27%
2014	\$15,764,199	\$15,764,199	100%	\$0	0%	\$3,628,932	23%
2015	\$18,173,121	\$14,391,465	79%	\$3,781,656	21%	\$17,722	1%
<b>Total</b>	<b>55,607,362</b>	<b>51,825,707</b>	<b>93%</b>	<b>\$3,781,656</b>	<b>7%</b>	<b>9,649,708</b>	<b>19%</b>
<b>Grant Programs</b>							
Lead Entities	6,331,313	5,476,962	87%	854,351	13%	1,223,599	22%
PSAR	83,169,048	70,795,270	85%	12,373,777	15%	9,643,096	14%
<b>Subtotal</b>	<b>176,690,904</b>	<b>152,405,312</b>	<b>86%</b>	<b>24,285,592</b>	<b>14%</b>	<b>23,107,663</b>	<b>15%</b>
<b>Administration</b>							
Admin/ Staff	5,954,591	5,954,591	100%	-	0%	1,211,500	20%
<b>Subtotal</b>	<b>5,954,591</b>	<b>5,954,591</b>	<b>100%</b>	<b>-</b>	<b>0%</b>	<b>1,211,500</b>	<b>20%</b>
<b>GRAND TOTAL</b>	<b>\$182,645,495</b>	<b>\$158,359,903</b>	<b>87%</b>	<b>\$24,285,592</b>	<b>13%</b>	<b>\$24,319,163</b>	<b>15%</b>

Note: Activities such as smolt monitoring, effectiveness monitoring, and regional funding are combined with projects in the state and federal funding lines above.

## Performance Update

The following data are for grant management and project impact performance measures for fiscal year 2016. Data included are specific to projects funded by the board and current as of February 11, 2016.

### Project Impact Performance Measures

The following tables provide an overview of the fish passage accomplishments funded by the Salmon Recovery Funding Board (board) in fiscal year 2016.

Grant sponsors submit these performance measure data for blockages removed, fish passages installed, and stream miles made accessible when a project is completed and in the process of closing. The Forest Family Fish Passage Program and Estuary and Salmon Restoration Program are not included in these totals.

Fifteen salmon blockages were removed so far this fiscal year (July 1, 2015 to February 11, 2016), with 6 passageways installed (Table 1). These projects have cumulatively opened 22.46 miles of stream (Table 2).

**Table 1. SRFB-Funded Fish Passage Metrics**

Measure	FY 2016 Performance
Blockages Removed	15
Bridges Installed	4
Culverts Installed	2
Fish Ladders Installed	0
Fishway Chutes Installed	0

**Table 2. Stream Miles Made Accessible by SRFB-Funded Projects**

Project Number	Project Name	Primary Sponsor	Stream Miles
<a href="#">12-1068</a>	W. Fork Chenois Cr Fish Barrier Correction	Chehalis Basin FTF	6.5
<a href="#">12-1648</a>	Ninemile Creek Riparian Restoration	Trout Unlimited Inc.	6
<a href="#">14-1975</a>	Smalle Creek Westside Calispel Rd Fish Passage Imp	Pend Oreille Co Public Works	6
<a href="#">10-1863</a>	Calistoga Setback Levee - Construction	Orting City of	1.25
<a href="#">12-1390</a>	Crooked Creek Tributary Culvert Replacement	Makah Tribe	1.25
<a href="#">11-1428</a>	Klickitat Floodplain Restoration Phase 3	Columbia Land Trust	0.53
<a href="#">11-1463</a>	Clearwater River Road Removal (Phase 2)	South Puget Sound SEG	0.5
<a href="#">12-1644</a>	Klickitat Floodplain Restoration Phase 4	Columbia Land Trust	0.43
<b>Total Miles</b>			<b>22.46</b>

## Grant Management Performance Measures

Table 3 summarizes fiscal year 2016 operational performance measures as of February 11, 2016.

**Table 3. SRFB-Funded Grants: Management Performance Measures**

Measure	FY Target	FY 2015 Performance	Indicator	Notes
Percent of Salmon Projects Issued Agreement within 120 Days of Board Funding	85-95%	<b>93%</b>	●	Twenty-nine agreements for SRFB-funded projects were due to be mailed this fiscal year to date. Staff mail agreements on average 20 days after a project is approved.
Percent of Salmon Progress Reports Responded to On Time (15 days or less)	65-75%	<b>88%</b>	●	A total of 401 progress reports were due this fiscal year to date for SRFB-funded projects. Staff responded to 354 in 15 days or less. On average, staff responded in 8 days.
Percent of Salmon Bills Paid within 30 days	100%	<b>100%</b>	●	During this fiscal year to date, 294 bills were due for SRFB-funded projects. All were paid on time.
Percent of Projects Closed on Time	60-70%	<b>80%</b>	●	A total of 112 SRFB-funded projects were scheduled to close so far this fiscal year. Ninety of these projects closed on time.
Number of Projects in Project Backlog	0	<b>9</b>	●	Nine SRFB-funded projects are in the backlog. This is an increase from the last board meeting.
Number of Compliance Inspections Completed	75	<b>26</b>	●	Staff have inspected 26 worksites this fiscal year to date. They have until June 30, 2016 to reach the target.

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** March 16, 2016  
**Title:** Salmon Recovery Management Report  
**Prepared By:** Brian Abbott, Governor's Salmon Recovery Office Executive Coordinator  
Tara Galuska, Salmon Section Manager

#### Summary

The following are some highlights of work recently completed by the staff in the Governor's Salmon Recovery Office (GSRO) and the Recreation and Conservation Office (RCO).

#### Board Action Requested

This item will be a:

<input type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input checked="" type="checkbox"/>	Briefing

### Governor's Salmon Recovery Office

#### Communication Strategy – Salmon Recovery Network Meetings

The Salmon Recovery Network (SRNet) workgroup met for the third time on October 14, 2015 in a session facilitated by Triangle Associates. Since the October meeting, SRNet members held several conference calls focused on crafting the outreach strategy for decision makers. The next scheduled meeting is March 17, 2016.

The coordinated workgroup is comprised of local, state, and federal entities that are implementing salmon and steelhead recovery in Washington State, including representatives from the following SRNet partners<sup>1</sup>:

- Conservation Districts
- Council of Regions
- Governor's Salmon Recovery Office
- Regional Fisheries Enhancement Groups Coalition
- Salmon Recovery Funding Board
- State Agencies (Washington Department of Fish and Wildlife lead)
- Tribal Representatives
- Washington Salmon Coalition

The workgroup provides a forum to bring together salmon recovery partners and create an environment for collaboration, innovation, coordination, trust, and relationship-building across the various

<sup>1</sup> SRNet is an inclusive forum; this list represents the start of building a broader coalition over time, recognizing the critical roles many other partners play in salmon recovery.

organizations. The workgroup's focus is on statewide salmon recovery funding, policy issues, and the advancement of SRNet goals, which are to:

- Create a forum to work together to build mutual understanding and identify shared priorities for action.
- Speak to others with a unified and mutually-supportive message about the roles, values, and functions of all network partners.
- Collaborate effectively at each organizational level (watershed, area, region, statewide).
- Support a long-term funding strategy for salmon recovery implementation that includes all network partners.
- Secure full funding for the human and organizational capacity needed to effectively implement salmon recovery.

### **Fish Barrier Removal Board**

GSRO serves on the Fish Barrier Removal Board (FBR Board), created by the Legislature in 2014. One of the FBR Board's goals is to broadly communicate the importance of opening existing habitat for salmon and steelhead blocked by man-made structures. Pyramid Communications, currently under contract with GSRO to support the FBR Board, recently completed a communication plan. The FBR Board created a communications sub-committee to assist with implementing the plan. The sub-committee currently provides support by reaching out to regional organizations and lead entities, helping them select focus areas in their region. Focus areas are sub-watersheds where significant progress can be made in fish passage through coordination and potential future funds to remove barriers. Potential projects within the focus areas will be scoped and prioritized for inclusion in a request for funding to the Legislature in the 2017-19 budget cycle.

### **Monitoring Program**

GSRO staff recently completed a Request for Quotes and Qualifications (RFQQ) for monitoring panel members and selected seven individuals: five panel members and two subject matter experts. The monitoring panel's role includes reviewing the three monitoring program components (Project Effectiveness, Fish-in/Fish-out, and Intensively Monitored Watersheds) and providing recommendations to the board.

## **Recreation and Conservation Office - Salmon Section Report**

### **Salmon Recovery Funding Board Grant Management**

#### **2015-17 Budget Update**

The 2015-17 budget enabled a \$18 million grant round in 2015 (see Memo 5 for information on setting the target amount for the 2016 Grant Round). The Puget Sound Acquisition and Restoration (PSAR) account was funded at \$37 million for the biennium; an unobligated amount of \$3.7 million will be obligated by the September 2016 board meeting. The Puget Sound Salmon Recovery Council approved directing the first \$30 million towards projects submitted through the lead entity process, with the remainder going to priority projects on the Large Capital Projects List. On this prioritized list, there are twenty-two projects that were pre-approved by the board at their December 2014 meeting. Only one of these projects, the top-ranked project, will move forward for implementation: Busy Wild Creek Protection (RCO #14-1688) sponsored by the Nisqually Land Trust.

## 2016 Grant Cycle Update

RCO announced the 2016 grant round in early February and PRISM opened for applications February 12, 2016. The grant round will include Pacific Coastal Salmon Recovery Fund (PCSRF), salmon state, unobligated 2015-17 PSAR state funding, and new projects for the 2017-2019 PSAR budget request.

Using the regional allocation formula approved by the board, projects will be ranked and submitted through the lead entity process. PSAR and PSAR Large Capital projects seeking funding in the 2017-2019 biennium will be submitted, so that the Puget Sound Partnership will have project lists in advance of the legislative session. As with other board-funded projects, PSAR projects will be submitted through the lead entity process, and the Puget Sound region's allocation to lead entities will be applied once the account is funded. The board will be asked to approve all projects.

The 2016 grant round:

- Lead entities have requested dates for their project review site visits with the Salmon Recovery Funding Board Review Panel (Review Panel). Site visits begin in March in the North Olympic Peninsula Lead Entity and will continue through June.
- An Application Workshop webinar is scheduled for March 8, 2016.
- The Review Panel will meet in March 2016 to start the grant round.
- Applications are due August 12, 2016.
- The board will be asked to approve projects at their December 2016 meeting.

## Other Programs

### Estuary and Salmon Restoration Program (ESRP)

ESRP received \$8 million in the capital budget for the 2015-17 biennium, funding sixteen projects on the 2015 Investment Plan. The ESRP program was recently awarded two National Oceanic and Atmospheric Administration (NOAA) Coastal Resiliency grants, which will further fund projects on their list, as well as provide support to a Nearshore Scientist and an outreach specialist at WDFW.

### Salmon Recovery Funding Board Grant Administration

#### Viewing Closed Projects

Attachment A lists projects that closed between November 1, 2015 and February 1, 2016. Click the project number link to view information about a project (e.g., designs, photos, maps, reports, etc.)

#### Amendments Approved by the RCO Director

The table below shows the major amendments approved between November 9, 2015 and February 1, 2016. Staff processed 56 project-related amendments during this period; most amendments were minor revisions related to administrative changes or time extensions.

**Table 1. Project Amendments Approved by the RCO Director**

Number	Name	Sponsor	Program	Type	Amount/Notes
<a href="#"><u>14-1158</u></a>	Greenhead Slough Barrier Removal	Sustainable Fisheries Foundation	Salmon Recovery Funds	Project Cost Change	To cover the cost of more fill removal during construction.
<a href="#"><u>13-1399</u></a>	Alpowa Instream Post Assisted Log Structures	Palouse Conservation District	Salmon Recovery Funds	Project Cost Change	Minor cost increase to cover construction invoice.
<a href="#"><u>10-1909</u></a>	L. Cowiche Creek Conservation Easement	Yakima County Public Services	Salmon Recovery Funds	Project Cost Change	Appraised value of the easement was higher than the application estimate.

The following table shows projects funded by the board and administered by staff since 1999. The information is current as of February 1, 2016. This table does not include projects funded through the Family Forest Fish Passage Program nor the Estuary and Salmon Restoration Program. Although RCO staff support these programs through grant administration, the board does not review and approve projects under these programs.

**Table 2. Board-Funded Projects**

	Pending Projects	Active Projects	Completed Projects	Total Funded Projects
Salmon Projects to Date	130	405	1,978	2,513
Percentage of Total	5.2%	16.1%	78.7%	

## Attachments

- A. Salmon Projects Completed and Closed from November 5, 2015 – February 1, 2016.

## Salmon Projects Completed and Closed from November 5, 2015-February 1, 2016

<b>Project Number</b>	<b>Project Name</b>	<b>Sponsor</b>	<b>Program</b>	<b>Closed On</b>
<a href="#"><u>12-1662</u></a>	Middle Methow (M@) Conservation Easement RM 45.75	Methow Salmon Recovery Foundations	Salmon Federal Projects	11/9/2015
<a href="#"><u>12-1663</u></a>	Twisp River-Poorman Creek RM 4.75	Methow Salmon Recovery Found	Salmon Federal Projects	11/9/2015
<a href="#"><u>13-1125</u></a>	Upper Quinault River: Finley Creek Restoration	Quinault Indian Nation	Salmon Federal Projects	11/10/2015
<a href="#"><u>13-1155</u></a>	Lower South Fork Grays River Design	Cowlitz Indian Tribe	Salmon Federal Projects	11/12/2015
<a href="#"><u>13-1351</u></a>	Twisp to Carlton Reach Assessment	Cascade Col Reg Fish Enhance	Salmon Federal Projects	11/23/2015
<a href="#"><u>10-1521</u></a>	Elwha River ELJ Phase 1	Lower Elwha Klallam Tribe	Salmon State Projects	11/25/2015
<a href="#"><u>11-1257</u></a>	Elwha River Revegetation Support Project	Lower Elwha Klallam Tribe	PSAR	11/25/2015
<a href="#"><u>13-1509</u></a>	Gap to Gap Outfall Relocation	Yakima City of	Salmon State Projects	12/2/2015
<a href="#"><u>15-1052</u></a>	Dungeness River RR Trestle Replacement: Design	Jamestown S'Klallam Tribe	PSAR	12/3/2015
<a href="#"><u>13-1438</u></a>	Effectiveness Monitoring FY14	Tetra Tech, Inc	Salmon Federal Activities	12/4/2015
<a href="#"><u>12-1447</u></a>	Peshastin RM 8.8 Side Channel Reconnection Design	Chelan Co Natural Resource	Salmon Federal Projects	12/11/2015
<a href="#"><u>13-1380</u></a>	Yakima Basin Reg. Salmon Recovery	Yakima Basin FWRB	Salmon Federal Activities	12/14/2015
<a href="#"><u>13-1382</u></a>	Lower Columbia Salmon Recovery Region	Lower Columbia Fish Recov Bd	Salmon Federal Activities	12/14/2015
<a href="#"><u>13-1406</u></a>	Baileysburg Conservation Easement Assessment	Blue Mountain Land Trust	Salmon Federal Projects	12/22/2015
<a href="#"><u>14-1896</u></a>	Tucannon River MM4 - Frame Cons. Easement Asst.	Blue Mountain Land Trust	Salmon Federal Projects	12/22/2015
<a href="#"><u>14-1897</u></a>	Snedecker Conservation Easement Assessment	Blue Mountain Land Trust	Salmon Federal Projects	12/23/2015
<a href="#"><u>10-1545</u></a>	Dosewallips Riparian Corridor Acquisition	State Parks	Salmon Federal Projects	12/24/2015
<a href="#"><u>12-1458</u></a>	Anthropogenic shore marsh wood removal	Suquamish Tribe	Salmon Federal Projects	12/24/2015
<a href="#"><u>11-1533</u></a>	Nisqually Knotweed Eradication 2011	Pierce Co Conservation Dist	Salmon Federal Projects	12/28/2015
<a href="#"><u>14-1054</u></a>	Woods Creek Restoration Assessment	Adopt A Stream Foundation	PSAR	12/29/2015



<b>Project Number</b>	<b>Project Name</b>	<b>Sponsor</b>	<b>Program</b>	<b>Closed On</b>
<a href="#"><u>14-1975</u></a>	Smalle Creek Westside Calispel Rd Fish Passage Imp	Pend Oreille Co Public Works	Salmon State Projects	12/29/2015
<a href="#"><u>12-1209</u></a>	South Skagit Highway Feasibility Study	Seattle City Light	Salmon Federal Projects	12/31/2015
<a href="#"><u>12-1933</u></a>	Tribal Mass Marking Puget Sound and Coast 2012	Fish & Wildlife Dept of	Salmon Federal Activities	1/5/2016
<a href="#"><u>13-1399</u></a>	Alpowa Instream Post Assisted Log Structures	Palouse Conservation District	Salmon Federal Projects	1/21/2016
<a href="#"><u>11-1463</u></a>	Clearwater River Road Removal (Phase 2)	South Puget Sound SEG	Salmon Federal Projects	1/22/2016
<a href="#"><u>12-1390</u></a>	Crooked Creek Tributary Culvert Replacement	Makah Tribe	Salmon Federal Projects	1/26/2016
<a href="#"><u>13-1409</u></a>	Rattlesnake Creek LWD Project Development	Underwood Conservation Dist	Salmon Federal Projects	1/26/2016
<a href="#"><u>12-1282</u></a>	Bear Creek Reach 6 Restoration	Adopt A Stream Foundation	Salmon Federal Projects	1/28/2016
<a href="#"><u>13-1430</u></a>	SJC Restoration Feasibilities & Conceptual Designs	Friends of the San Juans	PSAR	1/28/2016
<a href="#"><u>13-1381</u></a>	Snake River Reg. Salmon Recovery	Walla Walla Community College	Salmon Federal Activities	2/1/2016

## **WSC Officers**

*Amy Hatch-Winecka, Chair  
WRIA 13 & 14 Salmon Recovery  
Lead Entities*

*John Foltz, Vice Chair  
Snake River Salmon Recovery  
Board Lead Entity*

*Darcy Batura, Past Chair  
Yakima Basin Fish & Wildlife  
Recovery Board Lead Entity*

*Richard Brocksmith  
Skagit Watershed Council*

*Jacob Anderson  
Klickitat Lead Entity*

*Dawn Pucci  
Island County Lead Entity*

*Jason Wilkinson  
Lake Washington, Cedar,  
Sammamish Watershed (WRIA 8)  
Lead Entity*

*Bill Armstrong  
Quinault Indian Nation Lead  
Entity*

## **Members**

*Todd Andersen  
Kalispell-Pend Oreille Lead Entity*

*Kirsten Harma  
Chehalis Basin Lead Entity*

*Joy Juelson  
Upper Columbia Salmon  
Recovery Board Lead Entity*

*Cheryl Baumann  
N.Olympic Lead Entity for Salmon*

*Jeff Breckel  
Lower Columbia Lead Entity*

*Alicia Olivias  
Hood Canal Lead Entity*

*Ashley Von Essen  
Nisqually Lead Entity*

*Tom Kollasch  
Pacific County Lead Entity*

*Doug Osterman  
Green, Duwamish and Central  
Puget Sound Watershed (WRIA  
9) Lead Entity*

*Marian Berejikian  
Westsound Watershed Council*

*Becky Peterson  
WRIA 1 Salmon Recovery Board*

*Frank Hanson  
N. Pacific Coast & Quinault  
Indian Nation Lead Entities*

*Byron Rot  
San Juan Lead Entity*

*Lisa Spurrier  
Pierce County Lead Entity*

*Pat Stevenson  
Stillaguamish Tribe Lead Entity*

*Donald "Kit" Crump  
Co-Lead for Stillaguamish  
Watershed Lead Entity*

*Vacant  
Snohomish Lead Entity*

# **WASHINGTON SALMON COALITION**

## **Community-Based Salmon Recovery**



February 27, 2016

David Troutt, Chairman  
Salmon Recovery Funding Board  
WA Recreation and Conservation Office  
PO Box 40917  
Olympia, WA 98504-0917

Dear Chairman Troutt and Board Members,

The Washington Salmon Coalition is pleased to provide you with an update on our work and activities over the last several months:

### ***LE Process Update***

This is an exciting time for Lead Entity Coordinators around the state. Our 2016 grant processes are beginning, which means that we have posted requests for proposals, hosted grant kick-off meetings, and are working with experienced and new sponsors to understand any local or statewide changes to the grant review process.

Over the next few weeks, we will meet with project sponsors to discuss their project ideas and the steps involved with completing the project. The goal of this discussion is for the project sponsor to demonstrate that the project is well thought out, meets priority needs, and will be able to be implemented as proposed within the grant timeframe. These meetings are also an opportunity to provide early feedback to sponsors as they determine which proposals to pursue and how to develop them. The hope is that this process will allow the applicant to consider initial committee concerns and suggestions, and incorporate them into the full application. This reduces the need for extensive revisions to applications later in the review process.

Coordinators are also working with sponsors to align their projects with other funding sources, such as Floodplains by Design, WWRP and ESRP, to complete a funding suite that can fully implement a phase or an entire project. Additionally, some areas are working to prepare funding packages for ranking and consideration by the Fish Passage Barrier Removal Board, ahead of a funding request in the next biennial budget cycle. Around the state, Lead Entities are collaborating at multiple levels to ensure the most beneficial projects are funded and implemented.

### ***Washington Salmon Coalition Retreat***

Our annual Lead Entity Retreat was held February 9 – 11 on the heels of the Floodplain by Design Workshop. The goal of this meeting is to facilitate the interchange of information, build relationships, and foster mentoring across LEs.

Amongst a full meeting agenda, three specific sessions stood out as highlights of the

# WASHINGTON SALMON COALITION

## Community-Based Salmon Recovery



meeting. First was the session on *Outreach and Engaging Partners* with featured guest SRFB Member Nancy Biery.

Nancy guided an honest discussion about outreach with a focus on engaging community partners such as the Chamber of Commerce in our local areas. Second was the session on climate change following up on the December SRFB meeting that had two key parts: the first was a local example of updating strategies based on climate models with invited presenter Treva Coe, the Habitat Program Manager from the Nooksack Tribe; and the second was the sharing of existing tools and datasets and incorporating climate change in project criteria with invited presenter Greer Maier, the Science Program Manager from the Upper Columbia Salmon Recovery Board. It is planned that this particular session will be continued at the WSC meeting in June, and WSC is co-leading the planning of a climate change workshop with the Council of Regions in September. The third session of particular interest was an interactive discussion engaging SRFB Review Panel members Tom Slocum and Jennifer O'Neal on feedback from the 2015 grant round and how to improve project objectives and evaluating project cost-benefit. As always, the meeting included collaborative discussions with our partners from GSRO, RCO, and COR.

The retreat also featured an in-depth discussion about the Salmon Recovery Network, to bring Coordinators current with the most recent plans while relating the history and progress of SRNet to date, tied to and supported by the Washington Salmon Coalition Mission, Structure and Action Plan.

Lead Entities feel that these in-person meetings are very important to remain informed, connected and grow our programs through peer-to-peer learning and training. The addition of a professional facilitator and agenda planning support for these meetings, made possible with SRFB support of the Long Live the Kings contract, has been valuable and the benefits were obvious both in regard to flow and overall progress. This support also allowed for full participation of WSC Executive Committee members during the meeting.

Here is a photo of those able to attend a site visit to the Ala Spit Restoration Project, led by Island County Coordinator Dawn Pucci.



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Thanks to RCO and GSRO staff for your support planning and realizing a fabulous training!

### ***Lead Entity Reference Guide is Complete***

We are happy to share our newly updated Lead Entity Reference Guide! We had been working on updating this guide for some time and are pleased with the final product. The reference guide is intended to introduce a lead entity coordinator to their work and provide contacts and resources to get that work done. For current Lead Entity Coordinators, this document serves as a reference guide for contact information, meeting calendars, and context for similarities and differences of Lead Entities around the state.

The guide is broken into three sections:

1. An overview for new Lead Entity Coordinators
2. Contacts and Calendars
3. A sampling of the variety in lead entity and regional processes and structures.

The reference guide can be found on the [WSC webpage here](#).

### ***Legislative Outreach Day – and Beyond***

Several Lead Entities took Board and committee members to Olympia and met with their legislators for the January 26 Lead Entity Outreach Day. Those meetings continue to build relationships and expand understanding about community-based salmon recovery in Washington State. In those meetings, we heard that budgets are and will remain tight into the 2017-2019 biennium, leaving only some space for our highest priority protection and restoration projects. We also heard that our outreach needs to include an explanation of the lifespan of a project, from identification to implementation, and all of the years and cups of coffee in between. People play a vital role in getting those yellow machines moving or the property protected and it will be imperative to remind Legislators that their investment is well tended through the years by individuals who have created a network of collaboration that supported by science.

Many Lead Entities throughout the state have chosen to focus their Legislative outreach in the interim, when elected officials are back in their home districts by organizing project tours. The tours will occur this spring and into the fall, to demonstrate the changes being realized on the ground because of all of our efforts. We hope this local demonstration of how salmon recovery actions benefit local economies and communities will emphasize the importance of their continuing investment.

### ***RCO WAC Revisions***

WSC is pleased collaborate with RCO to coordinate review and comment opportunities for these important revisions to the rules that interpret RCW 77.85. The WAC revisions form the foundation upon which individual areas can build their recovery programs by providing sidebars to ensure the intent of citizen-led process is adhered to, from scope of work



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Community-Based Salmon Recovery



to project ranking. We are excited to see the next installment of this work and appreciate the candor with which RCO staff has approached the process.

## ***Statewide LE News and Updates***

### ***Snake River Region and Lead Entity is working on final IMW restoration phases***

The Snake River Region and Lead Entity is excitedly anticipating implementation of the final restoration actions planned for the Asotin Intensively Monitored Watershed Project (IMW) in 2016. Initiated in 2007, the Asotin IMW is a collaborative multi-agency initiative sponsored by the Snake River Salmon Recovery Board (SRSRB). The SRSRB provides oversight and technical review of all the Asotin IMW activities through support from the Regional Technical Team (RTT), and National Oceanic and Atmospheric Administration (NOAA) staff.

Previous restoration actions in the IMW have been funded through the SRFB over the last several years. With the implementation of the final phase of restoration actions planned, the IMW will focus on monitoring the effectiveness of restoration at increasing salmon and steelhead production and to identify casual mechanisms of the fish response to help guide restoration actions in other water-



Above, a cougar is pictured at night near a restoration structure on SF Asotin Creek. Below, an otter is pictured near the same structure in the IMW Area. (courtesy of Ecological Research Inc.)



## WASHINGTON SALMON COALITION



### Community-Based Salmon Recovery

sheds. Asotin Creek is designated a wild steelhead refuge and steelhead are the primary focus of the IMW.

Preliminary results from the performance of over 400 structures installed in the summer of 2011-2013 suggest that the structures are able to withstand higher than average spring floods (the peak March 2012 discharge was the largest in 12 years at the confluence of North Fork and South Fork) and produce many of the intended hydraulic and geomorphic responses. Preliminary estimates indicate fish abundance has increased in treatment sections compared to control sections suggesting that the habitat changes we have observed are improving habitat for fish.

Thank you again for this opportunity to share Lead Entity updates, I look forward to discussing them with you further.

Sincerely,

Amy Hatch-Winecka

WSC Chair and Environmental Program Manager

Deschutes Lead Entity

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** March 16, 2016

**Title:** Funding to be Allocated for the Remainder of the 2015-17 Biennium

**Prepared By:** Tara Galuska, Salmon Program Manager  
Brian Abbott, Governor's Salmon Recovery Office Executive Coordinator

#### Summary

The Recreation and Conservation Office requests project and capacity funding as part of the annual grant application for the Pacific Coastal Salmon Recovery Fund (PCSRF) and as part of our biennial budget requests to the legislature (in both the state capital and operating budgets). These funds together maintain a network of regional organizations and lead entities dedicated to salmon recovery and fund projects to improve salmon habitat as well as monitoring and hatchery improvement projects and programs.

This memo intends to project the budget available for the 2016 grant round and to inform the board of available funding (or trade-offs) so that decisions can be made as presented in Memo 6 to fund specific activities that will advance the board's biennial work plan.

#### Board Action Requested

This item will be a: ☒ Briefing  
☒ Request for Decision to Set Target for 2016 Grant Round

### Background

Each year, the Recreation and Conservation Office (RCO) submits a single Washington State application to the National Oceanic and Atmospheric Administration (NOAA) for Pacific Coastal Salmon Recovery Fund (PCSRF) grant funding. The application is prepared on behalf of the Salmon Recovery Funding Board (board), Washington Department of Fish and Wildlife (WDFW), and the Northwest Indian Fisheries Commission (NWIFC).

The board portion of the PCSRF application includes funding for habitat projects, monitoring (required by NOAA), administration, and capacity. Capacity is described as the established organizational foundation that allows salmon recovery to take place at the grassroots level by maintaining a network of regional organizations and lead entities.

### Available Funds

#### Current Budgets

The Legislature adopted a budget for the 2015-17 biennium which included \$16.5 million in capital funds for projects.

RCO expects to hear from NOAA in late May 2016 regarding the annual federal amount awarded and available through the PCSRF application for this year. In 2015, Washington State received a \$20 million award through the PCSRF application, of which \$8,874,523 is specifically for projects. RCO anticipates a similar amount for projects in 2016.

In past years, the board made up the difference between the PCSRF award and the amount needed for projects and capacity with state matching funds. Currently, due to reduced federal funding and the board's recent commitment to fund Intensively Monitored Watershed (IMW) projects, utilizing return funds for capacity funding is no longer a sustainable strategy. Starting in 2015, RCO included the maximum amount available in the PCSRF application to fund regional organizations and lead entities.

The project funding available through the PCSRF application and state general obligation bonds make up the board's annual grant round amount. The board has consistently held an \$18 million grant round with a combination of these funds and returned project funds; however, due to the board's approval of \$2 million per year dedicated for IMW restoration treatments and the trend of fewer available returned funds, this year the grant amount will be less than \$18 million. The projection for the 2016 grant round amount is \$13.09 million, not including the \$2 million for IMW projects. With IMW projects included, the grant round projection is \$15.09 million. This takes into account all obligated PCSRF funds to date, including the Salmon Recovery Funding Board Review Panel. Please refer to Table 1 for specific details. This also assumes the board agrees with the recommendations in Memo 6 to fund certain activities from the Board's biennial work plan.

### **Returned Funds**

"Returned funds" refers to money allocated to projects/activities that returns when those projects/activities either close under budget or are not completed; these dollars return to the overall budget. The funds remain available for cost increases, capacity needs, and to increase the funding available for projects in the upcoming grant round. If the funds are older, RCO can use them if the Legislature re-appropriates the funds as part of either the regular capital budget or a stand-alone re-appropriation bill. Staff expects the balance of return funds to grow by December 2016. Looking back at the trend analysis of returned funds, we project \$1.83 million in available returned dollars. Again, use of these funds depends on legislative re-appropriation.

### **Federal Fiscal Year 2016**

The federal budget includes \$65 million for PCSRF for federal fiscal year 2016<sup>1</sup>, the same as 2015. RCO will not know the approved final budget for the Washington State PCSRF grant until NOAA grants the award in the spring of 2016. However, the application represents a good foundation for planning.

### **Available Funds and 2016 Grant Round Projection**

The board funds grants with state and federal money received for salmon recovery, the majority of which is allocated to capacity, projects, and monitoring. Funding is determined annually based on Washington's annual PCSRF grant award and the state dollars appropriated by the Washington State Legislature each biennium. A summary table of projected funds for 2015-2017 is included below (Table 1).

At the time of the writing of this memo, the state budget was enacted for the 2015-2017 biennium. RCO will submit the 2016 PCSRF grant application and should know the amount of the funding award by the end of spring 2016.

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<sup>1</sup> Federal fiscal year 2016 runs from October 1, 2016 until September 30, 2017. Any PCSRF funds from federal fiscal year 2016 would likely be available in mid- to late summer 2016.



**Table 1: Projected Funds for the 2015-17 Biennium**

	State Fiscal Year 2015	Projected State Fiscal Year 2016
<b>Funding Available for the 2015-17 Biennium</b>		
State Bond funds (includes Admin)	\$11,058,133	\$5,441,867
Return Funds Used/Available	\$891,325	\$1,830,000
PCSRF 2015-2016 (includes Admin)	\$20,000,000	\$20,000,000
State General Funds (Lead Entities)	\$453,614	\$453,614
<b>Total Funds Available</b>	<b>\$32,403,072</b>	<b>\$27,725,481</b>
<b>Decisions Previously Made to Allocate Funding</b>		
<b>Capacity</b> (Lead Entities and Regional Organizations)		
State General funds (Lead Entities)	\$453,614	\$453,614
PCSRF (Lead Entities)	\$1,235,886	\$1,235,886
PCSRF (Regional Organizations)	\$2,878,685	\$2,878,685
<b>Subtotal</b>	<b>\$4,568,185</b>	<b>\$4,568,185</b>
<b>Salmon Recovery Funding Board Activities</b> (Includes monitoring, administrative costs, hatchery reform)		
PCSRF Activities	\$6,211,392	\$6,111,392
PCSRF Review Panel	\$200,900	\$200,900
IMW Projects	\$1,867,000	\$2,000,000
RCO Admin (State and Federal)	1,055,595	824,205
Director-Approved Cost Increases	\$500,000	---
<b>Subtotal</b>	<b>\$9,834,887</b>	<b>\$9,136,497</b>
Funds Available for 2015 Grant Round	\$18,000,000	---
<b>Projected Funds Available for 2016</b>	<b>---</b>	<b>\$14,020,799</b>
<b>Proposals for Board Decision</b>		
<b>Projected Funds Available for 2016</b>		<b>\$14,020,799</b>
Proposed Board Work Plan Priorities (Item 6)		\$427,800
Director-Approved Cost Increases		\$500,000
Project Funds Available for 2016 Grant Round		\$13,092,999
<b>Total Uses for 2015-17 Biennium</b>	<b>\$32,403,072</b>	<b>\$27,725,481</b>

*Note: The 2016 PCSRF federal amount approved is \$65 million. This was similar to last year, and we predict that the Washington award will be status quo for 2016.*

## **Staff Recommendation**

The following decision will support the 2016 grant round by setting a target amount of \$13.09 million available for projects, plus \$2 million for projects within IMWs. If the 2016 PCSRF grant is less than projected, the RCO Director will work with the Chair of the board to call a special meeting to decide how to adjust the grant round target, unless such a decision can be made at the scheduled June or August board meetings.

## Identification of Key Assessments Needed to Determine Restoration Needs, Priorities and Projects

Phil Roni, Cramer Fish Sciences  
[phil.roni@fishsciences.net](mailto:phil.roni@fishsciences.net)  
(206) 612-6560

### Summary

Hundreds of millions of dollars are spent on salmon recovery, yet it is still unclear if the right habitat restoration projects are being implemented. A key determinant of restoration project success is conducting the proper assessments and analysis to determine where and what type of restoration is needed. Guides for watershed assessments call for dozens of watershed and reach scale analyses, but doing all these in any one watershed would cost millions and take several years. Thus adequate assessment of watershed processes, limiting factors, habitat loss and other analyses or models have not been completed in most watersheds. Moreover, this has led to natural resource managers jumping from one shiny new tool or model to another in hopes that the latest model will quickly lead to the right restoration projects, and can be applied everywhere. This one size fits all approach has not been effective as not all watersheds need the same type and kind of assessments. Below I outline a systematic approach to identify the top 2 to 5 assessments needed in each watershed to implement successful salmon habitat restoration projects. The appropriate assessments needed in each watershed will differ based on restoration goals, conditions, levels of data and assessments previously completed and other factors unique to each watershed or salmon population. The final output would be a watershed specific strategic assessment plan (and material for proposal) for completing the key assessment to select, prioritize and design successful restoration projects.

### Problem

**Point 1. Massive investments in salmon recovery, but it is still unclear if doing right projects to recover salmon and watersheds** - Despite large investments in restoration, monitoring, modeling, restoration planning and assessment tools, it is often unclear whether the right restoration projects are being implemented, and if these projects will lead to salmon recovery or are addressing a true “limiting factor”<sup>1</sup>. Moreover, whether we have actually identified the key life stage and habitats that are in fact limiting salmon recovery is a subject of ongoing debate in most watersheds. In fact, while almost all recovery and restoration plans have a list of “limiting factors”, these are more often a long list of

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<sup>1</sup> By “limiting factor” we mean a factor that is limiting the abundance or productivity of a salmon population.

problems or habitat impairments in a watershed rather than one or two specific habitats or factors that have been demonstrated to be limiting the productivity of the species and/or population in question.

**Point 2. Complete assessment of everything in a watershed is costly and often not feasible** - While most everyone agrees that process-based restoration is the goal of their restoration work, doing true process-based restoration requires doing a suite of watershed and reach-scale assessments well before restoration opportunities are identified or a project is designed. This rarely occurs in practice because: 1) it requires extensive planning, oversight and coordination, 2) takes expertise in a variety of fields (e.g., fish biology, hydrology, geomorphology, riparian ecology, stream ecology modeling), and, 3) the number of potential models, assessments and analysis that could or should be done is overwhelming and costly. There are many regional manuals on watershed assessment and analysis (e.g., Joint Natural Resources Cabinet 1991 [WA]; USFS et al. 1995 [NW Forest Plan], ODF 2004 [OR]; Schilling et al. 2005[CA] Wash. Forest Practices Board 2011[WA]) which list dozens of analyses and models to run. Many of these manuals do not include biological assessments or tools to determine factors limiting productivity of salmon and other biota. In the most complete and arguably up-to-date guide on assessments, Beechie et al. (2013) suggests dozens of potential analysis to identify disrupted processes and identify restoration opportunities. Doing all of the potential analysis outlined in these guides in any given watershed could take millions of dollars and many years, yet restoration can't wait and projects will move forward whether the assessments are done or not.

**Point 3. A one-size fits-all approach won't work** - Because of the cost and difficulty of doing a complete assessment of current and historical conditions, watershed processes and restoration opportunities; restoration practitioners, program managers, recovery boards and watershed councils jump from one new tool to the next. Some search for the latest tool or model that will supposedly solve this problem and can be easily and systematically repeated in every watershed. Others give up on strategic assessments and proceed directly to project implementation without strategic guidance or an understanding of underlying problems. That is not to say that doing all possible types of assessments wouldn't be useful or shouldn't be completed in some watersheds or for some populations, but that it rarely occurs because it isn't feasible. However, what is clear is that conditions differ for each watershed and population and that the goals, data, analysis, models and tools, and resources available, and types of assessments needed vary from watershed to watershed. For example, excess sediment may be a big issue in one watershed, but clearly not an issue in another, while isolated floodplain and degraded riparian may be critical in others. The same assessments and models aren't needed in every watershed and using the same tool everywhere isn't a wise use of resources or appropriate. In short, you don't need to do the same thing everywhere.

**Point 4. Often not clear what each assessment, model or analysis tool will provide** – Identifying the proper tool or assessment needed is complicated by 1) not understanding what the primary goal or gap filled by assessment or model, 2) incomplete information on utility of assessment or model to assist with restoration or recovery planning, and 3) not being clear about what step in the restoration process a particular assessment or model assists with. Moreover, proponents of various tools often overstate the utility of their approach for various aspects of the restoration process.

## Solution

What is needed is a strategic process for screening and determining exactly which assessments, models and data are needed in each watershed. The appropriate assessments and analysis will vary from watershed to watershed or salmon population to population based on the goals, objectives, bio-physical characteristics and condition of watershed (or population status), as well as existing data and previously conducted analysis and assessments. We need a strategic way to identify which assessment will provide the most useful information in a given setting, and then complete them in a cost effective way. Moreover, existing data and information specific to a watershed can help inform what additional key assessments are needed.

**What am I proposing?** - Rather than a new tool, I propose a systematic screening process to match up restoration goals and priorities with potential habitat assessment tools. This would involve a gap analysis to identify the analysis, assessments, and data needed to identify strategic restoration opportunities. This process will assure that the right restoration is implemented at the right location, and that projects are designed properly according to watershed restoration and ecological goals. This is a relatively inexpensive process to identify, plan and complete the key assessments for a given basin that ensures that we make the right restoration investments in each basin. It is not a one size fits all approach, but one tailored a specific basin and fish population.

The product would be a brief and concise strategic assessment plan specific to a watershed and the partners involved. It would be the basis for funding and conducting the highest priority assessments needed in each watershed. Data from the assessments would be used to update restoration priorities and projects in a given basin to assure the most important projects are implemented to recover salmon populations. Key partners engaged in planning and implementing restoration in a watershed would work through a facilitated process to evaluate existing information and identify key gaps (Figure 1). The steps in the process include:

1. Identify participants
2. Assign and complete participant homework
  - a. List of data, data type, years available, sub-basins/reaches covered, quality of data
3. Hold workshop (1-2 days)
  - a. Workshop Intro and Background
    - i. Goals, objectives and rules of workshop
    - ii. Steps in process (below and Figure 1)
    - iii. Steps in restoration process (Figure 2)
  - b. Revisit/Confirm/Agree on goals and objectives of restoration
    - i. Refine from recovery plan
    - ii. Create if don't exist
  - c. Identify assessments and data needed
    - i. Specific to each objective
    - ii. Examine high level list of potential types of assessments that could be conducted

- iii. Examine list of specific types of assessments by category
  - d. Define and describe existing data and completed assessments, models and tools
    - i. Quality
    - ii. Coverage/Completeness
  - e. Determine and evaluate key gaps and specific assessments needed
    - i. Compared assessment needs and
    - ii. Existing assessments and data
    - iii. Create list of assessment needs based on gaps
  - f. Prioritize assessments needed to identify top 2-5 needed
    - i. Discuss and agree on prioritization criteria
    - ii. Score and rank each need
    - iii. Highlight top 2-5 needed
  - g. For each top assessment needs
    - i. Review all types of assessments, data, analysis needed and geographic coverage needed (whole basin or specific subbasin, or reaches)
    - ii. Select best method or approach for each assessment need
      - 1. Determine if follow meeting/call needed to do select best approach
- 4. Workshop follow up
  - a. Provide written summary of workshop
  - b. Additional data/comment from workshop participants
  - c. Follow up – conference call or meeting
- 5. Develop a Summary document (Strategic Assessment Plan)
  - a. Plan would include
    - i. Restoration goals
    - ii. Assessment/analysis needed to meet goals
    - iii. Data currently available
      - 1. Limitations
    - iv. Gaps
    - v. List of priority analysis/data needs
    - vi. Tables/spreadsheets with list
  - b. Provide to participants for comment and revise
- 6. Follow up meeting to:
  - a. How best to implement Strategic Assessment Plan
  - b. Funding of top assessment/analysis needs
  - c. Basis for RFP or proposals
  - d. Update existing restoration strategies
  - e. Revisit progress annual or biennially
    - i. Revisit restoration priorities based on results of assessments

To assist groups with identifying the proper assessments needed, it is important to understanding what the primary goal or outputs are for each assessment, analysis, model or monitoring program and being clear about what step in the restoration process it assists with. Figure 2 outlines the key steps in the restoration process and Table 1 provides an example of goals of common assessment tools, models and monitoring programs.

## **Deliverables**

- Concise strategic assessment plan documenting all steps, processes, data collected, and outcomes of workshop
- List of top 3 to5 assessments needed for a watershed or salmon population
- Plan to complete priority assessments including, if appropriate, material for proposal or RFP.

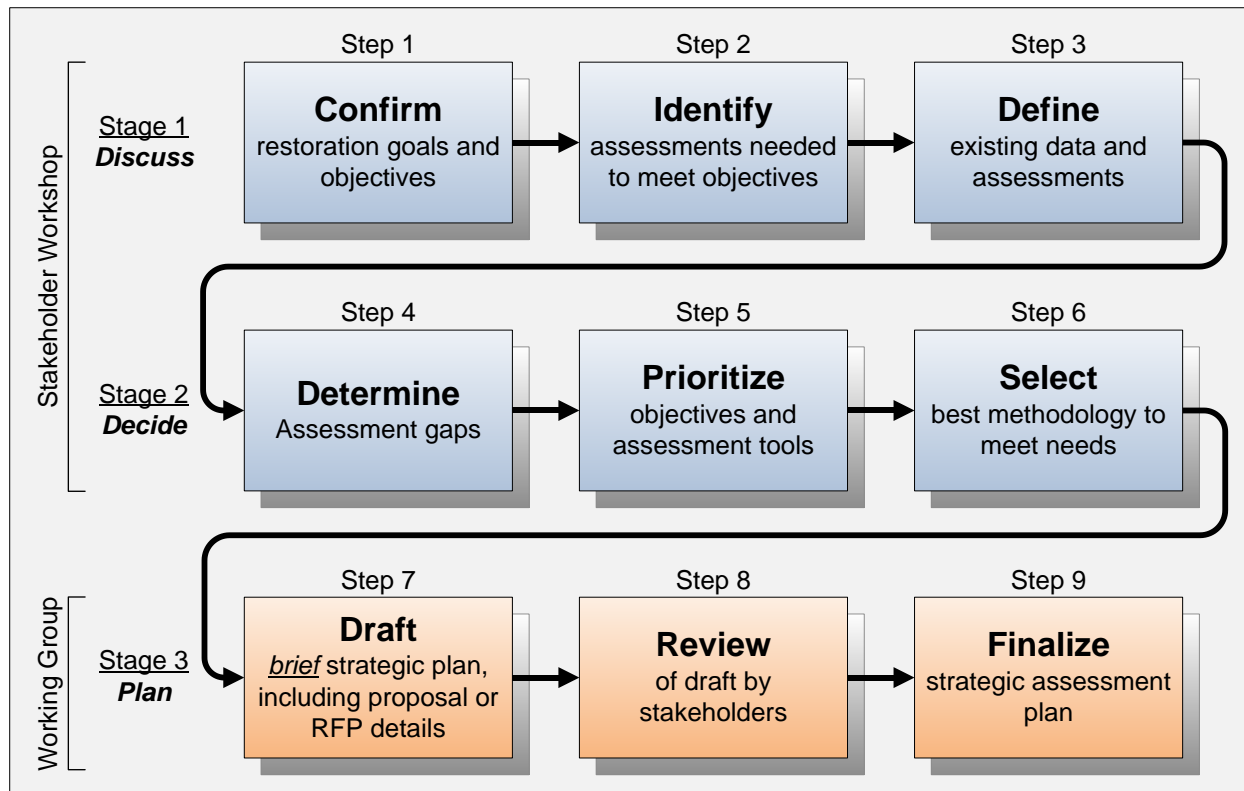


Figure 1. Diagram of steps in Watershed Assessment Screening Process. They are laid out sequentially here but some of these would be iterative and occur simultaneously. Assessments include models as well as inventories and other tools to assess processes, habitat conditions and loss, limiting factors, and identify degraded conditions and restoration or protection opportunities.



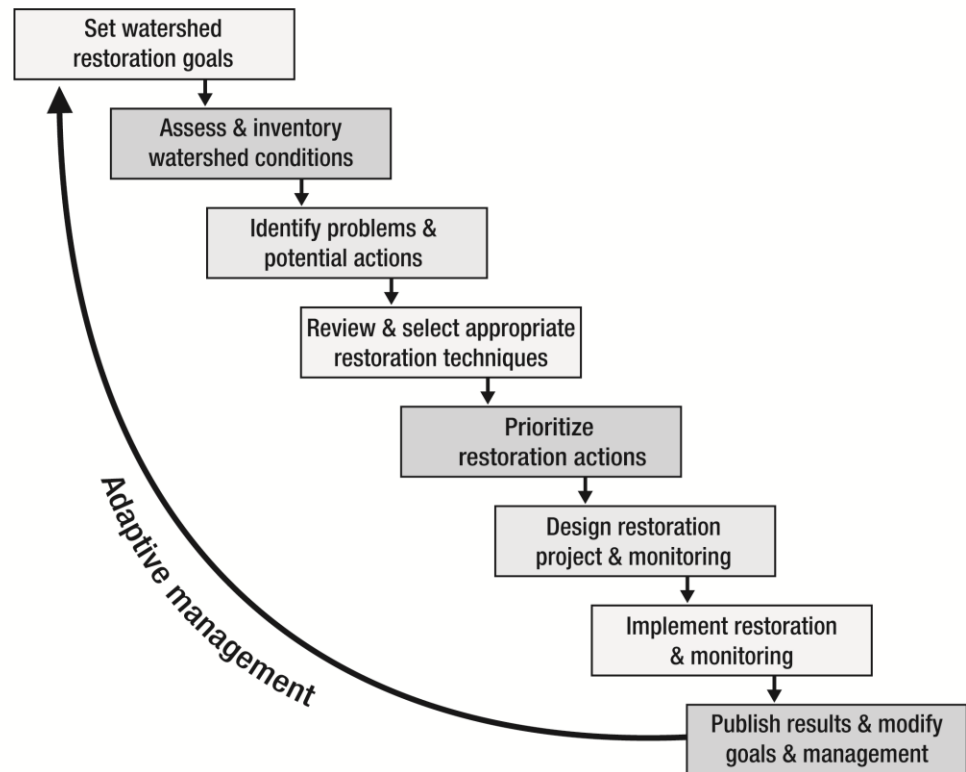


Figure 2. Major steps in the restoration process to develop a comprehensive and effective restoration program and projects. (From Roni and Beechie 2013).

Table 1. Main goal or utility of different assessment, models, analyses and monitoring methodologies organized by steps in the restoration process (Figure 2 above). X indicates that this is the primary goal, utility or output of methodology.

Methodology	Major Steps in Restoration Process							
	Watershed Restoration Goals	Assess Watershed Conditions	Limiting life stage	Problem ID/Rest. Opportunity	Select Rest. Tech.	Prioritization	Project Design	Monitor Effectiveness
<b>Fish-Habitat Models</b>								
Capacity limiting factor model	X		X					
Life cycle model	X		X					
EDT						X		
Food Web Models					X			
Climate change models	X				X	X		
<b>Assessment methods/techniques</b>								
Current historic habitat conditions	X	X		X	X		X	
Riparian mapping/assessment	X	X		X	X			
Sediment budget/assessment	X	X		X	X		X	
Hydrology	X	X		X	X		X	
WQ/Nutrients	X	X		X	X			
Connectivity (e.g. barriers, revetments)	X	X		X	X			
Basinwide habitat assessments	X	X		X				
<b>Reach assessments</b>								
BOR		X		X			X	
2D							X	
HIS							X	
<b>Monitoring programs</b>								
Action/Project Effectiveness					X			X
Intensively Monitored Watersheds								X
Habitat status and trend								X
Spawner surveys (S&T)								X
Juvenile surveys (S&T)								X
Smolt trapping (S&T)								X

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** March 16, 2016

**Title:** Projects to Implement the Board's Strategic Plan

**Prepared By:** Brian Abbott, Governor's Salmon Recovery Office Executive Coordinator

#### Summary

To continue implementing the vision of supporting community-based salmon recovery, the Salmon Recovery Funding Board (board) identified several activities in its 2015-17 Biennial Work Plan. While the board's ultimate goal is to fund more salmon recovery projects across the state, the activities proposed in this memo focus on communications and funding, and are designed to leverage current support and build momentum for the future.

#### Board Action Requested

This item will be a:

☒  
☐  
☐

Request for Decision  
Request for Direction  
Briefing

### Background

Throughout 2015, a subcommittee designated by the Salmon Recovery Funding Board (board) reviewed and updated the board's Strategic Plan. Chairman David Troutt, Board Member Nancy Biery, Board member Bob Bugert, Recreation and Conservation Office (RCO) Director Kaleen Cottingham, and Governor's Salmon Recovery Office (GSRO) Executive Coordinator Brian Abbott met to review revisions to the strategic plan. The subcommittee identified a weakness in the plan—no concrete actions were specifically stated. As a result, the subcommittee drafted a biennial work plan with specific deliverables to support the board's strategic plan.

At the December 2015 board meeting, the board approved the update to their strategic plan, including the biennial work plan. The work plan identifies several activities to build support for salmon recovery across the state. The board expressed interest in strategically focusing its limited resources on activities that will provide the greatest return.

The activities proposed in this memo focus on communications and funding. While the board's ultimate goal is to fund more salmon recovery projects across the state, the activities outlined are designed to leverage current support and build momentum for the future.

The March 2016 board meeting materials also include a forecast for returned fund amounts, predicted federal grant awards, and the estimated grant round amount available for projects in 2017 (see Item 5). The board will need to balance the grant round amount for salmon recovery projects and the communications and fund development activities identified in its strategic plan in deciding how much to invest in implementing the activities set forth in the work plan. Any funding dedicated to these activities would result in a reduction in project funding for the 2016 grant round.

## Proposed Activities

Table 1 provides a snapshot of the proposed activities recommended by staff, followed by more detailed descriptions of each activity. The table contains three sections:

- Activities 1–5 are from the board work plan, approved at the December 2015 board meeting.
- Activity 6 was initially proposed, but not yet funded, at the December 2015 board meeting.
- Activities 7 and 8 were approved and funded by the National Oceanic and Atmospheric Administration (NOAA) in the 2015 Pacific Coastal Salmon Recovery Fund (PCSRF) award.

**Table 1. Proposed Work Plan Activities**

Item	SRFB Work Plan Estimate	March 2016 Staff Proposal for Funding
<b>Board Work Plan Activities</b>		
1. Funding Strategy Exploration Phase 1	\$90,000	\$50,000
2. 2017 Salmon Recovery Conference	\$99,800	\$99,800
3. SRFB-SRNet Communications Phase 3	\$180,000	\$138,000
4. Allocation Subcommittee Facilitator	\$10,000	\$10,000
5. SRFB Retreat Facilitator	\$5,000	\$5,000
		<i>Subtotal</i> \$302,800
<b>Activity Presented December 2015</b>		
6. Assessment Pilot	Not Included	\$25,000
		<i>Subtotal</i> \$25,000
<b>Activities Approved and Funded by NOAA</b>		
7. All-H and Hatchery Reform Communications Tools (Video)	Part of 2015 PCSRF award	\$50,000
8. Database Integration and Data Management	Part of 2015 PCSRF award	\$50,000
		<i>Subtotal</i> \$100,000
		<b>Grand Total \$427,800</b>

## Activity Descriptions

### 1. Funding Strategy Exploration, Phase 1 (Communications)—\$50,000

*SRFB Work Plan, Page 10, 2d*

The board established a funding subcommittee at the December 2015 meeting, comprised of GSRO/RCO staff and board members Nancy Biery and Bob Bugert. The board work plan recommends that RCO/GSRO hire a consultant to support the subcommittee in exploration of various public and private options for funding communications and outreach work.

Funding the communications needs of the board and of the Salmon Recovery Network (SRNet) remains challenging. Communications and outreach work are disallowed for funds derived from state bonds and discouraged from federal funding sources. Improving the ability to tell the salmon recovery story is a critical step towards engaging broader support and for maintaining and expanding programmatic funding.

This activity will help the board organize, prioritize, and strategize its efforts in obtaining funding for communications work. The board agreed to consider funding up to \$50,000 to begin this effort in March 2016. Staff are currently drafting a Request for Proposals (RFP).

## **2. 2017 Salmon Recovery Conference—\$99,800**

*SRFB Work Plan, Page 10, 1d*

The board has funded and hosted five successful salmon recovery conferences since 2007. With over 2,123 projects funded at a public cost of \$454 million<sup>1</sup>, these conferences are an important forum for sharing research-driven knowledge, best practices, and lessons learned. The conference receives high praise from participants; lead entities, regional organizations, and project sponsors support continuing this event every two years.

Staff propose that the 2017 conference be a maximum three-day event that highlights what has worked in salmon recovery, what has not, and how to improve the quality and cost effectiveness of projects. At the 2015 conference, the Washington Department of Fish and Wildlife and Long Live the Kings served as conference co-hosts. Staff recommends continuing to partner with these organizations, as well as inviting additional organizers and sponsors, including tribal entities. This recommendation supports the 2017 conference by continuing to explore hatchery and harvest reform in the context of other salmon recovery actions.

An advisory subcommittee will guide conference planning and agenda development. The subcommittee will potentially include representatives of the following organizations:

- RCO and GSRO
- Washington Salmon Coalition
- Council of Regions
- Lower Columbia Fish Recovery Board
- Columbia River Inter-Tribal Fish Commission
- Northwest Indian Fisheries Commission
- National Oceanic and Atmospheric Administration
- Washington Department of Fish and Wildlife
- Long Live the Kings

Conference tracks will likely include: habitat restoration, nearshore restoration acquisition, assessments, monitoring, hatchery reform, and recovery plan progress.

To secure a facility and arrange other logistics for an April or May 2017 event date, staff recommend that the board approve funding of \$99,800 to cover a portion of the salmon recovery conference. This is the same amount that the board dedicated to the conference in 2015. It served to cover conference planning, registration services, and to allow a reasonable registration fee (\$260 in 2015) that encourages the

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<sup>1</sup> Projects funded by state capital funds, Puget Sound Acquisition and Restoration funds, and the Pacific Coastal Salmon Recovery Fund.

greatest possible participation by those implementing salmon recovery projects. In 2015, the high numbers of registrations and successful requests for sponsorships meant that the net cost to the board was ultimately \$59,000.

The following table details the funding requested.

**Table 2. 2017 Salmon Recovery Conference – Board Funding Request**

Funding Requested	
RCO conference planning staff	\$8,000
Facility rental and meals	\$82,000
Materials and advertising	\$4,800
Video recording of conference sessions	\$5,000
<b>Estimated SRFB Contribution</b>	<b>\$99,800</b>

### **3. SRFB and Salmon Recovery Network Communications, Phase 3—\$138,000**

#### *SRFB Work Plan, Page 9, 1a*

Over the last few years, the board funded the development of a statewide communications framework, incentives for regional organizations to develop region-specific communications plans, and a facilitator to assist with the development of the Salmon Recovery Network (SRNet).

The board can continue to lead these efforts by facilitating a communication forum with SRNet that will foster a unified voice for building public, political, and financial support for salmon recovery. The following activities and products would be developed over the next six months and will help to position the board and SRNet for the 2017 and future legislative sessions; build relationships with key constituents; focus strategic communications; and take advantage of opportunities for coordination and collaboration with non-traditional partners.

#### *3A. Communications Plan—\$55,000*

A communications plan that is specific to the board and SRNet will build on the 2014 statewide communications framework, advancing three areas of agreement: consistent messaging, a focused funding strategy, and telling the story of salmon recovery.

This plan will focus on the synergies between the board and SRNet, building on the close affiliations that many SRNet members have with the board. The plan will provide detailed recommendations on board and SRNet member activities, priority actions, target audiences, messages, materials, and tools.

#### *3B. Communications Materials—\$25,000*

The communications plan will include recommendations for educational materials to support the board and SRNet in outreach efforts. The materials will support consistent messaging and provide tools for board members and network participants to implement the plan.

#### *3C. State of Salmon Website Review and Update—\$30,000*

The Governor's Salmon Recovery Office produces the State of Salmon in Watersheds (SOS) report in even-numbered years as directed by state statute. The report includes data compiled for twelve indicators of salmon recovery and watershed health from agencies, tribes, and salmon recovery organizations statewide. The intended audience is the Legislature, other elected officials, the public,

and salmon recovery implementers. The report consists of a printed executive summary and a comprehensive Web site.

- *Review—\$11,000*

Preliminary results from an independent review by Pyramid Communications indicate that the Web site needs improvements to better communicate about salmon recovery in at least five areas: site navigation, target audience, content focus, and data gaps. In addition, the messaging in the SOS should align more strongly with the salmon recovery communications framework.

- *Update—\$19,000*

The update to the site will ensure clearer, more meaningful messaging and design of the 2016 State of Salmon in Watersheds report. Reorganizing Web site navigation, narrowing the focus of messages, and simplifying the content will ensure that the target audiences find salmon recovery and watershed health information easier to understand and access.

### *3D. Salmon Recovery Video Update—\$28,000*

The “State of Salmon” video, produced in 2012 by North Forty Productions and GSRO, provides an educational overview of salmon recovery in Washington State. Much of the content is still relevant, but some content needs to be updated to reflect current status and to maintain public interest.

GSRO proposes to update the video so that it reflects the messaging in the salmon recovery communications framework, and so it provides up-to-date information about fish status and the economic benefits from salmon recovery. Recommendations from the board-specific communications plan will guide how to target, update, and distribute the video. GSRO would contract with North Forty to update the video in time its inclusion in the State of Salmon in Watersheds report at the end of December, 2016.

**Table 3. Phase 3 Summary of Communications for Board/SRNet**

Item	Estimated Cost	Who	Timeline
<b>3A</b> Communications Plan for SRFB and SRNet	\$55,000	Pyramid Communications	May 2016
<b>3B</b> Communications Plan Materials	\$25,000	Pyramid Communications	July 2016
<b>3C</b> State of Salmon in Watersheds Web site			
• Web site Review	\$11,000	Pyramid Communications	February 2016
• Web site Update	\$19,000	Contractor from GSRO RFQQ list	November 2016
<b>3D</b> Salmon Recovery Video Update	\$28,000	North Forty	November 2016
<b>Total</b>	<b>\$138,000</b>		

## **4. Allocation Subcommittee Facilitator—\$10,000**

*SRFB Work Plan, Page 13, 5c*

At the December 2015 meeting, the board created an allocation subcommittee comprised of board members Sam Mace and David Troutt, and representatives from the Council of Regions, the Washington Salmon Coalition, and RCO/GSRO. The allocation subcommittee’s tasks include review of the regional area project allocation (project funds) and the capacity funding allocation (lead entity and regional

organization funds). The subcommittee would make recommendations for board consideration, start work in the summer of 2016, and present findings and recommendations to the board in late 2016/early 2017. Any changes approved by the board would be implemented in July 2017.

#### **5. SRFB Retreat Facilitator—\$5,000**

*SRFB Work Plan, Page 14, 7*

The planned January 2017 retreat is an opportunity for the board to assess its salmon recovery program and to formulate future efforts. The strategic plan subcommittee will plan the retreat with the RCO director, and GSRO will coordinate agenda development and logistics. Funding a facilitator for the board retreat will allow all board members to fully participate and will ensure a productive collective effort.

#### **6. Assessment Pilot: Determining Restoration Needs and Priorities—\$25,000**

*Identification of Key Assessments Needed to Determine Restoration Needs, Priorities and Projects. (Attachment A)*

At the December 2015 board meeting, Dr. Phil Roni presented a strategic process for determining exactly which assessments, models, or data are needed in each watershed. Rather than a new tool, the proposed systematic process matches restoration goals and priorities with potential habitat assessment tools. A pilot project that implements the process would identify the key assessments, tools, and data needed to identify strategic restoration opportunities as well as provide a model process for other watersheds.

Outcomes of the assessment pilot would include:

- Partner engagement in evaluating existing information and identifying key gaps;
- A concise, strategic assessment plan specific to the watershed, fish populations, and partners;
- Identification of the 3 to 5 highest priority assessments needed in a watershed to implement effective habitat restoration;
- A rationale for funding and conducting the highest priority assessments needed in each watershed; and
- Assessment data useful for updating restoration priorities and projects in a given basin.

Staff proposes that Dr. Roni and staff from the Upper Columbia Salmon Recovery Board (UCSRB) and Lower Columbia Fish Recovery Board (LCFRB) work together to undertake an assessment pilot project for this approach. Two watersheds have been identified: the Wenatchee and Lewis River basins. The UCSRB identified the need to update its current priorities for salmon recovery restoration and protection; their resulting proposal includes a draft strategic vision to inform this process. Recommendations from the board-specific communications plan will guide how to target, update, and disseminate the vision. Dr. Roni's strategic process is identified as the first step in carrying out this vision. Given the complexity of partners, monitoring programs, data and information, and proposed modeling and monitoring approaches, this step is critical to identifying next steps and priorities for salmon recovery in the region.

The UCFRB and LCFRB are providing a total of \$21,000 in match. Once completed, the pilot projects will be presented to the board to explore whether this work can be replicated in other watersheds.

#### **7. All-H and Hatchery Reform Communications Tools (Video)—\$50,000**

*2015 Pacific Coastal Salmon Recovery Fund line item*



GSRO staff plan to develop a short video to show what hatchery reform entails and why it is so important to salmon recovery. The messages in the video will align with statewide salmon recovery communications framework and those emerging from the SRFB and SRNet communications plan; significant work will go into messaging. The Washington Department of Fish and Wildlife (WDFW) is excited to collaborate with GSRO in the video's development.

The video's target audience is decision-makers, salmon restoration and hatchery managers, and the general public. The video is only one of the education tools used for hatchery reform and salmon recovery; websites, reports, and handouts would complement the video. With these combined resources, the audience will have a much better understanding of hatchery reform. The video will be shared at meetings, hearings, and in visits with legislators and legislative staff. It will be posted on websites (e.g., State of Salmon in Watersheds, WDFW, regional recovery organizations) and social media channels (e.g., RCO's Facebook page and YouTube channel; WDFW's outlets). The timeline for completing the video is the end of 2016.

## **8. Database Integration and Data Management—\$50,000**

*2015 Pacific Coastal Salmon Recovery Fund line item*

The Habitat Work Schedule (HWS) and the PRISM grants database are Washington's primary tools for tracking implementation of salmon recovery projects. These systems complement each other: PRISM provides detail about contracts and billing for projects funded through the SRFB process and HWS tracks planned projects, habitat changes, and progress toward project and watershed goals. Both databases track project implementation and project performance metrics.

Data sharing between these systems uncovered the need for better data alignment, data management, and increased data quality assurance and quality control. Additionally, GSRO and RCO identified needs for improved guidance for data system users and for increased assurance that data will be consistent and of high quality.

To these ends, staff plan to work with contractors on two areas:

1. Improve guidance about data entry to produce more accurate, consistent reporting of PCSRF and other habitat metrics. Improved guidance will support both database systems and would inform other data systems that track similar information. This effort will improve statewide reporting.
2. Increase data quality by developing and implementing a strategy to provide data stewards that will enter project data management in HWS. A few data stewards can serve some or all of the lead entities and provide consistent and focused data management. Use of data stewards will increase compliance, minimize confusion, and lighten the workload for existing regional and lead entity staff.

These activities will result in better data quality, more coordinated data, and data alignment between systems, and will set the stage for post-project tracking.

## **Attachments**

- A. Identification of Key Assessments Needed to Determine Restoration Needs, Priorities and Projects

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** March 16, 2016  
**Title:** Washington Administrative Code: Public Hearing  
**Prepared By:** Leslie Connelly, Natural Resource Policy Specialist

#### Summary

This memo presents a staff recommendation for proposed amendments to the administrative rules in Title 420 of the Washington Administrative Code for the Salmon Recovery Funding Board. The amendments update definitions and add new definitions, modify grant program requirements, revise the public records procedures, and reorganize chapters and updates references.

#### Board Action Requested

This item will be a:

<input checked="" type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input type="checkbox"/>	Briefing

#### Proposed Motion Language

Move to approve resolution 2016-01 to adopt amendments to Title 420 of the Washington Administrative Code.

### Background

Administrative rules are executive branch agency regulations authorized by state law. The Salmon Recovery Funding Board (board) has statutory authority to adopt administrative rules to carry out the purposes of the Salmon Recovery Act.<sup>1</sup> Administrative rules are published in the Washington Administrative Code (WAC). The administrative rules in [Title 420 WAC](#) are broad in scope and apply to all of the board's funding programs, including the state salmon funding from the capital budget, Puget Sound Acquisition and Restoration funding, and the federal Pacific Coast Salmon Recovery Funds. The board first adopted rules in 2001 and later amended them in 2002.

Most recently, the board adopted rules in June 2014 to change the name of the office and correct statutory references. In February 2015, the board directed staff to prepare a second phase of proposed amendments and present them to board for consideration. Staff presented draft amendments to the board at its meeting in May 2015, and the board directed staff to work with stakeholders to refine the changes. Staff consulted with lead entities and regional salmon recovery organizations on the draft amendments and made changes based on their input. Staff presented revised draft amendments to the board in December 2015, at which time, the board directed staff to initiate the formal rulemaking process and schedule a public hearing at the March 2016 board meeting.

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<sup>1</sup> RCW 77.85.120(1)(d)

## Analysis of the Proposed Amendments

The purpose of the proposed amendments is to:

- Update definitions,
- Add new definitions,
- Modify grant program requirements including applications, project agreements and long-term obligations,
- Revise the public records procedures,
- Reorganize chapters, and
- Update references.

The anticipated effect of the proposed amendments is to clarify grant program requirements and align the agency's public records procedures.

The reasons for this proposal are to update grant program requirements to reflect current practices and to clarify the salmon recovery funding board's statutory obligations administering salmon habitat projects and salmon recovery activities. The proposal will also provide a consistent process for the public when making a public records request.

Table 1 presents a summary of the proposed amendments with an explanatory statement for each section. The text of the proposed amendments is included as Attachment A.

**Table 1: Summary of Revisions to Title 420 WAC Salmon Recovery Funding Board**

WAC Section and Title	Explanatory Statement of the Proposed Amendments
<b>WAC 420-04-010 Definitions</b>	<ul style="list-style-type: none"><li>• Revised and added definitions based on the definitions used in the project agreement approved by the Assistant Attorney General.</li><li>• Definitions aligned with the Salmon Recovery Act (RCW 77.85).</li><li>• New definitions added for grants administration: capacity funding, enhancement project, match, monitoring or research project, planning project, pre-agreement cost, project area, reimbursement, and restoration project.</li><li>• New definitions added for lead entities: citizens committee, habitat project list, lead entity, lead entity area, and lead entity ranked project list.</li><li>• New definitions added for regions: regional recovery organization and salmon recovery region.</li></ul>
<b>WAC 420-04-015 Address</b>	<ul style="list-style-type: none"><li>• Minor edits to contact information.</li></ul>

WAC Section and Title	Explanatory Statement of the Proposed Amendments
<b>WAC 420-04-020 Organization and operations</b>	<ul style="list-style-type: none"> <li>• Title changed to "Duties of the board."</li> <li>• Information about membership of the board replaced with the specific reference in the Salmon Recovery Act.</li> <li>• Board authorities from the Salmon Recovery Act listed together.</li> <li>• Reference added that the board does not own or operation property or facilities. This is an existing policy of the board.</li> <li>• Reference added that the board is not a public hearings board for land use issues. This is an existing policy of the board.</li> </ul>
<b>WAC 420-04-030 Manuals and waivers – Guidance</b>	<ul style="list-style-type: none"> <li>• Title changed to "Policies and procedures."</li> <li>• Distribution of board policies and procedures changed from manual format to a generic publication.</li> <li>• Reference added that the director may refer petitions on procedures to the board.</li> <li>• Process for petitioning the board for a waiver of any policy or procedure clarified.</li> </ul>
<b>WAC 420-04-060 Delegated authority</b>	<ul style="list-style-type: none"> <li>• Title changed to "Director's authority."</li> <li>• Director granted authority to approve procedures on behalf of the board except for the procedures for submitting a habitat project list.</li> <li>• Director granted authority to enter into contracts and agreements upon approve of the board and granted authority to issue certain waivers and amendments.</li> <li>• Director granted authority to appoint technical and other committees.</li> <li>• Director authorities from the Salmon Recovery Act listed together.</li> <li>• Director granted authority to administer other programs related to salmon recovery.</li> </ul>
<b>WAC 420-04-070 Compliance with Environmental Policy Act guidelines</b>	<ul style="list-style-type: none"> <li>• Title changed to "Compliance with the State Environmental Policy Act and other laws."</li> <li>• Text revised to clarify sponsors requirements to comply with the State Environmental Policy Act and other laws.</li> </ul>
<b>WAC 420-04-080 Declaratory order – Petition requisites – Consideration – Disposition</b>	<ul style="list-style-type: none"> <li>• Title changed to "Petitions for declaratory order of a rule, order, or statute."</li> <li>• Text changed to allow the board flexibility in the petition process, as allowed by the Administrative Procedures Act (RCW 34.05.240).</li> <li>• Procedures aligned with those adopted by the Recreation and Conservation Funding Board.</li> </ul>
<b>WAC 420-04-085 Petitions for rule-making, amendment or repeal</b>	<ul style="list-style-type: none"> <li>• Title changed to "Petitions for adoption, amendment, or repeal of a rule."</li> </ul>

WAC Section and Title	Explanatory Statement of the Proposed Amendments
<b>WAC 420-04-100 Public records</b>	<ul style="list-style-type: none"> <li>Title changed to "Public records."</li> <li>Procedures aligned with those adopted by the Recreation and Conservation Funding Board in Chapter 286-06 WAC which was changed in 2014 to follow model rules provided at the Office of Attorney General.</li> </ul>
<b>WAC 420-04-040 Project selection</b>	<ul style="list-style-type: none"> <li>Section repealed.</li> <li>Text added to WAC 420-12-020 Application requirements and the evaluation process.</li> </ul>
<b>WAC 420-04-050 Final decision</b>	<ul style="list-style-type: none"> <li>Section repealed.</li> <li>Text added to WAC 420-12-045 Final decision.</li> </ul>
<b>WAC 420-12-010 Scope of chapter</b>	<ul style="list-style-type: none"> <li>Director granted authority to apply rules to other programs administered by the office.</li> </ul>
<b>WAC 420-12-020 Application form</b>	<ul style="list-style-type: none"> <li>Title changed to "Application requirements and the evaluation process."</li> <li>Requirements added from WAC 420-04-040 Project selection.</li> <li>References added to state technical review process.</li> <li>Reference added to consider regional recovery plans in the evaluation process and other criteria required in the Salmon Recovery Act.</li> <li>Office directed to administer the evaluation process.</li> <li>Director instructed to present funding recommendations to the board.</li> </ul>
<b>WAC 420-12-030 Deadlines – Applications and agreements</b>	<ul style="list-style-type: none"> <li>Title changed to "Grant program deadlines."</li> <li>Exception added for the director to establish another deadline.</li> <li>Deadline added for returning materials needed to prepare a project agreement.</li> <li>Director granted authority to extend deadlines under certain circumstances.</li> </ul>
<b>WAC 420-12-040 Eligible matching resources</b>	<ul style="list-style-type: none"> <li>Match requirements clarified.</li> <li>Eligible sources of match identified.</li> </ul>
<b>WAC 420-12-045 Final decision</b>	<ul style="list-style-type: none"> <li>New section replaces WAC 420-04-050 Final decision.</li> <li>References added to funding applications or changing funded projects.</li> </ul>
<b>WAC 420-12-050 Project agreement</b>	<ul style="list-style-type: none"> <li>Text revised consistent with the project agreement template approved by the Assistant Attorney General.</li> </ul>
<b>WAC 420-12-060 Disbursement of funds</b>	<ul style="list-style-type: none"> <li>Reimbursement process clarified to reflect current requirements.</li> </ul>

WAC Section and Title	Explanatory Statement of the Proposed Amendments
<b>WAC 420-12-070</b> <b>Retroactive expenses and increased costs</b>	<ul style="list-style-type: none"> <li>• Title changed to "Retroactive, pre-agreement, and increased costs."</li> <li>• Eligible costs clarified.</li> <li>• Reference added to compliance with federal funding requirements.</li> <li>• Board identified as the authority to identify pre-agreement costs.</li> <li>• Guidance added on when and how to consider a cost increase.</li> <li>• Other minor edits.</li> </ul>
<b>WAC 420-12-075</b> <b>Nonconformance and repayment</b>	<ul style="list-style-type: none"> <li>• Reference added to the repayment terms in the project agreement.</li> <li>• Other minor edits.</li> </ul>
<b>WAC 420-12-080</b> <b>Acquisition projects – Deed of right, conversions, leases and easements</b>	<ul style="list-style-type: none"> <li>• Title changed to "Acquisition project long-term obligations."</li> <li>• Conversion of use language applied to all acquisition projects.</li> <li>• Binding instrument for perpetual interests revised to include the project area.</li> <li>• Binding instrument for non-perpetual interests added, including reference to the project area.</li> <li>• Binding instrument for lease interests revised to include the project area.</li> </ul>
<b>WAC 420-12-085</b> <b>Development projects – Conversion to other uses</b>	<ul style="list-style-type: none"> <li>• Title changed to "Restoration projects – Conversion to other uses."</li> <li>• Reference added to project area.</li> <li>• Reference added to identify a new restoration project as the replacement for a conversion.</li> </ul>

## Public Review

Before the board meeting, RCO informed the public of the proposed rulemaking on the following occasions:

- Agenda items at every board meeting in 2015 with information distributed in board materials and posted on RCO's Web site,
- Preproposal Statement of Inquiry (CR-101, Attachment B) published February 18, 2015 in issue #15-04 of the Washington State Register,
- Proposed Rulemaking filed February 1 and 2, 2015 with the Joint Administrative Rules Review Committee,
- Proposed Rulemaking (CR-102, Attachment C) published February 17, 2016 in issue #16-04 of the Washington State Register,
- Posting of proposed rulemaking on RCO's Web site, and
- Email notification sent to interested persons.

## Public Hearing

The Administrative Procedures Act (APA) requires at least one public hearing prior to adopting amendments to the rules.<sup>2</sup> The public hearing for the proposed rulemaking in this memo is 1:30 p.m. on March 16, 2016, during the board's regularly scheduled public meeting. Notice of the public hearing was included in the rulemaking published accordingly in the Washington State Register.

Members of the public may submit written comments in advance of the public hearing or provide comments at the hearing. The official comment period is February 17 – March 11, 2016. As of the writing of this memo, RCO had not received any public comments.

Before filing an adopted rule, the APA requires an agency to prepare a "Concise Explanatory Statement"<sup>3</sup> (Attachment D) which includes a summary of all comments received and responses to them. Staff will provide a draft Concise Explanatory Statement at the March board meeting with a summary of any written public comments received before the board starts the public hearing.

## Options for Consideration

After the scheduled public hearing, the board will consider whether to adopt the amendments to the rules as written, amend the proposal, or postpone adoption.

State law allows the board to adopt a rule somewhat differently than proposed as long as it is not "substantially different."<sup>4</sup> Factors that may affect whether a proposed rule might be substantially different include the extent to which:

- A reasonable person affected by the rule would have understood how the rule would have affected his/her interests,
- The subject differs from that originally proposed, or
- The effects of the adopted rule differ from the effects of the proposed rule.

Any changes to the recommended amendments that are substantially different from the proposal cannot be adopted without re-initiating the notification and comment procedures. If the board chooses to make substantial changes to the proposed rulemaking, staff will file a supplemental notice in the Washington State Register and the board must conduct another public hearing.

If the board prefers not to adopt all or portions of the proposed rulemaking at the March 16, 2016 meeting, the board can postpone adoption to a future meeting within 180 days of filing the rulemaking, which was February 2, 2016. This means the board could take action on the current recommended amendments at its June 2016 meeting without needing to re-file. The board could also decide to withdraw all or portions of the proposed rulemaking.

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<sup>2</sup> RCW 34.05.325

<sup>3</sup> RCW 34.05.325(6) and 34.05.370(2)(g)

<sup>4</sup> RCW 34.05.340

## Staff Recommendation

Staff recommend adoption of the proposed rulemaking published February 17, 2016 in issue #16-04 of the Washington State Register.

Attachment E contains resolution 2016-01 for the board's consideration.

## Strategic Plan Link

Revising the board's administrative rules supports the implementation of Goal 2 of the board's strategic plan, which states: "Be accountable for board investments by promoting public oversight, effective projects, and actions that result in the economical and efficient use of resources."

## Next Steps

Should the board adopt the proposed rulemaking, staff will prepare a final Concise Explanatory Statement and file a final rule adoption notice for publication in the next available Washington State Register. Adopted rules are effective 31 days after filing with the Office of the Code Reviser.

## Attachments

- A. Proposed Amendments to Title 420 WAC Salmon Recovery Funding Board
- B. Preproposal Statement of Inquiry Notice (CR-101)
- C. Proposed Rulemaking Notice (CR-102)
- D. Draft Concise Explanatory Statement (to be distributed at the board meeting)
- E. Resolution 2016-01



## Proposed Amendments for Title 420 WAC Salmon Recovery Funding Board

**WAC 420-04-010 Definitions.** For purposes of Title 420 WAC, the definitions in RCW 77.85.010 apply. In addition, unless the context clearly indicates otherwise, the following definitions also apply:

"Acquisition project" means ~~((the gaining of rights of public ownership by))~~ a project that purchases~~((, negotiation, or other means,))~~ or receives a donation of fee or less than fee interests in real property~~((, and related interests such as water or mineral claims and use rights))~~. These interests include, but are not limited to, conservation easements, access or trail easements, covenants, water rights, leases, and mineral rights.

"Agreement" or "project agreement" means the accord accepted by the office and the sponsor for the project and includes any attachments, addendums, and amendments, and any intergovernmental agreements or other documents that are incorporated into the project agreement subject to any limitations on their effect.

"Applicant" means any ~~((agency, person or organization))~~ party that meets qualifying standards as described in RCW 77.85.010(6), including deadlines, for submission of an application soliciting a grant of funds from the board. ~~((Generally, eligible applicants for board funds include a state, local, tribal or special purpose government, a nonprofit organization, a combination of such governments, or a landowner for projects on its land.))~~

"Application" means the ~~((form(s) developed and implemented for use by applicants in soliciting project funds administered by the board))~~ documents and other materials that an applicant submits to the office to support the applicant's request for grant funds.

"Board" means the salmon recovery funding board (~~((created by chapter 13, Laws of 1999 1st sp. sess. (2E2SSB 5595), now codified))~~) as described in RCW 77.85.110.

"Capacity funding" is a grant to lead entities and regional organizations as described in RCW 77.85.130(4) to assist in carrying out functions to implement chapter 77.85 RCW.

"Chair" means the chair of the board described in RCW 77.85.110.

~~("Development" means the construction or alteration of facilities, the placement or removal of materials, or other physical activity to restore or enhance salmon habitat resources.)~~ "Citizens committee" means a committee established by a lead entity that consists of representative interests of counties, cities, conservation districts, tribes, environmental groups, business interests, landowners, citizens, volunteer groups, regional fish enhancement groups, and other habitat interests as described in RCW 77.85.050.

"Director" means the director of the office or that person's designee, as described in RCW 79A.25.150(~~(, responsible for implementation of board activities under chapter 77.85 RCW.~~

~~"Lead entity" means the local organization or group designated under RCW 77.85.050)).~~

"Enhancement project" or "hatchery and harvest enhancement project" means a project that supports hatchery reform to improve hatchery effectiveness to minimize impacts to wild fish populations, ensure compatibility between hatchery production and salmon recovery programs, or support sustainable fisheries.

"Habitat project list" means the list of projects as described in RCW 77.85.010(3) compiled by a citizens' committee and submitted by a lead entity to the board as described in RCW 77.85.050(3). The habitat project list shall establish priorities for individual projects and define the sequence for project implementation as described in RCW 77.85.050. The list of projects in the habitat project list must be

within the lead entity area as described in RCW 77.85.050(2). The habitat project list includes the lead entity ranked project list.

"Lead entity" means a city, county, conservation district, special purposes district, tribal government, regional recovery organization or other entity that is designated jointly by any one or more of the counties, cities, and Native American tribes within the lead entity area as described in RCW 77.85.050.

"Lead entity area" means the geographic area designated jointly by any one or more of the counties, cities, and Native American tribes within that area, which is based, at a minimum, on a watershed resource inventory area, as described in RCW 77.85.010(13), combination of water resource inventory areas, or any other area as described in RCW 77.85.050(2).

"Lead entity ranked project list," also known as the "habitat work schedule," means those projects on the habitat project list that will be implemented in the current funding cycle per RCW 77.85.010(4) and as described in RCW 77.85.060.

"Manual(s)" means a compilation of state and federal laws; board rules, policies((:)) and procedures((,-rules,)); and director procedures, forms, and instructions ((that have been)) assembled in manual form ((and which have been approved by the office)) for dissemination ((by paper, electronic or other formats to all who may wish)) to parties that participate in the board's or office's grant program(s).

"Match" or "matching share" means the portion of the total project cost in the project agreement provided by the project sponsor.

"Monitoring or research project" means a project that monitors the effectiveness of salmon recovery restoration actions, or provides data on salmon populations or their habitat conditions.

"Office" means the recreation and conservation office ~~((or the office of recreation and conservation))~~ as described in RCW 79A.25.010.

~~((("Preliminary expense" means project costs incurred prior to board approval, other than site preparation/development costs, necessary for the preparation of a development project.))~~ "Planning project" means a project that results in a study, assessment, project design, or inventory.

"Preagreement cost" means a project cost incurred before the period of performance identified in the project agreement.

"Project" means the undertaking which is, or may be, funded in whole or in part with funds administered by the office on behalf of the board.

~~((("Project agreement" means a project agreement, supplemental agreement, intergovernmental agreement, or project contract between the office acting on behalf of the board, and a project sponsor.~~

~~"Project"))~~

"Project area" means the area consistent with the geographic limits of the scope of work of the project. For restoration projects, the project area must include the physical limits of the project's final site plans or final design plans. For acquisition projects, the project area must include the area described by the legal description of the properties acquired in the project.

"Regional recovery organization" or "regional salmon recovery organization" means an organization described in RCW 77.85.010(7).

"Reimbursement" means the payment of funds from the office to the sponsor for eligible and allowable project costs that have already been paid by the sponsor per the terms of an agreement.

"Restoration project" means to bring a site back to its historic function as part of a natural ecosystem or improving or enhancing the ecological functionality of a site.

"Salmon recovery region" means a geographic area as described in RCW 77.85.010(10).

"Sponsor" means an eligible applicant under RCW 77.85.010(6) who has been awarded a grant of funds((, and has a signed)) and is bound by an executed project agreement; includes its officers, employees, agents, and successors.

**WAC 420-04-015 Address.** All communications with the board, office, director and staff shall be directed to the recreation and conservation office at the Natural Resources Building, 1111 Washington Street S.E., P.O. Box 40917, Olympia, Washington 98504-0917. Telephone 360-902-3000, fax 360-902-3026, web site www.rco.wa.gov.

**WAC 420-04-020 ((~~Organization and operations.~~)) Duties of the board.** ((The board:

~~(1) Is an unsalaried body of ten members. Five members are citizens appointed by the governor from the public at large, with the consent of the senate, for a term of three years each. The other members are the:~~

- ~~(a) Commissioner of public lands;~~
- ~~(b) Director of the department of fish and wildlife;~~
- ~~(c) Director of the state conservation commission;~~
- ~~(d) Director of the department of ecology; and~~
- ~~(e) Secretary of transportation (or the designees of these individuals).~~

~~The five citizen members, including the chair, are voting members. The chair of the board is appointed by the governor from among the five citizen members.~~

~~(2) Is authorized and obligated to administer grant programs for salmon recovery, and related programs and policies.~~

~~(3) Performs and accomplishes work by a staff)~~ (1) The board was created by the legislature in the Salmon Recovery Funding Act of 1999 (section 3, chapter 13, Laws of 1999 special session) codified in RCW 77.85.110.

(2) Membership of the board is defined in RCW 77.85.110.

(3) The board is authorized to:

(a) Allocate and administer funds for salmon habitat projects and salmon recovery activities from amounts appropriated by the legislature as described in RCW 77.85.120;

(b) Develop procedures and criteria for allocation of funds for salmon habitat projects and salmon recovery activities on a statewide basis to address the highest priorities for salmon habitat protection and restoration as described in RCW 77.85.130(1);

(c) Adopt an annual allocation of funding as described in RCW 77.85.130(1);

(d) Establish a maximum amount of funding available for any individual project as described in RCW 77.85.130(1);

(e) Establish criteria for determining the award of grants for capacity funding as described in RCW 77.85.130(4);

(f) Give preference and consideration to projects as described in RCW 77.85.130(2);

(g) Require applicants to incorporate the environmental benefits of the project into their grant applications, and utilize the statement of environmental benefits in its prioritization and selection process as described in RCW 77.85.135;

(h) Adopt procedures for lead entities to submit habitat project lists as described in RCW

77.85.050, including establishing the submission deadlines;

(i) May reject, but not add, projects from a habitat project list submitted by a lead entity for funding as described in RCW 77.85.130(3);

(j) Develop appropriate outcome-focused performance measures to be used both for management and performance assessment of the grant program as described in RCW 77.85.135; and

(k) Provide the legislature with a list of the proposed projects and a list of the projects funded as described in RCW 77.85.140.

(4) The board does not own or operate any salmon recovery properties or facilities.

(5) The board is not a public hearings board and does not decide land use issues. To the extent possible, all project proposals should demonstrate adequate public notification and review and have the support of the public body applying for the grant or where the project is located.

(6) The office, under the supervision of the director appointed by the governor, performs and accomplishes work on behalf of the board.

((4)) (7) The board:

(a) Conducts regular meetings, pursuant to RCW 42.30.075, according to a schedule it adopts in an open public meeting((-));

(b) May conduct special meetings at any time, pursuant to RCW 42.30.080, if called by the chair((-));

(c) Maintains an official record of its meetings in a recorded audio format, unless written minutes are otherwise indicated for logistical reasons((-

~~(5))~~;

(d) Defines a quorum as three of its voting members, with a preference that at least two of the agency members shall also be present((-

~~(6))~~; and

(e) Adopts parliamentary meeting procedure generally as described in *Robert's Rules of Order*.

Only voting members may make motions or formal amendments, but agency members may request the chair for leave to present a proposal for board consideration.

**WAC 420-04-030 ((Manuals and waivers—Guidance.)) Policies and procedures.** (1) The board shall adopt ~~((one or more manuals that describe its general administrative policies, for use by grant applicants, potential applicants, project sponsors, and others. The board shall inform all applicants in any given grant cycle of the specific project application process and methods of review, including current evaluation tests and instruments, by explaining these items in the manuals or other publicly available formats. Manuals may be adopted for each grant cycle, or for a topical issue, and shall contain a clear statement of the applicability of the policies outlined. The board also instructs the director to use applicable office administrative manuals for general guidance in the implementation of board grant contracts. These include manuals regarding land acquisition, conservation easements, funded projects, and reimbursement procedures.~~

~~(2) Board policies, including those referenced in the manuals, shall be considered and approved by the board in an open public meeting. Notice of such considerations will be given by distribution of the agenda for the meeting, press releases, meeting notice in the *Washington State Register*, or other means.~~



~~(3) Project~~) plans, policies, and procedures per the duties of the board as described in WAC 420-04-020. Board policies shall be considered and approved by the board in an open public meeting. Notice of such considerations will be given by distribution of the agenda for the meeting, press releases, formal meeting notice in the *Washington State Register*, or other such means as appropriate.

(2) The director shall approve procedures per the duties of the director in WAC 420-04-060 (1)(c).

(3) The office shall publish the policies and the procedures and make them available to applicants, sponsors, and other interested parties.

(4) Applicants, ~~((project))~~ sponsors, or other interested parties may petition the director for a waiver or waivers of those items ~~((within the manuals))~~ dealing with ~~((general))~~ administrative ~~((matters and))~~ procedures. The director may refer any petition on an administrative procedure to the board for determination. Determinations on petitions for such waivers made by the director are subject to review by the board at the request of the petitioner.

~~((4))~~ (5) Applicants, sponsors, or other interested parties may petition the board for a waiver or waivers of those items dealing with policy and procedures. Petitions for waivers of subjects regarding board policy~~((and))~~ and procedures, those petitions ~~((that in the judgment of))~~ referred by the director ~~((require))~~ to the board ~~((review))~~, and determinations made in subsection (4) of this section at the request of a petitioner, shall be ~~((referred to))~~ considered by the board ~~((for deliberation. Policy waivers may be granted after consideration by the board))~~ at an open public meeting.

**WAC 420-04-060 ((Delegated)) Director's authority.** (1) Consistent with RCW 79A.25.240 and other applicable laws, the director is delegated the authority and responsibility to carry out policies and administrative functions of the board. This includes, but is not limited to, the authority to:

~~((1) Administer board programs;~~

~~(2))~~ (a) Provide staff support to the board as described in RCW 77.85.110;

(b) Provide all necessary grants and loans administration assistance to the board, and distribute funds as provided by the board in RCW 77.85.130 as described in RCW 77.85.120;

(c) Approve all procedures, except the procedures for lead entities to submit habitat project lists described in WAC 420-04-020 (3)(h), to implement the board's policies and general grant administration;

(d) Enter into contracts and agreements with applicants upon approval of the board;

(e) Administer all applicable rules, regulations and requirements established by the board or reflected in the laws of the state;

~~((3))~~ (f) Implement board decisions; ~~(and~~

(4)) (g) Approve certain waiver requests ~~((or other administrative matters))~~ as described in WAC 420-04-030 and certain amendments to project agreements as determined by board policy;

(h) Appoint such technical and other committees as may be necessary to carry out the purposes of this chapter; and

(i) Approve the contents, requirements and format for receiving grant applications.

(2) The director may waive the board's administrative rules or policies only after the board has delegated such authority in an open public meeting.

(3) Consistent with chapter 77.85 RCW and other applicable laws, the director has authority and responsibility to carry out actions to support salmon recovery. This includes, but is not limited to, the authority to:

(a) Administer funding to support the functions of lead entities as described in RCW 77.85.050;

(b) Provide administrative support to the governor's salmon recovery office as described in RCW

77.85.030;

(c) Track all funds allocated for salmon habitat projects and salmon recovery activities on behalf of the board, including both funds allocated by the board and funds allocated by other state or federal agencies for salmon recovery or water quality improvement as described in RCW 77.85.140;

(d) Produce a biennial report on the statewide status of salmon recovery and watershed health, summarize projects and programs funded by the salmon recovery funding board, and summarize progress as measured by high-level indicators and state agency compliance with applicable protocols established by the forum for monitoring salmon recovery and watershed health as described in RCW 77.85.020; and

(e) Administer other programs related to salmon recovery as delegated by the legislature, governor, or through interagency agreements with other state agencies.

**WAC 420-04-070 Compliance with the State Environmental Policy Act ((guidelines)) and other laws.** (1) The ~~((board finds that, pursuant to RCW 43.21C.0382, all of its))~~ board's and office's activities and programs are exempt from threshold determinations and environmental impact statement requirements under the provisions of WAC 197-11-875.

(2) To the extent applicable, it is the responsibility of ~~((applicants and project))~~ sponsors to comply with the provisions of chapter ~~((43.21C RCW))~~ 197-11 WAC, the State Environmental Policy Act rules~~((the National Environmental Protection Act, and to obtain associated land use and regulatory permits and reviews))~~ and comply with all applicable federal, state, and local laws and regulations regardless of whether the sponsor is a public or private organization.

**WAC 420-04-080 Petitions for declaratory order**~~((**Petition requisites—Consideration—Disposition**))~~ **of a rule, order, or statute.** (1) Any person may submit a petition for a declaratory order

pursuant to RCW 34.05.240 in any written form so long as it:

- (a) Clearly states the question the declaratory order is to answer; and
- (b) Provides a statement of the facts which raise the question.
- (2) The director may conduct an independent investigation in order to fully develop the relevant facts.
- (3) The director ~~((shall))~~ will present the petition to the board at the first meeting when it is practical to do so and will provide the petitioner with at least five days notice of the time and place of such meeting. Such notice may be waived by the petitioner.
- (4) The petitioner may present additional material and/or argument at any time prior to the issuance of the declaratory order.
- (5) ~~((The board may issue either a binding or a nonbinding order or decline to issue any order.~~
- ~~((6)))~~ The board may decide that a public hearing would assist its deliberations and decisions. If such a hearing is ordered, it will be placed on the agenda of a meeting and at least five days notice of such meeting shall be provided to the petitioner.
- ~~((7) If an order is to be issued, the petitioner shall be provided a copy of the proposed order and invited to comment.~~
- ~~((8) The declaratory order cannot be a substitute for a compliance action and is intended to be prospective in effect.~~
- ~~((9) The board will decline to consider a petition for a declaratory or to issue an order when:~~

- ~~(a) The petition requests advice regarding a factual situation which has actually taken place; or~~
- ~~(b) When a pending investigation or compliance action involves a similar factual situation.))~~

**WAC 420-04-085 Petitions for ~~((rulemaking))~~ adoption, amendment, or repeal~~((—Form—~~  
~~Consideration—Disposition))~~ of a rule.** Any person may submit a petition requesting the adoption, amendment or repeal of any rule by the board, pursuant to RCW 34.05.330 and the uniform rules adopted by the office of financial management that are set forth in chapter 82-05 WAC.

**WAC 420-04-100 Public records ~~((access))~~.** (1) The board is committed to public access to its public records. All public records of the board, as defined in RCW 42.56.070 as now or hereafter amended, are available for public inspection and copying pursuant to this regulation, except as otherwise provided by law~~((,))~~ including, but not limited to, RCW 42.56.050 and 42.56.210.

(2) The board's public records shall be available through the public records officer designated by the director. All access to the board's records ~~((access for board records))~~ shall be conducted in the same manner as ~~((records access for office records, including office location, hours, copy fee and request forms.~~  
~~The board adopts by reference the records access procedures of the office and charges the director to~~  
~~administer for access purposes the board's records in the same manner as records of the office are~~  
~~administered, pursuant to))~~ in chapter 286-06 WAC.

(3) ~~((Any person who objects to the denial of a request for a public record of the board may~~  
~~petition the director for review by submitting a written request. The request shall specifically refer to the~~  
~~written statement which constituted or accompanied the denial.~~

(4) ~~After receiving a written request for review of a decision denying inspection of a public record,~~  
~~the director, or designee, will either affirm or reverse the denial by the end of the second business day~~

~~following receipt according to RCW 42.56.520. This shall constitute final board action. Whenever possible~~  
~~in such matters, the director or designee shall consult with the board's chair and members.))~~ The office will  
include language in the project agreement that requires sponsors that are not subject to public disclosure  
requirements under chapter 42.56 RCW to disclose any information in regards to funding as if the sponsor  
were subject to chapter 42.56 RCW (RCW 77.85.130(8)).

#### REPEALER

The following sections of the Washington Administrative Code are repealed:

WAC 420-04-040	Project selection.
WAC 420-04-050	Final decision.

**WAC 420-12-010 Scope of chapter.** (1) This chapter contains general rules for grant program  
eligibility, applications, and projects funded with money from or through the board.

(2) The director may apply the rules in this chapter to programs administered by the office but  
which are not subject to the board's approval.

**WAC 420-12-020 Application ~~((form))~~ requirements and the evaluation process.** (1) The  
board shall adopt a technical review and evaluation process to guide it in allocating funds to and among  
applicants. The board's technical review and evaluation process for applications and habitat project lists  
shall:

(a) Be developed, to a reasonable extent, through the participation of interested parties and  
specialists, and include best available science;

(b) Consider regional recovery plans goals, objectives, and strategies;

(c) Be adopted by the board in open public meetings;

(d) Be made available in published form to interested parties;

(e) Be designed for use by an independent state technical review panel or team of evaluators with relevant expertise when selected for this purpose; and

(f) Be in accord with RCW 77.85.130, 77.85.135, and 77.85.240 and other applicable statutes.

(2) The office shall administer the technical review and evaluation process adopted by the board and prepare funding options or recommendations for the director to present for the board's consideration.

(3) The office shall inform all applicants of the application requirements and the technical review and evaluation process. All grant requests must be completed and submitted to the office in the format ((and manner)) prescribed by the ((board)) director.

~~((2))~~ If the director determines that the applicant is eligible to apply for federal funds administered by the board, the applicant must execute any additional forms necessary for that purpose.

(4) All applications for funding submitted to the office that meet the application requirements will be referred to the director for review and recommendations. In reaching a recommendation, the director shall seek the advice and counsel of the office's staff and other recognized experts, including an independent state technical review panel or team of evaluators or from other parties with relevant experience.

**WAC 420-12-030 Grant program deadlines~~((—Applications and agreements))~~. (1)**

Applications~~((—To allow time for review, applications))~~ must be submitted by the ~~((announced))~~ due date approved by the board. Unless otherwise authorized by the board, the director and staff have no authority to extend the application filing deadlines. Excepted are applications for programs where the director

specifically establishes another deadline to accomplish new or revised statutory direction, board direction, or to meet a federal grant application deadline.

(2) ~~((Project agreement.))~~ To prepare a project agreement, certain documents or materials in addition to the application may be required by the office. These documents or materials must be provided by the applicant to the office at least two calendar months after the date the board or director approves funding for the project or earlier to meet a federal grant program requirement. After this period, the board or director may rescind the offer of grant funds and reallocate the grant funds to another project(s).

(3) An applicant has three calendar months from the date ((of)) the ((board's mailing of)) office sends the project agreement ((document to execute)) to sign and return the agreement to the ((board's)) office. After this period, the board or director may reject any agreement not ((completed,)) signed and returned, and ((may)) reallocate the grant funds to another project(s). ((The director may waive compliance with this deadline for good cause.))

(4) Compliance with the deadlines is required unless it is extended by the board or director. Such extensions are considered based on several factors which may vary with the type of extension requested, including any one or more of the following:

(a) Current status and progress made to meet the deadline;

(b) The reason the established deadline could not be met;

(c) When the deadline will be met;

(d) Impact on the board's evaluation process;

(e) Equity to other applicants; and

(f) Such other information as may be relevant.



**WAC 420-12-040 Eligible matching resources.** (1) Applicant resources used to match board funds ~~((may include: Cash, certain federal funds, the value of privately owned donated real estate, equipment, equipment use, materials, labor, or any combination thereof. The specific eligible matches for any given grant cycle shall be detailed in the published manual. The director shall require documentation of values.))~~ must be eligible in the grant program. Sources of matching resources include, but are not limited to, any one or more of the following:

(a) Appropriations and cash;

(b) Value of the applicant's expenses for labor, materials, and equipment;

(c) Value of donated real property, labor, services, materials, and equipment use; and

(d) Grant funds.

(2) Agencies and organizations may match board funds with other state funds, including recreation and conservation funding board funds, so long as the other state funds are not administered by the board and if otherwise allowed by state law. For the purposes of this subsection, grants issued by other agencies under the Jobs for Environment program and the Forests & Fish program are not considered to be administered by the board.

(3) ~~((Private donated real property, or the value of that property, must consist of real property (land and facilities) that would otherwise qualify for board grant funding.~~

~~(4))~~ The eligibility of federal funds to be used as a match is governed by federal requirements and thus may vary with individual proposals and grant cycles.

NEW SECTION

**WAC 420-12-045 Final decision.** (1) The board shall review recommendations from the director for grant awards at regularly scheduled open public meetings.

(2) The board retains the authority and responsibility to accept or deviate from the director's recommendations and make the final decision concerning the funding of an application or change to a funded project. Unless otherwise required by law, the board's decision is the final decision.

**WAC 420-12-050 Project agreement.** (1) For every funded project, an agreement shall be executed within the deadlines in WAC 420-12-030 and as provided in this section.

~~((1))~~ (2) The project agreement shall be prepared by the ~~((director))~~ office after approval of the project by the board at a public meeting. ~~((The director shall execute the agreement on behalf of the board and submit the document to the applicant. After the applicant signs the agreement, the applicant becomes and is referred to as the project sponsor.))~~ The project agreement is executed upon the signature of the office and the applicant and the parties are then bound by the agreement's terms. The applicant shall not proceed ~~((with))~~ until the project ~~((until the))~~ agreement has been ~~((signed and the project start date listed in the agreement has arrived))~~ executed, unless ~~((the applicant has received))~~ specific authorization pursuant to WAC 420-12-070 has been given by the director.

~~((2))~~ (3) If the project is approved by the board to receive a grant from federal funds, the director shall not execute an agreement or amendment with the applicant until federal funding has been authorized through execution of ~~((a concurrent project))~~ an agreement with the applicable federal agency~~((, if and as necessary))~~.

**WAC 420-12-060 Disbursement of funds.** ~~(1) Except as otherwise provided in this ((rule))~~

~~chapter,~~ the ~~((director))~~ office will authorize disbursement of project funds only on a reimbursable basis ~~((;))~~ at the percentage identified in the project agreement after the ~~((project))~~ sponsor has ~~((spent its own funds and has))~~ presented ~~((a billing showing satisfactory evidence of property rights acquired and/or))~~ an invoice documenting costs incurred and compliance with ~~((partial or all))~~ the provisions of the project agreement.

~~((1) Reimbursement method. Reimbursement shall be requested on voucher forms authorized by the director. Requests must include all documentation as detailed in the manual in effect at the time reimbursement is requested.~~

~~((2) Reimbursement level.))~~ (2) The amount of reimbursement may never exceed the cash spent on the project by the sponsor.

~~((3) ((Partial payment. Partial reimbursements may be made during the course of a project on presentation of billings showing satisfactory evidence of partial acquisition or development by the project sponsor. The director may require written assurance that full project completion is scheduled by a specific date. In the event of appropriation reductions or terminations, the project agreement shall allow the board to suspend or terminate future obligations and payments.))~~ Reimbursement shall not be approved for any donations, including donated real property.

(4) ~~((Direct payment.))~~ Direct payment to an escrow account of the ~~((board's))~~ office's share of the approved cost of real property and related costs may be made following ~~((board))~~ office approval ~~((of an acquisition project))~~ when the ~~((project))~~ sponsor indicates a temporary lack of funds to purchase the property on a reimbursement basis. Prior to release of the ~~((board's share of escrow funds, the project))~~

office's share into escrow, the sponsor must provide the ((director)) office with a copy of a binding ((sale)) agreement between the ((project)) sponsor and the seller, all required documentation, and evidence of deposit of the ((project)) sponsor's share ((if any)), identified in the project agreement, into an escrow account.

(5) Advance payments may be made in limited circumstances only, pursuant to the policy outlined in the adopted reimbursement manual.

(6) ~~((Payment deadline.))~~ As required by RCW 77.85.140, sponsors who complete salmon habitat projects approved for funding from habitat project lists will be paid by the board within thirty days of project completion. This means the board will issue a reimbursement within thirty days of the sponsor's completion of the billing requirements described in the board's reimbursement policy manual.

**WAC 420-12-070 Retroactive ~~((expenses))~~, preagreement, and increased costs.** ~~((The definitions in WAC 420-04-010 apply to this section.~~

~~((1) The board shall not reimburse expenses for activities undertaken, work performed or funds expended before the date on which the agreement was signed. This policy is referred to as the board's prohibition on retroactivity. The only exceptions are as outlined in the adopted reimbursement manual, for certain preliminary expenses.~~

~~((2) If such exceptions do not apply, a waiver may be issued to avoid the prohibition on retroactivity only under the following circumstances, for retroactive land acquisition cost reimbursements:))~~ (1) Unless otherwise provided in this chapter, the office shall not approve the disbursement of funds for costs incurred before execution of a project agreement.

(2) The office will only reimburse costs that occur within the period of performance in the project agreement.

(3) The director may grant a waiver of retroactivity ~~((when))~~ for acquiring real property whenever an applicant ~~((documents))~~ asserts, in writing, ~~((that a condition exists which may jeopardize the project))~~ the justification for the critical need to purchase the property in advance of the project agreement along with any documentation required by the director. When evidence warrants, the director may grant the applicant permission to proceed prior ~~((to the signing of an agreement))~~ by issuing ~~((the))~~ a written waiver. This waiver of retroactivity ~~((shall))~~ will not be construed as an approval of the proposed project. If the project is subsequently approved ~~((for board funding, the expenditures described in the waiver incurred shall be eligible for assistance if they otherwise satisfy the reimbursement requirements under WAC 420-12-060.~~

~~(3) Cost increases. The board shall reimburse only for allowable expenses under WAC 420-12-070. If costs increase after the agreement is signed, a project sponsor is solely responsible, unless the adopted manual for the relevant grant cycle specifically establishes a cost-increase method for that cycle:))~~ however, the costs incurred will be eligible for grant funding. If the project is to remain eligible for funding from federal funds, the director shall not authorize a waiver of retroactivity to the applicant until the federal agency administering the federal funds has issued its own waiver of retroactivity as provided under its rules and regulations. A waiver may be issued for more than one grant program.

(4) The only retroactive acquisition, development, and restoration costs eligible for grant funding are preagreement costs as defined by the board.

(5) Cost increases for approved projects may be granted by the board or director if financial resources are available.

(a) Each cost increase request will be considered on its merits.

(b) The director may approve a cost increase delegated by the board. The director's approval of an acquisition project cost increase is limited to a parcel-by-parcel appraised and reviewed value.

**WAC 420-12-075 Nonconformance and repayment.** ~~((In the event any project sponsor's expenditure of board grant moneys is determined))~~ Any project cost deemed by the board or director to conflict with applicable statutes, rules and/or related manuals, or the project agreement, ~~((the board reserves the right to demand repayment))~~ must be repaid, upon written request by the director, to the appropriate state account~~((by written notice from the director to the project sponsor))~~ per the terms of the project agreement. Such repayment requests may be made ~~((following))~~ in consideration of an applicable report from the state auditor's office.

**WAC 420-12-080 Acquisition project~~((s—Deed of right, conversions, leases and easements))~~**  
**long-term obligations.** (1) Without prior approval of the board, the project area of a facility or property acquired with money granted by the board shall not be converted to a use other than that for which funds were originally approved. The board shall only approve such a conversion under conditions which assure the substitution of other land that is eligible for grant funding and of at least equal fair market value at the time of conversion, and of as nearly feasible equivalent usefulness and location.

(2) For acquisition projects of perpetual interest in real property, sponsors must execute a binding instrument~~(s)~~ ~~((or instruments))~~ which contains~~((:~~

~~(1) For fee, less than fee, and easement acquisition projects))~~ the following provisions:

(a) A legal description of the property acquired with grant funds which defines the project area;

(b) A conveyance to the state of Washington of the right to use the described real property

forever for the designated salmon habitat protection purposes; and

(c) A restriction on conversion of use of the land.

~~((Without prior approval of the board, a facility or property acquired with money granted by the board shall not be converted to a use other than that for which funds were originally approved. The board shall only approve such a conversion under conditions which assure the substitution of other land of at least equal fair market value at the time of conversion, and of as nearly feasible equivalent usefulness and location.~~

~~(2) For lease acquisition projects,))~~ (3) For acquisition of nonperpetual interests in real property, except for leases, sponsors must execute a binding instrument(s) which contains the following provisions:

(a) A legal description of the property acquired which defines the project area;

(b) A conveyance to the state of Washington of the right to use the described real property for the term of the nonperpetual interest for the designated salmon habitat protection purposes; and

(c) A restriction on conversion of use of the land.

(4) For acquisition of lease interests, sponsors must execute a binding ((agreement)) instrument(s) which contains a legal description of the ~~((property))~~ project area and rights acquired ~~((and))~~ which ~~((meets the following criteria. The interest))~~:

(a) Must be for at least fifty years unless precluded by state law;

(b) May not be revocable at will;

(c) Must have a value supported through standard appraisal techniques;

(d) Must be paid for in lump sum at initiation; and

(e) May not be converted, during the lease period, to a use other than that for which funds were originally approved, without prior approval of the board.

**WAC 420-12-085 ((Development)) Restoration projects—Conversion to other uses. (1)**

Without prior approval of the board, a facility or ~~((site-aided or developed))~~ project area restored with money granted by the board, shall not be converted to a use other than that for which funds were originally approved.

(2) The board shall only approve such a conversion under conditions which assure that:

(a) All practical alternatives to the conversion have been evaluated and rejected on a sound basis;

(b) A new restoration project or facility will be provided to serve as a replacement which:

(i) Is of reasonably equivalent habitat utility and location;

(ii) Will be administered under similar stewardship methods as the converted development;

(iii) Will satisfy need(s) identified in the project sponsor's watershed strategy or plan; and

(iv) Includes only elements eligible under the board's program from which funds were originally allocated.

(3) The board may condition any conversion approval as needed to protect the public habit investment.



**Attachment B: Preproposal Statement of Inquiry Notice (CR-101)**

Wendy L: Please insert Attachment B when you make the PDF.

**Attachment C: Proposed Rulemaking Notice (CR-102)**

Wendy L: Please insert Attachment C when you make the PDF.

**Attachment D: Draft Concise Explanatory Statement**

*To be distributed at the board meeting.*

**Salmon Recovery Funding Board  
Resolution #2016-01  
Administrative Rule Changes Title 420 WAC**

**WHEREAS**, pursuant to RCW 77.85.120(1)(d), the Salmon Recovery Funding Board (board) adopts administrative rules in the Washington Administrative Code that govern its salmon recovery grant program which is administered by the Recreation and Conservation Office (RCO); and

**WHEREAS**, the administrative rules in Title 420 of the Washington Administrative Code provide policy direction to the board, director, and office on general grant program administration and are in need of updating to align the rules with statutory authorities, the project agreement, and general administration practices; and

**WHEREAS**, RCO filed a Preproposal Statement of Inquiry to amend Title 420 WAC with the Office of the Code Reviser on February 3, 2015 and it was published February 18, 2015 in issue #15-04 of the Washington State Register and no formal comments were received; and

**WHEREAS**, RCO worked with stakeholders during 2015 to review draft amendments and provide early input into the proposed changes before filing the proposed rulemaking;

**WHEREAS**, RCO filed a Proposed Rulemaking to amend Title 420 Washington Administrative Code with the Office of the Code Reviser on February 2, 2016 and it was published February 17, 2016 in issue #16-04 of the Washington State Register and also provided the proposed rulemaking to the Joint Administrative Rules Review Committee; and

**WHEREAS**, RCO posted notice, in accordance with RCW 34.05.320, of the proposed rulemaking to amend Title 420 Washington Administrative Code on its Web site, sent an email notification to interested persons, and accepted public comments from February 17-March 11, 2016; and

**WHEREAS**, the board conducted a public hearing, in accordance with RCW 34.05.325, on the proposed rulemaking to amend Title 420 Washington Administrative Code on March 16, 2016 and considered all written and verbal comments submitted;

**NOW, THEREFORE BE IT RESOLVED**, that the board does hereby adopt the proposed rulemaking as filed with the Office of the Code Reviser on February 2, 2016 and published February 17, 2016 in issue #16-04 of the Washington State Register; and

**BE IT FURTHER RESOLVED** that the board directs RCO staff to file a final rulemaking order, in accordance with RCW 34.05.325, with the Office of the Code Reviser and it shall have an effective date of 31 days from the date it is filed.

*Resolution moved by:* \_\_\_\_\_

*Resolution seconded by:* \_\_\_\_\_

*Adopted/Defeated/Deferred (underline one)*

*Date:* \_\_\_\_\_





## PREPROPOSAL STATEMENT OF INQUIRY

**CR-101 (June 2004)**

(Implements RCW 34.05.310)

Do **NOT** use for expedited rule making

**Agency:** Recreation and Conservation Office on behalf of the Salmon Recovery Funding Board

**Subject of possible rule making:** The salmon recovery funding board will consider amendments to Title 420 of the Washington Administrative Code to (1) update definitions; (2) modify grant program requirements including applications, project agreements and long-term grant compliance; (3) add chapters on lead entities, regional organizations, and the Governor's Salmon Recovery Office; and (4) revise public records procedures. The amendments will also include non-substantive changes to reorganize chapters and update references throughout.

**Statutes authorizing the agency to adopt rules on this subject:** RCW 77.85.120(1)(d) and chapter 34.05 RCW.

**Reasons why rules on this subject may be needed and what they might accomplish:** The reasons for this proposal are to update grant program requirements to reflect current practices and to clarify the salmon recovery funding board's statutory obligations administering salmon habitat projects and salmon recovery activities. The proposal will also align public records procedures across the agency. The intended result of this rule making is to improve clarity of grant program requirements for lead entities, regional organizations, grant project sponsors and grant program staff. Alignment of the agency's public records procedures will provide a consistent process for the public when making a public records request.

**Identify other federal and state agencies that regulate this subject and the process coordinating the rule with these agencies:** No other federal or state agencies regulate grant funding programs administered by the board and office.

**Process for developing new rule (check all that apply):**

☐ Negotiated rule making

☐ Pilot rule making

☐ Agency study

☒ Other (describe) The recreation and conservation office will advance this proposal through a participatory process that includes distribution of the recommendations to stakeholders and partners, including those who are on the agency's WAC notification listing. We encourage comments via mail, e-mail, and in person at a scheduled salmon recovery funding board meeting. Based on comments received, revisions will be considered before presentation of the final proposed rule making to the salmon recovery funding board at an open public hearing.

**How interested parties can participate in the decision to adopt the new rule and formulation of the proposed rule before publication:**

(List names, addresses, telephone, fax numbers, and e-mail of persons to contact; describe meetings, other exchanges of information, etc.)

Leslie Connelly, Rules Coordinator, Recreation and Conservation Office

1111 Washington Street SE

PO Box 40917

Olympia, WA 98504-0917

(360) 902-3080 (office) / (360) 902-3026 (fax)

leslie.connelly@rco.wa.gov

**DATE**

February 3, 2015

**NAME (TYPE OR PRINT)**

Leslie Connelly

**SIGNATURE**

**TITLE**

Rules Coordinator

**CODE REVISER USE ONLY**

OFFICE OF THE CODE REVISER  
STATE OF WASHINGTON  
FILED

**DATE: February 03, 2015**

**TIME: 3:53 PM**

**WSR 15-04-129**



# PROPOSED RULE MAKING

**CR-102 (June 2012)**

(Implements RCW 34.05.320)

Do **NOT** use for expedited rule making

**Agency:** Recreation and Conservation Office on behalf of the Salmon Recovery Funding Board

- ☒ **Preproposal Statement of Inquiry was filed as WSR 15-04-129 ; or**  
☐ **Expedited Rule Making--Proposed notice was filed as WSR \_\_\_\_\_ ; or**  
☐ **Proposal is exempt under RCW 34.05.310(4) or 34.05.330(1).**

- ☒ **Original Notice**  
☐ **Supplemental Notice to WSR \_\_\_\_\_**  
☐ **Continuance of WSR \_\_\_\_\_**

**Title of rule and other identifying information:** (Describe Subject)

Amendments to Title 420 Salmon Recovery Funding Board.

**Hearing location(s):**

Natural Resources Building, Room 172  
 1111 Washington St. SE  
 Olympia, WA 98501

Date: March 16, 2016 Time: 1:30 p.m.

**Submit written comments to:**

Name: Leslie Connelly  
 Address: 1111 Washington St. SE, PO Box 40917, Olympia, WA 98504-0917  
 e-mail [leslie.connelly@rco.wa.gov](mailto:leslie.connelly@rco.wa.gov)  
 fax (360) 902-3027 by (date) March 11, 2016

**Assistance for persons with disabilities:** Contact

Leslie Frank by March 16, 2016

TTY (360) 902-1996 or (360) 902-0220

**Date of intended adoption:** March 16, 2016

(Note: This is **NOT** the **effective** date)

**Purpose of the proposal and its anticipated effects, including any changes in existing rules:**

The purposes of the proposal are to: 1) update definitions and add new definitions, 2) modify grant program requirements including applications, project agreements and long-term obligations, and 3) revise the public records procedures. The amendments also include non-substantive changes to reorganize chapters and update references throughout. The anticipated effect will clarify grant program requirements and align the agency's public records procedures.

**Reasons supporting proposal:**

The reasons for this proposal are to update grant program requirements to reflect current practices and to clarify the salmon recovery funding board's statutory obligations administering salmon habitat projects and salmon recovery activities. The proposal will also provide a consistent process for the public when making a public records request.

**Statutory authority for adoption:** RCW 77.85.120(1)(d) and chapter 34.05 RCW.

**Statute being implemented:** Chapter 77.85 RCW Salmon Recovery Act

**Is rule necessary because of a:**

- Federal Law? ☐ Yes ☒ No  
 Federal Court Decision? ☐ Yes ☒ No  
 State Court Decision? ☐ Yes ☒ No  
 If yes, CITATION:

**DATE**

February 2, 2016

**NAME** (type or print)

Leslie Connelly

**SIGNATURE**

*Leslie Connelly*

**TITLE**

Rules Coordinator, Natural Resource Policy Specialist

**CODE REVISER USE ONLY**

OFFICE OF THE CODE REVISER  
 STATE OF WASHINGTON  
 FILED

**DATE:** February 02, 2016

**TIME:** 1:41 PM

**WSR 16-04-117**

(COMPLETE REVERSE SIDE)

**Agency comments or recommendations, if any, as to statutory language, implementation, enforcement, and fiscal matters:**

None.

**Name of proponent:** (person or organization) Recreation and Conservation Office

- ☐ Private  
☐ Public  
☒ Governmental

**Name of agency personnel responsible for:**

Name	Office Location	Phone
Drafting..... Leslie Connelly	1111 Washington St. SE, Olympia, WA 98501	(360) 902-3080
Implementation....Kaleen Cottingham	1111 Washington St. SE, Olympia, WA 98501	(360) 902-3000
Enforcement.....Kaleen Cottingham	1111 Washington St. SE, Olympia, WA 98501	(360) 902-3000

**Has a small business economic impact statement been prepared under chapter 19.85 RCW or has a school district fiscal impact statement been prepared under section 1, chapter 210, Laws of 2012?**

☐ Yes. Attach copy of small business economic impact statement or school district fiscal impact statement.

A copy of the statement may be obtained by contacting:

Name:

Address:

phone (     ) \_\_\_\_\_

fax     (     ) \_\_\_\_\_

e-mail \_\_\_\_\_

☒ No. Explain why no statement was prepared.

The proposed rulemaking does not meet the definition of “minor cost” in RCW 19.85.020(2) nor would it affect “small businesses” as defined in RCW 79.85.020(3).

**Is a cost-benefit analysis required under RCW 34.05.328?**

☐ Yes A preliminary cost-benefit analysis may be obtained by contacting:

Name:

Address:

phone (     ) \_\_\_\_\_

fax     (     ) \_\_\_\_\_

e-mail \_\_\_\_\_

☒ No: Please explain:

The Recreation and Conservation Office is not listed as an agency required to complete a cost-benefit analysis under RCW 34.05.328(5)(a)(i).



## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** March 16, 2016  
**Title:** Proposed New Sections to the Washington Administrative Code  
**Prepared By:** Leslie Connelly, Natural Resource Policy Specialist

#### Summary

This memo presents a preliminary draft proposal to add new sections to Title 420 of the Washington Administrative Code. The new sections capture the roles and responsibilities of lead entities, regional recovery organizations, and the Governor's Salmon Recovery Office. These organizations are key partners in salmon recovery activities. Since the inception of the Salmon Recovery Act in 1998, the foundation for how the board implements salmon recovery activities has been set. The intent of the new sections is to formalize this foundational work and provide a framework for the future.

#### Board Action Requested

This item will be a:

<input type="checkbox"/>	Request for Decision
<input checked="" type="checkbox"/>	Request for Direction
<input type="checkbox"/>	Briefing

### Background

Administrative rules are executive branch agency regulations authorized by state law. The Salmon Recovery Funding Board (board) has statutory authority to adopt administrative rules to carry out the purposes of the Salmon Recovery Act.<sup>1</sup> Administrative rules are published in the Washington Administrative Code (WAC). The administrative rules in [Title 420 WAC](#) are broad in scope and apply to all of the board's funding programs, including the state salmon funding from the capital budget, Puget Sound Acquisition and Restoration funding, and the federal Pacific Coast Salmon Recovery Funds. The board first adopted rules in 2001 and later amended them in 2002.

Since passed in 1998, the Legislature has amended the Salmon Recovery Act twenty-six times. Some key changes relevant to the board's work include:

- Allocation of funds, procedures and criteria requirements revised,
- Monitoring Forum on Salmon and Watershed Health removed from statute,
- Puget Sound Partnership created and designated a regional recovery organization,
- Governor's Salmon Recovery Office (GSRO) moved out of the Governor's Office and into the Recreation and Conservation Office,
- Landowner liability addressed, and
- Public records disclosure requirements added for projects sponsors.

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<sup>1</sup> RCW 77.85.120(1)(d)

Other major milestones in salmon recovery since 1998 include the Governor's updated *Statewide Strategy to Recover Salmon* (2006) and the National Oceanic and Atmospheric Administration's approved salmon recovery plans in Hood Canal, Puget Sound, Columbia River, and Snake River.

## Issues

In general, it is good practice to review administrative rules and policies every five years to assess whether they are reflective of current law and implementation practices. Due to the significant changes and progress made toward salmon recovery in the past ten years, it is appropriate for the board to review its administrative rules and determine whether the addition of new rules are of benefit to the board and its partners. This has not happened for many years as Governor Gregoire suspended all non-critical rule making. With the lifting of the moratorium at the end of 2012, staff began a review of all of the board's administrative rules. The first phase to update the board's rules was in June 2014 to change the agency's name to the Recreation and Conservation Office and correct outdated statutory references. The second phase is the action taken by the board at this meeting under Item 8. In this next phase of updating the administrative rules, staff identified three main areas that new administrative rules may be beneficial:

1. Lead entities and citizens committees;
2. Regional recovery organizations; and
3. Governor's Salmon Recovery Office.

The reasons new administrative rules may be helpful are to address implementation issues and clarify roles and responsibilities. As stated in the previous section, a lot has changed over the past ten years in salmon recovery, including staff at both the state and local levels of salmon recovery. Administrative rules can institutionalize our processes and bring about more consistency in program implementation and accountability. In this regard, staff identified the following issues to address through new administrative rules:

- Document how a lead entity and regional recovery organization is formed;
- Define roles and responsibilities for lead entities, citizen committees and regional recovery organizations; and
- Identify statutory mandates for the Governor's Salmon Recovery Office (GSRO.)

## Preliminary New Sections to Title 420 WAC

Staff created a preliminary draft of new administrative rules to address the issues described above. Staff in the Policy, Salmon Grants, and GSRO sections worked collaboratively to create this work. This early draft is a starting point for discussions with the board on this initial approach. Staff is ready to engage with stakeholders after the board's initial review and direction. The starting point is to document our process that has evolved since passage of the Salmon Recovery Act, with the statutory requirements as the central foundation.

The preliminary draft of the new administrative rules are in Appendix A.

## Request for Direction

Staff requests direction from the board on the content of the preliminary draft administrative rules and when and how to initiate conversations with key stakeholders such as lead entities and regional recovery organizations.

## Strategic Plan Link

Adopting administrative rules supports the implementation of Goal 2 of the board's strategic plan, which states: "Be accountable for board investments by promoting public oversight, effective projects, and actions that result in the economical and efficient use of resources."

## Attachments

- A. Preliminary New Sections to Title 420 WAC

## Preliminary New Sections to Title 420 WAC

*Note section numbers to be added later when final drafts are created.*

### **420-XX-XXX Forming a Lead Entity**

- (1) All counties, cities, and tribal governments within a lead entity area shall have an opportunity to determine whether they wish to participate in the selection of a lead entity area and a lead entity.
- (2) Counties, cities, and tribal governments that choose to participate in the selection of a lead entity area and a lead entity are "participating governments".
- (3) Counties, cities, and tribal governments that decline to participate in the selection of a lead entity area and a lead entity are "non-participating governments". Non-participating governments may participate in other salmon recovery activities described in Title 420.
- (4) Participating governments must agree on a lead entity area and select an entity or organization to act as a lead entity through an adopted resolution or letter of support as described in RCW 77.85.050.
- (5) Participating governments must submit their resolutions or letters of support to the office at least once every ten years. The office shall acknowledge the lead entity area and lead entity by written letter to the participating governments.
- (6) The office shall only acknowledge only one lead entity per lead entity area. A lead entity area may not geographically overlap with another lead entity area for the same salmon species. A lead entity area may geographically overlap with another lead entity area if they are assigned salmon recovery activities for different salmon species.
- (7) Non-participating governments must notify the proposed lead entity that they decline to participate in the selection of a lead entity area and a lead entity. If a non-participating government decides to participate in the lead entity after it has been acknowledged by the office, they must adopt a resolution or letter of support and provide it to the office.

- (8) The board may award capacity grants to lead entities for administrative support to implement salmon recovery activities. The office shall administer capacity grants through an executed agreement as described in RCW 77.85.050.
- (9) If participating governments do not agree on a lead entity area or lead entity, the office may not execute an agreement for a capacity grant until the participating governments select a lead entity area and a lead entity. If the office has an existing agreement for a capacity grant and a lack of consensus on a lead entity area or a lead entity develops, the office may suspend or terminate the agreement until the participating governments agree.
- (10) If a lead entity and lead entity area already exists and the participating governments agree that the lead entity should be changed to another organization, they must do so by following subsections (2), (3), and (4) of this section.
- (11) A lead entity may subcontract with other entities within the terms of the agreement to provide administrative and financial services needed to carry out the duties of the lead entity. The lead entity may designate another organization to act as its fiscal agent, in which case, the fiscal agent must be the primary sponsor of the agreement and the lead entity must be the secondary sponsor of the project agreement. If the lead entity cannot act as a secondary sponsor, then the fiscal agency assumes all responsibility for accomplishing the lead entity responsibilities.

#### **420-XX-XXX Duties of a Lead Entity and a Citizens Committee**

- (1) The main purpose of a lead entity is to administer a local process to identify salmon habitat restoration projects and activities that support salmon recovery efforts critical to implementing salmon recovery plans. To accomplish this work, a lead entity facilitate the work of a citizens committee and works closely with a regional salmon recovery organization to develop a local strategy to restore salmon habitat that meets the needs identified in a salmon recovery plan. It recruits organizations to implement salmon habitat restoration projects and activities identified

in a local strategy. As the local voice in the community, a lead entity may also conduct community outreach, training, and environmental education about salmon recovery.

- (2) A lead entity shall establish a citizens committee as described in RCW 77.85.050. A lead entity, or its fiscal agent, may not designate itself as the citizens committee. A lead entity may not make decisions on behalf of the citizens committee. The citizen committee may be comprised of people within the lead entity area that represent participating and non-participating governments, businesses, interests groups, and private citizens interested in salmon recovery.
- (3) A lead entity shall adopt a conflict of interest policy consistent with state guidance that applies to the lead entity and the citizens committee.
- (4) The main purpose of a citizens committee is to develop a habitat project list, including a lead entity ranked list, that:
  - (a) Is based on the critical pathways methodology as described in RCW 77.85.060,
  - (b) Gives a preference for funding projects in areas that contain salmon species listed or proposed for listing under the federal endangered species act as described in RCW 77.85.050 or supports tribal treaty fishing rights,
  - (c) Defines a sequence for project implementation and establishes priorities for individual projects as described in RCW 77.85.050, and
  - (d) Identifies federal, state, local and private funding sources for individual projects as described in RCW 77.85.050.
- (5) A citizens committee may designate a local technical advisory group as described in RCW 77.85.060. The main purpose of a technical advisory group is to:
  - (a) Assist with evaluating the technical merits of individual projects,
  - (b) Assist with implementing the critical pathways methodology, including the limiting factors analysis,
  - (c) Review monitoring data, evaluate project performance and make recommendations to the citizens committee, and

- (d) Provide consultation to project sponsors and landowners on how to monitor and evaluate projects.
- (6) A lead entity shall submit a habitat project list compiled by a citizens committee, including a lead entity ranked project list, to the board at by the deadline established by the board and described in RCW 77.85.140. A lead entity may not reorder or substantively alter the habitat project list compiled by a citizens committee without citizens committee's approval.
- (7) A lead entity shall ensure applications for funding from the board meet eligibility requirements and submit them by the deadline established by the board per WAC 420-12-030.
- (8) If applicable, a lead entity shall ensure salmon monitoring data collected by sponsors within its lead entity area are included in the following state databases managed by the department of fish and wildlife as required in RCW 77.85.160:
  - (a) Salmon and steelhead stock inventory, recodified as the salmonid stock inventory; and
  - (b) Salmon and steelhead habitat inventory assessment project.

#### **420-XX-XXX Regional Recovery Organizations**

- (1) The main purpose of a regional recovery organization is to coordinate salmon recovery planning and implementation. A regional recovery organization works directly with the federal government to develop, implement, and monitor a regional salmon recovery plan. A regional recovery organization also works directly with the lead entities within the salmon recovery region to develop and implement the recovery plan.
- (2) As of February 2016, the governor's salmon recovery office has designated seven regional recovery organizations which are:
  - (a) Hood Canal Coordinating Council, created in chapter 90.88 RCW, is responsible for the recovery planning for the Hood Canal summer chum in Water Resource Inventory Areas Kitsap (15), Skokomish-Dosewallips (16), Quilcene-Snow (17), and Elwha-Dungeness (18).

- (b) Lower Columbia Fish Recovery Board, also designated in RCW 77.85.090(1) and 77.85.200, is responsible for the recovery planning for all salmon species listed as threatened or endangered under the endangered species act in Clark, Cowlitz, Lewis, Skamania, and Wahkiakum counties.
- (c) Puget Sound Leadership Council, also designated in RCW 77.85.090(3), is responsible for recovery planning for all salmon species listed as threatened or endangered under the endangered species act, except for Hood Canal summer chum, in Water Resource Inventory Areas Nooksack (1), San Juan (2), Lower Skagit (3), Upper Skagit (4), Stillaguamish (5), Island (6), Snohomish (7), Cedar-Sammish (8), Green-Duwamish (9), Puyallup-White (10), Nisqually (11), Chambers-Clover (12), Deschutes (13), Kennedy-Goldsborough (14), Kitsap (15), Skokomish-Dosewallips (16), Quilcene-Snow (17), Elwha/Dungeness (18), and Lyre/Hoko (19).
- (d) Snake River Salmon Recovery Board is responsible for recovery planning for all salmon species listed as threatened or endangered under the endangered species act in Water Resource Inventory Areas Walla Walla (32), Lower Snake (33), and Middle Snake (35).
- (e) Upper Columbia Salmon Recovery Board is responsible for recovery planning for all salmon species listed as threatened or endangered under the endangered species act in Water Resource Inventory Areas Moses Coulee (44), Wenatchee (45), Entiat (46), Methow (48), Okanogan (49), and Foster (50).
- (f) Washington Coast Sustainable Salmon Partnership is responsible for recovery planning for all salmon species in Water Resource Inventory Areas Soleduck-Hoh (20), Queets-Quinault (21), Lower Chehalis (22), Upper Chehalis (23), and Willapa (24).
- (g) Yakima Basin Fish and Wildlife Recovery Board is responsible for recovery planning for all salmon species listed as threatened or endangered under the endangered species act in Water Resource Inventory Areas Klickitat (30), Rock-Glade (31), Lower Yakima (37), Naches (38), Upper Yakima (39), and Alkali-Squillchuck (40).



- (3) Lead entities within a salmon recovery region may request the governor's salmon recovery office recognize them as a regional salmon recovery organization as described in RCW 77.85.090 except for those lead entities within the areas covered by the Lower Columbia Fish Recovery Board and Puget Sound Leadership Council.
- (4) A regional organization may be selected as a lead entity per WAC 420-XX-XXX Forming a lead entity.
- (5) A regional organization must submit all federally recognized salmon recovery plans and amendments to the governor's salmon recovery office for incorporation into the statewide salmon recovery strategy.
- (6) A regional organization shall develop and implement a salmon recovery monitoring plan, in consultation with the federal government, to ensure process toward delisting endangered and threatened salmon.
- (7) A regional organization shall advise the board on whether a project on a habitat project list submitted by a lead entity is a priority in the regional salmon recovery plan or strategy. The board will consider the regional organizations advice before it makes a decision on whether to fund a project.

**420-XX-XX Duties of the governor's salmon recovery office.**

- (1) The governor's salmon recovery office shall provide statewide salmon recovery coordination and implementation as described in RCW 77.85.005 and 77.85.030. This work includes:
  - (a) Coordinating the state's response to the listing of salmon as endangered species,
  - (b) Assisting state agencies, local governments, landowners, and other interested parties in obtaining federal assurances that plans, programs, or activities are consistent with fish recovery under the federal endangered species act,
  - (c) Working with federal agencies to accomplish implementation of federal commitments in the recovery plans,

- (d) Acting as liaison to local governments, the state congressional delegation, the United States congress, federally recognized tribes, and the federal executive branch agencies for issues related to the state's salmon recovery plans,
  - (e) Preparing a timeline, budget, and implementation plan in cooperation with regional recovery organizations,
  - (f) Identifying specific actions in regional recovery plans for state agency actions,
  - (g) Providing assistance necessary to implement local and regional recovery plans,
  - (h) Providing recommendations to the legislature that would further the success of salmon recovery, including:
    - (i.) What state agency actions are necessary,
    - (ii.) What state financial and technical assistance is needed to implement recovery projects and activities identified in local and regional salmon recovery plans, and
    - (iii.) What non-regulatory programs and activities are needed.
- (2) The governor's salmon recovery office shall maintain and revise a statewide salmon recovery strategy as described in RCW 77.85.030 and 77.85.150. This work includes:
- (a) Maintaining the statewide salmon recovery strategy to reflect applicable provisions of regional recovery plans, habitat protection and restoration plans, water quality plans, and other private, local, regional, state agency and federal plans, projects, and activities that contribute to salmon recovery,
  - (b) Addressing all factors limiting the recovery of Washington's listed salmon stocks, including habitat and water quality degradation, harvest and hatchery management, inadequate stream flows, and other barriers to fish passage,
  - (c) Relying on the best scientific information available and incorporating new information as it is obtained,
  - (d) Identifying immediate actions necessary to prevent extinction of a listed salmon stock,
  - (e) Establishing performance measures to determine if restoration efforts are working,

- (f) Recommending effective monitoring and data management,
  - (g) Recommending to the legislature clear and certain measures if performance goals are not met,
  - (h) Incorporating statewide initiatives and responsibilities in regional recovery plans and local watershed initiatives since these plans are the principal means for implementing the strategy,
  - (i) Ensuring salmon recovery to healthy sustainable populations levels with productive commercial, tribal, and recreational fisheries,
  - (j) Emphasizing collaborative, incentive-based approaches,
  - (k) Allocating the burdens and costs upon economic and social sectors of the state whose activities may contribute to limiting the recovery of salmon; and
  - (l) Requesting federal action to effectively address other limiting factors beyond the state's jurisdictional authorities,
  - (m) Seeking clear measures and procedures from the appropriate federal agencies for removing Washington's salmon stocks from listing under the federal act,
  - (n) Supporting the development and implementation of regional salmon recovery plans as an integral part of the statewide strategy, and
  - (o) Updating the strategy, as needed, with an active and thorough public involvement process, including early and meaningful opportunity for public comment, in cooperation with regional salmon recovery organizations, lead entities, citizens committees, and other interested stakeholders.
- (12) The governor's salmon recovery office shall recognize and support regional salmon recovery organizations as described in RCW 77.85.030 and 77.85.090. The board may award capacity grants to regional salmon recovery organizations for administrative support to implement salmon recovery activities. The governor's salmon recovery office shall administer capacity grants through an executed agreement as described in RCW 77.85.050.

- (13) The governor's salmon recovery office shall maintain a monitoring panel to advise the state on salmon recover monitoring needs and protocols.

## SALMON RECOVERY FUNDING BOARD SUMMARIZED MEETING AGENDA AND ACTIONS

March 16, 2016

Item	Formal Action	Follow-up Action
<b>1. Consent Agenda</b> <ul style="list-style-type: none"><li>Approval of December 9-10, 2015 Meeting Minutes</li><li>Snohomish County Beach Nourishment Construction, RCO Project #13-1106</li></ul>	Decision: Approved	No follow-up action requested.
<b>2. Director's Report</b> <ul style="list-style-type: none"><li>Director's Report</li><li>Legislative, Budget, and Policy Updates</li><li>Performance Update</li><li>Financial Report</li></ul>	Briefings	No follow-up action requested.
<b>3. Salmon Recovery Management Report</b> <ul style="list-style-type: none"><li>Governor's Salmon Recovery Office Report</li><li>Salmon Recovery Network (SRNet)</li><li>Salmon Section Report</li><li>Recently Completed Projects</li></ul>	Briefings	No follow-up action requested.
<b>4. Reports from Partners</b>	Briefings	No follow-up action requested.
<b>5. Funding to be Allocated for the Remainder of the 2015-17 Biennium</b>	Briefing	No follow-up action requested.
<b>6. Projects that Implement the Board's Strategic Plan</b>	<p>Decisions</p> <p><b>Motion:</b> Move to approve funding for Items 1, 2, 3 (minus the video update, deferred to a later date), 4, and 5, and to defer Item 6 to a later date.</p> <p><b>Decision:</b> Approved</p> <p><b>Motion:</b> Move to approve funding to cover the budget shortfall of \$125,992 for Intensively Monitored Watershed (IMW) contracts using funds from the IMW treatment category (\$2 million for 2016, thus leaving an IMW restoration treatment program balance of \$1,874,008 for the 2016 grant round.)</p> <p><b>Decision:</b> Approved</p>	No follow-up action requested.

<b>7. The Nature Conservancy Strategic Vision &amp; Salmon Recovery</b>	Briefing	The board invited TNC to participate in SRNet meetings, and RCO will provide a link to the video shared by TNC on the salmon stories website.
<b>8. Washington Administrative Code: Public Hearing</b> <ul style="list-style-type: none"> <li>• Staff Briefing</li> <li>• Public Hearing</li> <li>• Board Discussion and Decision</li> </ul>	Resolution: 2016-01 Decision: Approved	Staff will proceed with the formal rule-making process.
<b>9. Proposed New Sections to Washington Administrative Code</b> <ul style="list-style-type: none"> <li>• Governor's Salmon Recovery Office</li> <li>• Regional Organizations</li> <li>• Lead Entities</li> <li>• Citizen's Committees</li> </ul>	Briefing	No follow-up action requested.
<b>10. Regional Organization Presentation by Puget Sound</b>	Briefing	No follow-up action requested.
<b>11. Climate and Drought Impacts to Salmon and Recovery Projects</b>	Briefing	No follow-up action requested.

## SALMON RECOVERY FUNDING BOARD SUMMARY MINUTES

**Date:** March 16, 2016

**Place:** Olympia, WA

### Salmon Recovery Funding Board Members:

<b>David Troutt, Chair</b>	Olympia	<b>Carol Smith</b>	Department of Ecology
<b>Nancy Biery</b>	Quilcene	<b>Susan Cierebiej</b>	Department of Transportation
<b>Bob Bugert</b>	Wenatchee	<b>Erik Neatherlin</b>	Department of Fish and Wildlife
<b>Sam Mace</b>	Spokane	<b>Megan Duffy</b>	Department of Natural Resources
<b>Phil Rockefeller</b>	Bainbridge Island	<b>Brian Cochrane</b>	Washington State Conservation Commission

**It is intended that this summary be used with the materials provided in advance of the meeting. The Recreation and Conservation Office (RCO) retains a recording as the formal record of the meeting.**

### Opening and Welcome

Chair David Troutt called the meeting to order at 9:05 a.m. and welcomed the board, staff, and audience. Staff called roll and a quorum was determined. Member Rockefeller was excused.

**Motion:** Agenda adoption  
**Moved by:** Member Bob Bugert  
**Seconded by:** Member Nancy Biery  
**Decision:** Approved

### **Item 1: Consent Agenda**

The board reviewed the consent agenda, which included approval of the December 2015 meeting minutes and a request from Snohomish County regarding RCO Project #13-1106.

**Motion:** Consent Agenda  
**Moved by:** Member Bob Bugert  
**Seconded by:** Member Nancy Biery  
**Decision:** Approved

## **Management and Partner Reports**

### **Item 2: Management Report**

**Director's Report:** Director Cottingham provided an update on several Recreation and Conservation Office (RCO) staff changes, including internal promotions, employees that left the agency, and new employees. She shared that the State Auditor recently completed their federal funding review, specifically of the Pacific Coastal Salmon Recovery Fund (PCSRF); there were no audit findings. Director Cottingham provided a brief update on the Recreation and Conservation Funding Board (RCFB) and the Washington Invasive Species Council (WCRI).

**Legislative and Policy Updates:** Wendy Brown, RCO Policy Director, provided an update on current legislative activity. The regular session ended March 10, and the Governor called a special session to begin the next day, March 11. RCO had three request bills, all of which passed the Legislature: (1) reauthorization of the Washington Invasive Species Council (WISC); 2) extension of the Habitat and Recreation Lands Coordinating Group; and 3) and the Washington Wildlife and Recreation Program (RCW 79A.15). The Governor vetoed the WISC bill in an effort to force action from the Legislature on the budget.

Other bills related to salmon recovery include HB 2856 (Office of the Chehalis River basin flood risk reduction), EHB 2883 (requirements for state agency reports), SB 6171 (civil penalties for violating the open public meetings act), and SB 6274 (Columbia River recreational salmon and steelhead endorsement program). Ms. Brown concluded by providing an update on the latest changes to RCO's supplemental and capital budget requests as they affects salmon.

### **Item 3: Salmon Recovery Management Report**

**Governor's Salmon Recovery Office (GSRO):** Kaleen Cottingham, RCO Director, provided an update on behalf of GSRO. She summarized the temporary assignments for GSRO staff during the Executive Coordinator absence. Other updates included information about SRNet stakeholders who continue to focus on statewide salmon recovery funding, policy issues, and advancing SRNet goals; an upcoming delegation to Washington, D.C. in April to advocate for salmon funding in Washington; an update regarding a funding shortfall identified in the Intensively Monitored Watershed (IMW) program; and the latest information regarding coordinated grants efforts as part of Results Washington. The board discussed the background and potential solutions to the IMW monitoring shortfall; a decision will be made as part of Items 5 and 6.

Director Cottingham shared that the Pacific Coastal Salmon Recovery Fund (PCSRF) application was submitted by the deadline on March 4, and summarized the priorities included as part of the application package. Additional information was provided on the updates to the State of the Salmon report, with a

targeted deadline of December 2016. The team working on updating the Habitat Work Schedule continues to coordinate data and work with partners. Director Cottingham concluded by sharing an update regarding the Monitoring Panel.

**Salmon Grant Management Report:** Tara Galuska, Salmon Section Manager, provided a brief update on the 2016 grant round, which began on February 12, 2016, and will include PSAR and PSAR Large Capital projects for the 2017-19 biennium. Salmon staff published Manual 18 on the RCO Web site, lead entities scheduled their project site visits, RCO staff conducted an application workshop webinar March 8, 2016, and the Salmon Recovery Funding Board Technical Review Panel (review panel) held their kickoff meeting March 15. As of March 14, sponsors submitted 120 applications, with a final due date of August 12, 2016. Ms. Galuska concluded with an update on the Estuary and Salmon Restoration Program and the Family Forest Fish Passage Program.

**Recently Completed Projects:** Salmon Outdoor Grant Managers Elizabeth Butler, Mike Ramsey, and Kat Moore shared information with the board regarding three recently closed RCO Projects: 1) #[13-1166](#), Lower Wallace River Conservation Area; 2) #[12-1368](#), Skokomish Car Removal and Riparian Restoration; and 3) #[15-1053](#), Dungeness River Railroad Reach Floodplain Restoration.

#### **Item 4: Reports from Partners**

**Council of Regions Report (Council):** Jeff Breckel, Chair of the Council of Regions, provided information on initiatives regarding communicating salmon recovery efforts more broadly, continuing to build relationships and trust, and building a coherent salmon story. The Council continues to pursue ways to incorporate climate change science into actionable goals. Mr. Breckel concluded with updates on membership on the Fish Passage Barrier Removal Board.

**Washington Salmon Coalition (WSC):** Amy Hatch-Winecka and John Foltz, WSC, described the current efforts to coordinate with and support lead entities with project applications, including the recently completed *Lead Entity Reference Guide*. Mr. Foltz summarized the discussions and outcomes from the recent WSC retreat, held in early February. In policy news, WSC continues to reach out to legislators and provided comment regarding the proposed changes to the Washington Administrative Code (WAC). The presentation concluded with project highlights from the Asotin Creek IMW.

**Regional Fisheries Enhancement Groups Coalition (RFEG Coalition):** Lance Winecka, South Puget Sound Salmon Enhancement Group (SPSSEG) Executive Director, and Dick Wallace, SPSSEG Board Member, provided an update on behalf of the RFEG Coalition. The board received a handout describing the coalition's accomplishments, celebrating 25 years of salmon recovery efforts. Other highlights shared include legislative outreach, communication efforts regarding salmon recovery, and coordinated efforts with SRNet and the board's technical review panel. Mr. Winecka and Mr. Wallace responded to board comments regarding RFEGC's youth outreach and engaging volunteer efforts.

**Washington Department of Fish and Wildlife (WDFW):** Member Neatherlin provided an update on behalf of WDFW. As part of the Washington's Wild Future initiative, Member Neatherlin shared that the board could host a briefing on the initiative if there is sufficient interest. Member Neatherlin summarized agency priorities for salmon recovery and outcomes from the recent legislative session. Three initiatives in progress include a salmon license plate, a geographic overview of salmon recovery efforts in Washington, and the marine Salish Sea project.

**Washington State Conservation Commission (WSCC):** Member Cochrane summarized his recent efforts in coordination with the Washington Department of Ecology regarding agricultural buffers. Using data from his agency, he modeled project cost units in order to understand project barriers and accomplishments through a cost-benefit analysis.



**Washington State Department of Transportation (WSDOT):** Member Cierebiej shared information about WSDOT's budget outcomes from the recent legislative session and progress in meeting the injunction requirements for removing fish passage barriers.

**Washington Department of Ecology (Ecology):** Member Smith provided an update on the Ecology budget outlook considering the recent legislative session. Highlights included ways to minimize costs and streamline the agency budget. Member Smith shared a report released by Ecology several weeks ago related to climate change and predicted impacts on groundwater. The report will be available online.

**Washington Department of Natural Resources (DNR):** Member Duffy shared information about DNR's budget outcomes from the recent legislative session, highlighting budget asks centering on wildfire management needs and describing potential impacts from several budget provisos.

**General Public Comment:** No public comment was provided at this time.

**Break 11:00 a.m. – 11:15 a.m.**

### **Board Business: Briefings**

#### **Item 5: Funding to be Allocated for the Remainder of 2015-17 Biennium**

Kaleen Cottingham, RCO Director, and Tara Galuska, Salmon Section Manager, provided information on the projected budget available for fiscal year 2016 and the 2016 grant round. As a result of the discussion held at the December 2015 meeting, staff compiled options to inform the board of available funding (or trade-offs) in order to make the decisions as presented in Memo 6 to fund specific activities that will advance the board's biennial work plan.

Director Cottingham talked the board through the funding chart included in Memo 5 of the board materials, outlining available funding, decisions already made to allocate funding, and the projected funds available for the 2016 grant round and other board activities. Additionally, Director Cottingham outlined options for addressing the IMW monitoring funding shortfall.

Chair Troutt invited public comment and a board discussion of the options set forth for funding decisions.

### **Public Comment:**

**Alex Conley**, Yakima Basin Fish and Wildlife Recovery Board Executive Director, provided comment on behalf of the Yakima Basin Board advocating for maximized funds in the 2016 grant round. He stated that the Yakima Basin Board asks the board to carefully consider the tradeoffs in these budget decisions and potential impacts on the ground in various regions. Mr. Conley also asked the board to provide clarification regarding budget asks from regions outside of the grant round. Regarding the activities outlined in Item 6, Mr. Conley asked the board to consider deferring, phasing, or scaling activities to minimize the potential cuts to funding for the grant round.

**Jeff Breckel**, Lower Columbia Fish Recovery Board Executive Director, provided comment on behalf of the Lower Columbia Board. He spoke to the 30% reduction in funds for the upcoming grant round and how this will impact projects on the ground, noting that only about one third of projects were funded in the last grant round despite significantly greater funding. Mr. Breckel stated that a further reduction in grant funds would be detrimental to regions with limited access or capacity. He asked the board to carefully consider the current proposed allocation and potential broader impacts. Regarding the IMW shortfall options, Mr. Breckel did not express a preference and stated that the proposal to use funds from the IMW allocation (\$2 million) seems most appropriate.

**James White**, Upper Columbia Salmon Recovery Board Operations Manager and Policy Lead, spoke on behalf of the Upper Columbia Board, agreeing with the sentiments of other regions concerning the imbalance of funding and capacity expressed by other regional representatives, which may be disproportionately affected by today's funding decisions. However, Mr. White explained that the issue is not as simple as capacity and alternate funding sources and the board should consider regional needs when addressing concerns of imbalance.

The board agreed that input from the Council of Regions and other stakeholders is necessary for understanding the impact to projects, regions, and other factors that would result from the various funding options.

## **Board Business: Decision**

### **Item 6: Project to Implement the Board's Strategic Plan**

Kaleen Cottingham, RCO Director, summarized six potential board activities included in the 2015-17 Biennial Work Plan and proposed for funding in 2016. The information presented in Memo 5 of the board materials outlined the potential funding capacity for a 2016 grant round and these six activities. The board will need to consider the balance between the funding available, regional input, and activities proposed in the work plan prior to making a decision.

Director Cottingham presented a cost breakdown and brief description of the six proposed activities, including the first phase in exploring a funding strategy, the 2017 Salmon Recovery Conference, the third phase of the SRFB-SRNet Communications Plan, a facilitator for the allocation subcommittee, a facilitator for the board retreat, and an assessment pilot based on the proposal provided by Dr. Phil Roni at the board's December 2015 meeting.

Chair Troutt invited public comment and a board discussion of the options set forth for funding decisions. The board discussed potential tradeoffs regarding deferment of the assessment pilot, updating media costs for the State of Salmon Report, efficiencies for the 2017 conference, and the effectiveness/value of funding various components of the six activities.

Member Biery suggested deferring the video update for the State of Salmon Report until SRNet has streamlined and updated their messaging.

**Motion:** Move to approve funding for Items 1, 2, 3 (minus the video update, deferred to a later date), 4, and 5, and to defer Item 6 to a later date.

**Moved by:** Member Bob Bugert

**Seconded by:** Member Sam Mace

**Decision:** Approved

**Motion:** Move to approve funding to cover the budget shortfall of \$125,992 for Intensively Monitored Watershed (IMW) contracts using funds from the IMW treatment category (\$2 million for 2016, thus leaving an IMW restoration treatment program balance of \$1,874,008 for the 2016 grant round.)

**Moved by:** Member Bob Bugert

**Seconded by:** Member Nancy Biery

**Decision:** Approved

***Lunch 12:30 p.m. – 1:00 p.m.***

## **Board Business: Briefing**

### **Item 7: The Nature Conservancy Strategic Vision & Salmon Recovery**

Jessie Israel and Garrett Dalan, The Nature Conservancy (TNC), presented information about the mission, goals, and programs carried out by the TNC with regards to Puget Sound recovery efforts, including revitalization of its lands, waters and surrounding cities. Ms. Israel described the Floodplains by Design program which supports incorporation of climate change science, integration of communities, and nature-based solutions in fresh-water systems. Ms. Israel provided information about the Regional Conservation Partnership Program, implemented in the last two years with an agricultural focus. Using the same modeling approach as the Floodplains by Design program, TNC created a cities program focused on stormwater management in urban areas. Mr. Dalan described the marine component of TNC's programs and the broad coalition of community partners in this effort. TNC supports a putting a price on carbon and, in line with this stance, created an emission reductions initiative to pave the way for cleaner cities and promote forest health. Ms. Israel described online tools and reports developed by TNC that support incorporating nature into cities.

*\*Chair Troutt deferred the remainder of TNC's presentation until after Item 8, due to the scheduled public hearing.*

The board asked Ms. Israel how TNC engages in the lead entity process and incorporates current science. Ms. Israel described TNC's process for determining maximum impact using current data and regional assessment, developing and revising assessment metrics, and iterative processes for consistent application of science and review of projects. TNC strategically uses public and private funding to finance projects and maximize benefit.

Member Biery suggested that a representative from TNC join the next SRNet meeting.

Ms. Israel shared a video created by TNC, accessible via the following link:  
<http://www.washingtonnature.org/cities/solvingstormwater>.

## **Board Business: Decision**

### **Item 8: Washington Administrative Code: Public Hearing**

Leslie Connelly, Natural Resource Policy Specialist, presented staff recommendations for proposed amendments to the administrative rules in Title 420 of the Washington Administrative Code (WAC) for the Salmon Recovery Funding Board. Ms. Connelly reviewed the procedures RCO conducted to propose, refine changes, and consulting with lead entities, before proceeding to the public hearing and formal rulemaking process in accordance with the Administrative Procedures Act (APA).

Ms. Connelly provided a summary of the proposed WAC changes, included as Attachment A in Memo 8. The amendments would update and add new definitions, modify grant program requirements, revise public records procedures, and reorganize chapters and update references. Ms. Connelly submitted options for board consideration and adoption.

### **Public Hearing and Public Comment:**

Chair Troutt opened the public hearing and requested public testimony. No further public comment was provided at this time. Chair Troutt closed the public hearing.

Chair Troutt asked Ms. Connelly to summarize the written comments received prior to the board meeting. Ms. Connelly provided Memo 8, Attachment D, which included public comment and staff responses, for board consideration. The board did not recommend or discuss any further changes to the proposed rules.

**Motion:** Move to approve Resolution 2016-01 as set forth in Memo 8, Attachment E.  
**Moved by:** Member Nancy Biery  
**Seconded by:** Member Sam Mace  
**Decision:** Approved

### **Board Business: Briefings**

#### **Item 9: Proposed New Sections to the Washington Administrative Code**

Leslie Connelly, Natural Resource Policy Specialist, presented the preliminary draft proposal to add new sections to Title 420 of the Washington Administrative Code. She indicated that staff collaborated to develop the new sections, and will engage with stakeholders after the initial board review and direction.

Ms. Connelly summarized the purpose of the proposed new administrative rules which would document how a lead entity and/or a regional recovery organization is formed; define roles and responsibilities for lead entities, citizen committees and regional recovery organizations; and identify statutory mandates for the Governor's Salmon Recovery Office (GSRO).

Ms. Connelly described next steps, contingent upon board direction, which would include working with stakeholders, preparing for the next phase of changes, and a schedule for informing the board of staff progress in the rule-making process.

**Board Discussion:** The board discussed involvement of the lead entities in the rule-making process and details of the proposed rules that may include conflict resolution and coordination between entities. Ms. Connelly suggested that staff identify potential policy suggestions as feedback is solicited, and the board can discuss them during the next meeting. The board also discussed a balance between rule and policy, and non-duplication of the Salmon Recovery Act. Sarah Gage explained the need to provide further guidance on responsibilities for lead entities, which is not as detailed in the current statute.

#### **Public Comment:**

**Amy Hatch-Winecka**, WSC Chair and Deschutes Lead Entity Coordinator, advocated for the proposed new sections to the WAC, explaining that the rules and guidance would provide much needed clarity. She encouraged the board to not delay or defer direction in moving forward with the rule-making process so that lead entities can continue to be involved and provide feedback. She expressed agreement with the proposed new sections as outlined.

Chair Troutt directed staff to work with lead entities to prepare options for board consideration at the next meeting in June 2016.

**Break 3:00 p.m. – 3:15 p.m.**

#### **Item 10: Regional Organization Presentation by Puget Sound**

Jeanette Dorner, Ecosystem and Salmon Recovery Director of the Puget Sound Partnership, presented information about the mission, goals, and structure of the Puget Sound Regional Salmon Recovery Organization. She provided a history and background of the Puget Sound region and creation of the recovery plan; the current status of salmon in the region; the Chinook Plan update and monitoring and adaptive management plan creation; the Steelhead Recovery Plan creation; and the 2016 Action Agenda.

#### **Item 11: Climate and Drought Impacts to Salmon and Recovery Projects**

Lara Whitely Binder, University of Washington Climate Impacts Group, and Lynn Helbrecht, Washington Department of Fish and Wildlife, shared information regarding climate and drought impacts to salmon recovery projects. Ms. Helbrecht shared WDFW's approach to responding to the challenge of climate

change, including how to take emergent science and incorporate it into the agency's core work. Ms. Helbrecht shared lessons learned, how WDFW identifies climate-sensitive decisions and actions, and the process for involving subject matter experts and community representatives. Ms. Helbrecht also shared a presentation regarding incorporating climate change science into culvert design and replacement projects. Ms. Helbrecht's current work at WDFW includes drafting agency policy that addresses climate change and principles for climate-smart conservation.

The board shared the climate change question and data collection efforts to be included as part of the next grant round, and discussed how to track appropriate models, make smarter investments, and how to include adaptive management in recovery plans when current science and research shifts so frequently. Ms. Helbrecht recommended using the stressors identified in each recovery plan that will be exacerbated by climate change, and place more focus on these prevention/mitigation efforts.

Ms. Binder provided an overview of the Climate Impacts group, their mission, goals, and current work. She summarized projected state-wide changes, e.g., reduced snow pack, sea-level rise, peak flow and runoff regime shifts, increased stream temperatures, increased flood risk, increased fire risk, etc., and described the modeling efforts in progress to support strategic decision-making and communicate about the impacts resulting from these changes. The presentation slides will be made available to the public after the meeting. Further information is available for download at <https://cig.uw.edu/>.

### **Closing**

Chair Troutt adjourned the meeting at 5:00 p.m.

The next board meeting is scheduled for June 23, 2016 in Olympia, WA.

Approved by:

  
\_\_\_\_\_  
David Troutt, Chair

  
\_\_\_\_\_  
Date



State of Washington  
**Department of Fish and Wildlife**  
Habitat Program, Fish Passage

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WA STATE  
RECREATION AND CONSERVATION OFFICE

February 22<sup>nd</sup>, 2016

Dear Salmon Recovery Funding Board,

The Washington Department of Fish and Wildlife supports the Quileute Tribe in their Salmon Recovery Funding Board proposal to restore aquatic habitat on tribal land in the Quillayute Watershed. The Quileute Tribe, Natural Resources Conservation Service (NRCS), and Washington Department of Fish and Wildlife (WDFW) are partners in the restoration of salmon access to high quality forest wetlands and chronic sediment delivery from failing road conditions on Thunder Road. Currently, Thunder Road has four fish passage barrier culverts, numerous large potholes, and active soil erosion delivering fine sediment into Smith Slough. The proposed barrier corrections and road improvements will restore habitat connectivity and correct water quality issues.

By correcting these fish passage barriers, the Quileute Tribe, NRCS, and WDFW will restore access to approximately 102,591 square meters of high quality off-channel forested wetland habitat for Chinook and coho salmon; winter steelhead, searun cutthroat trout and resident trout. Forested wetlands provide essential rearing habitat for juvenile salmon and are a dynamic part of the ecosystem in the Washington Coastal Region.

With the breadth and depth of experience provided by the Quileute Tribe, NRCS, and WDFW, we expect to achieve highly successful restoration outcomes in the Quillayute Watershed. WDFW is proud to support the Quileute Tribe's efforts in this partnership to restore salmonid access to high quality forest wetlands, improve water quality, and facilitate future restoration opportunities with the Quileute Tribe.

Sincerely,

David Priece  
Restoration Division Manager  
Washington Department of Fish and Wildlife