

# Salmon Recovery Funding Board Meeting Agenda

**February 26, 2015**

Natural Resources Building, Room 172, Olympia, WA 98504

**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 a 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. 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) 902-3086 or TDD (360) 902-1996.

## Thursday, February 26

### OPENING AND WELCOME

- |                  |  |              |
|------------------|--|--------------|
| <b>9:00 a.m.</b> | <b>Call to Order</b>   | <i>Chair</i> |
|                  | <ul style="list-style-type: none"> <li>• Determine Quorum</li> <li>• Introduce New Board Members               <ul style="list-style-type: none"> <li>- Erik Neatherlin, Washington Department of Fish and Wildlife</li> <li>- Brian Cochrane, Washington State Conservation Commission</li> </ul> </li> <li>• Review and Approve Agenda (<i>Decision</i>)</li> <li>• Approve December 2014 Meeting Minutes (<i>Decision</i>)</li> </ul> |              |

### MANAGEMENT AND PARTNER REPORTS

- |                   |  |   |
|-------------------|--|---|
| <b>9:10 a.m.</b>  | <b>1. Management Report</b>  |   |
|                   | <ul style="list-style-type: none"> <li>A. Director's Report</li> <li>B. Legislative and Policy Updates</li> <li>C. Survey Results from Applicants and Board Members</li> <li>D. Performance Update (<i>written only</i>)</li> <li>E. Financial Report (<i>written only</i>)</li> </ul> | <i>Kaleen Cottingham</i><br><i>Wendy Brown</i><br><i>Jen Masterson</i>                                      |
| <b>9:40 a.m.</b>  | <b>2. Salmon Recovery Management Report</b>  |   |
|                   | <ul style="list-style-type: none"> <li>A. Salmon Section Report</li> <li>B. Governor's Salmon Recovery Office Report</li> <li>C. Communications Strategy Update</li> <li>D. Completed Projects Highlights</li> </ul>   | <i>Kathryn Moore</i><br><i>Brian Abbott</i><br><br><i>Salmon Grant Managers</i>                             |
| <b>10:25 a.m.</b> | <b>3. Reports from Partners</b>  |   |
|                   | <ul style="list-style-type: none"> <li>A. Council of Regions Report</li> <li>B. Washington Salmon Coalition Report</li> <li>C. Regional Fisheries Enhancement Groups</li> <li>D. Board Roundtable: Other Agency Updates</li> </ul>   | <i>Jeff Breckel</i><br><i>Darcy Batura</i><br><i>Colleen Thompson</i><br><i>SRFB Agency Representatives</i> |

**10:55 a.m. General Public Comment:** *Please limit comments to 3 minutes.*

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**11:00 a.m. BREAK**

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**BOARD BUSINESS: BRIEFINGS**

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**11:15 a.m. 4. Monitoring Updates**

- A. Intensively Monitored Watershed (IMW) Funding Challenge (*Decision*)
- B. SRFB Monitoring Program 2004-2014 Document
- C. Monitoring Video

*Brian Abbott  
Keith Dublanica  
GSRO Staff*

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**12:00 p.m. LUNCH**

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**BOARD BUSINESS: DECISIONS**

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**1:00 p.m. 5. Manual 18**

- A. General Overview of Changes
- B. Monitoring Eligibility Policy Change (*Decision*)

*Kathryn Moore  
Brian Abbott*

**Public Comment:** *Please limit comments to 3 minutes.*

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**1:30 p.m. 6. South Fork Skokomish Canyon Fish Passage Assessment**  
RCO Project #14-1334 (*Funding Decision*)

*Mike Ramsey  
Review Panel Member*

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**BOARD BUSINESS: BRIEFINGS**

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**1:45 p.m. 7. Salmon Recovery Conference Update**

*Brian Abbott  
Sarah Gage  
Long Live the Kings*

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**2:00 p.m. 8. State of Salmon Report Presentation**

*Jennifer Johnson*

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**2:30 p.m. BREAK**

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**2:45 p.m. 9. Mitigation Matching Project Update**

*Jennifer Johnson*

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**3:15 p.m. 10. Washington Administrative Code (WAC) Changes**

*Leslie Connelly*

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**3:30 p.m. 11. Expanding the Grant Program to Include Large Capital Projects**

*Brian Abbott  
Tara Galuska*

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**4:30 p.m. ADJOURN**

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## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015

**Title:** Director's Report / Legislative and Policy Updates

#### Summary

This memo is the director's report on key agency activities, including operations, agency policy issues, and legislation. Information specific to salmon grant management, performance management, and the fiscal report are in separate board memos.

#### 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 operations
- Legislative, budget, and policy updates
- Update on sister boards

## Agency Operations

### IT Strategic Plan

In early December, RCO and the Puget Sound Partnership heard the findings from its consultant, OTB Solutions, on the agency's information technology (IT) strategic plan. The consultants summarized the survey results and interviews and outlined technology values that should guide our IT investment decisions. The consultants also shared a roadmap with suggested immediate and long-term actions that can better align our IT services over the next 5 years. Executive managers from both agencies met in mid-January to discuss these recommendations and make initial decisions about next steps.

### Audit Conclusion

In late 2014, the State Auditor completed an accountability audit of RCO. This accountability audit focused on the accounting functions at our agency. While the auditors could have reviewed any of our documents, they focused on four areas: grants, travel, cash receipts, and cash disbursements. We had no findings in this audit.

## Legislative, Policy, and Budget Updates

### Governor's Budget Released

The Governor's budget was released December 18, 2014. RCO's budget is spread across both the operating and capital budgets. The majority of our funding comes through the capital budget. Our

request to the Governor was about \$417 million in new appropriations in the capital budget – a 58 percent increase over the current biennium. The Governor’s budget included \$262.7 million. Given the uncertainties about the revenue and bond capacity, this will be a heavy lift. But I am hopeful. We have a many partners and supporters to help us during the legislative session.

### Operating Budget

The operating budget basically is the same as the past biennium, supporting the same activities with one exception – a 5 percent reduction in General Fund-State. This reduction was taken in executive management and the Governor’s Salmon Recovery Office. We had submitted four requests for additional general fund money (all dealing with salmon recovery). None of our decision packages were funded.

### Capital Budget

The chart below shows what we received this biennium, what we requested, and what is included in the Governor’s proposed budget.

<b>Bond Funded – New Appropriations</b>	<b>Current Level 2013-2015</b>	<b>Agency Request 2015-2017</b>	<b>Governor’s Proposal</b>	<b>Variance from Request</b>
Estuary and Salmon Restoration (ESRP)	\$10,000,000	\$20,000,000	\$10,000,000	-\$10,000,000
Family Forest Fish Passage Program (FFFP)	\$2,000,000	\$11,500,000	\$10,000,000	-\$1,500,000
Puget Sound Acquisition and Restoration (PSAR)	\$70,000,000	\$140,000,000	\$50,000,000	-\$90,000,000
Salmon Recovery (SRFB - State)	\$15,000,000	\$40,000,000	\$40,000,000	
Aquatic Land Enhancement Account (ALEA*)			\$3,660,000	+\$3,660,000
Washington Wildlife & Recreation Program (WWRP)	\$65,000,000	\$97,000,000	\$70,000,000	-\$27,000,000
Youth Athletic Facilities (YAF)	\$3,630,000	\$12,000,000	\$3,000,000	-\$9,000,000
<b>Dedicated Funds</b>				
Aquatic Land Enhancement Account (ALEA*)	\$6,000,000	\$6,600,000		-\$6,600,000
Boating Facilities Program (BFP)	\$6,363,000	\$9,360,000	\$9,360,000	
Non-highway Off-Road Vehicle Account (NOVA)	\$8,500,000	\$8,670,000	\$8,670,000	
Firearm and Archery Range Program (FARR)	\$765,000	\$580,000	\$580,000	
<b>Federal Funds</b>				
Boating Infrastructure Grants (BIG)	\$2,200,000	\$2,200,000	\$2,200,000	
Land and Water Conservation Fund (LWCF)	\$4,000,000	\$4,000,000	\$4,000,000	
Recreational Trails Program (RTP)	\$5,000,000	\$5,000,000	\$5,000,000	
Salmon Recovery (PCSRF Federal)	\$60,000,000	\$60,000,000	\$60,000,000	

*\*Note: ALEA funds have been replaced with bonds in the Governor’s proposal.*

### Legislative Update

The legislative session is off to a fast start. RCO was invited to a work session on salmon recovery before the Senate Natural Resources and Parks Committee. Brian Abbott, Derek Van Marter from the Upper Columbia Salmon Recovery Board, and I described how salmon recovery is set up and funded in Washington, as well as what are some of our successes and challenges.

There are hundreds of bills being introduced. We are developing positions on several bills that preclude salmon habitat projects on agricultural land (House Bill 1629, 1630) and we are collecting information about a bill that prevents SRFB grants being awarded to groups that sue Washington Department of Fish and Wildlife over hatchery issues (Senate Bill 5551. We also are tracking: House Bill 1270 about a new fish hatchery management structure modeled after Alaska and House Bill 1000 about leasing water rights.



We are watching to see when board members will be confirmed. Confirmation materials have been introduced for three of our board members needing confirmation – Nancy Biery, Bob Bugert, and David Troutt.

## **Update on Sister Boards**

### **Recreation and Conservation Funding Board**

The RCFB will meet in April for both a regular meeting and a planning session to focus on strategic goals and performance measures. The planning session is set for April 8 at the State Parks' headquarters. The business meeting will be held at the Natural Resources Building, likely to start during the evening of April 8 (with a conversion) and carry-over onto April 9, 2015.

### **Washington Invasive Species Council**

The Invasive Species Council met December 4, 2014. Members were briefed on the New Zealand mud snail infestation at the Department of Fish and Wildlife Ringold Hatchery, rulemaking for the invasive species watercraft passport, implementation of Engrossed Senate Substitute Bill 6040, ballast water program enforcement actions, the 2014 winter Pacific Northwest Economic Region meeting, changes to the 2015 noxious weed list, and other topics. Members also were informed that the Department of Ecology added invasive species language to the State Environmental Protection Act's Environmental Checklist. The council had urged Ecology to do so for several years and were very pleased that Ecology took the opportunity to incorporate consideration of invasive species. Council members also were informed that Department of Fish and Wildlife decided not to pursue legislation funding invasive species in the 2015 session. Mike Leech, Spatial Development, Inc., updated the council on upgrades to the WA Invasives reporting app. WA Invasives 2.0 will be available in February. And finally, the RCO welcomed Raquel Crosier as the new coordinator for the Invasive Species Council. She started January 2.

### **Habitat and Recreation Lands Coordinating Group**

The Habitat and Recreation Lands Coordinating group met December 11 and discussed the preliminary results of the outdoor recreation economic study, as well as how to improve the reporting requirements of the group in 2015. Lands group members also shared information on upcoming agency-request legislation and proposed budgets related to land acquisition and development.

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Survey Results from Applicants and Board Members  
**Prepared by:** Jennifer Masterson, Data and Special Projects Manager

#### Summary

This memo summarizes the results of two surveys Recreation and Conservation Office (RCO) staff distributed in late 2014, to applicants for Salmon Recovery Funding Board (SRFB) grants and Salmon Recovery Funding Board (board) members. Applicants and board members expressed overall satisfaction, although both groups suggested improvements that are under consideration by RCO management and staff.

#### 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

## 2014 Salmon Recovery Funding Board Applicant Survey

### Survey Approach

Recreation and Conservation Office (RCO) staff requested feedback on the 2014 grant round through a survey distributed to 185 Salmon Recovery Funding Board (SRFB) applicants on November 14, 2014. The survey closed December 8, 2014 with 59 total responses. This is a 32 percent response rate based on the people contacted,<sup>1</sup> which is roughly equivalent to the response rate RCO achieves in its survey of Recreation and Conservation Funding Board applicants.

Approximately 19 percent of respondents reported that this was their first time applying for a SRFB grant. Twelve percent of first-time applicants reported that their co-workers had applied in the past. These experienced colleagues presumably assisted some first-time applicants.

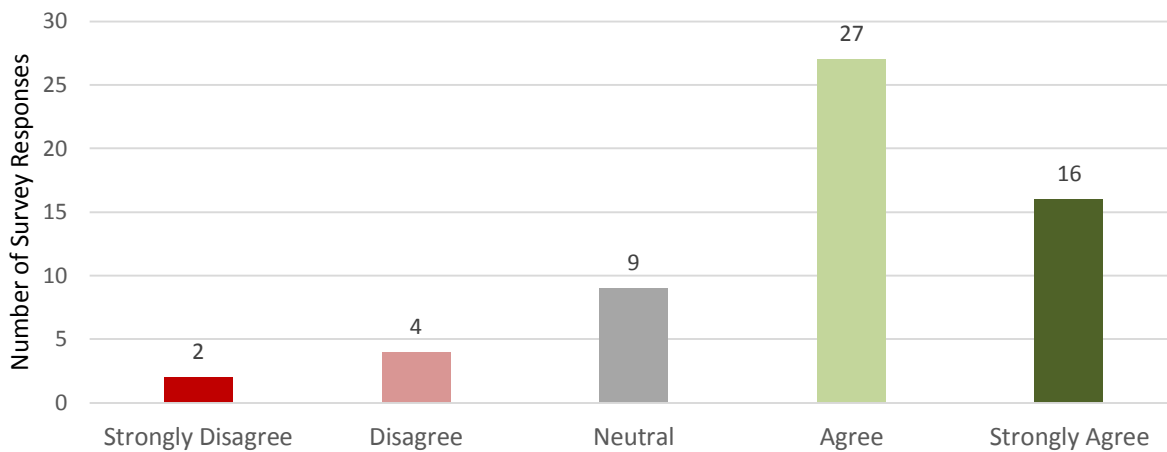
### Survey Results

Overall applicant satisfaction with the 2014 SRFB grant round was high.

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<sup>1</sup> The number of responses to each question in the survey varies from this total because some participants skipped questions and/or did not complete the survey.

**I understood the RCO/SRFB application process and what I needed to complete.**

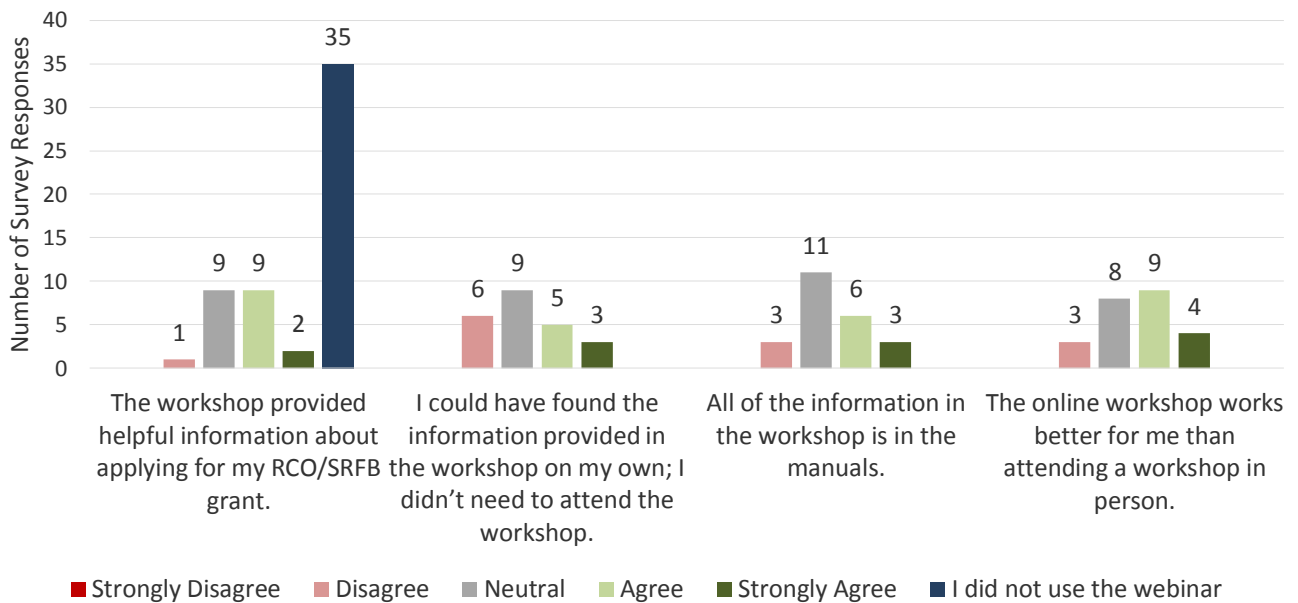


	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
I understood the RCO/SRFB application process and what I needed to complete.	10%	16%	74%

Returning applicants comprised eighty-three percent of respondents who disagreed or strongly disagreed that they understood the RCO/SRFB process and what they needed to complete. Surprisingly, this suggests that the experience level of applicants does not correlate to an understanding of the application process. This may be because none of the returning applicants who disagreed or strongly disagreed had participated in this year's application workshop/webinar.

Respondent comments suggest that the application process could be simplified and more clearly communicated. Several respondents suggested that a lack of consistency in the application process from year to year added to frustration and confusion. Respondents also commented that it would be helpful if the lead entities work together to streamline the application process and to clarify expectations at the local level.

**Please tell us about your experience with the application workshop/webinar.**



	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
The workshop provided helpful information about applying for my RCO/SRFB grant. <sup>2</sup>	2%	16%	20%
I could have found the information provided in the workshop on my own; I didn't need to attend the workshop.	26%	39%	35%
All of the information in the workshop is in the manuals.	13%	48%	39%
The online workshop works better for me than attending a workshop in person.	13%	33%	54%

The majority of respondents (63 percent) indicated they did not participate in the application workshop/webinar. Based on comments, it appears that repeat applicants do not feel that the workshops include new information.

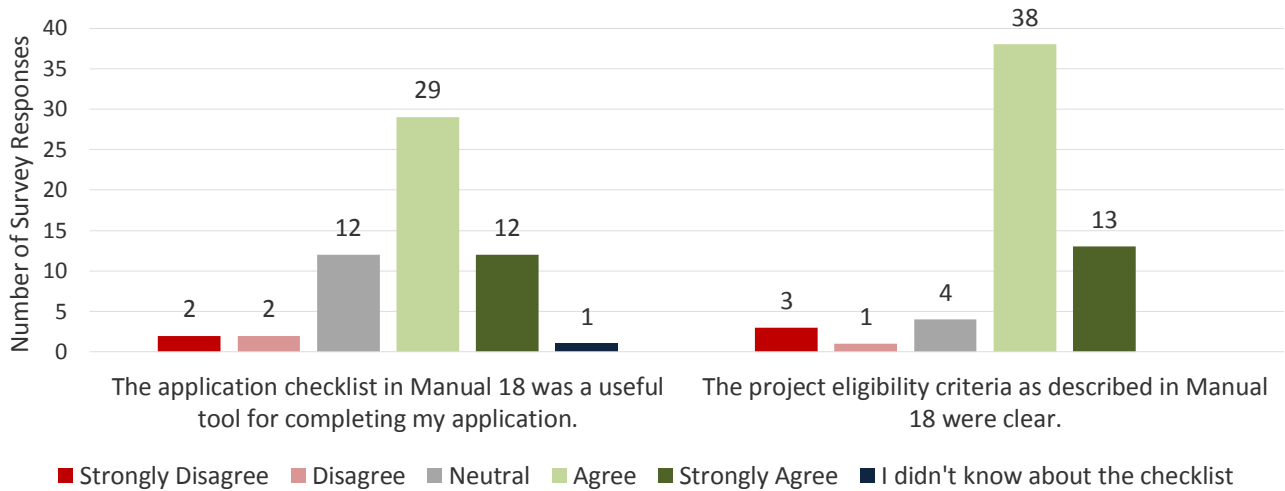
Fourteen percent of applicants who did not use the application workshop/webinar also responded that they did not understand the application process. Of those who did attend the application workshop/webinar, a majority preferred a webinar to attending in person. One respondent praised the in-person workshop because it allowed him/her to get more value out of the training.

Respondents commented on several additional workshop types they would find helpful:

- An acquisition workshop
- A lead entity application workshop

<sup>2</sup> Thirty-five respondents (63 percent) indicated they did not participate in the application workshop/webinar.

### Manual 18--Application Checklist and Eligibility Criteria



	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
The application checklist in Manual 18 was a useful tool for completing my application. <sup>3</sup>	7%	21%	71%
The project eligibility criteria as described in Manual 18 were clear.	7%	7%	86%

Seventy-one percent of respondents reported that the application checklist in Manual 18 was a useful tool. Of those who disagreed, strongly disagreed, or didn't know about the checklist, a majority responded that they did not attend the application workshop/webinar and that they most often contact their lead entity when they have a question about their project or the RCO/SRFB process.

Eighty-six percent of respondents reported that the project eligibility criteria as described in Manual 18 were clear.

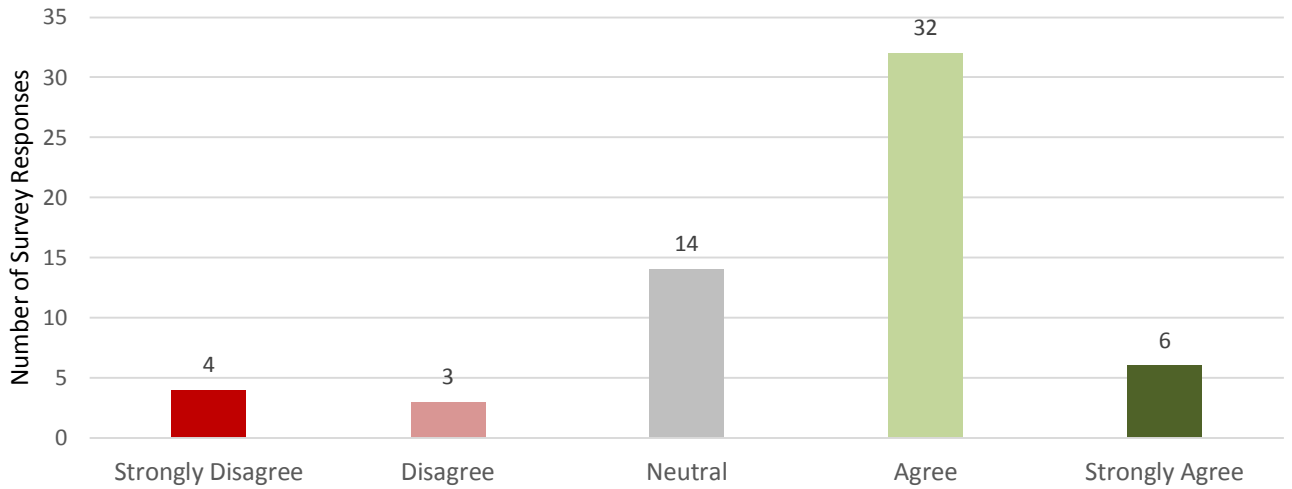
Respondent comments suggested that it would be helpful to better integrate the local process requirements into a combined checklist. They also suggested that it would be preferred if the checklist was added to PRISM and was customizable.

Survey respondents suggested the development of the following tools:

- A database of approved appraisers
- Streamlined manuals

<sup>3</sup>One respondent replied that he/she did not know about the checklist.

### Completing the application in PRISM Online worked well.

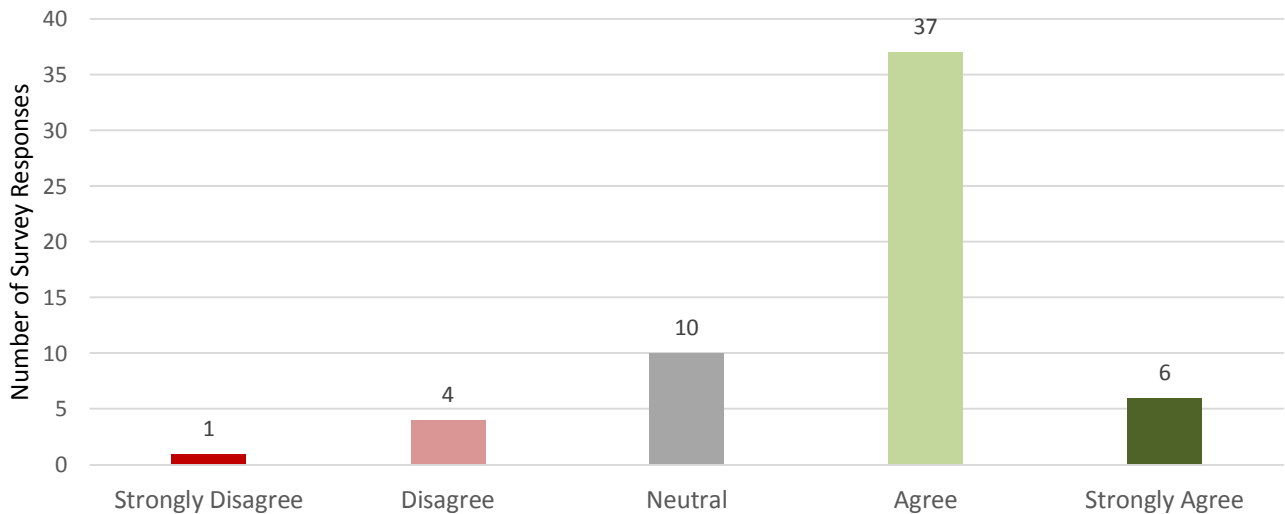


	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
Completing the application in PRISM Online worked well for me.	12%	24%	64%

Sixty-four percent of respondents agreed or strongly agreed that PRISM Online worked well for them. The majority of respondents who disagreed or strongly disagreed that PRISM Online worked well for them did not attend the application workshop/webinar.

Respondents identified a number of suggested improvements to PRISM Online in their comments. They called out issues with the budgeting pages, difficulty with resolving error messages, and made suggestions for improved functionality.

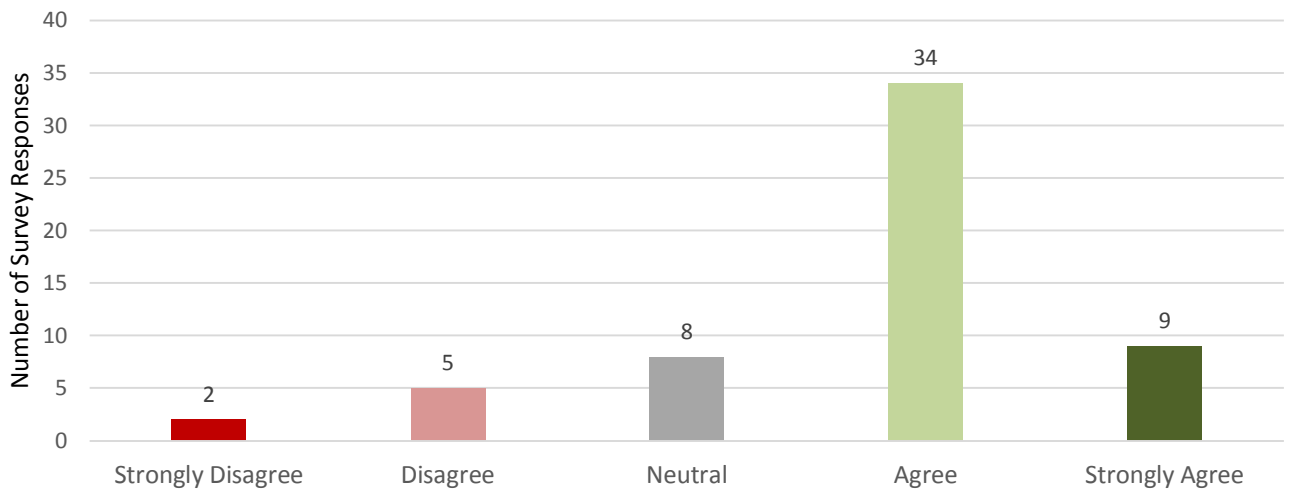
**The questions in the salmon project proposal (separate from the PRISM application) allowed me to fully describe my project's goals and objectives as well as my project's benefit to salmon.**



	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
The questions in the salmon project proposal allowed me to fully describe my project's goals and objectives as well as my project's benefit to salmon.	9%	17%	74%

Seventy-four percent of respondents agreed or strongly agreed that the questions in the salmon project proposal helped them to fully describe their project's goals and objectives. Many respondent comments indicate that the salmon project proposal includes redundant/repetitive questions.

**The comment form from the Technical Review Panel after the site visit was helpful.**



	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
The comment form from the Technical Review Panel after the site visit was helpful.	12%	14%	74%

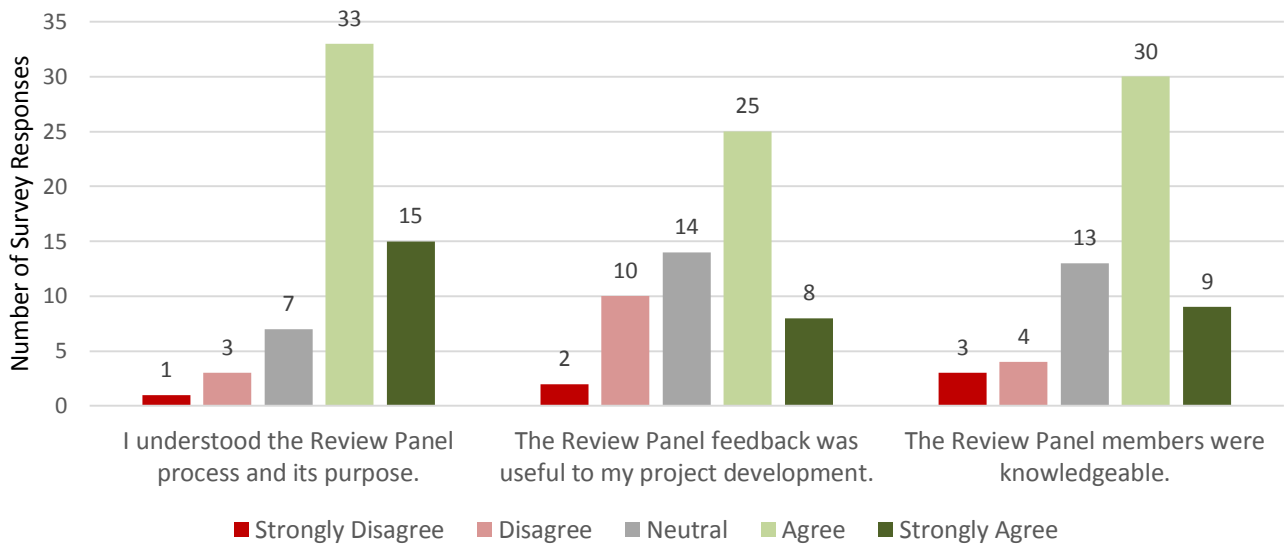
Seventy-four percent of respondents agreed or strongly agreed that the comment form from the Technical Review Panel was helpful. As expected, there was a strong correlation between the response to this statement and the response to “The Review Panel feedback was useful to my project development.”

Respondent comments indicated that some felt the feedback provided by the Technical Review Panel could be more informed and/or constructive. Several respondents remarked that they received contradictory feedback later on in the process, from either the Technical Review Panel or other local reviewers.

Several respondents suggested that the SRFB/RCO may need to clarify the roles of the Technical Review Panel, specifically in relation to policy and funding decisions. Some respondents expressed confusion regarding whether or how an applicant should respond to address the feedback of the Technical Review Panel.



**Please tell us about your experience with the Review Panel through the entire grant round process.**

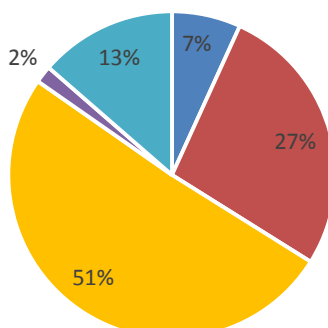


	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
I understood the Review Panel process and its purpose.	7%	12%	81%
The Review Panel feedback was useful to my project development.	20%	24%	56%
The Review Panel members were knowledgeable.	12%	22%	66%

A majority of respondents agreed or strongly agreed that they understood the Technical Review Panel process and its purpose (81 percent), found the Panel's feedback useful to their project development (56 percent), and found the Panel's members to be knowledgeable (66 percent).

Respondent comments indicated that some felt the feedback provided by the Technical Review Panel could be more informed and/or constructive. Respondent comments suggest that members of the Technical Review Panel may be lacking knowledge about local processes.

**When I have a question about my project or the RCO/SRFB process, I most often:**



- Refer to Manual 18
- Contact my Lead Entity
- Contact my RCO / SRFB grant manager
- Ask a colleague
- Other (please specify)

**Other, if specified:**

Lead Entity and grant manager used equally

I go to the Manual first, and then to my LE - 9 out of 10 times the LE/Project Managers are the best solution to the question or issue

First manual 18, but often times I result in contacting the Grant Manager for verification

A combination of all of the above, depending upon the question.

Refer to Manual 3

Sometimes I ask a colleague, sometimes I ask my LE contact, and sometimes I ask my RCO grant manager. RCO grant manager primarily though.

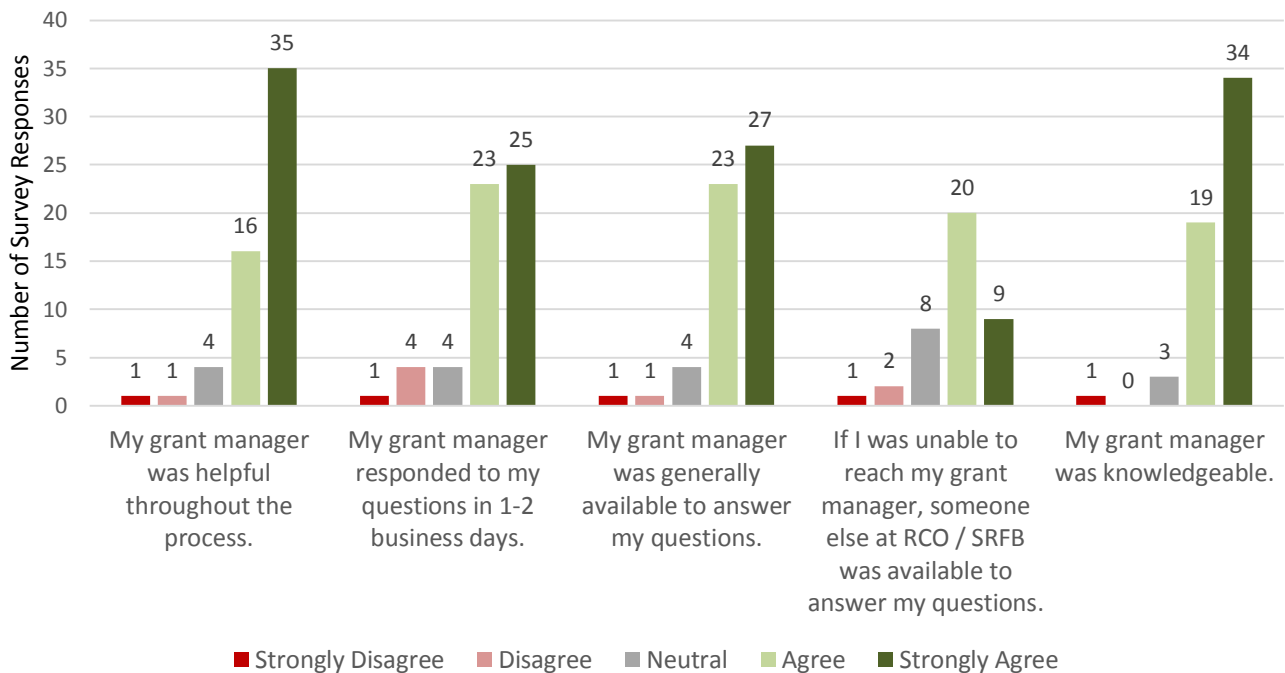
useful information from SRFB manager was not possible

Ask a more experience project sponsor

Just over half of respondents identified their RCO/SRFB grant manager as the resource they use most often when they have questions about their project or the RCO/SRFB process.

Of those respondents who indicated they most often use a resource other than their RCO/SRFB grant manager to answer questions, 93 percent responded in a separate section of the survey that they found their grant manager to be helpful throughout the grant round. A respondent's use of other resources to answer questions does not appear to indicate poor customer service on the part of the RCO/SRFB grant manager.

**The following questions are about your experience with your grant manager.**

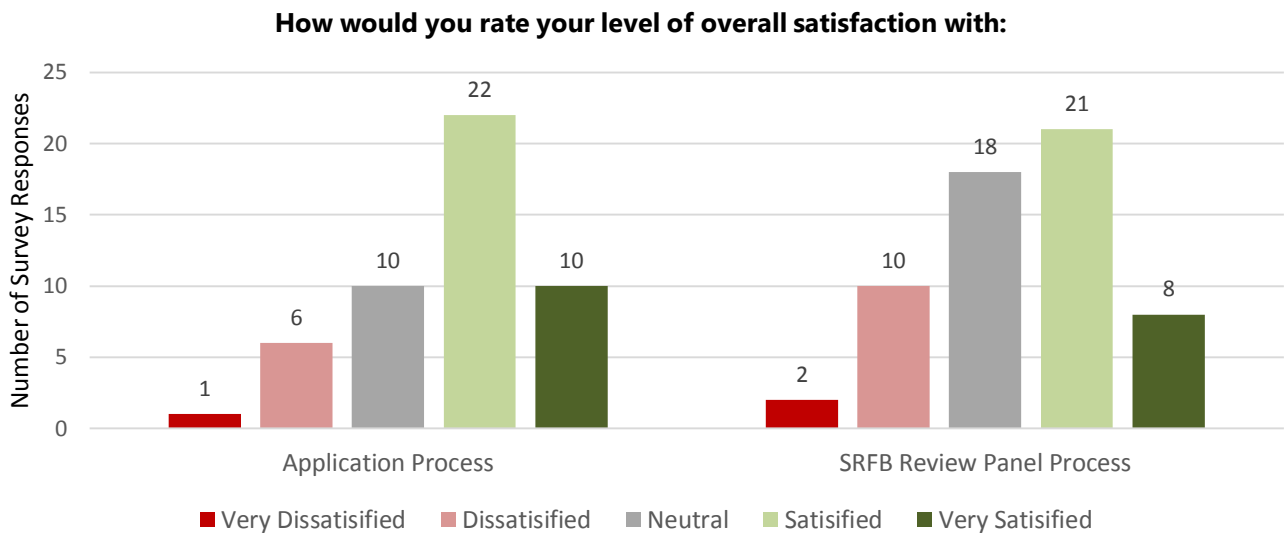


	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
My grant manager was helpful throughout the process.	4%	7%	89%
My grant manager responded to my questions in 1-2 business days.	9%	7%	84%
My grant manager was generally available to answer my questions. <sup>4</sup>	4%	7%	88%
If I was unable to reach my grant manager, someone else at RCO/SRFB was available to answer my questions. <sup>5</sup>	5%	14%	51%
My grant manager was knowledgeable.	2%	5%	93%

Both the survey results and comments indicate that grant managers are currently an integral part of the grant process. One respondent suggested that grant managers should notify project applicants/sponsors if they will be out of the office for four or more business days.

<sup>4</sup> One respondent (2 percent) responded N/A to this question.

<sup>5</sup> Seventeen respondents (30 percent) responded N/A to this question. Presumably some of these respondents didn't need to contact other staff at RCO/SRFB because their grant manager was available to answer questions.



	Percent Dissatisfied or Very Dissatisfied	Percent Neutral	Percent Satisfied or Very Satisfied
Application Process	14%	21%	65%
SRFB Review Panel Process	20%	31%	49%

Although a majority of respondents were satisfied or very satisfied with the application process, the results are less favorable for the SRFB Review Panel process. Respondent comments for this series of questions were varied.

### How These Data are Being Used

RCO staff are using this survey to update the salmon project proposal for the 2015 grant round and inform changes to Manual 18 and process, where possible given the short amount of time before this year's grant round. Staff are also using these data to support potential changes for the 2016 grant round timeline and process.

Tara Galuska and Kat Moore presented these survey data to the Washington Salmon Coalition (WSC) at its January 2015 retreat and held a follow-up discussion with the lead entities about potential changes to the grant round. A task force was assembled at the retreat to further incorporate survey feedback into process improvements. The task force will report back to the WSC in June 2015 with recommendations.

The survey data will also be shared at the Review Panel kick-off meeting and a Puget Sound Partnership meeting over the next couple of months.

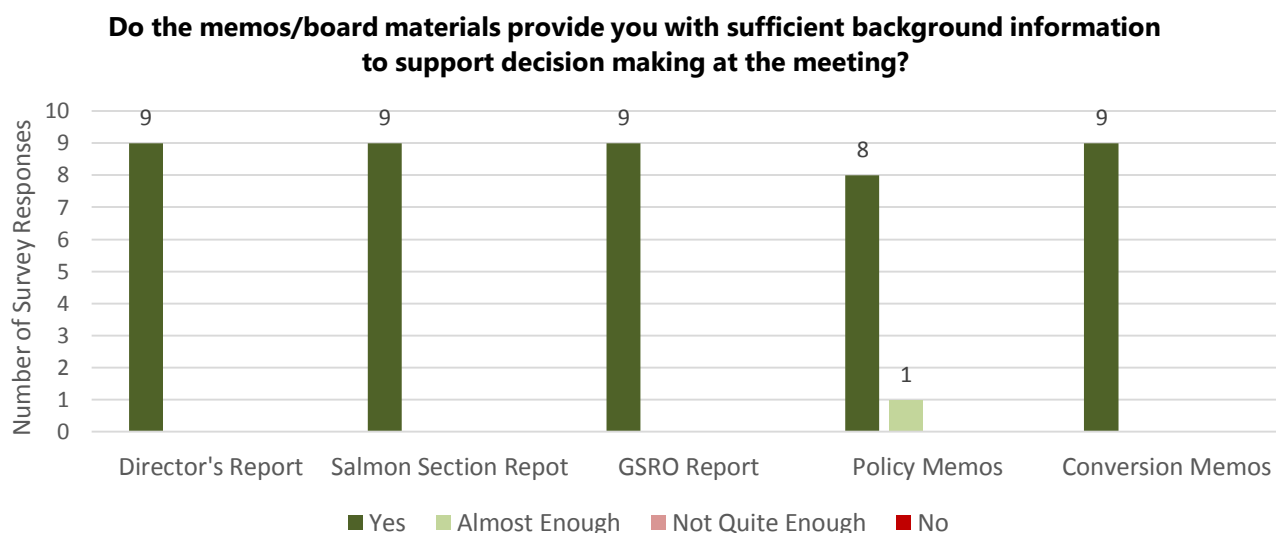
### 2014 Salmon Recovery Funding Board Member Survey

#### Survey Approach

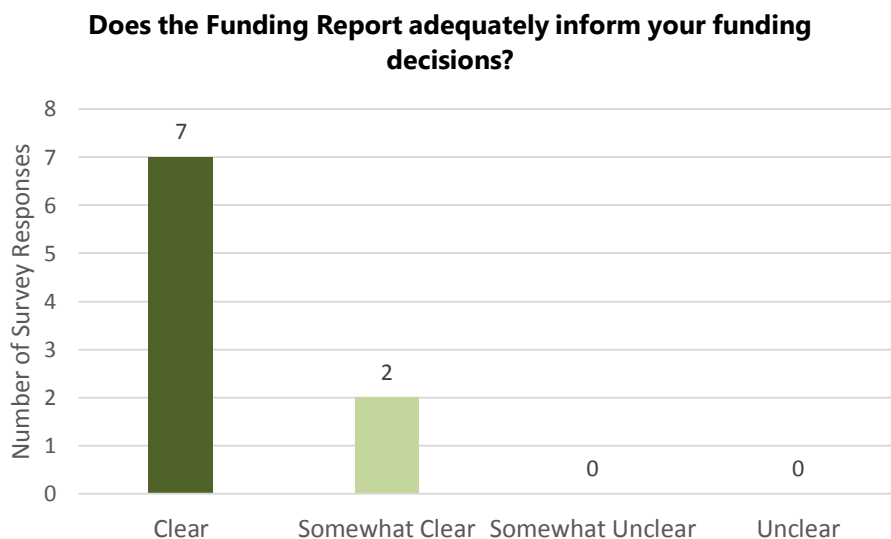
RCO staff requested feedback from SRFB members through a survey distributed on December 9, 2014. The survey closed January 9, 2015 with 9 total responses.

## Survey Results

Board members responded unanimously that memos and other materials provided by RCO staff are clearly written. Eight out of nine board members feel they generally have enough time to review materials before the meeting. One member said he or she had “almost enough” time.



Board members responded that they felt that memos provide sufficient background information to support their decision-making at meetings. There was one comment related to this question series, which asked for further clarification on what is meant by a “conversion memo” and suggested more detail may help the board make decisions.

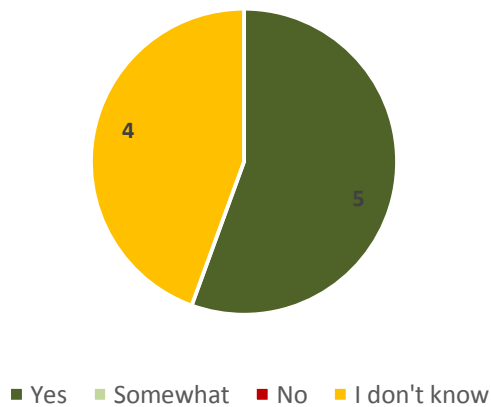


A majority of board members responded that the funding report adequately informs their funding decisions. One board member added a comment that it would be helpful to have additional information on the status of Puget Sound Acquisition and Restoration funds, returned funds, emergency funds, and the relative allocation of Pacific Coastal Salmon Recovery Fund to projects, monitoring, and administrative programs.

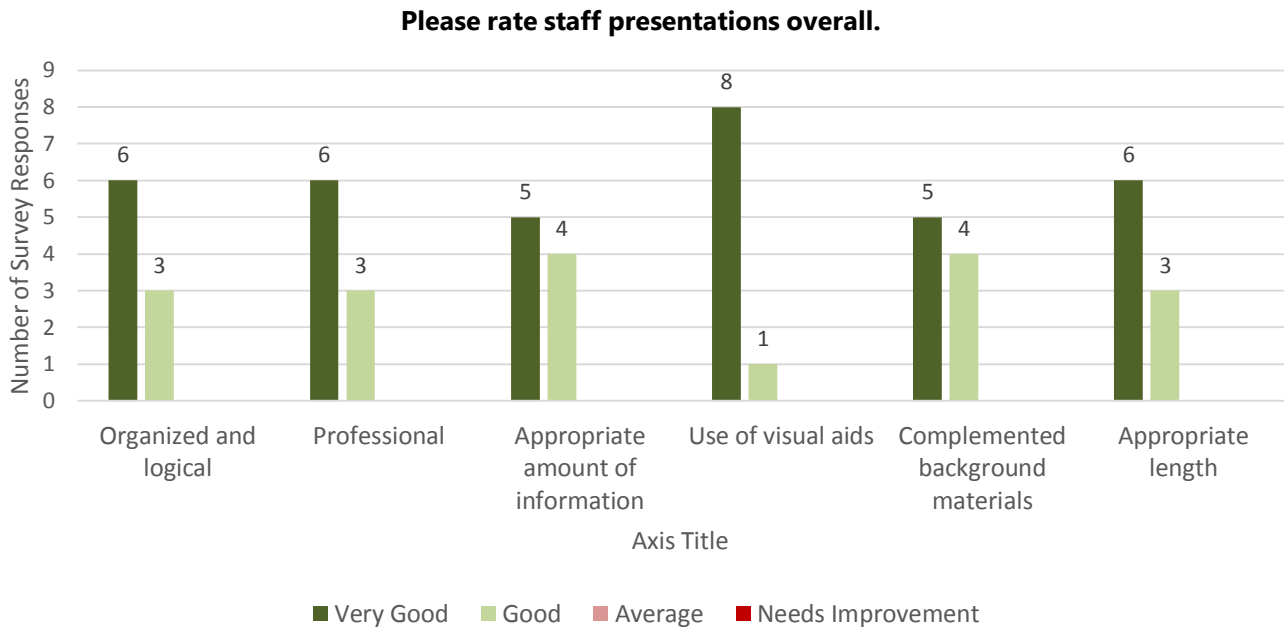


Board members responded favorably regarding meeting management: time allotted for board discussion, opportunity for public comment, and the order of agenda items.

**Are the meeting topics clearly linked to the board's strategic plan?**



A slight majority of board members felt that meeting topics are clearly linked to the board's strategic plan. The remainder replied that they were unsure. Two board members provided comments. One respondent suggested that the board review the strategic plan or that the meeting agenda include a notation for how the strategic plan links to each section. Another respondent asked for information about how monitoring links to the board's strategic plan.



Board members generally gave high marks to staff presentations. Members provided the following comments:

- *Exceptional staff support for the SRFB, especially in the delivery of key information.*
- *Difficult to read most visual aids on screen.*
- *High level of professionalism of the staff. Very approachable and positive group. It may be helpful to have the visual aids available for the Board ahead of time.*

All board members responded that they found the monthly news clippings to be a useful tool. When asked "What else should we know? Are there other questions we should be asking on this survey?" board members provided the following comments:

- *Very well staffed from the Director level down to meeting details. A real joy to work with such a professional team.*
- *Overall meetings are well organized and well run.*
- *I think this is well done and sufficient. RCO gets high marks for its excellent management of work brought to SRFB!*
- *No, but I have a couple comments. The pre-meeting briefings with Kaleen are helpful, and I appreciate that. I can ask questions about issues, and get her perspective on things in a manner that does not interrupt the flow of the meetings. The meetings are much more "scripted" than I had anticipated (I was familiar with the early days of SRFB meetings when the process had not matured), so there is much more emphasis on the SRFB giving strategic direction rather than having to make more tactical decisions. I greatly appreciate that maturation, but many times I do not feel well versed in the issues to be able to provide a meaningful contribution to strategic issues. All in all, I enjoy the process and feel my time is well spent--I hope I am making a meaningful contribution.*

## **How These Data are Being Used**

RCO management and staff are reviewing the full survey responses of the board. Comments and suggestions will be incorporated into future meetings and be used to improve meeting processes.

## **Next Steps**

### **Salmon Recovery Funding Board Applicant Survey**

- Continue to develop ways to simplify the RCO/SRFB grant round process.
- Work with lead entities and other stakeholders to improve and streamline communications about both SRFB and local processes and deadlines.
- In response to low participation, evaluate the objectives and content of the application workshop/webinar.
- Review applicant survey results with SRFB Technical Review Panel members.

### **Salmon Recovery Funding Board Member Survey**

- Review the board's strategic plan with members.
- Continue to develop ways to link meeting topics to the board's strategic plan.
- Consider ways to provide the board with additional fund status information.
- Improve the visual aspects of powerpoint presentations so words and numbers can be read more easily by the board and audience.



## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Performance Update  
**Prepared by:** Jennifer Masterson, Data and Special Projects Manager

#### Summary

This memo summarizes fiscal year 2015 grant management and project impact performance measures for projects funded by the Salmon Recovery Funding Board (board). The data included are specific to projects funded by the board and current as of January 28, 2015.

#### 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

- Project Impact Performance Measures
- Grant Management Performance Measures

### 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 2015. 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 (FFFPP) and Estuary and Salmon Restoration Program (ESRP) are not included in these totals.

Nineteen salmon blockages were removed so far this fiscal year (July 1, 2014 to January 28, 2015), with eight passageways installed (Table 1). These projects have cumulatively opened 24.61 miles of stream (Table 2).

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

Measure	FY 2015 Performance
Blockages Removed	19
Bridges Installed	6
Culverts Installed	2
Fish Ladders Installed	0
Fishway Chutes Installed	0

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

<b>Project #</b>	<b>Project Name</b>	<b>Primary Sponsor</b>	<b>Stream Miles</b>
12-1625	Mill Creek Fish Passage	Fish & Wildlife Dept of	6.75
11-1393	QIN S.F. Salmon River Culvert Replacement Project	Quinault Indian Nation	5.8
12-1325	Moses Prairie Reclamation	Quinault Indian Nation	3.54
11-1462	Coal Creek Culvert Replacement	Pacific Coast Salmon Coalition	2.9
11-1361	Skokomish Estuary Restoration Phase III	Mason Conservation Dist	2.39
11-1336	Lower White Pine Reconnection	Chelan Co Natural Resource	2.24
11-1394	QIN F-17 Road Impounded Pond Enhancement Project	Quinault Indian Nation	0.8
11-1395	QIN F-15 Road Impounded Pond Enhancement Project	Quinault Indian Nation	0.11
11-1587	Mill Creek Passage - Reach Type 6	Tri-State Steelheaders Inc	0.08
<b>Total Miles</b>			<b>24.61</b>

## Grant Management Performance Measures

Table 3 summarizes fiscal year 2015 operational performance measures as of January 28, 2015.

**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>85%</b>	●	A total of 61 agreements for SRFB-funded projects were due to be mailed this fiscal year to date. Staff mail agreements on average 57 days after a project is approved.
Percent of Salmon Progress Reports Responded to On Time (15 days or less)	65-75%	<b>82%</b>	●	A total of 418 progress reports were due this fiscal year to date for SRFB-funded projects. Staff responded to 344 in 15 days or less. On average, staff responded in 9 days.
Percent of Salmon Bills Paid within 30 days	100%	<b>95%</b>	●	During this fiscal year to date, 897 bills were due for SRFB-funded projects. 851 bills were paid on time. Bills may not be paid on time because of incomplete sponsor paperwork or lack of proper documentation. Staff expect performance will improve after the initiation of e-billing on March 31.
Percent of Projects Closed on Time	60-70%	<b>51%</b>	●	A total of 68 SRFB-funded projects were scheduled to close so far this fiscal year. Thirty-five of these projects closed on time.
Number of Projects in Project Backlog	0	<b>15</b>	●	Fifteen SRFB-funded projects are in the backlog. There is no net change from the last board meeting.
Number of Compliance Inspections Completed	43	<b>3</b>	●	Management set a target of 75 SRFB-related inspections for the 2015 calendar year. The target reported here was prorated for the remaining months of the fiscal year.

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Management Status Report: Financial Report  
**Prepared By:** Mark Jarasitis, Chief Financial Officer

#### Summary

This financial report reflects Salmon Recovery Funding Board activities as of January 2015.

The available balance (funds to be committed) is \$7.3 million. The amount for the board to allocate is approximately \$5.5 million; \$3.3 million of which is PSAR returned funds. The amount for other entities to allocate is \$1.8 million.

#### Board Action Requested

This item will be a:

- ☐ Request for Decision
- ☐ Request for Direction
- ☒ Briefing

### Balance Summary

Fund	Balance
Current State Balance	\$203,408
Current Federal Balance – Projects, Hatchery Reform, Monitoring	\$167,523
Current Federal Balance – Activities	\$1,801,863
Lead Entities	\$0
Puget Sound Acquisition and Restoration (PSAR*) & Puget Sound Restoration (PSR)	\$3,286,713 <sup>1</sup>
Estuary and Salmon Restoration	\$361,811
Family Forest Fish Passage Program (FFPPP)	\$1,431,179
Puget Sound Critical Stock	\$0

<sup>1</sup> The PSAR balance is primarily returned funds. The Puget Sound Partnership is working to recommend to Recreation and Conservation Office staff, the use of these returned funds for previously approved PSAR project alternates and cost increases.

## Salmon Recovery Funding Board Budget Summary

For the Period of July 1, 2013 - June 30, 2015, actuals through 01/27/2015 (fm19)  
Percentage of biennium reported: 79.2%

Grant Programs	BUDGET	COMMITTED		TO BE COMMITTED		EXPENDITURES	
	New & Re-appropriation 2013-2015 (\$)	Dollars (\$)	% of Budget	Dollars (\$)	% of Budget	Dollars (\$)	% of Completed
<b>State Funded</b>							
2003-05	\$159,127	\$159,127	100%	\$0	0%	\$159,127	100%
2005-07	\$947,980	\$936,749	99%	\$11,231	1%	\$565,163	60%
2007-09	\$1,892,914	\$1,747,118	92%	\$145,796	8%	\$873,531	50%
2009-11	\$210,888	\$210,888	100%	\$0	0%	\$175,288	83%
2011-13	\$7,238,131	\$7,201,094	99%	\$37,037	1%	\$3,330,186	50%
2013-15	\$14,382,000	\$14,372,656	99%	\$9,344	1%	\$967,661	7%
<b>State Funded Total</b>	<b>\$24,831,040</b>	<b>\$24,627,632</b>	<b>99%</b>	<b>\$203,408</b>	<b>1%</b>	<b>\$6,070,957</b>	<b>26%</b>
<b>Federal Funded</b>							
2009	\$4,221,631	\$4,221,631	100%	\$0	0%	\$4,221,631	100%
2010	\$12,634,686	\$12,547,932	99%	\$86,753	1%	\$8,878,356	71%
2011	\$12,613,585	\$12,613,585	100%	\$0	0%	\$6,275,294	50%
2012	\$19,269,120	\$19,040,124	99%	\$228,995	1%	\$10,269,442	54%
2013	\$18,284,837	\$18,259,830	100%	\$25,007	1%	\$6,805,791	37%
2014	\$18,111,115	\$16,482,484	91%	\$1,628,631	9%	\$516,259	3%
<b>Federal Funded Total</b>	<b>\$85,134,973</b>	<b>\$83,165,587</b>	<b>98%</b>	<b>\$1,969,386</b>	<b>2%</b>	<b>\$36,966,772</b>	<b>44%</b>
<b>Grant Programs</b>							
Lead Entities	\$7,116,504	\$7,116,505	100%	\$0	0%	\$3,395,684	48%
Puget Sound Acquisition and Restoration	\$83,787,108	\$ 80,500,395	96%	\$3,286,713	4%	\$26,860,527	33%
Estuary and Salmon Restoration	\$16,372,137	\$ 16,010,326	98%	\$361,811	2%	\$6,107,196	38%
Family Forest Fish Passage Program	\$11,911,409	\$10,480,230	88%	\$1,431,179	12%	\$8,036,382	77%
Puget Sound Critical Stock	\$2,506,826	\$2,506,826	100%	0	0%	\$1,652,721	66%
<b>Subtotal Grant Programs</b>	<b>\$231,659,997</b>	<b>\$224,407,501</b>	<b>97%</b>	<b>\$7,252,497</b>	<b>3%</b>	<b>\$89,090,238</b>	<b>40%</b>
<b>Administration</b>							
SRFB Admin/Staff	\$4,493,653	\$4,493,653	100%	-	0%	\$2,833,456	63%
Review Panel	\$677,173	\$677,173	100%	-	0%	\$441,513	65%
<b>Subtotal Administration</b>	<b>\$5,170,826</b>	<b>\$5,170,826</b>	<b>100%</b>	<b>-</b>	<b>0%</b>	<b>\$3,274,969</b>	<b>63%</b>
<b>GRANT AND ADMINISTRATION TOTAL</b>	<b>\$236,830,823</b>	<b>\$229,578,327</b>	<b>97%</b>	<b>\$7,252,497</b>	<b>3%</b>	<b>\$92,365,207</b>	<b>40%</b>

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Salmon Recovery Management Report  
**Prepared By:** Brian Abbott, Governor's Salmon Recovery Office Executive Coordinator  
Kathryn Moore, Senior Outdoor Grants Manager

#### Summary

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

#### 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

### Grant Management

#### 2013 Grant Cycle Update

All projects funded by the Salmon Recovery Funding Board (board) in 2013 are under agreement and in "active" status. The active projects are well underway with project implementation.

#### 2014 Grant Cycle

In 2014, Recreation and Conservation Office (RCO) staff and the Salmon Recovery Funding Board Review Panel (review panel) evaluated over two hundred salmon projects. In September 2014, the board approved twenty-six projects utilizing Puget Sound Acquisition and Restoration (PSAR) funds and six projects within IMW areas utilizing salmon state and federal funds.

The 2014 grant cycle included submission and review of five components. The board funded the following three components at the September 2014 board meeting:

- 1) PSAR projects utilizing the remaining 2013-15 PSAR funds.
- 2) PSAR large capital projects utilizing the remaining 2013-15 PSAR large capital funds.
- 3) Projects within the Intensively Monitored Watersheds (IMW) utilizing up to \$2 million reserved by the board to advance the work of the IMWs.

At the December 2014 meeting, the board funded or approved the remaining two components:

- 4) Salmon applications for state and federal funds or as alternate projects. The board approved \$18 million for one hundred projects. The matching contribution for these projects is just under \$12 million.
- 5) PSAR large capital projects for the 2015-17 biennium. The request to approve these projects occurred in advance of funding in order to share the lists with the Office of Financial Management

and the Legislature. Once the Legislature appropriates funds during the 2015 session, RCO staff can quickly put the projects under contract.

### **Family Forest Fish Passage Program (FFFPP)**

In August 2014, the FFFPP Steering Committee approved the 2015 project list for projects proposed for funding consideration. The 2015 list includes 15 projects with 18 barrier crossings. A total of 458 eligible landowners with 678 crossings remain on the waiting list. The Governor's budget for the 2015-17 biennium included \$10 million for FFFPP.

### **Estuary and Salmon Restoration Program (ESRP)**

After releasing a request for proposals (RFP) for projects this year, the ESRP program ranked and recommended a list of 21 projects for funding consideration in 2015. The Governor's budget for the 2015-17 biennium included \$20 million for ESRP.

### **Viewing Closed Projects**

Attachment A lists projects that closed between October 23, 2014 and January 28, 2015. To view information about a project, click on the blue project number. From that link, you can open and view the project attachments (e.g., designs, photos, maps, and final report).

### **Amendments Approved by the RCO Director**

The table below shows the major amendments approved between October 20, 2014 and January 26, 2015. Staff processed 48 project related amendments during this period, most were minor revisions related to project scope or time extensions.

Number	Name	Sponsor	Program	Type	Amount/Notes
<a href="#">13-1401</a>	Klickitat Floodplain Restoration	Columbia Land Trust	Salmon Federal Projects	Project Cost Change	Increase cost by \$59,000 to address sedimentation during construction due to heavy rain event.
<a href="#">12-1648</a>	Ninemile Creek Riparian Restoration	Trout Unlimited	Salmon Federal Projects	Project Cost Change	Decrease costs by \$15,000, scope unchanged.
<a href="#">13-1276</a>	NF Farmhouse Restoration Phase 1 & 2	Nooksack Indian Tribe	Puget Sound Acquisition & Restoration	Project Cost Change	Increase by \$67,283 2011-13 PSAR funding returned from project #11-1572 and \$51,403 returned 09-11 PSAR funds and \$181, 103 in sponsor match to complete engineered log jams.
<a href="#">11-1514</a>	WDFW	Pend Oreille Barrier Prioritization & Assessment	Salmon Federal Projects	Project Cost Change	Increase funds by \$2,900 to Accomplish the full scope.

## Grant Administration

The following table shows projects funded by the board and administered by staff since 1999. The information is current as of January 28, 2015.

- Staff works with sponsors to place “pending” projects under agreement, following approval at the December 2014 board meeting.
- Active projects are under agreement. Sponsors are working on implementation with RCO support for grant administration and compliance.

	Pending Projects	Active Projects	Completed Projects	Total Funded Projects
Salmon Projects to Date	90	467	1,813	2,370
Percent of Total	3.8%	19.7%	76.5%	

This table does not include projects funded through the Family Forest Fish Passage Program or 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.

## Governor’s Salmon Recovery Office

### Salmon Recovery Conference – May 27-29, 2015 Vancouver, Washington

The 2015 Salmon Recovery conference is scheduled for May 27-29, 2015, in Vancouver, WA. Staff from the Recreation and Conservation Office (RCO) and the Governor’s Salmon Recovery Office (GSRO) are collaborating with the Washington Department of Fish and Wildlife (WDFW) to host the event. Long Live the Kings will provide logistical support and a multi-stakeholder Conference Advisory Committee assisted with the agenda development. The call for abstracts, open November 2014 through January 2015, yielded almost 200 submissions. GSRO is in the process of constructing the sessions and tracks, which will likely include plenary sessions covering topics of interest to all. Registration opened after the first of the year.

### Communications Strategy

Pyramid Communications delivered the final communication strategy framework to GSRO in May 2014. Two primary goals of the strategy are to: 1) tell a common story visually, making the message immediately apparent and relevant to the public, and 2) recognize that the funding landscape and cast of champions has changed since 1999, providing the need to target essential decision makers in order to amplify the voice of salmon recovery. The strategy suggests regional-scale changes to communications, including common messaging and an aligned design standard, in order to improve and strengthen communications between key partners in Washington State’s salmon recovery network.

In late August, the board agreed to continue to invest in a communication strategy and funded a series of recommendations. A coordinated workgroup will provide a forum to bring together salmon recovery partners and create an environment for collaboration, innovation, coordination, trust, and relationship building across the various organizations.

Triangle Associates was selected to support the workgroup and facilitate meetings. The first facilitated meeting is scheduled for March 2, 2015. At the same time, regional areas will receive a briefing from Pyramid Communications on the importance of developing a region-specific communications strategy in order to help them develop individual proposals for planning and implementation. A letter of request was



due to GSRO by January 31, 2015. GSRO will work with the regional organizations to match available dollars to their needs.

### **State of Salmon in Watersheds Report**

The 2014 edition of the [State of Salmon in Watersheds](#) (SOSiW) report was published February 2, 2015. GSRO is required by statute (RCW 77.85.020) to produce this biennial report for the Legislature describing progress on salmon recovery efforts.

The Department of Ecology (Ecology) and WDFW produced data for several *State of Salmon* indicators. The data is published to <https://data.wa.gov/>, the state's web-based tool for charting and tracking live data that feeds into the SOSiW report website.

GSRO staff met with the Northwest Indian Fisheries Commission (NWIFC), the Puget Sound Partnership (PSP), and WDFW to increase coordination of data, technologies, and messages for our respective reports: the State of Our Watersheds report (NWIFC), the State of the Sound report (PSP), and our State of Salmon in Watersheds report. Since all three documents report similar indicators, coordination of efforts will decrease pressure on data sources in the long term.

In addition to the website, GSRO produces an [SOSiW Executive Summary](#) both in online and printed formats. GSRO encourages review of the executive summary, which is included with the board member materials. The online version of the report includes new features with interactive multi-media salmon stories that present a range of accomplishments and challenges in salmon recovery from around the state. GSRO will demonstrate example during the February 2015 board meeting.

### **Habitat Work Schedule**

GSRO meets regularly with the new Habitat Work Schedule (HWS) Action Committee, comprised of Lead Entity coordinators, who help to inform GSRO about what system-users need, how to clarify metrics and streamline the system, and which outside data would be useful to bring into HWS. GSRO staff continues to work with Lead Entities to improve the quality of salmon project data and to align HWS and the grant management data from PRISM for historic projects where the data had been out-of-sync. GSRO and the Lead Entities are identifying priority HWS metrics to report across the state at various scales, including in the SOSiW report at the state scale. GSRO and Lead Entities are also working with PSP to report Puget Sound Action Agenda targets using specific PSP metrics that Lead Entities tracked in HWS.

GSRO and RCO worked with the Department of Enterprise Services (DES), Paladin Data Systems, and the Attorney General's Office on a new contract agreement between RCO and Paladin for HWS software licensing and services. The final contract was completed in late 2014. While the process took a considerable amount of time, the results will provide for better outcomes.

### **Fish Barrier Removal Board**

GSRO is serving on the state's Fish Barrier Removal Board, created by the Legislature last session. WDFW is chair of the board, with representative members from the Department of Natural Resources, Association of Washington Cities, Washington Association of Counties, Yakama Indian Nation, Colville Confederated Tribes, Washington Department of Transportation (WSDOT), and GSRO. The purpose of the board is to identify and expedite the removal of human-made or human-caused impediments to anadromous fish passage in the most efficient manner practical. The board tasks include developing a statewide fish passage barrier correction strategy.

Membership, agendas, minutes, and current products are available on the WDFW website at: <http://wdfw.wa.gov/about/advisory/fbrb/>. The board is very interested in using existing human infrastructure (lead entities, Regions, Regional Fisheries Enhancement Groups, etc.) to prioritize projects.

### **Mitigation Matching Demonstration Project**

In 2014, GSRO solicited proposals for a project that matches transportation projects with habitat restoration and protection projects; RCO selected Eldred and Associates. Approximately \$100,000 in funding was included in the state capital budget for this work, which involves developing a tool to enable a landscape mitigation approach and evaluate compensatory mitigation in an ecosystem context. This project will demonstrate how technology can support efficiencies by providing ease-of-access to habitat project lists and mapped locations, which can help permitting agencies and permit applicants to implement projects more efficiently. Mitigation matching can assist the state of Washington and RCO to optimize the benefits of their salmon recovery, habitat protection, and restoration planning by identifying proposed projects and actions that align with transportation mitigation obligations.

The salmon restoration project tracking and reporting systems at RCO, GSRO, and other agencies will help make mitigation matching in Washington State possible. Salmon project information paired with data from WSDOT and other state permitting agency technologies creates an excellent opportunity to test the benefits of mitigation matching. RCO extended the contract with Eldred and Associates through April, 2015 to allow time for testing and finalization of the tool.

GSRO will demonstrate the intended functions of the new tool at the board meeting in February 2015. GSRO and RCO staff are working on a factsheet, a webpage, and other tools that will help inform partners on the progress of this work.

### **Salmon Recovery Funding Board Monitoring Panel**

The recently created Salmon Recovery Funding Board Monitoring Panel (monitoring panel) worked over the summer to create reporting requirements and expectations for contractors and implement the three components of the monitoring program. GSRO staff aligned the monitoring program contracts on the federal fiscal year and added in the new reporting requirements developed by the panel. The five-member monitoring panel is working on updating the monitoring approach and expects to have the document finalized by the end of the year.

## **Attachments**

A. Salmon Projects Completed and Closed from October 23, 2014 - January 28, 2015.

## Salmon Projects Completed and Closed from October 23, 2014 - January 28, 2015

Number	Name	Sponsor	Program	Closed On
<a href="#"><u>10-1832</u></a>	Tucannon LWD Stream Habitat Restoration	Fish & Wildlife Dept of	Salmon Federal Projects	10/24/2014
<a href="#"><u>12-1943</u></a>	Nisqually Steelhead Recovery Plan	Nisqually Indian Tribe	Salmon Federal Activities	10/24/2014
<a href="#"><u>11-1393</u></a>	QIN S.F. Salmon River Culvert Replacement Project	Quinault Indian Nation	Salmon Federal Projects	10/30/2014
<a href="#"><u>11-1394</u></a>	QIN F-17 Road Impounded Pond Enhancement Project	Quinault Indian Nation	Salmon Federal Projects	10/30/2014
<a href="#"><u>11-1462</u></a>	Coal Creek Culvert Replacement	Pacific Coast Salmon Coalition	Salmon Federal Projects	10/31/2014
<a href="#"><u>11-1336</u></a>	Lower White Pine Reconnection	Chelan Co Natural Resource	Salmon Federal Projects	11/3/2014
<a href="#"><u>10-1605</u></a>	Duwamish Gardens Estuarine Rehabilitation Design	Tukwila City of	Salmon Federal Projects	11/7/2014
<a href="#"><u>10-1861</u></a>	McLoughlin Falls 2010	Fish & Wildlife Dept of	Salmon State Projects	11/12/2014
<a href="#"><u>10-1929</u></a>	Tribal Hatchery Reform 2010 Enhancement Projects	NW Indian Fisheries Comm	Salmon Federal Activities	11/13/2014
<a href="#"><u>11-1668</u></a>	Lower Columbia & Cowlitz River Monitoring	Fish & Wildlife Dept of	Salmon Federal Activities	11/13/2014
<a href="#"><u>12-1326</u></a>	Salmon River Culverts Design Project	Quinault Indian Nation	Salmon Federal Projects	11/13/2014
<a href="#"><u>12-1628</u></a>	Implementation Assessment and Project Function	Upper Columbia Salmon Rec. BD	Salmon Federal Activities	11/13/2014
<a href="#"><u>11-1329</u></a>	Abernathy Creek Bridge Removal Project	Cowlitz County of	Salmon Federal Projects	11/17/2014
<a href="#"><u>10-1740</u></a>	Grays Bay Saltmarsh Acquisition	Fish & Wildlife Dept of	Salmon State Projects	11/18/2014
<a href="#"><u>12-1639</u></a>	Touchet River Baileysburg Restoration Design	Dayton City of	Salmon Federal Projects	12/2/2014
<a href="#"><u>12-1948</u></a>	NWIFC Hatchery Reform and Genetics Program 2012	NW Indian Fisheries Comm	Salmon Federal Activities	12/16/2014
<a href="#"><u>13-1001</u></a>	Snake River - Asotin IMW PSMFC 2013	Eco Logical Research Inc.	Pacific States Projects	12/16/2014
<a href="#"><u>11-1580</u></a>	McCaw Reach Fish Restoration Project, Phase A	Walla Walla Co Cons Dist	Salmon Federal Projects	12/17/2014
<a href="#"><u>12-1625</u></a>	Mill Creek Fish Passage	Fish & Wildlife Dept of	Salmon State Projects	12/17/2014
<a href="#"><u>11-1652</u></a>	NWIFC Hatchery Reform and Genetics Program 2011	NW Indian Fisheries Comm	Salmon Federal Activities	12/18/2014
<a href="#"><u>11-1355</u></a>	Hood Canal Nearshore Fish Use Assessment	Wild Fish Conservancy	Salmon State Projects	12/22/2014
<a href="#"><u>11-1361</u></a>	Skokomish Estuary Restoration Phase III	Mason Conservation Dist	Salmon State Projects	12/22/2014
<a href="#"><u>11-1351</u></a>	Lower Big Beef Creek Restoration Design	Hood Canal SEG	Puget Sound Acq. & Restoration	12/23/2014
<a href="#"><u>09-1600</u></a>	WRIA 2 Assessment of Resident and Migratory Salmon	University of Washington	Puget Sound Acq. & Restoration	12/30/2014

Number	Name	Sponsor	Program	Closed On
<a href="#"><u>11-1297</u></a>	Swan Lake Engineering Feasibility Assessment	Skagit Fish Enhancement Group	Puget Sound Acq. & Restoration	12/30/2014
<a href="#"><u>10-1671</u></a>	Upper Elochoman River Salmon Conservation Project	Columbia Land Trust	Salmon Federal Projects	12/31/2014
<a href="#"><u>11-1314</u></a>	Maynard Nearshore Restoration	North Olympic Salmon Coalition	Puget Sound Acq. & Restoration	1/2/2015
<a href="#"><u>12-1634</u></a>	Mill Creek Passage Design - 9th Ave Extension	Tri-State Steelheaders Inc	Salmon Federal Projects	1/2/2015
<a href="#"><u>10-1764</u></a>	Herke Fish Screening, Ahtanum Creek 2	North Yakima Conserv Dist	Salmon Federal Projects	1/6/2015
<a href="#"><u>12-1325</u></a>	Moses Prairie Reclamation	Quinault Indian Nation	Salmon Federal Projects	1/6/2015
<a href="#"><u>11-1587</u></a>	Mill Creek Passage - Reach Type 6	Tri-State Steelheaders Inc	Salmon Federal Projects	1/7/2015
<a href="#"><u>11-1521</u></a>	Downey Creek Bridge Extension	Skagit River Sys Cooperative	Puget Sound Acq. & Restoration	1/13/2015
<a href="#"><u>12-1515</u></a>	Larson's Bridge Reach Phase 2 Preliminary Design	Lummi Nation	Salmon Federal Projects	1/14/2015

## **WSC Officers**

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

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

*Richard Brocksmith  
Skagit Watershed Council*

*John Foltz  
Snake River Salmon Recovery  
Board Lead Entity*

*Rich Osborne  
N. Pacific Coast & Quinault  
Indian Nation Lead Entities*

*Joy Juelson  
Upper Columbia Salmon  
Recovery Board Lead Entity*

*Dawn Pucci  
Island County Lead Entity*

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

## **Members**

*Todd Andersen  
Kalispell-Pend Oreille Lead Entity*

*Vacant  
Chehalis Basin 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*

*Greg Schuler  
Klickitat Lead Entity*

*Mike Nordin  
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*

*Barbara Rosenkotter  
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*

*Denise Di Santo  
Snohomish Lead Entity*

# **WASHINGTON SALMON COALITION**

## **Community-Based Salmon Recovery**



February 17, 2015

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,

This is an exciting time for Lead Entity Coordinators around the state. Our 2015 grant process are beginning, which means that we have posted requests for proposals, hosted grant kick-off meetings, and are working with sponsors, old and new, 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.

### **Lead Entity Legislative Outreach – A Success!**

We are happy to report that our 2015 legislative outreach effort was a success. Ten lead entities participated in the coordinated effort on January 27<sup>th</sup> and collectively, we reached over 30 representatives. As an organization, Washington Salmon Coalition spent substantial time developing an Advocacy Handbook (attached) and training Lead Entity Coordinators in appropriate ways to outreach to elected officials and how to integrate stakeholders, citizens, partners and board members in this outreach effort. Some Lead Entities were unable to participate on the 27<sup>th</sup> but are making an effort to educate the Legislators on projects and LE activities as the legislative session progresses.

WSC, with the help of Long Live the Kings, is tracking Lead Entity interaction with Legislators in a spreadsheet. Additionally, we are hosting weekly legislative update calls for all Salmon Recovery Network (SRNet) participants to coordinate our messaging and approach.

We collaborated with partners to update our outreach materials, which included not only our statewide 'Restoration Works' document but the material created under the auspices of the SRFB-funded Communications Plan. Every organization had the same cover

# WASHINGTON SALMON COALITION

## Community-Based Salmon Recovery



document, with an individualized insert, which for us discussed what Lead Entities are and how we fit into protecting and recovering salmon throughout Washington State.

Communicating with state legislators and other elected officials is important to maintain and increase policy and funding support for salmon recovery. Regular outreach to legislators educates them about the importance of salmon recovery and the ongoing efforts in local watersheds. There is much that salmon recovery leaders can do within their existing capacity, especially making sure their elected representatives and staffs are informed about the successes of the salmon recovery effort.

To demonstrate our local roots embedded deep into our communities and carry our message of economic development to elected officials, many Lead Entities enlisted their Citizen Committee members or Board Members to accompany them to the Capitol. For these folks, the opportunity to interact in the democratic process on an issue they believe in and is something they look forward to every year. One citizen member told a Senator:

“Participating in the Lead Entity process is the one thing I retained from my working life into retirement. It is where I feel I am making a measurable difference in salmon and their habitat on the ground. My voice matters in this process.”

As we move forward, our Funding and Communication & Outreach sub-committees are working together to evaluate our progress and identify any gaps related to outreach and circle back to close any loops that remain.

### 2015 Lead Entity Retreat

Our annual Lead Entity Retreat was held January 27 – 29. The goal of this meeting is to facilitate the interchange of information, relationship building, and mentoring amongst LEs. The highlights of the meeting included collaborative discussions with GSRO, RCO, COR and the Review Panel. We also had great peer-to-peer discussions about Habitat Work Schedule, the WSC Funding Committee, and the stewardship project category.

Lead Entities feel that these in-person meetings are very important so we can stay informed, connected and grow our programs through peer-to-peer learning. We have increased our multi-day meetings from one to two meetings each year and have asked Lead Entities to cover their own lodging so we can extend our annual training budget of \$8,000. Seventeen Lead Entity Coordinators were able to cover their own lodging at this retreat, which saved our training budget \$1,700.

The addition of a professional facilitator and agenda planning support has been valuable and the benefits were obvious both in regard to flow and progress. This support also allowed for full participation of WSC Executive Committee members during the meeting.

# WASHINGTON SALMON COALITION



## Community-Based Salmon Recovery

### Thank You for the WSC Organizational Support

During the March 2014 SRFB meeting, you unanimously approved the Washington Salmon Coalition request to use \$50,000 in anticipated unspent lead entity SRFB capacity grant funds to support WSC's statewide efforts as outlined in our Action Plan. Following that decision, we worked with GSRO/RCO on a hiring process and the contract was awarded to a collaborative approach by Long Live the Kings and Cascadia Consulting.

We are thrilled to have this support and would like to provide an update about how this contract is helping WSC in meeting its short and long-term goals and objectives.

#### **Develop strategies to improve long-term stability of LE/WSC/Salmon Recovery funding:**

- Thanked our congressional delegation for 2014 PCSRF
- Asked Governor Inslee to support RCO's 2015 budget request
- Explored the pros/cons of a non-profit structure for WSC
- Discussed the concepts of Watershed Investment Districts
- Developed the WSC Advocacy Handbook
- 10 Lead Entities participated in legislative outreach on January 27

#### **Build a broader coalition to work with other salmon recovery partners to advocate for salmon recovery and develop common messages and a coordinated approach, while keeping in mind WSC-specific needs:**

- Participate on the Salmon Recovery Network
- Host weekly legislative update meetings
- Served on the Communication planning team
- Serving on the Salmon Recovery Conference planning team

#### **Facilitate the interchange of information, relationship building, and mentoring amongst LEs:**

- Completed the Lead Entity Guidance Document Revision
- Hosted WSC training and education conference, an annual meeting and two ½ day in-person meetings
- Multiple peer to peer sessions
- Created a web-based document library which includes templates, photos, forms and manuals that can be modified for local use, shared WSC documents, GIS files/overlays, etc.

#### **Support effective statewide communication and outreach about the work that Lead Entities accomplish in Washington State watersheds:**

- Lead Entity Story Map
- Localized Press Releases
- Annual update of the LE Directory

With this progress in mind, we think that our group is has been making great headway on our goals and are beginning to embody our broader vision for the Washington Salmon Coalition. The organizational support has been critical and we hope that we will be able to extend this contract into 2016.



# WASHINGTON SALMON COALITION



## Community-Based Salmon Recovery

### Lead Entity Staff Changes

Statewide, we have continued to experience a high rate of turnover among Lead Entity Coordinators. The WSC serves an important resource for helping new Lead Entity Coordinators get up to speed by facilitating the interchange of information, relationship building, and mentoring amongst LEs. To that end, WSC has finalized the Lead Entity Guidance Manual which serves as a comprehensive welcome packet, intended to introduce new hires to lead entity work and provide the contacts and resources to get this important work done. We have attached it for your review and reference.

### Farewell to Barbara Rosenkotter



Barbara began her tenure as the Coordinator for the San Juan Lead Entity in 2005. She served as Chair of the Lead Entity Advisory Group (LEAG, now Washington Salmon Coalition) in 2010/2011. After ten years working in salmon recovery, Barbara is retiring. Her insight and forthright attitude will be greatly missed by all throughout the entire state. Barbara has advocated fervently for implementation of the Chinook Recovery Plan chapter written for the San Juan's, a difficult task that brought her before the SRFB at many December funding meetings to explain why assessments are crucial to establishing a science-driven foundation to projects. With humor and clarity as her allies, she engaged scientists, citizens, policy makers and elected officials in difficult conversations that have moved the needle positively for salmon recovery in her area, in Puget Sound, and all of Washington State. We already miss you Barbara, and hope our paths cross once again on this journey. Best wishes!!

### Lead Entity Vacancies:

Chehalis Basin Lead Entity  
Klickitat County Lead Entity  
San Juan County Lead Entity (effective March 6)

### Statewide News & Updates

#### WRIA 8 working with partners to renew their commitment to salmon recovery

The Lake Washington/Cedar/Sammamish Watershed (WRIA 8) is a partnership of 28 local governments and stakeholder representatives from businesses, community groups, concerned citizens, and state and federal agencies who have been working together on salmon recovery since 2000. The 28 local governments participating in WRIA 8, in recognition of the benefits of working cooperatively toward shared goals and to share the costs of implementing and managing the WRIA 8 Chinook Salmon Conservation Plan, have supported the work of WRIA 8 through an Interlocal Agreement. The current Interlocal Agreement is set to expire at the end of 2015, and partners are in the process of determining whether to renew their commitment to work together on salmon recovery and improving watershed health for another ten years.



# WASHINGTON SALMON COALITION

Community-Based Salmon Recovery



## *Completion of the Lower Mapes Creek Restoration Project*



This project involved daylighting and restoring 440 feet of stream habitat through Be'er Sheva Park, including formation of a new stream mouth delta in Lake Washington and enhancement of existing shoreline habitat. The goals of this project are to increase juvenile Chinook salmon rearing and migration habitat, restore a creek in one of Seattle's lowest income and most diverse neighborhoods, and provide environmental education and stewardship opportunities in an underserved area. This project received SRFB and PSAR funding.

Here is a link to a fact sheet developed for a legislative tour:

[http://www.govlink.org/watersheds/8/pdf/1409\\_4364\\_WRIA8factSHT\\_MAPES\\_CREEK\\_WEB.pdf](http://www.govlink.org/watersheds/8/pdf/1409_4364_WRIA8factSHT_MAPES_CREEK_WEB.pdf)

## *City of Renton identifying restoration opportunities on the Lower Cedar River*

Renton received a PSAR "Project Implementation and Development Award" grant to conduct an assessment of Chinook salmon habitat restoration potential and specific restoration site alternatives in the Cedar River and its floodplain within the City's jurisdiction. This project involves collecting information on current habitat conditions and constraints to restoration, analyzing potential restoration actions, determining feasible restoration projects consistent with the objectives contained in the WRIA 8 Chinook Salmon Conservation Plan and producing conceptual designs for specific restoration actions that can be carried forward to implementation in the future. This work will fill a major gap in the WRIA 8 Chinook Plan, which does not identify specific restoration projects for the Lower Cedar but rather outlines broad restoration objectives for the area.

## *The White River Wood Atonement Project*

Cascade Columbia Fisheries Enhancement Group (CCFEG) sponsored the White River Wood Atonement project which was funded by the Salmon Recovery Funding Board, Rock Island Tributary Committee, and the US Fish and Wildlife Service (USFWS) in December, 2011. The USFWS identified this project opportunity based on research done in the White and Chiwawa Rivers. The lower White River, like most river basins in the West, experienced decades of intensive timber harvest. Large clear cuts on private land, including to the river's edge, occurred as recently as the 1980's.

Logging in the early years generally focused on harvesting trees along the river, as it provided the most efficient method for transporting logs to the mills. The large trees along the lower

# WASHINGTON SALMON COALITION

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White were indeed a mosaic of sizes but included large cedars, white pine, Douglas-fir, and Engelmann spruce, sometimes up to 8 feet in diameter! These highly-prized trees were most easily transported to the mill by floating them downriver once they'd been cut and skidded to the channel. Large, occasionally channel-spanning logjams were likely common on the lower White River and had to be freed by dynamite to get the trees to the Lake or onward to Leavenworth. The loss of these riparian forests and instream logjams resulted in a significant decrease in local fish and wildlife habitat. As a result of these changes, the White River has down-cut vertically, reducing the frequency of flood flows on the floodplain and lowering the water table.

The goal of the project is to reconstruct the role that the downed old growth trees and logjams once provided. During the summer of 2014, CCFEG installed 130 untreated, vertically imbedded trees upstream of the Little Wenatchee Road bridge for approximately 1.5 miles. Project partners installed pilings into existing logjams and in areas where eroding banks would be helped by the accumulation of future wood. Utilizing a helicopter, log jam development was "jump started" by adding whole trees pinched in between the pilings. In order to minimize the construction footprint as much as possible, the site was accessed using only boats and working entirely from the water. Utilizing the river for access, just as the original loggers once did, any potential riparian impacts were eliminated and there were also minimal impacts to the stream environment and adjacent floodplain.

Check out the great photos of the project: [White River Project Photos](#)

## *Record Sockeye Numbers in the Okanogan*

To date, more than 600,000 Sockeye have passed Bonneville in 2014, making this season the highest on record since fish counts began in 1938 at the dam's construction. At Wells Dam, 490,840 sockeye were counted and at Rock Island 581,120.

Favorable ocean conditions, improved juvenile rearing habitat, and improved freshwater migration conditions have all benefited salmon in general this year; however, sockeye returning to the Canadian portion of the Okanogan subbasin have also had the added benefit of the Fish-Water Management Tool (FWMT). The FWMT is an innovative computer model created through a partnership between Douglas County Public Utility District, and the Canadian Okanogan Basin Technical Working Group (COBTWG) which is composed of three organizations; the Okanogan Nation Alliance, Department of Fisheries and Oceans Canada, and the British Columbia Ministry of Water, Land and Air Protection. Together these organizations identified three key limiting factors for Okanogan Sockeye: pre-spawn mortality, mortality from redd scouring, and habitat loss.

# WASHINGTON SALMON COALITION

## Community-Based Salmon Recovery



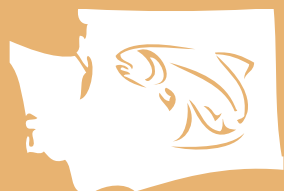
Before implementation of the FWMT, inconsistent flow from the Okanagan Lake Dam would often result in high-density mortality events such as redd desiccation/freezing, redd scouring during incubation, and dewatered redds. Additionally, inadequate flow also reduced spawning habitat and caused a high mortality of spawners in the spawning area immediately below McIntire Dam. The COBTWG recognized that better flow management could reduce the frequency and magnitude of these density-independent mortality events. The FWMT is an internet-accessible decision support system used by Canadian fish and water managers to inform water-release decisions incorporating real-time data such as lake levels, stream flows, snowpack, temperature, and dissolved oxygen, and near-real-time biological data. Development and collaborative use of the FWMT has optimized timing of water releases from Okanagan Lake Dam for sockeye production while balancing multiple human objectives and trade-offs. Implementation of FWMT in the Canadian Okanagan has eliminated or at least minimized density-independent mortality factors that had profoundly limited smolt production from the Okanagan Basin in the past. The FWMT has allowed managers to mitigate the oxygen-temperature “squeeze” that previously limited late-summer sockeye habitat availability in Osoyoos Lake. Since the adult sockeye from the first brood year to benefit from the FWMT returned over Wells Dam in 2008, the sockeye count at Wells has averaged 235,766 compared with the 1977-2007 average of 30,202.

On behalf of WSC, I thank you for your continued support,

A handwritten signature in blue ink, appearing to read 'D. Batura', is written over a light blue rectangular background.

Darcy Batura  
Yakima Basin Lead Entity Coordinator & WSC Chair





**Washington Salmon Coalition**

# Advocacy Handbook

A Guide for Communicating with Lawmakers

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**This Document was developed by the Washington Salmon Coalition Executive Committee in November 2014 to support Lead Entity Coordinators and partners in their salmon recovery outreach and education efforts.**

Chair - Darcy Batura  
Vice Chair- Amy Hatch – Winecka  
Columbia Representative – John Foltz  
Columbia Representative – Joy Juelson  
Coastal Representative – Rich Osborne  
Puget Sound Representative – Dawn Pucci  
Puget Sound Representative – Jason Wilkinson  
Puget Sound Representative – Richard Brocksmith

### Photo Credits

Main Photo: Large wood in the Entiat River, Mike Cushman/Cascadia Conservation District  
Photo 1: River bottom in Methow River, James White/Upper Columbia Salmon Recovery Board  
Photo 2: Project Tours, Twisp River, Joy Juelson/Upper Columbia Salmon Recovery Board  
Photo 3: Night Monitoring in the Entiat River, Mike Cushman/Cascadia Conservation District  
Photo 3: WRIA 8, Mapes Creek Day-lighting Project, Erika Kinno/Aid to Larry Phillips

# WASHINGTON SALMON COALITION ADVOCACY HANDBOOK

## PREAMBLE

Communicating with state legislators and other elected officials is important to maintain and increase policy and funding support for salmon recovery. Regular outreach to legislators educates them about the importance of salmon recovery and the ongoing efforts in local watersheds. There is much that salmon recovery leaders can do within their existing capacity, especially making sure their elected representatives and staffs are informed about the successes of the salmon recovery effort.

The information that follows is intended to help your organization, members of your board of directors, and your volunteers think differently about their advocacy roles, so they can be more effective voices for salmon and habitat recovery. This guide is also intended to allay fears about what is appropriate and/or legal legislative outreach activity. The information that follows applies most directly to people and organizations that are funded through state and federal dollars. Since your organization is paid from public funds you cannot lobby; however, you can provide information that helps our elected officials to effectively lead. It's part of the job.

*"Since your organization is paid from public funds you cannot lobby; however, you can provide information that helps our elected officials to effectively lead."*

## WASHINGTON STATE BUDGET 101

### "BUDGET-OLGY": BIENNIAL BUDGET PROCESS

Many of the Washington State Coalition (WSC) salmon recovery priorities involve an element of funding. Understanding the budget process and terms will help Lead Entities be clear in their communications about these priorities. Both the federal government (via NOAA) and Washington State allocate funds to salmon recovery. A description of the federal Pacific Coast Salmon Recovery Fund (PCSRF) can be found in the Lead Entity Guidance Manual. The Washington State legislature appropriates funds through their biennial process through budgets to the Recreation and Conservation Office (RCO) and other state agencies. The Office of Financial Management (OFM) publishes a guide to the Washington State Budget Process that further describes the process and budget details. Much of the content that follows is from the OFM 2014 "A Guide to the Washington State Budget Process".

*"Understanding the budget process and terms will help Lead Entities be clear in their communications about these priorities."*

## BIENNIAL BUDGET SCHEDULE

Each biennium the legislature enacts budgets that take effect July 1 of each odd-numbered year (see Table 1. for the biennial budget process). The approved budget can be modified in “off” years through revisions referred to as a supplemental budget.

Table 1. The process for preparing and approving a biennial budget includes the following:

BIENNIAL BUDGET SCHEDULE	
<b>JUNE</b>	Office of Financial Management (OFM) issues budget instructions to state agencies
<b>SEPTEMBER</b>	Agencies submit budget requests, coordinated by OFM
<b>OCTOBER/NOVEMBER</b>	OFM review and Governor’s decisions
<b>DECEMBER</b>	Governor proposes budget to legislature (point at which cabinet agencies (RCO) must message in support of Governor’s budget. The Governor’s budget is not legislation.
<b>JANUARY</b>	Legislature convenes
<b>JAN – MAY</b>	Legislature develop and debate budget bills (timing varies with each session). Groups who cannot advocate for or against current legislation are now prevented from commenting for or against a budget bill
<b>APRIL/MAY</b>	Legislature passes budget
<b>MAY/JUNE</b>	Governor signs budget
<b>JULY 1ST</b>	New budget takes effect

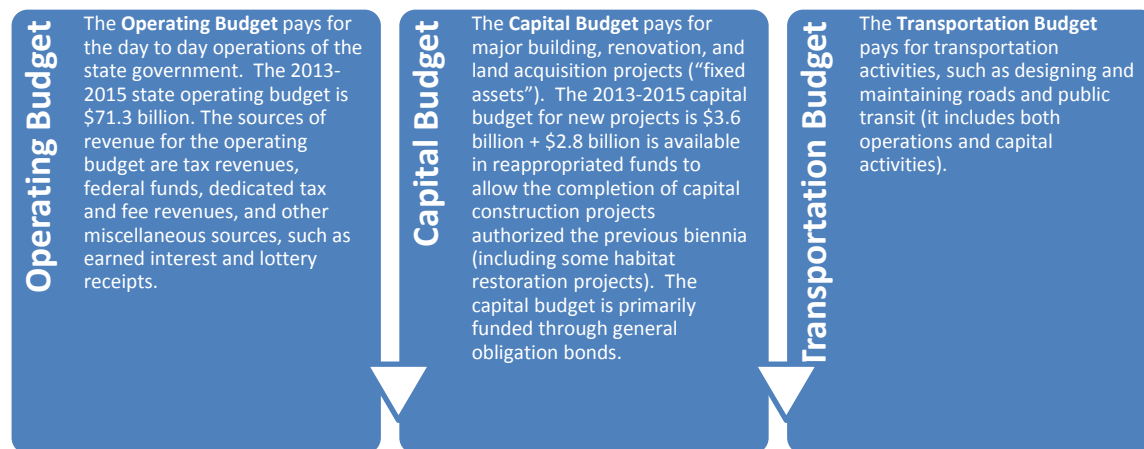
*Note: Once the Governor’s budget is published, state agencies must restrict their communications to the Governor’s, rather than their proposed, budget. Private citizens may still advocate for amendments to the Governor’s budget (additions or deletions).*

## BUDGET DIFFERENCES

The legislature must also approve the use of federal funding by state agencies such as the annual allocation of Pacific Coast Salmon Recovery Funds. The state budget is divided into seven categories of services. Natural Resources include expenditures for environmental protection and restoration, including salmon recovery. Natural Resources made up 2.3% of the budget in 2013-2015. There are three state budgets that serve different functions and have different revenue sources (Figure 1). The WSC priorities include both the operating budget (AKA general fund) and the capital budget.



Figure 1. Table of the three state budgets and the functions they serve.



#### REAL WORLD EXAMPLE

When comparing the state budget to your own finances, consider that the Operating Budget is like your checking account with deposits coming in (revenues) and expenditures going out (expenses). The Capital Budget is more like your home equity loan, where you are given money up front to pay for a large expense and over time you must pay back the cost plus interest over time. This becomes a debit of the state, and constitution limits the amount of state general obligation debt that may be incurred. Because these are general obligation bonds (bonds whose repayment is guaranteed by the "full faith and credit" of the state), these funds must be used to acquire or improve an "asset" (value of ownership that can be converted to cash). In other words, you should not pay your grocery bill with your home equity loan and the State should not use bonds to pay for non-asset expenses like staffing.

#### DO'S AND DON'TS OF LEGISLATIVE OUTREACH & MESSAGING

##### AS LEAD ENTITY COORDINATORS USING GENERAL FUND DOLLARS, **WE MAY:**

- **Educate** on various issues and their impact.
- **Meet with a non-legislative group**, such as a school board, the state board of health, a chamber of commerce, a civic club, police chief, a trade association, etc.
- **Host** or attend appreciation luncheons, breakfasts, legislative wrap-up sessions and the like.
- **Sponsor a candidates' forum**, as long as you do not endorse a candidate or take a position on an issue to be voted on, such as a referendum or constitutional amendment.
- **Inform legislators** about the results of nonpartisan analysis, study or research.
- Inform collaborative members about legislation.
- **Write a letter** that provides general education on an issue, but does not include a call to action on specific legislation.
- **Answer** fully and directly if asked about a specific bill by an elected representative or their staff.



## AS LEAD ENTITY COORDINATORS, **WE MAY NOT:**

- **Participate or intervene in, directly or indirectly, any political campaign** on behalf of any candidate for public office. This includes both partisan and non-partisan races.
- **Support, oppose or endorse, in any way, any candidate** who is running for a public office.
- **Ask a legislator to vote** for or against a particular bill.
- Ask a collaborative member to contact their legislator and **ask them to vote for or against** a particular bill.
- Send a letter to legislators and **ask them to veto a bill**.

## EDUCATION VS ADVOCACY VS LOBBYING:

**Education** includes information such as a program description, goals, current budget, people served, accomplishments and impacts, etc. Anyone can educate decision-makers and citizens about the importance of policies, legislative or budget issues.

**Advocacy** is a catch-all term covering many forms of “speaking up.” Community education, giving testimony at a public hearing, talking about a program or issue you believe in, joining a lawsuit to force land use reforms are all forms of advocacy.

**Lobbying** occurs when you support or oppose a specific candidate or elected official or a specific piece of legislation (including budgets and appropriations bills).

- Lobbying is a one kind of advocacy, and a very specific one: communication with elected officials or their staff that is intended to influence specific legislation. It refers to “specific legislation” AND reflects a view on that legislation.

**EDUCATION:** Does not make value judgments or seek legislative action.

**ADVOCATING:** Conveys a value in a general sense. “Clean air is good, and we should protect the environment.”

**LOBBYING:** Makes a value judgment and does seek specific legislative action.

### EXAMPLE:

Let's say a WA State Budget bill is proposed that allocates \$15 million towards SRFB projects instead of the \$40 million requested. If you, or your collaborative, meets with your legislator to talk about salmon recovery funding, you are lobbying if you say, "Don't vote for the bill." You are not lobbying if you say, "We are concerned about the potential impact of reduced funding on the effective and timely implementation of recovery plans."

### ANOTHER EXAMPLE:

If you talk to your State Senator about large wood and the role it plays in habitat restoration, and mention a wood project in their area that has been effective, that is advocacy. If you say “that is why we want you to vote for HB 1234” the conversation has become lobbying.

## DEFINITIONS: DIRECT LOBBYING VS. GRASSROOTS LOBBYING

Lobbying comes in two forms: **DIRECT** and **GRASSROOTS**.

**DIRECT LOBBYING** can be either:

- Communicating your views on pending legislation to an elected official or a member of their staff; or,
- If you are part of a membership organization, asking your group's members to contact their legislators about a pending budget or bill (Urging a position on ballot initiatives and referenda is also included here because in these cases the voters are the ones casting the vote for or against a specific piece of legislation so urging the voters to vote a particular way is the same as urging a position when speaking with an elected official.)

**GRASSROOTS LOBBYING** is a little different. It covers attempts to influence specific legislation by encouraging the general public to express a view to their legislators. It counts as grassroots lobbying if it:

- Refers to specific legislation;
- Reflects a view on that legislation; and
- Encourages readers/listeners to take lobbying action with respect to that legislation.

*"While paid from public funds, you cannot lobby, but, you can provide information to help elected officials understand how decisions could impact salmon recovery efforts."*

That last item, the "call to action," would either:

- Urge contact with an elected official
- Give the elected officials'/staffs' address, phone, ways to contact;
- Include a postcard or petition, or
- Identify legislator(s) as opposed or undecided, as being the reader's legislator, or a member of a key committee dealing with the legislation.

### EXAMPLE:

**TEST - Advocacy or Lobbying?** House Bill 1234 would provide protection for private landowners from the downstream impacts of Large Woody Debris projects. Potential actions,

1. Call your representative and ask them to vote for the bill = **lobbying**.
2. Tell coalition members that this bill exists and encourage them to take action = **grassroots lobbying**.
3. Tell coalition members and other partners that this bill exists = **advocacy**.
4. Tell state and local officials how the bill would impact the implementation of salmon recovery = **advocacy**.

## HOW TO PREPARE FOR YOUR MEETINGS

Check your local representative's website to see what is important to them. Think about logical ways to align our work with their top priorities. Know what legislative district you reside in and familiarize yourself with any current legislation. Send a letter to your senator or representative requesting a meeting (see sample letter below).

---

## SAMPLE LANGUAGE TO REQUEST A MEETING:

Dear Senator/Representative \_\_\_\_\_,

On behalf of the [Your Organization], I would like to request a meeting with you on January 22 to discuss the status of our efforts to restore, enhance, and protect salmon and their habitats in your district. Attending the meeting will be:

- [Name, Title, Affiliation]
- [Name, Title, Affiliation]
- [Name, Title, Affiliation]

As you may know, Lead Entities are the backbone for locally-based recovery efforts, bringing together Tribes, federal and state agencies, local governments, citizens, non-profits, business, and technical experts to make local decisions. We coordinate projects that represent an investment in local and rural economic development through family-wage job creation and retention. Your constituents benefit from our approach to salmon recovery as it keeps decisions rooted in our communities and not in the hands of the Federal government.

Please contact me at either XXX-XXX-XXXX or [email address] to confirm our appointment. We look forward to meeting with you to discuss our work and how we can help you stay on top of emerging salmon recovery issues as you work with your colleagues on statewide policies and legislation.

Sincerely,

[Name, Title, Affiliation]

---

## SAMPLE PREP CARD FOR YOUR MEETING:

When you are able to set up a meeting with a legislator, don't worry, you have all the tools and information you need! Plus, you will only have a very short time to meet – by the time you introduce yourself, share you handouts, let your Citizen's talk (if you have the opportunity to bring them along), and hit on a few local projects, you'll be done before you realize it. The key and take home message for your meeting is that you are making face-to-face contact and that you are a well-connected person in your watershed that the legislator or their staff can contact about salmon habitat recovery or other watershed related topics.

❖ **Print your Grab and Go: Legislative Outreach Information Card (See Appendix B)**

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## GUIDANCE ON LEGISLATIVE OUTREACH

## GUIDANCE ON LEGISLATIVE OUTREACH FROM THE 2011 SALMON RECOVERY FUNDING REPORT:

In the longer term, salmon recovery leaders should consider building alliances with other conservation leaders to advance salmon recovery needs. The successes achieved by the Environmental Priorities Coalition and the Washington Wildlife and Recreation Coalition illustrate the benefits of powerful alliances. Efforts to secure an endorsement for salmon funding needs in the annual environmental priorities process would be a good first step in building a stronger coalition behind salmon recovery.

Use the existing capacity among salmon recovery lead entities, regional recovery groups, Governor's Salmon Recovery Office, and other state agency partners to maintain existing federal and state fund sources by:

- Keeping their state and federal **elected officials and staff informed** on salmon recovery activities and successes in their areas.
- **Coordinating briefings** and preparation of educational materials for use with state and federal elected officials.
- **Using the existing capacity** of jurisdictions and organizations involved in lead entity and regional recovery organizations to support salmon recovery funding.
- **Integrating these responsibilities into the deliverables** in GSRO contracts to support lead entities and regional recovery groups.

The Washington Salmon Coalition and Council of Regions should upgrade their capacity to participate in state and federal budget processes by:

- **Tracking legislation and budget actions** during legislative and Congressional budget processes.
- Coordinating the preparation of **informational materials** for state and federal elected officials during legislative and Congressional budget processes.
- **Developing alliances** between the salmon recovery community and other environmental coalitions, including the Environmental Priorities Coalition and the Washington Wildlife and Recreation Coalition.
- **Seeking endorsement** for salmon funding needs in the annual budget priorities of the Environmental Priorities Coalition.
- Considering **retaining a coordinator** to assist with these efforts.

## GENERAL GUIDANCE ON THE LEGISLATIVE PROCESS FROM THE STATE'S WEBSITE:

[HTTP://WWW.LEG.WA.GOV/PAGES/HOME.ASPX](http://www.leg.wa.gov/pages/home.aspx)

Every year the Legislature meets to engage in the process of public decision making. The objective is to reach consensus on a wide range of issues affecting every citizen and the future prosperity of Washington State. The process involves cooperation to make critical decisions in everyone's best interests. We have chosen representatives to carry out the difficult task of determining which laws and policies will best serve these interests. However, to effectively perform their job, legislators rely heavily on input from many different sources. They receive a great deal of technical information from their staffs, state agency personnel and professional lobbyists. Yet, much of what they actually decide depends on the views, interests and preferences of the citizens who elect them. This is precisely how the legislative process was designed to work. It is based on a close, open and positive relationship between elected officials and the citizens whom they represent. You can actively participate in the legislative process in a variety of ways. Select the method that allows the fullest expression of your personal interest and commitment, but follow some basic steps.

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## KNOW HOW THE PROCESS WORKS

For your individual participation to be most effective, a basic understanding of the whole legislative picture is essential. If there is something you do not understand about the process, ask someone who can provide an answer. Here are some resources:

- Call the Legislative Information Center at 360.786.7573.
- Call your legislator's office.
- Read the [How a Bill Becomes](#) a Law page (or watch [I'm Just a Bill from Schoolhouse Rock](#)).
- Learn [how to read](#) a bill.
- See the OFM-published "[A Guide to the Washington State Budget Process](#)" (latest published June 2014).
- Read the [Legislative Overview](#) page.
- Listen to or watch broadcasts of committee hearings to see how they are conducted. All committee hearings are broadcast live in streaming audio over our internet website and many hearings are televised live on [TVW](#).

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## MAKE YOURSELF THE EXPERT

Before you address an issue, do some homework. Know the whole issue: who it affects, what others feel about it, how it will influence future trends, and any other information you are able to gather. Thorough research allows you to present your viewpoint with confidence and credibility, and, combined with your personal experience, is the most effective information you can provide.

Remember, the **Legislative Process is set up to answer 3 questions:**

- 1) Is the bill a good idea? (Answered in Policy Committees)
- 2) Is the bill a good use for Tax dollars? (Answered in Appropriations/Ways & Means Committees)
- 3) Can the bill win support of 51% of voters? (Answered on House & Senate Floors)

While paid from public funds, you cannot lobby, but, you can help provide information to determine the answers to all three. It's part of the job.

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## GET TO KNOW YOUR LEGISLATORS

To make a difference in the legislative process, you must develop a relationship with your legislators and their staffs. Keep in mind that you can work effectively with someone, regardless of the personal opinions either of you may hold. Although you are unlikely to agree on every issue, you can still build a positive relationship in the long run.

**Personal Visit:** Call the office, introduce yourself, tell the legislator or the legislative assistant what you would like to discuss, and make an appointment for a visit. Use the [Member Rosters](#) to find the phone numbers. If you plan a visit, be prepared for your discussion. Know what you want to say, be factual, and make your comments as brief and specific as you can. If you do not know something, be willing to admit it and offer to follow up with more information later, which is also an avenue for further discussion.

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## GET TO KNOW LEGISLATIVE STAFF

Legislators rely heavily on professional staff for information gathering and analysis. You can play an equally supportive role by making sure staff is aware of the perspective your personal knowledge and experience can provide. Legislative staff works on a wide range of issues. They always appreciate new sources of clear and accurate information, and they can provide you with the most current information they have.

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## NETWORK WITH OTHER CITIZENS

Much of the information you need to be effective in the legislative process can be obtained from other concerned and active citizens. Most interest areas are represented by informal citizen groups, if not formal membership organizations. Find out whether there are groups that share your concerns and establish a network. A group of concerned citizens can be much more effective working together, rather than as separate individuals trying to accomplish the same goal.

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## OPPORTUNITIES IN THE “OFF SEASON”

Use opportunities in the interim year in the biennial legislative budget cycle to build relationships with legislators and their staff, and get them in the field, and meet in a coffee shop.

Ideas for outreach in the interim:

- Tour of recently completed projects.
- Tour of emerging issues in salmon recovery.
- Attend our local salmon recovery conference.
- Any other relevant opportunity.

## AFTER YOUR MEETINGS: CONTINUE TO BUILD RELATIONSHIPS

Local and regional partners should seize the opportunity to strongly advocate to the legislature for enthusiastic and energetic leadership from the state in salmon recovery. Below are some ideas to continue to build relationships after your meetings:

- **Attend a Town Hall Meeting.** Most legislators conduct periodic town hall meetings at various locations in their district. This is a good opportunity to meet your legislator and to express your views and concerns in an informal setting.
- **Write a letter.** Express your views and request the member's attention through the mail. Make your letters brief, to the point, clear, and formal. Include your mailing address and phone number so the legislator knows where to respond. Use the [Member Rosters](#) to find the mailing addresses.
- **Send an e-mail message.** Like letters, e-mails should be brief, to the point, clear, and formal. Include your name and mailing address, as well as your e-mail address, and let the legislator know how you'd prefer to be contacted. Use the [Member E-mail Address](#) list to find the e-mail addresses for legislators.
- **Call the toll-free Legislative Hotline.** You can call the toll-free Hotline at **1.800.562.6000** to leave a message on any issue.
- **Testify before a committee.** Make your views and positions known by testifying before a committee that is having public hearings on an issue or bill.

# APPENDIX A: Washington Salmon Coalition Messaging

## WASHINGTON SALMON COALITION MESSAGING

### TARGETED FEDERAL PRIORITIES

#### PACIFIC COASTAL SALMON RECOVERY FUND

The Pacific Coastal Salmon Recovery Fund (PCSRF) was established by Congress in 2000 to reverse the declines of Pacific salmon and steelhead and support salmon recovery efforts in California, Oregon, Washington, Idaho, Nevada, and Alaska. This program is essential to preventing the extinction of the 28 listed salmon and steelhead species on the West Coast and is the primary source of funds for habitat project implementation in Washington. Funding for each of the eligible states is distributed through a competitive grant process administered by NOAA Fisheries.

#### SIGNIFICANCE AND POTENTIAL IMPACT

- A \$65 million Federal appropriation for PCSRF provides status quo funding for salmon recovery throughout the recovery area. An appropriation less than \$65 million will reduce the amount available for the Salmon Recovery Funding Board grant round and lead entity capacity funding.

### TARGETED STATE PRIORITIES

#### LEAD ENTITY FUNCTIONALITY

There are 25 lead entities in Washington State, which guide the implementation of regional salmon recovery plans and are integral to empowering local communities' participation in salmon recovery. Lead entities are responsible for recruiting, reviewing, and prioritizing habitat protection and restoration projects funded by the Salmon Recovery Funding Board and ensure that projects have local support, are scientifically-sound, and are fiscally responsible.

Established by law (RCW 77.85), lead entities consist of:

- A lead entity coordinator (staff person)
- A committee of local, technical experts (technical committee)
- A committee of local citizens representing a variety of interests (citizen committee)
- A lead entity grant administrator (the fiscal agent)

All state agencies were asked to submit budget options that reduce general fund expenses by 15% for the 2015 – 2017 biennium. This reduction to RCO's budget would lower lead entity funding by \$149,287.

#### SIGNIFICANCE AND POTENTIAL IMPACT

- A 15% reduction to RCO's general fund allocation will reduce capacity funds provided to lead entities. Maintaining lead entities' current levels of service requires maintaining the level of operating funding appropriated for the 2013 – 2015 biennium (\$907,000).

#### STATE MATCHING FUNDS FOR PCSRF

A significant portion of the funding necessary for salmon recovery in Washington is derived from the Pacific Coastal Salmon Recovery Fund (PCSRF), which requires matching funds of at least 33 percent from the state. State bond funds appropriated for the SRFB grant program are used for this match and, on occasion, a portion of the bonds appropriated for the PSAR and FFFPP programs.

#### SIGNIFICANCE AND POTENTIAL IMPACT

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- On a biennial basis, \$40 million in general obligation bonds in the state capital budget for the Salmon Recovery Funding Board grant program provides the necessary PCSRF match to allow for continued protection and restoration of critical salmon habitat. Matching funds less than this amount threaten the availability of federal funds for the SRFB grant round.

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#### STATE FUNDING FOR THE LEAD ENTITY PROGRAM

From 2000 – 2006, the state and federal government (through PCSRF) equally shared the cost of the lead entity program. Beginning in 2007, Washington reduced support for the lead entity program from the state’s general fund by \$711,771 (nearly 50%). This reduction has been maintained since that time. In response, the Salmon Recovery Funding Board continues to shift a portion of federal PCSRF funds away from projects to make up for the loss in capacity funding and to support the legislatively-established framework for salmon recovery coordination in Washington. Doing so puts Washington at a competitive disadvantage relative to other states competing for PCSRF funds.

#### SIGNIFICANCE AND POTENTIAL IMPACT

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- The addition of \$770,000 in state general funds to RCO’s budget will rebalance the state/federal funding share for lead entities, resulting in a \$1.67 million state match to the federal share. Restoring state funding for the lead entity program will enhance the state’s competitiveness for federal PCSRF funds and will provide the capacity to bolster efforts within communities to develop priority projects and advance and report on implementation.

#### MISCELLANEOUS PRIORITIES, AKA THINGS THAT WOULD BE AWESOME

Aside from the targeted priorities listed above, several objectives are important and relevant to the work of WSC and individual lead entities but are not directly tied to current legislative requests. These include:

- Additional capital funding to support high priority, implementation-ready habitat projects.
- Exploring the creation of new funding authorities to provide sustained resources for large, complex projects involving a phased approach to planning, design, implementation, and maintenance.
- Funding for monitoring and evaluating our actions, which cannot be funded with existing resources but is necessary to understand whether recovery actions are effective.



# APPENDIX B: Grab and Go, Legislative Outreach Information Card

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## GRAB & GO: LEGISLATIVE OUTREACH INFORMATION CARD

### PREPARATION:

1. **BE PREPARED:** Print this page to help you plan. Be well prepared for your discussions.
2. **RESEARCH:** Check your local representative's website to see what is important to them.
3. Know what **LEGISLATIVE DISTRICT** you reside in and familiarize yourself with any current legislation.

### MEETING:

1. **INTRODUCE YOURSELF** (and Citizen members or others if they are present). Give a brief introduction to describe a Lead Entity, your purpose, and the watershed you represent. Focus on the objectives of salmon recovery; explain the goals of the program and how your organization helps to reach those goals.
2. Provide **THANKS** for the work they have already done.
3. Focus on **CURRENT LEGISLATION** and reserve any non-legislation related meetings, tours, etc. for the interim.
4. **MAKE IT LOCAL:** provide local project data, impact, need, etc.
5. **QUESTIONS:** Ask them how you can help *them*. (see "WSC Messaging" below for suggestions). Make sure to ask if they have any questions, answer the best you can – if you don't have a good answer, just say that you will follow up with them (and do).
6. **AVOID JARGON:** use language they know.
7. **DON'T DEBATE** or argue with your legislator when you disagree. Simply thank the member for the time spent with you and express a desire for further discussion.
8. **YOU ARE A RESOURCE:** Make sure that you let the Legislator know the purpose of your meeting is to make contact for future communication and that you are a resource available for them or their staff – this is the key take-home message you hope to leave.
9. **HANDOUT MATERIALS:** Provide briefing materials as a part of your discussion or as a leave behind.
  - Provide the Legislator with the **WSC Restoration Works Document** (Appendix B) and hit on a few of the key points of your choosing – this information has resonated with Legislators on both sides of the aisle because it highlights the locally based Washington Way approach to salmon habitat recovery that we Lead Entities hang our hat on.
  - Provide the Legislator with your **two-pager from the Lead Entity Directory** – you can choose to highlight whatever you want on these pages, the interest groups your LE includes, or your contact information for future use.
  - Provide the Legislator with your **local information handout** (if you've created one). This can be any additional information you'd like to highlight.

- Make sure you leave the Legislator with your **business card or contact information**.
10. **FOLLOW-UP:** Make letters and e-mail formal, specific, and concise. Keep your follow up information simple and targeted towards the specific information they have requested – do not overwhelm them. Make sure you understand exactly what additional info is asked for, and provide it promptly along with your thanks for their time.

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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## Welcome!

Welcome to the Lead Entity Program. This packet is intended to introduce you to lead entity work and provide you with the contacts and resources to get that work done. We look forward to working with both you as a Lead Entity Coordinator and as a member of the Washington Salmon Coalition, a network of Lead Entity Coordinators and salmon recovery partners from around the state.

In this packet you will find three modules:

### Section 1: Overview

- Introduction to Lead Entities
- Process Overview
- Salmon Recovery Funding Board
- Regional Recovery Plans
- Funding Process
- Governor's Salmon Recovery Office
- Why are Lead Entities important?
- Region and LE maps
- Contracting with RCO
- Annual LE Work Flow
- Databases to know
- Washington Salmon Coalition (WSC)
- Legislative Outreach
- Glossary

### Section 2: Contacts and Calendars

- Contact list
- Meeting and deadline calendar for 2015

### Section 3: *Different approaches* (**Coming soon**)

- *Variations on running the Lead Entity process*
- *Example differences between Lead Entities, Regions*
- *Where to find more resources on other LE process*

Please don't hesitate to contact us if you have any questions.

Sincerely,

*Darcy Batura*

Washington Salmon Coalition Chair

*Amy Hatch-Winecka*

Washington Salmon Coalition Vice Chair

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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## ***Section 1: Overview for New Lead Entity Coordinators***

### **Introduction to Lead Entities**

Lead entity organizations were created in 1999 and perform an essential role in salmon habitat recovery activities in Washington State as provided in Revised Code of Washington [\(RCW\) 77.85 Salmon Recovery \(HB2496\)](#).

#### *What is a Lead Entity?*

Lead Entities are local, watershed-based organizations that function to solicit, develop, prioritize, and submit habitat protection and restoration projects for funding to the Salmon Recovery Funding Board (SRFB). They consist of:

- Lead entity grant sponsor
- Lead entity coordinator (usually a county, conservation district, or tribal or regional organization staff)
- Technical Advisory Group
- Citizens Committee

*Chapter 77.85.040.1(b) of the RCW details the Lead Entities structure and project list development*

The local technical experts assist in implementation of salmon recovery strategies as well as in the identification and prioritization of projects. The local citizens committee is responsible for finalizing a prioritized project list and submitting it annually to the SRFB for funding consideration. In the salmon recovery regions of the state, Lead Entity strategies and adopted plan chapters serve as the foundation for implementing recovery at a local level.

Lead Entity funding is provided by the state legislature (state and federal funds) through the SRFB, which is administered by the Recreation and Conservation Office (RCO) to support the infrastructure and capacity needs of Lead Entities. Many Lead Entities have additional and alternative funding sources specific to their watersheds and regions such as funding from flood control districts or private power companies who operate dams.

*Capacity funding = the funding for planning and program implementation (i.e. salaries, outreach materials, etc). Capital funding = the funding that pays for project implementation (design, construction, etc),*

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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## Process Overview

*How do Lead Entities work?*

### Strategy/Recovery Plan Implementation

Each Lead Entity uses a salmon recovery strategy or executes an adopted salmon recovery plan chapter to guide its selection and ranking of projects. These strategies and chapters were identified in the 2005 recovery chapters and have been adapted as appropriate since that time. Ideally, the strategy has prioritized geographic areas, identified types of restoration and protection activities, identified salmon species needs, and identified local socio-economic and cultural factors as they relate to salmon recovery. These stakeholder-supported strategies increase effective decision-making by Lead Entities as well as define and clarify roles between Lead Entities and the broader salmon recovery infrastructure.

Links to the regional recovery plans can be found [here](#).

### Project Sponsors

Potential project sponsors use the Regional Recovery Plan, Lead Entity Strategy, and recent research as a tool to identify and propose high priority salmon habitat restoration and protection projects. Project sponsors are typically public or private groups or individuals, such as a Regional Fisheries Enhancement Group (RFEG), a city, county, tribe, state agency, conservation district, community group, or a non-profit or private party. See RCO's Manual 8 and 18 for more on everything you need to know on eligible projects, the application process, and reimbursements:

[Manual 8](#)

[Manual 18](#)

Project applicants fill out a project application and submit it to the Lead Entity for consideration. Project applicants are required to obtain landowner acknowledgement forms from affected landowners to ensure the success of projects funded through the Lead Entity and/or regional process. The Lead Entity then utilizes its local technical and citizens committees to evaluate and prioritize the projects in its own unique but consistent way. Each Lead Entity has a slightly different process to reach the same outcome. See module 3 for some examples of how the process varies across the state.

### Local Technical Committee

The technical committee, made up of local technical experts, rates the projects on their technical merit. These local technical experts are often the most knowledgeable about the local watershed, habitat, and fish conditions. Their expertise is invaluable to ensure priorities and projects are based on ecological

*For examples of project selection criteria from different Lead Entities, see the Habitat Work Schedule library or Lead Entity websites:  
<http://hws.ekosystem.us/>*

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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conditions and processes. They judge projects on the basis of their technical merits, benefits to salmon, and the certainty that the expected benefits from the project will develop. See module 3 for some examples of how the process varies across the state.

## Local Citizens Committee

The technical committee submits its evaluation of projects to the citizens committee. In addition to local citizens, participants on citizens committees may include local, state, federal and tribal government representatives, community groups, environmental and fisheries groups, conservation districts, and industry representatives. Representatives from the Regional Fisheries Enhancement Groups also participate on Lead Entity citizen committees.

The citizens committee is critical to ensure that priorities and projects have the necessary community support for success. Citizens committee members are often the best judges of the community's social, cultural, and economic values as they apply to salmon recovery. They are also the best judges of how to increase community support over time through the implementation of habitat projects.

The citizens committee ranks the project list, and submits it through the Lead Entity and/or recovery region for SRFB funding consideration. See module 3 for some examples of how the process varies across the state.

## **Washington's Salmon Recovery Funding Board**

The SRFB (aka "SuRF Board") is administered by the Recreation & Conservation Office (RCO) and is composed of five citizens appointed by the Governor as well as five state agency directors. The Board brings together the experiences and viewpoints of Washington's citizens and major natural resource agencies. There are eight types of projects that can be submitted by applicants through the Lead Entity and/or region for funding consideration:

- acquisition
- in-stream diversion
- in-stream passage
- in-stream habitat
- riparian habitat
- upland habitat
- estuarine and marine nearshore
- assessments and studies (non-capital projects)

Though the process varies between Lead Entities depending on local needs, the SRFB evaluation generally occurs in three phases:

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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- 1) The local Lead Entity, coordinating with its regional organization, evaluates and ranks applications in its area. The Lead Entity and region may use locally developed information and criteria to prioritize projects.
- 2) The SRFB reviews all projects for eligibility based on current criteria and policies. Decisions regarding eligibility are reviewed first with the assigned RCO grant manager.
- 3) The SRFB Scientific Review Panel evaluates each project proposal for technical merits and will identify specific concerns regarding the salmon benefits and certainty of success.

## **Regional Recovery Plans**

The Endangered Species Act requires that the federal government develop recovery plans for species at risk of extinction. The agency overseeing recovery plans for anadromous fish, including salmon, is the National Oceanic and Atmospheric Administration (NOAA).

The federal government measures the health of fish populations based on Evolutionarily Significant Units or Distinct Population Segments. The federal government determined that recovery plans should be developed for each unit or segment listed as at risk of extinction under the Act.

To coordinate the work of recovery planning and implementation, eight regional organizations (Hood Canal, Lower Columbia, Middle Columbia, Northeast Washington, Puget Sound, Snake River, Upper Columbia and Washington Coast) formed, roughly along the lines of the regional recovery areas. Seven of the eight have written regional recovery plans adopted by the federal government. Regional organizations relied on Lead Entities and local watershed groups when writing regional recovery plans and incorporated Lead Entities' strategies into those plans. The regions work together as the Council of Regions. [See figure C in this document for a map of these regions.](#)

## **SRFB Funding Process**

The funding that is available for SRFB to allocate is a combination of state and federal funds. The federal funding is through the Pacific Coast Salmon Recovery Fund (PCSRF aka "PaC SuRF") administered by NOAA to Washington, Oregon, California, Idaho, and Alaska.

The Governor's Salmon Recovery Office, administered by RCO, applies annually for this federal funding. One reason that Washington State is so competitive for federal NOAA PCSRF funding, is due to the robust local project development

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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and prioritization process at the scale of each Lead Entity. Historically, Washington has received the largest allocation of all of the states. See the box below for an explanation of the “Washington Way”.

NOAA reports annually to Congress on the use of the funds, and Washington state legislators play a key role in ensuring that the federal budget includes PCSRF funding. The total funding level for the last several years has been \$65 million, with approximately \$20 million going to Washington State, which is then matched by state funding.

## Resources

For more on PCSRF: [Click here](#)

For more on SRFB: [Click here](#)

For more on regions and tracking progress: [State of Salmon Report](#)  
[Regional organizations](#)

[Manual 18](#)

[Manual 19](#)

[All recent RCO manuals](#)

[Washington Way](#)

[Other documents related to  
Salmon Recovery](#)

### ***The Washington Way***

*When Washington’s salmon populations were listed under the Endangered Species Act in the late 1990’s, the Legislature and the Governor empowered watershed groups to work on improving conditions for salmon. Seven regional salmon recovery organizations and over 25 Lead Entity areas now coordinate the work of thousands of people working across the state to restore our rivers, streams, forest, and shorelines. These groups are working with scientists; local, state, tribal, and federal governments; and agriculture, timber, fisheries, business, and conservation interests to identify and implement local solutions that meet the needs of people and salmon. These groups come together to coordinate their efforts in regional forums, providing a cost-effective and efficient approach to salmon recovery.*



# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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The following diagrams depict the funding process.

Figure A focuses on the overall allocation of salmon recovery funds, tracking the Pacific Coast Salmon Restoration Fund dollars from congress to Washington State and the Lead Entities.

Figure B focuses on the local Lead Entity grant process, showing how funding is distributed at the local level.

## Flow of Federal Pacific Coast Salmon Recovery Funding (PCSRF) to Local Level

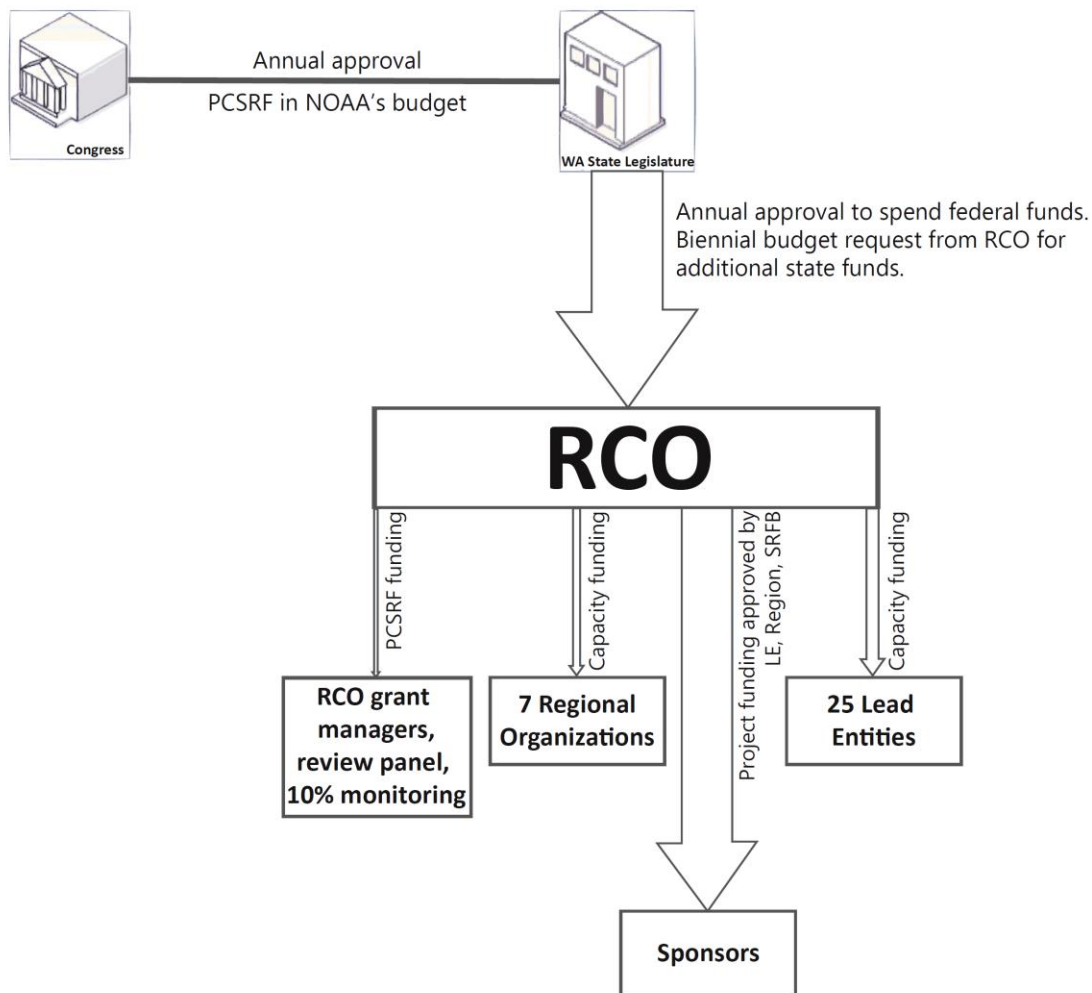


Figure A. The annual funding process for RCO's administration of federal PCSR to the regions, Lead Entities, and project sponsors. Arrow size roughly represents the amount of PCSR dollars distributed. While Project Sponsors must operate through both Lead Entities and Regions to obtain funds through the

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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local grant process, the actual grant contracts are administered directly to project sponsors from RCO. Each Lead Entity has an assigned salmon grant manager. To find yours, [click here](#).

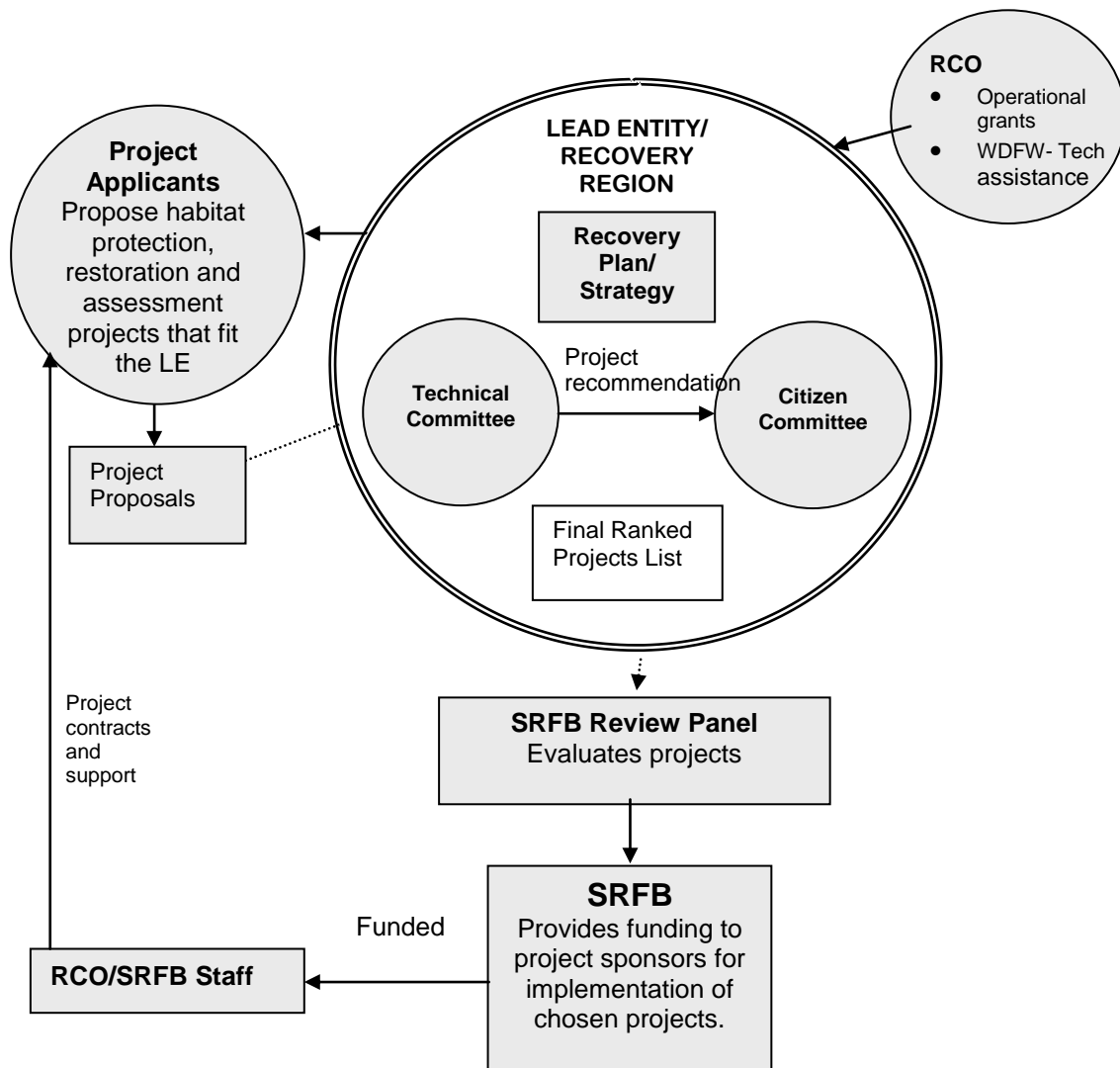


Figure B. Diagram of the project funding process at the local level.

The Salmon Recovery Funding Board (SRFB) annually allocates funding to regions, who then allocate funds locally for Lead Entities. The Lead Entities then

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

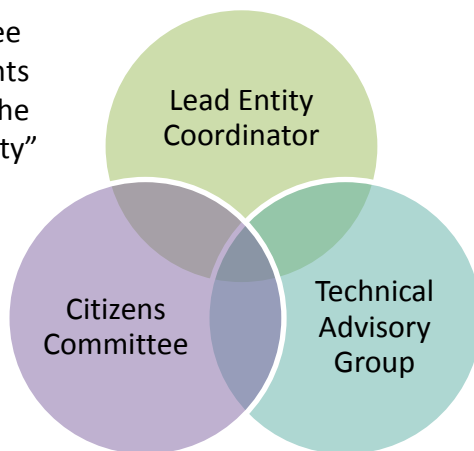
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run competitive grant rounds to provide funds to eligible salmon recovery projects. The Lead Entities in conjunction with regional organizations play a pivotal role in the SRFB process. While the grant round has traditionally spanned from early spring through early winter, the lead entities are involved in the process all year. See Manual 18 for more detailed information on the Recreation and Conservation Office's Salmon Recovery Funding Board process and support of regions and Lead Entities.

The Washington State Legislature established the Salmon Recovery Funding Board (SRFB) in 1991 to administer salmon recovery funds appropriated by the Legislature and Congress, and to assist with a broad range of salmon restoration, protection, and related activities.

Lead Entities were authorized by the Legislature in 1998 ([RCW 77.85.050](#)). To create a Lead Entity, the cities, counties, and tribes within a geographic area comprised of one or more watersheds or Water Resource Inventory Areas formed a mutual agreement. Lead Entities establish and support a citizen-based committee and technical advisory committee, develop and adapt strategies, and garner community support for salmon recovery.

These three  
components  
make up the  
"Lead Entity"



Applicants must submit their project proposals to the local Lead Entity rather than directly to the SRFB. The Lead Entity is responsible for assembling a ranked list of projects from its area. The Lead Entity, working with regional organizations as appropriate, establishes its own deadlines for applications to accommodate its review process. Lead Entities within regions are responsible for complying with the region's application process. It is desired, but not required, that regions create one prioritized project list. At a minimum, the region must provide a recommendation for funding its component Lead Entity lists.

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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Often LEs are well through a grant round before knowing how much is available to award to projects. This is due to the timing of the federal funding approvals by Congress as displayed in Figure A. Lead Entities take different approaches to partially funding projects when the approved project costs exceed the funding available for a grant round. This decision at the local level often depends on the project type and amount available. Depending on the region there are additional funding sources for some projects, and LEs can approach the allocation of funding to different types of projects strategically based on the funding requirements. Examples of these additional funding sources are BPA, Puget Sound Acquisition and Restoration Fund, WWRP, ESRP, Floodplains by Design and local funds like that available to King County via their Flood Control District. Talk to your regional organization to learn more about additional funding sources in your area.

The Lead Entities (coordinating with their regional organizations) evaluate and rank project proposals from their area. Lead Entities and regions may use locally-developed information and criteria to prioritize projects, including criteria that address social, economic, and cultural values. SRFB will review all projects for eligibility. Project applicants and their Lead Entities are encouraged to consult with SRFB staff early in the application process to determine any questions of eligibility. Decisions regarding eligibility are reviewed first with the assigned SRFB grant manager and then confirmed with the salmon section manager. When eligibility continues to be questioned, the director shall provide a final review. The director may request assistance from the SRFB Review Panel as well.

The SRFB Manual 18 can be found online at: [http://www.rco.wa.gov/documents/Manuals&Forms/Manual\\_18.pdf](http://www.rco.wa.gov/documents/Manuals&Forms/Manual_18.pdf) and provides more in depth information regarding the current SRFB grant round and the Lead Entity's role in that process.

Salmon Grant Project staff contacts can be found at: <http://www.rco.wa.gov/rco/staff.htm>

## **Governor's Salmon Recovery Office**

The Governor's Salmon Recovery Office was established by the Legislature, through the Salmon Recovery Planning Act, and charged with coordinating a statewide salmon recovery strategy. Other tasks include:

- Helping develop and implement [regional recovery plans](#).
- Securing funding for local, regional, and state recovery efforts.

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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- Helping prepare the biennial [State of Salmon in Watersheds](#) report to the Legislature.
  - [GSRO Website](#)
  - [Executive Summary](#)
- Advising the [Salmon Recovery Funding Board](#) and the [Forum on monitoring salmon recovery and watershed health](#).

The Recreation and Conservation Office provides support for the Governor's Salmon Recovery Office

## **Why are Lead Entities important to salmon recovery?**

Lead Entities provide an infrastructure to guide investments.

The Lead Entity infrastructure is built at the watershed level with the involvement of local stakeholders representing diverse interests. Directly involving the communities allows them to understand their watersheds and the needs of fish while providing the opportunity to build consensus on how to best protect and restore habitat. Accountability checkpoints are built in throughout the process of evaluating and ranking projects based on the Lead Entity strategy and criteria (see details in Process Overview section). This infrastructure helps ensure that the best projects, *those that provide the highest certainty of success and greatest benefit to salmon*, are funded and implemented.

Lead Entities build partnerships and trust.

Lead Entities engage a wide range of participants who may act as project sponsors, committee members, agencies providing technical and process support, and on-the-ground volunteers. The partnerships and relationships forged through the Lead Entity program over the past nine years constitute a sustainable network of individuals and organizations devoted to making salmon recovery a reality within each watershed. Lead Entities provide an arena for participants of diverse interests to work toward common solutions for salmon recovery, making difficult decisions possible. Participants have included landowners, tribes, non-profit organizations, fisheries, environmental organizations, neighborhood and other community groups, private business/industry, local, state, and federal governments, and local citizens.

Lead Entities combine local science and social values to identify salmon recovery projects.

The complementary roles of the local technical and citizens committees are essential to ensure that science and community priorities intersect. In this manner the highest priorities of the watershed rise to the top, and the salmon habitat protection and restoration projects proposed for funding and

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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implementation are cost-effective and balance technical and socio-economic factors.

Lead Entity projects funded by the SRFB leverage substantial funding and volunteers.

Since 1999, the SRFB has awarded hundreds of millions of dollars to projects identified by Lead Entities for salmon recovery activities across the state. Matching funds are leveraged from a variety of sources, including private landowners, industry, non-profit groups, as well as tribal, federal, state and local governments. Numerous individuals have been directly involved in the 25 Lead Entity programs across Washington State. Additionally, each of the projects can attract the efforts of numerous volunteers, extending awareness of salmon recovery efforts to the broader community.

Lead Entities prioritize projects to maximize the public's investment.

Lead Entities use regional recovery plans and habitat strategies to guide habitat project lists. Habitat strategies ensure that salmon habitat projects will be prioritized and implemented in a logical and sequential manner that produces habitat capable of sustaining healthy populations of salmon.

## Region and Lead Entity Maps



Figure C. Eight salmon recovery regions of Washington state. Seven of the eight regions have a formally recognized regional organization made up of Lead Entities (Northeast WA does not have a regional organization).

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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An Interactive Version of the map in Figure C is available [here](#).

An interactive map of the 25 Lead Entity areas is available [here](#).

Each region is working towards recovery for different species. The [State of the Salmon](#) report provides an overview of the species, the context for recovery (human dimensions like population size, number of jurisdictions, etc.), and the major limiting factors to recovery in each region:

A [Lead Entity Directory](#), updated annually, provides additional detail on each Lead Entity's geography, structure, committee members and contact information.

The Directory is a public document describing the value of Lead Entities, their role in salmon recovery, and a description of how they function that compliments the more detailed information found in this document. The two-pages about each LE are modular and can be used as standalone documents in outreach packets about your local Lead Entity (see Legislative Outreach below).

## **Contracting with RCO**

Lead Entities receive their operational (a.k.a. "capacity") funds from a grant distributed by RCO and managed by the Lead Entity Program Manager in the Governor's Salmon Recovery Office. Grants are awarded on a biennial basis; however contracts are written or amended on an annual basis to correspond with the state fiscal year (July 1 – June 30).

Contracts are written for the first year of a state fiscal biennium allocating each lead entity half of their biennial grant amount. Upon close of the fiscal year unspent funds are no longer available to the lead entity.

At the end of the biennium, funds cannot be reallocated. For this reason, if you expect to have any unspent funds at the end of a biennium, please notify RCO by the end of April so that funds can be reallocated prior to the close of the biennium on June 30.

RCO expects invoices to be submitted at least quarterly and no more than monthly. Until the end of the current fiscal year (June 30, 2015), each Lead Entity is expected to submit invoices with a customized Excel workbook. RCO is developing an e-billing system that is expected to be in place for the biennium beginning July 1, 2015. The e-billing system will replace the workbooks.

Progress Reports documenting the tasks completed to date are due to RCO on April 1 and October 31. Refer to the current Lead Entity Operational Grants

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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Policy and Procedures in Manual 19 for more detailed contracting information.  
[http://www.rco.wa.gov/documents/manuals&forms/Manual\\_19.pdf](http://www.rco.wa.gov/documents/manuals&forms/Manual_19.pdf)

## **SRFB Grant Round 101**

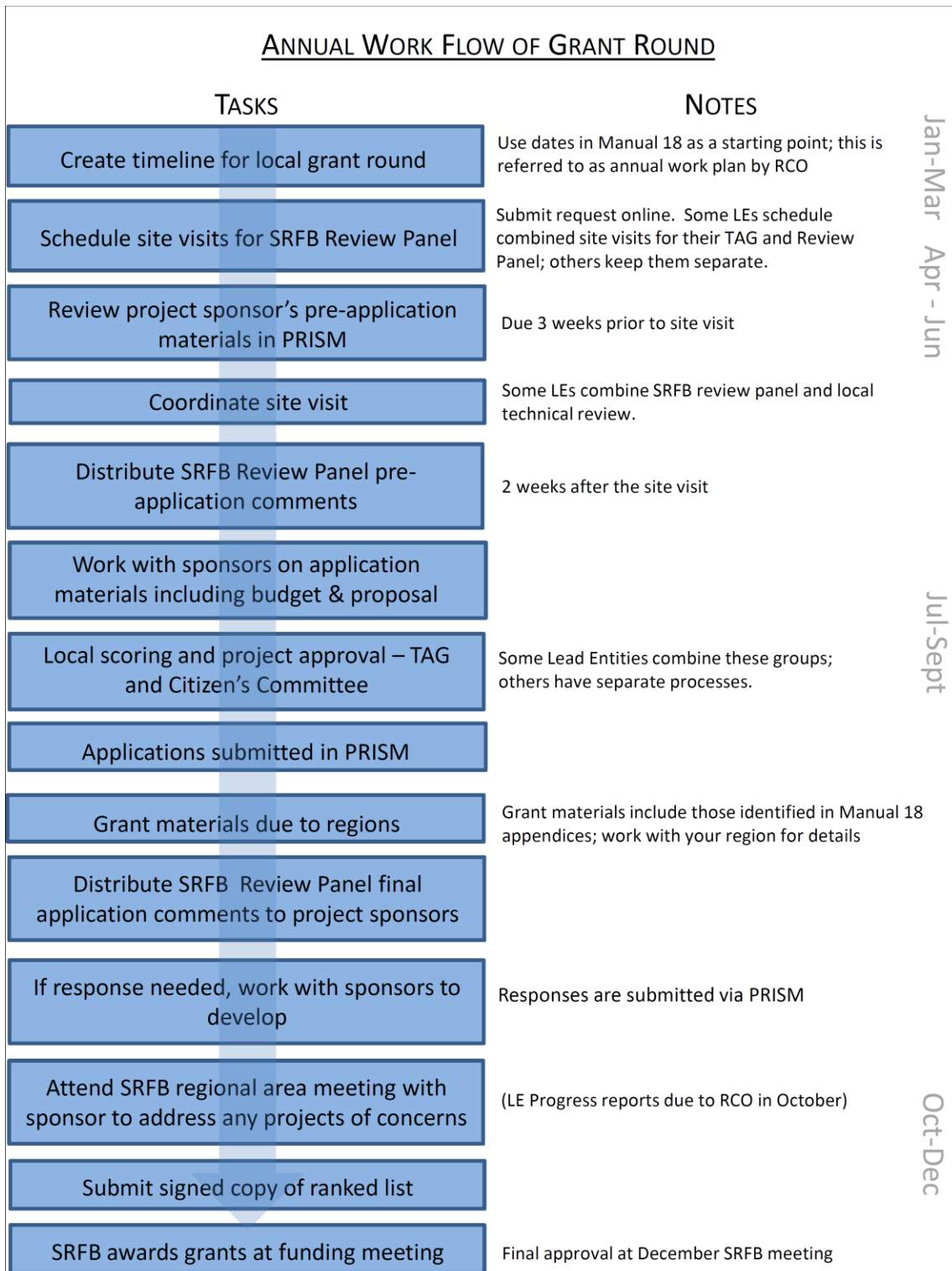
Each Lead Entity has a slightly different process and timeline, below is a generalized flow chart for what a new Lead Entity Coordinator can expect during the annual grant round

Each year, the specific dates for the grant cycle are published in Manual 18. Note that your region may have its own deadlines in addition to those in the manual. Check with your region before finalizing your grant round schedule.



# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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## **Databases to know:**

### Habitat Work Schedule System (HWS)

The Habitat Work Schedule (HWS) System is a centralized web-based tool that helps Lead Entities and others interested in salmon recovery map habitat restoration projects and track the progress of recovery plan implementation. Each Lead Entity has a slightly different structure to their HWS site and uses the information differently.

HWS can include more than projects funded by SRFB, unlike PRISM, discussed below. It may include projects that have yet to be proposed for funding, or those that have received funding outside of the methods overseen by SRFB (e.g. Conservation Reserve Enhancement Program (CREP), Floodplains by Design, National Estuary Program, etc.). Information can be made public or private in this system.

The HWS system aims to reduce data entry and data duplication. It will also transfer project information to the RCO PRISM Database for those projects that receive funding through SRFB grants. The HWS System will also have the ability to interface with more specialized project monitoring databases as they come online.

The public portal of HWS also has a document library, which houses important information for Lead Entities to share and learn from each other. Only certain users can upload documents; please contact the WSC Chair or Kiri Kremer at GSRO if you would like more information or would like to post your local grant round or outreach documents.

<http://hws.ekosystem.us/>

\*Lower Columbia uses Salmon Port rather than HWS.

### **Project Information System (PRISM)**

PRISM is RCO's accounting and project management database. It is used for all the recreation, conservation, and salmon recovery grant programs and contracts administered by RCO. These include the Washington Wildlife and Recreation Program (WWRP), the Non-highway and Off-road Vehicle Access Program (NOVA), the Aquatic Lands Enhancement Account (ALEA), and many others. PRISM is open to the public for applying for grants, reviewing information on funded projects, and producing reports about projects.

[http://www.rco.wa.gov/prism\\_app/about\\_prism.shtml](http://www.rco.wa.gov/prism_app/about_prism.shtml)

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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Each project in PRISM has a web-based snapshot page, and the database can be searched on a number of parameters at:

<https://secure.rco.wa.gov/PRISM/search/ProjectSearch.aspx>

The differences between HWS and PRISM are as follows:

PRISM	HWS
Tracks RCO grants, billings, funding, and contracts in great detail.	Salmon and habitat focus
RCO grants include salmon habitat and recreation program funding (as well as all other grant programs administered by RCO)	Helps plan and prioritize work in each watershed
Tracks and reports salmon PCSRF metrics to NOAA	Tracks conceptual projects
Shares data with HWS and Salmon Port (Lower Columbia)	Builds work plan documents
	Tracks changes in habitat
	Shows progress towards goals at many scales
	Tracks statewide funding sources (beyond RCO)
	Stores monitoring information

## **Washington Salmon Coalition**

The Washington Salmon Coalition (WSC) is the advisory body and association for Lead Entity Coordinators from around the state. Before 2013 it was known as the Lead Entity Advisory Group (LEAG) (see below for more on its history).

The mission of WSC is “to support and strengthen the 25 Lead Entities in Washington State in their endeavor to restore, enhance, and protect salmonids and their habitats in a scientifically-sound manner than engages local communities and supports our economy.”

WSC meets in person and through conference calls approximately 5 times per year. These meetings rotate between the west side of the state (generally the Seattle/Tacoma area) and the east side (generally the Central WA / I-90 corridor area). All Lead Entities are welcome and encouraged to participate in WSC

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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meetings, as are other salmon recovery partner organizations such as WDFW, GSRO/RCO, Council of Regions (COR), Puget Sound Partnership, and others.

## **WSC History:**

This group was originally constituted to provide advice to the Department of Fish and Wildlife (WDFW) on current and emerging policy issues associated with salmon recovery, and was called the Lead Entity Advisory Group (LEAG). Over time, LEAG evolved to mainly support the Lead Entity Program by serving as a forum for discussing lead entity issues and improving communication with the Salmon Recovery Funding Board (SRFB), RCO, WDFW, the Governor's Salmon Recovery Office, other state agencies, the Council of Salmon Recovery Regions, and other interested groups. Education and coordination in general are a central focus and theme. In December of 2013, the group changed their name to the Washington Salmon Coalition (WSC). The roles of Lead Entities and of WSC should evolve with the needs of salmon recovery and the changing landscape of Washington State's economy.

## **WSC Goals:**

WSC seeks to effectively communicate as a unified voice to represent the interests of Lead Entities and their communities statewide while providing a communication forum for discussing emerging Lead Entity issues, and for developing strategies for addressing these topics. WSC seeks to foster relationships and share best practices amongst colleagues and provide educational opportunities for the 25 Lead Entities in Washington State. WSC communicates as a collective voice that salmon recovery as the "[Washington Way](#)" is yielding statewide results.

## **WSC Membership:**

WSC is made up of one representative from each of the Lead Entities across the state. Each lead entity shall appoint a WSC representative and an alternate for their lead entity. Lead entity representatives and alternates can be, but are not limited to, lead entity coordinators, citizen committee members, and technical committee members. WSC member positions will be filled as vacancies arise with names provided to the WSC Chair as requested.

The current Washington Salmon Coalition Mission, Structure and Action Plan, can be found on the HWS library, or by contacting the Chair or Vice Chair.

Members are encouraged to participate in one of the committees that execute the Action Plan: Communications & Outreach Committee, Funding Committee, and Habitat Work Schedule Action Team. The meeting schedule for each committee is presented in Module 2.

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## **Lead Entity Program Manager:**

The Lead Entity Program Manager is a RCO/GSRO employee whose main responsibility is managing the Lead Entity program and their contracts. The Program Manager is available to provide input on the development of WSC agendas. The Program Manager may provide agency perspective on WSC topics and assist with communication between individual Lead Entities and/or WSC and GSRO/RCO leadership.

Sarah Gage is the Lead Entity Program Manager: (360) 902-2217;  
[sarah.gage@rco.wa.gov](mailto:sarah.gage@rco.wa.gov)

## **WSC Meeting Guests/Partners:**

Salmon Recovery Funding Board staff, as well as the Department of Ecology, Department of Natural Resources, Department of Fish & Wildlife, the Governor's Salmon Recovery Office, Puget Sound Partnership, Council of Regions, Department of Transportation, Regional Fisheries Enhancement Groups, Department of Agriculture, the Conservation Commission, and other partners are encouraged to attend and participate in WSC meetings and activities. SRFB requests for WSC comments or input have a high priority in the agenda setting process. WSC functions are open meetings. Guests are welcome to attend and to participate in discussions.

## **WSC Agendas:**

The Chair, in consultation with WSC members and the LE Program Manager, decides upon the specific agenda items for a given meeting. The WSC Chair develops and distributes the draft agenda to all WSC members and other interested parties as an information service. Requests for the agenda of a particular WSC meeting should be given at least two weeks in advance of the WSC meeting. Documents requiring review prior to the WSC meeting must be submitted to the WSC Chair at least two weeks before the meeting as well. WSC agendas shall designate between action/decision and discussion items. Draft agendas shall be approved by WSC consensus at the beginning of each meeting.

## **Current WSC Members and Executive Committee**

The 2014-2015 WSC Executive Committee:

Member	Lead Entity	Seat	Email	Telephone
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# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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Darcy Batura	Yakima Basin Lead Entity	Chair	<a href="mailto:dbatura@ybfwrp.org">dbatura@ybfwrp.org</a>	(509) 453-4104
Amy Hatch-Winecka	WRIAs 13 & 14 Lead Entity	Vice Chair	<a href="mailto:amyhw@thurstoncd.com">amyhw@thurstoncd.com</a>	(360) 754-3588 x103
John Foltz	Snake River Lead Entity	Columbia representative	<a href="mailto:john@snakeriverboard.org">john@snakeriverboard.org</a>	(509) 382-4115
Joy Juelson	Upper Columbia Lead Entity	Columbia representative	<a href="mailto:joy.juelson@ucsrbc.com">joy.juelson@ucsrbc.com</a>	(509) 433-2999
Rich Osborne	North Pacific Coast Lead Entity	Coastal representative	<a href="mailto:osborner@uw.edu">osborner@uw.edu</a>	(360) 374-4560
Richard Brocksmith	Skagit Lead Entity	Puget Sound representative	<a href="mailto:rbrocksmith@skagitwatershed.org">rbrocksmith@skagitwatershed.org</a>	(360) 419-9326
Dawn Pucci	Island Lead Entity	Puget Sound representative	<a href="mailto:d.pucci@co.island.wa.us">d.pucci@co.island.wa.us</a>	(360) 678-7916
Jason Wilkinson	WRIA 8 Lead Entity	Puget Sound representative	<a href="mailto:jason.wilkinson@kingcounty.gov">jason.wilkinson@kingcounty.gov</a>	(206) 477-4786

## Legislative Outreach

Each year Lead Entity staff and committee members conduct an educational outreach day to state legislators and their staff in Olympia. During this event, the Lead Entities meet with legislators from their areas and discuss lead entity work in general, as well as projects being conducted in their districts. In addition to the specific outreach day, Lead Entity staff and their committees interact with local, state, and federal elected officials through tours, meetings, and other opportunities. Consistent materials and messages are made available so that Lead Entities are describing their role in salmon recovery in a similar way. These materials include: an updated “two-pager” on each Lead Entity available as part of the RCO generated Lead Entity Directory, and an updated “Restoration Works” handout describing the economic benefits of salmon recovery (attached below). Additional materials may be developed by individual Lead Entities for use with legislators throughout the year in Olympia, or for use on project tours held in your local watershed. A recently developed WSC Advocacy Handbook, which explains the importance distinction between education and lobbying, and a Regional Communication Plan is being tailored to the regions and will serve as an excellent resource for telling the complete story of salmon recovery and its importance.



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## Washington Salmon Coalition Community-Based Salmon Restoration



### COMMUNITY BASED SALMON RESTORATION WORKS

Salmon recovery lead entities\* are the backbone for locally-based restoration efforts done the Washington Way. Lead entities provide a local, balanced, coordinated, common-sense approach to salmon habitat project implementation. We play a key role in efficiently bringing together tribes, federal and state agencies, local governments, citizens, nonprofits, business, and technical experts to make local decisions about how best to recover salmon. This work has multiple benefits:

#### It Works for the ECONOMY

- These community-based salmon recovery organizations develop on-the-ground projects to improve salmon habitat, bringing family-wage jobs; salmon recovery funding has resulted in 4,400 new or sustained jobs and more than \$640 million in total economic activity (RCO, 2012).
- Lead entities support recreational and commercial fishing by spearheading efforts to recover and sustain salmon populations throughout Washington State. Washington recreation and commercial fisheries supports an estimated 16,374 jobs and \$540 million in personal income (WDFW, 2006).
- Restoration funds are a return on investment—every dollar that is spent returns three dollars of additional matching funds and a great deal of in-kind donated labor and materials.

#### It Works LOCALLY

- In 1999, Washington State worked with the federal government to allow watersheds to write their own recovery plans for Endangered Species Act listings. This action kept decisions local and not in the hands of the federal government.
- Projects implemented through these local groups protect agricultural lands, provide flood protection, fix roads, bridges and other public infrastructure, and create tourism and recreational opportunities.
- 80% of grant funding is spent in the county where the project is located. For every \$1 million spent on restoration 15–33 new or sustained jobs and \$2.2–2.5 million in total economic activity is generated (RCO, 2012).
- Lead Entities engage hundreds of citizens as volunteers and on local committees to solve the problems in our own communities.

#### It Works for the ENVIRONMENT

- Businesses locate in Washington State because of the quality of life provided by abundant and beautiful natural resources.
- Maximizing the public benefit of habitat restoration, these locally implemented projects improve water quality and supply and habitat for multiple species, also benefiting human health and wellness.
- Lead entities work locally to restore and protect those resources to the benefit of people who live and work here, as well as the creatures that depend upon the habitat.

\*The Salmon Recovery Planning Act (Revised Code of Washington 77.85) created lead entities in 1999. They are administered by the Recreation and Conservation Office. The Washington Salmon Coalition represents Lead Entity organizations throughout Washington State.

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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## Salmon Recovery Network

### LEAD ENTITIES: SALMON RECOVERY DONE LOCALLY

Washington State created an unprecedented grassroots process to help navigate its way through one of the most complex Endangered Species Act recovery planning efforts in the nation.

At the heart of this effort are “lead entities”—watershed-based groups—established by law ([Revised Code of Washington 77.85.050](#)) to engage citizen volunteers and develop local solutions to the problems facing native salmon.

With strong salmon recovery plans and their associated on-the-ground projects, habitat is being recovered, salmon populations are being restored, and watershed health is improving.

#### BACKGROUND

When the federal government listed salmon populations under the Endangered Species Act in the 1990s, Washington chose to write its own recovery plans. Instead of submitting to a top-down federal approach, the legislature developed a means to keep salmon recovery under local control.

Now, lead entities coordinate the work of thousands of volunteers and professionals who are carrying out those recovery plans to restore salmon to Washington’s rivers and streams.

#### WHAT DO LEAD ENTITIES DO?

Twenty-five state-recognized lead entities are contracted through Washington’s Recreation and Conservation Office (RCO). The lead entities coordinate the identification and prioritization of salmon habitat projects.

Lead entities recruit grant applicants who develop projects based on local objectives identified in the recovery plans. Lead entities coordinate technical and citizens committees that evaluate and prioritize the projects and make funding recommendations to the state.

Each year the lead entities use a transparent, defensible, and locally-agreed-upon process to prioritize salmon recovery projects and recommend state and federal fund allocations.

#### PARTNERS

The grant applicants that lead entities recruit are typically local governments, regional fisheries enhancement groups, conservation districts, tribes, state agencies, community groups, land trusts, and other local organizations.

While this process requires ongoing and consistent coordination at the community level, in each of 25 watersheds across the state, the collective response has been exceptional.





# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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## Glossary

CC	<b>Citizen's Committee</b> — a legislatively mandated component of a salmon recovery lead entity that provides local input in salmon recovery.
COR	<b>Council of Regions</b> – advisory body to the eight (8) salmon recovery regions in the state of Washington [Coast, Hood Canal, Puget Sound, Upper Columbia, Mid Columbia, Lower Columbia, Northeast, and Snake]
C&O	<b>Communications &amp; Outreach</b> – committee of the Washington Salmon Coalition
EC or Ex Comm	<b>Executive Committee</b> (as in, WSC EC) – a nine (9) member committee comprised of representatives from across the state of Washington that serves as a decision-making body for WSC
ERC	<b>Ecosystem Recovery Coordinator</b> – liaison from the Puget Sound Partnership (region) to the Puget Sound LE's.
GSRO	<b>Governor's Salmon Recovery Office</b> – established by the legislature to coordinate and produce a statewide salmon strategy; assists in the development of regional recovery plans; secures current and future funding for local, regional, and state recovery efforts; and provides the Biennial State of Salmon report to the Legislature.
HWS	<b>Habitat Work Schedule</b> - a centralized web-based tool that will help Lead Entities and others interested in salmon recovery map habitat restoration projects and track the progress of recovery plan implementation.
HWSAC	<b>Habitat Work Schedule Action Team</b> – committee of the Washington Salmon Coalition.
LCSRB	<b>Lower Columbia Salmon Recovery Board</b>
LE	<b>Lead Entity</b> – watershed-based salmon recovery organization that generally consists of a coordinator, a technical advisory group, and a citizen's advisory group.
LEAG	<b>Lead Entity Advisory Group</b> – the previous name of the Washington Salmon Coalition, the advisory body to the 25 lead entities for salmon recovery across the state of Washington.
LEC	<b>Lead Entity Coordinator</b> – coordinator of a lead entity's operations
PSAR	<b>Puget Sound Acquisition &amp; Restoration Fund</b> – a funding source for Puget Sound lead entities organized by the Puget Sound Partnership and administered through the SRFB.

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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PRISM	<b>Project Information System</b> – an automated, grant management system that can be used over the Internet by applicants, sponsors, agencies, legislators, and the public, administered by RCO
PSNERP	<b>Puget Sound Nearshore Ecosystem Restoration Program</b> – An Army Corps of Engineers and WDFW program focused on restoring key nearshore sites in Puget Sound.
PSP	<b>Puget Sound Partnership</b> – the regional organization for the Puget Sound LE's. A state agency established to lead efforts to protect and restore <b>Puget Sound</b> and its diversity of life.
RCO	<b>Washington State Recreation and Conservation Office</b> – established by citizen Initiative 215 to help finance recreation and conservation projects throughout the state. RCO houses several funding boards including the Salmon Recovery Funding Board.
Review Panel	An independent panel of experts administered by SRFB that conducts final technical review of all projects proposed for SRFB funding in order to assure statewide consistency in technical review (which is initially performed by a local or regional technical review group). The Review Panel also evaluates the quality of salmon recovery strategies and project lists for those lead entities not participating in a regional salmon recovery plan.
Salmon Recovery Regions	State law directed development of a statewide strategy to recover salmon on an Evolutionary Significant Unit (ESU) basis. NOAA-Fisheries have designated ESUs for different salmon species and areas. Based on this, seven regional organizations have formed to coordinate development of draft ESU-level recovery plans.
SRFB	<b>Salmon Recovery Funding Board</b> – a legislatively created body that supports salmon recovery by funding habitat protection and restoration projects.
TAG	<b>Technical Advisory Group</b> – a legislatively mandated component of a salmon recovery lead entity that provides technical input in salmon recovery.
TRT	<b>Technical Review Team</b> – a NOAA appointed advisory group for Chinook and summer chum recovery.
UCSRB	<b>Upper Columbia Salmon Recovery Board</b>
WCSSP	<b>Washington Coast Sustainable Salmon Partnership</b> – the regional organization for the outer coast LEs.
WDFW	<b>Washington State Department of Fish and Wildlife</b> – a state agency that provides sound stewardship of fish and wildlife.
WRIA	<b>Water Resource Inventory Area</b> – one of 62 areas designated by the State of Washington to delineate watershed basins within the state for management purposes.
WSC	<b>Washington Salmon Coalition</b>
YBFWFB	<b>Yakima Basin Fish and Wildlife Recovery Board</b>

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3YWP	<b>Three-Year Workplan</b> – the sequenced list of projects that Puget Sound LEs plan to achieve over the next three years.
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## *Section 2 Contacts and Calendars (to be updated annually)*

### **2015 Lead Entity Coordinators and other active members of WSC:**

<b>First Name</b>	<b>Last Name</b>	<b>Email</b>	<b>Lead Entity</b>
Alan	Chapman	alanc@lummi-nsn.gov	WRIA 1
Alicia	Olivas	aolivas@hccc.wa.gov	Hood Canal Coordinating Council Lead Entity
Amy	Hatch-Winecka	amyhw@thurstoncd.com	WRIAs 13 & 14 Salmon Habitat Recovery Committee Lead Entities
Ashley	Von Essen	vonessen.ashley@nisqually-nsn.gov	Nisqually River Salmon Recovery Lead Entity
Becky	Peterson	Genevaconsulting@comcast.net	WRIA 1 Salmon Recovery Board Lead Entity
Cheryl	Baumann	cbaumann@co.clallam.wa.us	North Olympic Peninsula Lead Entity for Salmon
Darcy	Batura	dbatura@ybfwb.org	Yakima Basin Fish and Wildlife Recovery Board Lead Entity
Dawn	Pucci	d.pucci@co.island.wa.us	Island County Lead Entity
Denise	Di Santo	Denise.DiSanto@co.snohomish.wa.us	Snohomish County Lead Entity
Doug	Osterman	doug.osterman@kingcounty.gov	Green, Duwamish, and Central Puget Sound Watershed (WRIA 9) Lead Entity

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Jason	Mulvihill-Kuntz	Jason.Mulvihill-Kuntz@kingcounty.gov	Lake Washington/Cedar/Sammamish Watershed (WRIA 8) Lead Entity
Jason	Wilkinson	jason.wilkinson@kingcounty.gov	Lake Washington/Cedar/Sammamish Watershed (WRIA 8) Lead Entity
Jeff	Breckel	jbreckel@lcfrb.gen.wa.us	Lower Columbia Fish Recovery Board Lead Entity
John	Foltz	John@snakeriverboard.org	Snake River Salmon Recovery Board Lead Entity
Joy	Juelson	Joy.Juelson@ucsr.com	Upper Columbia Salmon Recovery Board Lead Entity
Karen	Bergeron	karen.bergeron@kingcounty.gov	Green, Duwamish, and Central Puget Sound Watershed (WRIA 9) Lead Entity
Kathleen	Peters	kpeters@co.kitsap.wa.us	West Sound Watersheds Council Lead Entity
Kit	Crump	Donald.Crump@co.snohomish.wa.us	Stillaguamish River Salmon Recovery Co-Lead Entity
Kris	Buelow	Kris@snakeriverboard.org	Snake River Salmon Recovery Board Lead Entity
Lisa	Spurrier	lspurri@co.pierce.wa.us	Pierce County Lead Entity
Marian	Berejikian	mberejikian@co.kitsap.wa.us	West Sound Watersheds Council Lead Entity
Melody	Tereski	mtereski@lcfrb.gen.wa.us	Lower Columbia Fish Recovery Board Lead Entity
Mike	Nordin	Plutroll@willapa bay.org	Pacific County Lead Entity

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Morgan	Ruff	mruff@tulaliptribes-nsn.gov	Snohomish County Lead Entity
Nick	Bean	nbean@knrd.org	Kalispel Tribe Lead Entity
Pat	Stevenson	pstevenson@stillaguamish.com	Stillaguamish River Salmon Recovery Co-Lead Entity
Rich	Osborne	osborner@uw.edu	North Pacific Coast Lead Entity
Richard	Brocksmith	rbrocksmith@skagitwatershed.org	Skagit Watershed Council Lead Entity
Scott	Brewer	sbrewer@hccc.wa.gov	Hood Canal Coordinating Council Lead Entity
Steve	Martin	steve@snakeriverboard.org	Snake River Salmon Recovery Board Lead Entity
Todd	Andersen	tandersen@knrd.org	Kalispel Tribe Lead Entity
William (Bill)	Armstrong	BARMSTRO@quinault.org	Quinault Indian Nation Lead Entity
Vacant			Chehalis Basin Lead Entity
Vacant			Klickitat County Lead Entity
Vacant			San Juan County Lead Entity

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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## WSC 2015 Meetings –

Meeting dates for 2015 Washington Salmon Coalition and Salmon Recovery Funding Board (SRFB) are shown below. Meetings in **bold** are for all WSC members.

Month	Meeting
<b>January</b> 12 13 16 <b>27</b> <b>27-29</b>	WSC Executive Committee/GSRO WebEx, 10 -12 (19 <sup>th</sup> is MLK Day) WSC Funding Committee, 1-3pm Communications and Outreach am; HWSAC 1-2:30 <b>LE Legislative Outreach Day, Olympia</b> <b>WSC Retreat, Grand Mound, WA: Great Wolf Lodge</b>
<b>February</b> 9 10 20 25-26	WSC Executive Committee/GSRO WebEx, 10-12 (16 <sup>th</sup> is Pres Day) WSC Funding Committee, 1-3pm Communications and Outreach am; HWSAC 1-2:30 SRFB Meeting, Olympia
<b>March</b> 3 <b>5</b> 16 20	WSC Funding Committee, 1-3pm <b>WSC WebEx, 10am-12pm</b> WSC Executive Committee/GSRO WebEx, 10-12 Communications and Outreach am; HWSAC 1-2:30
<b>April</b> <b>14</b> 14 17 20	<b>WSC WebEx, 10-12</b> WSC Funding Committee, 1-3pm Communications and Outreach am; HWSAC 1-2:30 WSC Executive Committee/GSRO WebEx, 10-12
<b>May</b> 5 6-7 15 18	WSC Funding Committee, 1-3pm SRFB Meeting, Olympia Communications and Outreach am; HWSAC 1-2:30 WSC Executive Committee/GSRO WebEx, 10-12

# LEAD ENTITY COORDINATOR WELCOME PACKET 2015

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<b>June</b> 2 <b>10-11</b> 15 19	WSC Funding Committee, 1-3pm <b>WSC Annual Meeting, Chelan</b> WSC Executive Committee/GSRO WebEx, 10 – 12 Communications and Outreach am; HWSAC 1-2:30
<b>July</b> 20	WSC Executive Committee/GSRO WebEx, 10 – 12
<b>August</b> 17 <b>27</b>	WSC Executive Committee/GSRO WebEx, 10 – 12 <b>WSC WebEx, 10 – 12</b>
<b>September</b> 21	WSC Executive Committee/GSRO WebEx, 10 – 12
<b>October</b> <b>1</b> 14 – 15 19	<b>WSC In-Person, Coastal WA Location TBD</b> SRFB Meeting, Location TBD WSC Executive Committee/GSRO WebEx, 10 – 12
<b>November</b> 16	WSC Executive Committee/GSRO WebEx, 10 – 12
<b>December</b> <b>8</b> 9 – 10 21	<b>WSC In-Person, Olympia Location TBD</b> SRFB Meeting, Olympia WSC Executive Committee/GSRO WebEx, 10 – 12

Note: This list does not include regional meetings, such as Puget Sound Watershed Leads which normally take place on the 2<sup>nd</sup> Tuesday of the month.



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## ***Section 3 Variety in Lead Entity/Region Process and Structure***

Coming soon...

## **WSC Officers**

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

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

*Richard Brocksmith  
Skagit Watershed Council*

*John Foltz  
Snake River Salmon Recovery  
Board Lead Entity*

*Rich Osborne  
N. Pacific Coast & Quinault  
Indian Nation Lead Entities*

*Joy Juelson  
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*Dawn Pucci  
Island County Lead Entity*

*Jason Wilkinson  
Lake Washington, Cedar,  
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# **WASHINGTON SALMON COALITION**



## **Community-Based Salmon Recovery**

February 17, 2015

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WA Recreation and Conservation Office  
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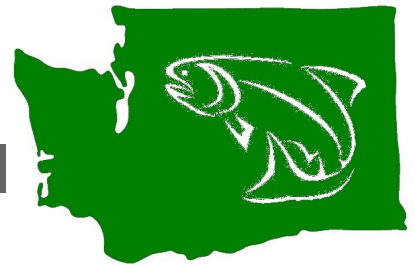
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To date, more than 600,000 Sockeye have passed Bonneville in 2014, making this season the highest on record since fish counts began in 1938 at the dam's construction. At Wells Dam, 490,840 sockeye were counted and at Rock Island 581,120.

Favorable ocean conditions, improved juvenile rearing habitat, and improved freshwater migration conditions have all benefited salmon in general this year; however, sockeye returning to the Canadian portion of the Okanogan subbasin have also had the added benefit of the Fish-Water Management Tool (FWMT). The FWMT is an innovative computer model created through a partnership between Douglas County Public Utility District, and the Canadian Okanogan Basin Technical Working Group (COBTWG) which is composed of three organizations; the Okanogan Nation Alliance, Department of Fisheries and Oceans Canada, and the British Columbia Ministry of Water, Land and Air Protection. Together these organizations identified three key limiting factors for Okanogan Sockeye: pre-spawn mortality, mortality from redd scouring, and habitat loss.

# WASHINGTON SALMON COALITION

## Community-Based Salmon Recovery



Before implementation of the FWMT, inconsistent flow from the Okanagan Lake Dam would often result in high-density mortality events such as redd desiccation/freezing, redd scouring during incubation, and dewatered redds. Additionally, inadequate flow also reduced spawning habitat and caused a high mortality of spawners in the spawning area immediately below McIntire Dam. The COBTWG recognized that better flow management could reduce the frequency and magnitude of these density-independent mortality events. The FWMT is an internet-accessible decision support system used by Canadian fish and water managers to inform water-release decisions incorporating real-time data such as lake levels, stream flows, snowpack, temperature, and dissolved oxygen, and near-real-time biological data. Development and collaborative use of the FWMT has optimized timing of water releases from Okanagan Lake Dam for sockeye production while balancing multiple human objectives and trade-offs. Implementation of FWMT in the Canadian Okanagan has eliminated or at least minimized density-independent mortality factors that had profoundly limited smolt production from the Okanagan Basin in the past. The FWMT has allowed managers to mitigate the oxygen-temperature “squeeze” that previously limited late-summer sockeye habitat availability in Osoyoos Lake. Since the adult sockeye from the first brood year to benefit from the FWMT returned over Wells Dam in 2008, the sockeye count at Wells has averaged 235,766 compared with the 1977-2007 average of 30,202.

On behalf of WSC, I thank you for your continued support,

A handwritten signature in blue ink, appearing to read 'D. Batura', is positioned above a faint, light blue rectangular stamp.

Darcy Batura  
Yakima Basin Lead Entity Coordinator & WSC Chair



## **WSC Officers**

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

*Amy Hatch-Winecka, Vice Chair  
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## *Record Sockeye Numbers in the Okanogan*

To date, more than 600,000 Sockeye have passed Bonneville in 2014, making this season the highest on record since fish counts began in 1938 at the dam's construction. At Wells Dam, 490,840 sockeye were counted and at Rock Island 581,120.

Favorable ocean conditions, improved juvenile rearing habitat, and improved freshwater migration conditions have all benefited salmon in general this year; however, sockeye returning to the Canadian portion of the Okanogan subbasin have also had the added benefit of the Fish-Water Management Tool (FWMT). The FWMT is an innovative computer model created through a partnership between Douglas County Public Utility District, and the Canadian Okanogan Basin Technical Working Group (COBTWG) which is composed of three organizations; the Okanogan Nation Alliance, Department of Fisheries and Oceans Canada, and the British Columbia Ministry of Water, Land and Air Protection. Together these organizations identified three key limiting factors for Okanogan Sockeye: pre-spawn mortality, mortality from redd scouring, and habitat loss.

# WASHINGTON SALMON COALITION

## Community-Based Salmon Recovery



Before implementation of the FWMT, inconsistent flow from the Okanagan Lake Dam would often result in high-density mortality events such as redd desiccation/freezing, redd scouring during incubation, and dewatered redds. Additionally, inadequate flow also reduced spawning habitat and caused a high mortality of spawners in the spawning area immediately below McIntire Dam. The COBTWG recognized that better flow management could reduce the frequency and magnitude of these density-independent mortality events. The FWMT is an internet-accessible decision support system used by Canadian fish and water managers to inform water-release decisions incorporating real-time data such as lake levels, stream flows, snowpack, temperature, and dissolved oxygen, and near-real-time biological data. Development and collaborative use of the FWMT has optimized timing of water releases from Okanagan Lake Dam for sockeye production while balancing multiple human objectives and trade-offs. Implementation of FWMT in the Canadian Okanagan has eliminated or at least minimized density-independent mortality factors that had profoundly limited smolt production from the Okanagan Basin in the past. The FWMT has allowed managers to mitigate the oxygen-temperature “squeeze” that previously limited late-summer sockeye habitat availability in Osoyoos Lake. Since the adult sockeye from the first brood year to benefit from the FWMT returned over Wells Dam in 2008, the sockeye count at Wells has averaged 235,766 compared with the 1977-2007 average of 30,202.

On behalf of WSC, I thank you for your continued support,

A handwritten signature in blue ink, appearing to read 'D. Batura', is positioned above a faint, light blue rectangular stamp.

Darcy Batura  
Yakima Basin Lead Entity Coordinator & WSC Chair

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Intensively Monitored Watershed (IMW) Funding Challenge  
**Prepared By:** Brian Abbott, Governor's Salmon Recovery Office Executive Coordinator

#### Summary

This memo summarizes potential options for consideration by the Salmon Recovery Funding Board to cover the Intensively Monitored Watershed deficit of \$260,000.

#### 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 direct the RCO director to fill the Intensively Monitored Watershed (IMW) funding gap as set forth in the staff memo, either by relying on NOAA and unspent Ecology IMW funds or secondarily, by utilizing Pacific Coastal Salmon Recovery Fund (PCSRF) funds previously committed to IMW projects.

## Background

During the September 2014 meeting, the Salmon Recovery Funding Board (board) allocated \$1,831,515 to three monitoring components: Intensively Monitored Watersheds (IMW), \$1,207,515; Effectiveness Monitoring \$336,000; and Status and Trends Monitoring (fish in/fish out) \$208,000. In addition, the board approved \$80,000 to support the newly-formed monitoring panel.

The state of Washington competes annually for Pacific Coastal Salmon Recovery Fund (PCSRF) awards, and we requested the maximum amount of \$25 million this year. The National Oceanic and Atmospheric Administration (NOAA) provides the 2014 PCSRF awards in early July; Washington received \$20.5 million total. The gap between the original amount requested for the monitoring components and the actual award amount is \$406,533. In general, when the actual award amount is less than the originally requested amount, the process requires successful applicants to update their requests to reflect the actual award amount. The resulting reduction in the available funds left the board monitoring program under-funded by \$260,000.

The Department of Ecology (Ecology) manages the contract for the board's IMW program. For two of the IMW projects, Ecology subcontracts a portion of the funding to NOAA's Northwest Science Center to perform specialized monitoring work. At the time this issue was originally before the board, we had been informed that the Northwest Science Center was not able to utilize federal funding (in this case, PCSRF) from Ecology due to a perceived conflict of interest. NOAA was concerned that it may appear as if they are giving federal funding to themselves as a condition of the PCSRF award. In the past, the Recreation and Conservation Office (RCO) has provided state salmon capital funds to Ecology for this portion of the



IMW funding; however, the Office of Financial Management has advised RCO that capital funds are not to be used for stand-alone monitoring projects.

At the September 2014 meeting, the board funded the IMWs, minus the Northwest Science Center portion, and agreed that staff should bring back options for the board to consider at the December 2014 meeting for addressing this funding gap.

Staff worked closely with the Northwest Science Center and NOAA PCSRF staff to amend our 2014 PCSRF contract by adding language specific to the Northwest Science Center subcontract with Ecology to allow PCSRF use. Then NOAA's attorneys reviewed whether this resolved the perceived conflict of interest issue noted above. If NOAA is allowed to use PCSRF funds, then the board will be faced with deciding where to pull those funds.

## **Staff Recommendations**

At the time of the writing of this memo, it appears that the NOAA Science Center is able to utilize PCSRF funds for IMW monitoring. Staff has worked with the Department of Ecology to calculate the funding needed to maintain the NOAA monitoring in two IMWs until October 2015. To keep the monitoring program on track, \$170,000 is needed to fund the program through October 2015.

Staff evaluated many options for finding available funds, including diverting PCSRF funding already under contract to WDFW, using returned funds, or using funds committed to implementing IMW projects on the ground. Here is the staff's recommendation for filling the IMW funding gap:

- The NOAA Science Center may have remaining funds that were not utilized on another project that they are able to apply to fill this gap. The potential amount is about \$85,000.
- The Department of Ecology is holding unspent monitoring funds for the IMW work that will be applied this year in the amount of \$90,000.
- If these sources above are insufficient or not available, staff recommends using funds set aside for 2015 projects within IMWs. This could be from zero to \$170,000 shifted from IMW projects to IMW monitoring. The board has committed \$2 million per annual grant round over the next two years. If this option is the only option, the remaining funding available for IMW projects in 2015 would be \$1,830,000.

## **Board Decisions**

The board is asked to direct the RCO director to fill the Intensively Monitored Watershed (IMW) funding gap as set forth in the staff memo, either by relying on NOAA and unspent Ecology IMW funds or secondarily, by utilizing Pacific Coastal Salmon Recovery Fund (PCSRF) funds previously committed to IMW projects.

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** SRFB Monitoring Program 2004-2014 History Document  
**Prepared By:** Keith Dublanica, Governor's Salmon Recovery Office Science Coordinator

#### Summary

This memo outlines the ten-year history of the Salmon Recovery Funding Board's (board's) monitoring strategy. The monitoring strategy is the document on which the monitoring panel bases its recommendations to the board. This history document contains the foundational and institutional knowledge of the board's prior monitoring decisions. This memo and the history document discusses how the board has implemented the monitoring strategy so that the monitoring panel can recommend changes. Following discussion by the board at the February 2015 meeting, the summary document will be finalized. Then the monitoring panel will work on recommendations for updating the monitoring strategy and will present those to the board at its May meeting, with final adoption at the October 2015 meeting.

#### 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

## Background

The Salmon Recovery Funding Board (board) monitoring program has been in place for more than a decade. Bruce Crawford previously managed the board's monitoring efforts and developed the board's original 2003 monitoring strategy in consultation with the Governor's Forum on Monitoring. The 2003 monitoring strategy served as a guide to establish the methodology, criteria, and categories within the board's three broad monitoring areas: reach-scale effectiveness monitoring, fish in/fish out, and intensively monitored watersheds (IMWs). The National Oceanic and Atmospheric Association (NOAA) agreement with Washington State specifies that 10% of the annual Pacific Coastal Salmon Recovery Fund (PCSRF) award must be used for these primary monitoring efforts.

The board contracts with state and federal entities, a private contractor, and tribal co-managers to carry out the three primary monitoring efforts:

- 1) TetraTech, LLC performs the reach-scale effectiveness monitoring within designated ten categories and randomly selected stream reaches;
- 2) The Department of Fish and Wildlife (WDFW) performs the status and trends monitoring (fish in/fish out) on select index streams in Washington. The board provides funding for a small fraction of the state-wide monitoring; and
- 3) The Department of Ecology (Ecology) coordinates IMW monitoring with tribal partners, private landowners, WDFW, and the NOAA Northwest Science Center.

In 2013, the Recreation and Conservation Office (RCO) contracted with Stillwater Sciences to develop an updated Monitoring Investment Strategy for the board. At the March 2014 board meeting, Stillwater Sciences presented recommendations, including the recommendation to update to the board's monitoring strategy.

After discussing the Stillwater Sciences report, the monitoring panel and staff from RCO and the Governor's Salmon Recovery Office (GSRO) decided to approach the author of the original strategy, Bruce Crawford, to prepare a ten-year history document. This history document would encompass salmon recovery monitoring efforts during the years 2004–2014. The monitoring panel and staff from RCO and GSRO agreed that Mr. Crawford was the ideal candidate to conduct this work because of his institutional knowledge and extensive background with state and federal resource agencies on the topic of monitoring.

### **Contracting for the SRFB Monitoring 10-Year Summary**

During the summer of 2014, RCO and GSRO contracted with Bruce Crawford to provide the history document describing the ten-year process that established the board's monitoring program.

After completion in late 2014, staff distributed the history document to the monitoring panel for their review and comments. The monitoring panel suggested that monitoring practitioners under contract with RCO should also have the opportunity to review the history document. As of January 30, 2015, all practitioners have responded.

The principal author will incorporate and provide a final history document for use by the monitoring panel as it works to recommend changes to the monitoring strategy. Those recommendations will be presented to the board at the May meeting, with adoption at the October 2015 meeting.

### **Next Steps**

The draft history document will be presented to the board for discussion at the February 2015 meeting. Any changes will be incorporated into the final document, which will be distributed to the board and made available on the RCO website. The monitoring panel will use this document as it works to recommend changes to the monitoring strategy. Those recommendations will be presented to the board at the May meeting, with adoption at the October 2015 meeting.

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Monitoring Video  
**Prepared By:** Governor's Salmon Recovery Office Staff

#### Summary

Governor's Salmon Recovery Office staff will present the final video and short video clips about board-funded monitoring efforts.

#### 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

### Background

At the March 2014 meeting, the Salmon Recovery Funding Board (board) approved a funding request for the development of a salmon recovery monitoring video and short video clips. The goal of the video is to provide viewer-friendly interpretations of board-funded monitoring efforts, including effectiveness monitoring, fish in/fish out monitoring, and intensively monitored watersheds (IMWs). The intended audience for the videos includes those who are familiar with salmon recovery, but may not be subject-matter experts.

After a competitive procurement process, the Recreation and Conservation Office (RCO) and the Governor's Salmon Recovery Office (GSRO) contracted with Wahoo Films of Bend, Oregon for a video and short video clips that describe board-funded monitoring efforts through field interviews, graphics, and supplemental aerial and other stock and proprietary footage. GSRO coordinated the project with the contractor and consulted with the Departments of Fish and Wildlife and Ecology, Tetra Tech, and others to develop video scripts and concepts.

### Video Production Process

The video captures two seasons -- late summer and fall of 2014 -- to show salmon returning to spawn. Footage was captured at varied sites in both eastern and western Washington. Aerial footage was captured by a non-profit called Lighthawk and GSRO staff.

### Next Steps

The draft video and clips were submitted to GSRO by Wahoo Films for review and comment. GSRO, the monitoring agencies, and interviewees reviewed the videos and provided feedback to the vendor. A second iteration is scheduled for review in early February 2015; the final versions will be shown at the board meeting on February 26.

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Manual 18 - General Overview of Changes  
**Prepared By:** Kathryn Moore, Senior Outdoor Grants Manager

#### Summary

This memo summarizes the proposed administrative revisions to [Salmon Recovery Grants Manual 18: Policies and Project Selection](#). These revisions incorporate comments submitted by lead entities in their semi-annual progress reports, suggestions from the Salmon Recovery Funding Board Technical Review Panel, and clarifications and updates from Recreation and Conservation Office staff.

#### 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

### Background

Manual 18 contains the instructions and policies needed for completing a grant application for submission to the Salmon Recovery Funding Board (board) and for managing a project when funding is approved.

At the December 3, 2014 meeting, Recreation and Conservation Office (RCO) staff briefed the board on Manual 18 updates for the upcoming 2015 grant round. Staff has since updated the manual with recommendations and comments submitted by lead entities in their semi-annual progress reports, suggestions from the Salmon Recovery Funding Board Technical Review Panel (technical review panel), clarifications and updates suggested by the staff, and feedback from the grant applicant survey.

### Manual 18 Changes Proposed for 2015 Grant Cycle

#### Administrative Updates and Policy Clarifications

The RCO director has authority to approve administrative changes and minor policy clarifications following final revisions. RCO staff updated the manual with the following administrative updates and minor policy clarifications, in addition to formatting and grammatical changes:

- Updated 2015 grant schedule.
- Updated project proposal to include more detailed information on a project's goals and objectives.
- New guidance on riparian buffers as recommended at the June 2014 board meeting.
- Updated language on a grant recipient's long-term compliance obligation. This language is consistent with RCO's other programmatic manuals.

- New example cost estimates for restoration, planning, and acquisition projects as guidance for applicants.
- New PRISM-based submittal process for the lead entity's ranked project lists.

## Next Steps

### 2015 Grant Cycle

Manual 18 will be finalized after the February board meeting for the 2015 grant round, and available on the RCO Web site. Some printed copies will be available. A workshop will be held in March on Manual 18 and the application process.

### Potential Changes to the 2016 Grant Cycle

In January, RCO salmon section staff was invited to present at the Washington Salmon Coalition (WSC) retreat on possible changes to the 2016 grant round. The goal was to gauge interest from the lead entities in examining the SRFB grant process and whether or not improvements could be made. Staff received feedback from sponsors via the SRFB application survey and from lead entity coordinators on potential improvements to the process.

At the WSC retreat we identified the following procedural steps to review:

- Timing of site visits
- Final application deadline
- Timing of the SRFB review panel review in relation to the timing of lead entity review and ranking
- Timing of the SRFB funding board meeting
- Coordination of the project proposal with local lead entity requirements
- Potential coordination with other funding programs (ESRP, Floodplains by Design, PSAR)

The WSC meeting led to productive discussions and the coalition members were interested in convening a committee to look into the grant round process. At the retreat, volunteers from lead entities, regions, the SRFB review panel, and SRFB staff were willing to serve on the committee.

The committee volunteers agreed to meet this spring to develop recommendations to present to the WSC at their retreat in June. If the committee recommends making any changes to the grant timeline, staff anticipates presenting those changes to the board at the September or December 2015 meetings.

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Monitoring Eligibility Policy Change  
**Prepared By:** Brian Abbott, Governor's Salmon Recovery Office Executive Coordinator

#### Summary

This memo discusses the proposed policy change that would expand the types of projects eligible in a grant round to include monitoring. Monitoring projects would be subject to a number of conditions specified in this memo.

#### 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

### Salmon Recovery Funding Board Monitoring Subcommittee

The Salmon Recovery Funding Board (board) created the Monitoring Subcommittee, which was made up of staff from the Recreation and Conservation Office (RCO), the Governor's Salmon Recovery Office (GSRO), Stillwater Sciences, and board members David Troutt, Phil Rockefeller, Jennifer Quan, and Rob Duff.<sup>1</sup> The subcommittee tasks were to propose revisions to the board's monitoring strategy, recommend an approach to review the recommendations in the Stillwater Sciences report, and suggest ways to implement those recommendations, if appropriate.

The board discussed the subcommittee's recommendations at the December 2013 meeting. Although the Stillwater Sciences contract had ended, the board decided that the remaining members of the subcommittee should continue to refine the Stillwater Sciences recommendations and find ways to implement them. The subcommittee met on January 27, 2014 and again on February 28, 2014 to finalize recommendations for board action at the March 2014 meeting. The board approved the recommendations in their entirety for the GSRO staff to implement.

One recommendation remains to be implemented: to add monitoring as an eligible project type in the Salmon Recovery Funding Board grant round.

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<sup>1</sup> Rob Duff left the Washington Department of Ecology (and thus his designation on the board) during the middle of the subcommittee process and was replaced by Bob Cusimano.

## Board Considered Expanding Eligibility in 2010

The board looked at expanding eligible project types in December 2010. Staff reviewed the board's enabling statute and funding sources and proposed expanding eligibility to include two additional project categories: conservation-focused hatchery projects and specific monitoring projects. Staff developed "special project" requirements and identified criteria for each of the proposed project types. Please see Attachment A for the full proposal developed in 2010.

The 2010 proposal includes these provisions:

- Each regional organization would have the ability to opt in to the expanded eligibility categories;
- Regions would be limited to up to 10 percent of their regional allocation for use on projects other than habitat restoration and protection;
- Projects would require a 50 percent match;
- Any special project must be a priority in the regional salmon recovery plan; and
- Eligible projects would expand to include certain hatchery-related and monitoring projects

In December of 2010, the board discussed the concept of a "special project" category (outlined above). The board expressed uneasiness about expanding the eligible project types without additional funding being made available. The board deferred a decision and agreed to revisit the topic in the future.

## Proposal Development

GSRO staff worked closely with regional organizations to develop a general fund operating budget request for regional monitoring needs. The regions developed their specific monitoring priorities and were in the process of prioritizing the requests when the group collectively decided to postpone the process because of the budget situation.

General fund operating dollars are difficult to obtain, especially in the current budget climate. All cabinet level agencies, including RCO, conducted a 15% general fund budget reduction exercise for the Office of Financial Management. It didn't seem prudent to be proposing an increased budget for monitoring (in the range of \$700,000 to \$3 million) in light of very real general fund budget reductions. In withdrawing the new monitoring budget request, the Council of Regions requested the board to reconsider their earlier request that monitoring be a grant-eligible project. Letters regarding past Council of Regions requests are included as Attachments A and B.

The regions did not want the monitoring request to compete with existing priorities within the RCO general fund request. Regional level monitoring remains an enormous need, as outlined in the research, monitoring, and evaluation chapters of the federally-approved salmon recovery plans. The Washington Coast Region also needs to shape its monitoring programs. The regions do not have adequate funding resources to fill critical monitoring data gaps in their recovery plans. Please refer to Table 1, which describes the regional monitoring gaps.

GSRO staff combined this need with the Board's subcommittee recommendation and helped coordinate the development of the current proposal. The Council of Regions chair presented the proposal to Lead Entities coordinators at a recent Washington Salmon Coalition (WSC) meeting on January 28, 2015.



**Table 1: Regional Monitoring VSP Gaps Identified for the Proposed Budget Request in June 2014**

<b>Regional Organization</b>	<b>Activity</b>
Hood Canal Coordinating Council	Juvenile Summer Chum nearshore use
Lower Columbia Fish Recovery Board	Adult Abundance Winter/Summer Steelhead Adult abundance Coho
Puget Sound Partnership	NOAA Status and Trends WDFW Land Cover Analysis Steelhead Population Monitoring
Upper Columbia Salmon Recovery Board	Adult Steelhead productivity and smolt abundance
Washington Coast Sustainable Salmon Foundation	Juvenile fish monitoring Willapa Bay Baseline monitoring 5 systems for Coho
SNAKE RIVER SALMON RECOVERY BOARD	Five specific monitoring projects including stream flow, adult abundance and habitat status and trends
Yakima Basin Fish & Wildlife Recovery Board	Steelhead and bull trout red surveys

### Key Considerations

The board should be aware of the current balance between three different categories of activity: on-the-ground projects, monitoring, and capacity. This policy would potentially change this balance between on-the-ground projects and monitoring only marginally. At a recent Council of Regions meeting, only one region was identified that might potentially utilize this project type in the 2015 grant round.

In the past, the board has prioritized funding for on-the-ground projects and has chosen not to alter the balance. The proposed policy change would give the regional organizations the option of deciding at the regional level if they want to consider monitoring projects. It is unknown how many regions might consider taking advantage of this option in the future.

### Proposal for Including Monitoring as an Eligible Project Category

A regional salmon recovery organization, at its discretion, may make up to 10 percent of its annual Salmon Recovery Funding Board project allocation available for monitoring activities subject to the following conditions:

1. A region, lead entity, or other eligible sponsor organization may sponsor a monitoring project proposal. However, all monitoring proposals must be endorsed by the applicable regional salmon recovery organization.
2. The regional salmon recovery organization must certify in writing that proposed monitoring projects address high priority information needs or data gaps identified within a recovery plan and/or associated regional research, monitoring, and evaluation (RME) plan or lead entity strategy.
3. Where applicable, the regional salmon recovery organization should explain how the monitoring will complement, enhance, or leverage ongoing monitoring efforts. In any case, the regional

salmon recovery organization must certify in writing the project will not duplicate or interfere with ongoing monitoring efforts.

4. The regional salmon recovery organization must certify in writing that the project will be consistent or compatible with data collection, analysis, and management methods and protocols being used within the region and shall to the maximum extent practicable be consistent or compatible with methods and protocols in common use throughout the state.
5. Data collected and reports analyzing the data shall be made available to RCO, the public, and the SRFB Monitoring Panel.
6. The duration of a monitoring project shall not exceed 3 years. If the need for monitoring extends beyond the 3-year period, the regional organization may submit an additional proposal to continue the project.
7. The regional salmon recovery organization must explain why SRFB funds are necessary, rather than funds from other sources.
8. The SRFB Monitoring Panel shall review regional monitoring project proposals to ensure consistency with the applicable recovery plan or associated regional research, monitoring, and evaluation (RME) plan and/or lead entity strategy.

Please note at this time only federal funding can be used for monitoring. State bond funds cannot be used for this purpose. About 41% of the funds in the SRFB grant round are state bond funds.

## Next Steps

Staff will brief the board on the proposed language at the February 2015 meeting and answer questions. Should the board decide to include monitoring projects in the 2015 grant round, staff will include the appropriate language in Manual 18 for use in the 2015 grant round.

## Attachments

- A. Salmon Recovery Funding Board: Expanding Eligible Project Types – December 2010 Proposal
- B. Letter from the Lower Columbia Fish Recovery Board
- C. Letter from the Washington Coast Sustainable Salmon Partnership

**Salmon Recovery Funding Board**  
**Expanding Eligible Project Types – December 2010 Proposal**

**Background**

The Salmon Recovery Funding Board (board) is considering expanding the types of projects eligible for grant funding. To do so, the appropriate sideboards must be identified to ensure consistency with statutory authority and the mandates of grant funding sources; specifically, the Pacific Coastal Salmon Recovery (PSAR) Fund and the state capital budget. Additionally, the board's strategic plan provides guidance with regard to the board's overall mission and how it intends to meet that mission.

<b>Statutory Authority</b>	<p><b>RCW 77.85.120 Board Responsibilities – Grants and loans administration assistance</b></p> <p>(1) The salmon recovery funding board is responsible for making grants and loans for salmon habitat projects and salmon recovery activities from the amounts appropriated to the board for this purpose. To accomplish this, the board may....</p>
<b>Pacific Coastal Salmon Recovery Fund</b>	<p><b>Funding Categories</b></p> <ol style="list-style-type: none"> <li>(1) Salmonid Restoration Planning and Assessments</li> <li>(2) Salmonid Habitat Protection and Restoration</li> <li>(3) Salmonid Enhancement and Harvest Management</li> <li>(4) Salmonid Research, Monitoring, and Evaluation</li> <li>(5) Public Outreach, Education, and Landowner Assistance</li> </ol> <p><b>Program Goals</b></p> <ol style="list-style-type: none"> <li>(1) Enhance the availability and quality of salmon and steelhead habitat</li> <li>(2) Improve the status of ESA-listed salmon and steelhead</li> <li>(3) Address habitat limiting factors for ESA-listed salmon and steelhead</li> <li>(4) Improve management practices to maintain healthy salmon populations and prevent decline of ESA-listed salmon; and</li> <li>(5) Ensure overall sustainability of naturally-spawning Pacific salmon and steelhead</li> </ol>
<b>Washington State Capital Budget</b>	<p><b>Grant projects</b></p> <ul style="list-style-type: none"> <li>• Grant projects provide capital appropriations to state, tribal, local or community organizations for facilities or land. In general, grant programs are either established in statute or have specific legislative provisions associated with the distribution of the appropriated funds.</li> <li>• Capital projects are usually funded by sources specifically set aside for capital purposes, such as proceeds of bond sales, long-term financing contracts and other dedicated revenues.</li> <li>• State of Washington Various Purpose General Obligation Bonds provide funds to pay and reimburse the state for various capital project expenditures, including state and higher education building construction, state programs for Columbia River Basin water supply development, preservation and conservation of wildlife habitat, farm and riparian lands, and outdoor recreation facilities, and to pay for the costs of issuance of Bonds.<sup>2</sup></li> </ul>
<b>Salmon Recovery Funding Board Strategic Plan</b>	<p><b>Mission</b></p> <p>The Salmon Recovery Funding Board provides funding for elements necessary to achieve overall salmon recovery, including habitat projects and other activities that result in sustainable and measurable benefits for salmon and other fish species.</p>

<sup>2</sup> Official Statement, State of Washington, General Obligation Bonds, January 13, 2010, Office of the State Treasurer

Based on the board's enabling statute and funding sources, staff is proposing that the eligible project types be expanded to allow for two additional project categories – recovery focused hatchery projects and specific monitoring projects. Projects would need to meet overall "special project" requirements as defined below as well as specific criteria identified for each project-type category.

### **Process**

1. A region may elect to opt in or opt out of the expanded eligibility categories
2. If a region opts in, it may elect to dedicate up to 10% of its overall regional allocation to special projects
3. If a region opts in, it will determine the process for how special projects are introduced and evaluated at the local level, however all projects must go through the local technical and citizen committees and be ranked on the lead entity or regional project list that is submitted to the SRFB.
4. Projects must be reviewed by the State Technical Review Panel or other appropriate technical review body, such as the Hatchery Scientific Review Group, as determined by the SRFB and/or RCO
5. Any special projects must be presented to the SRFB by the region and project sponsor
6. After a project is implemented, the region and/or project sponsor must report back to the board on accomplishments and any lessons learned.

### **Overall Requirements for Special Projects**

1. Any proposed special project must be identified as a priority in the regional salmon recovery plan and address a limiting factor.
2. A 50% match is required.
3. Follow the existing application process, which will include a newly created "Special Project Proposal" this will be added to Section 7 of Manual 18.

### **Hatchery Related Special Projects**

1. Must address a hatchery-related issue that has adverse effects on wild fish
2. Must be consistent with Hatchery Scientific Review Group priorities
3. May be capital start-up costs for establishment of a brood stock program. Any project proposal would need to demonstrate a brood stock program plan with beginning and ending dates and defined production goals.
4. Proposed project may be a one-time construction project. Cannot include operation and maintenance costs. Hatchery operator must agree to longer-term maintenance and operation.
5. Affected hatchery operator must be a project sponsor or co-sponsor
6. Proposals must indicate why the SRFB is the appropriate funding body. Proposals should also identify if the project is on a list of priority projects for the hatchery operator and if so, how it is ranked.

### **Monitoring and Reporting**

1. Must be consistent with regional Recovery Monitoring and Evaluation plan
2. Must be consistent with Washington State's Forum on Monitoring Salmon Recovery and Watershed Health (Forum) Indicators and Protocols
3. Must be consistent with Forum's statewide monitoring framework or meet an equivalent SRFB/Comprehensive Monitoring Strategy gap or priority

4. The following types of monitoring are eligible:
  - a. Post-implementation assessments of projects that have been in place five years or longer. The assessment should be designed to:
    - i. Answer whether a project or suite of projects is still in place and functioning as intended, and why.
    - ii. Answer whether current conditions demonstrate that the intended project/s outcome was achieved, and why.
    - iii. Provide information that informs project efforts across a region and supports adaptive management. Regions may develop monitoring templates to ensure that consistent "lessons learned" types of data are provided. This may include photo documentation, comparison of design approaches, landowner and designer input where applicable and overall project integrity. Document any anecdotal information on fish response.
  - b. Assessments of distinctive projects. These would include projects that are not currently monitored as part of the SRFB's reach-scale effectiveness monitoring. They include large scale, landscape restoration projects such as river delta restoration, significant flood-plain reconnection projects, off channel reconnection projects, and any projects identified as a priority candidate for monitoring to help better inform future projects in the watershed. Any project proposals in this category must include a multi-year monitoring approach/plan.
5. Any monitoring project must focus on areas with SRFB-invested project funds
6. Monitoring must be conducted by and independent, 3<sup>rd</sup> party entity (may not be conducted by the project sponsor)
7. Monitoring results must be publicly available and should inform future project opportunities
8. Regional organization must be a project co-sponsor

## WASHINGTON STATE'S REGIONAL SALMON RECOVERY ORGANIZATIONS



August 12, 2014

David Troutt, Chairman  
Salmon Recovery Funding Board

Director Kaleen Cottingham  
Recreation and Conservation Office



P.O. Box 40917  
Olympia WA 98504-0917



Dear Chairman Troutt and Director Cottingham:

The Council of Regions appreciates the willingness of the SRFB and RCO to consider a 2015-17 biennial budget request to fund high priority salmon recovery monitoring needs. However, given the funding outlook for the upcoming biennium and the magnitude of our monitoring needs, the regional organizations question whether a budget request would be viable or effective. Instead of pursuing a monitoring budget request, we believe that priority should be given to the funding needed to sustain the capacity of the Governor's Salmon Recovery Office and Lead Entities.



This is not to say there are no significant monitoring needs. Each region faces important, if not critical, unmet needs. In working with GSRO to prepare a budget package, the regions identified monitoring needs totaling more than \$2.8 million. These are only the highest priority unmet needs, and do not represent what would be required to fully achieve an effective basic monitoring program within each region. The regions' monitoring needs span the full range of actions called for in our recovery plans. These needs extend far beyond the scope of the current SRFB monitoring program.



YAKIMA BASIN  
FISH AND WILDLIFE  
RECOVERY BOARD

Effective monitoring programs are essential for making sound, well informed decisions and assessing our progress in returning Washington's salmon and steelhead to healthy, harvestable levels. Each region has or is developing a Research, Monitoring, and Evaluation (RME) program that lays out the key monitoring elements needed to support salmon recovery or enhancement efforts. We are working with federal and state agencies, tribes and local governments to implement those programs. While progress has been made, no region has a monitoring program in place that would satisfy the basic NOAA guidelines for salmon recovery monitoring and support a robust future evaluation of whether or not we can delist an ESU or DPS. Moreover, the progress made varies considerably among regions given differences in available resources.



Clearly, much needs to be done to ensure that monitoring programs can answer basic management questions and support adaptive management. The regions will continue to work with the GSRO, SRFB, and our federal, state, tribal and local partners to address monitoring needs. **As an initial step in helping to meet high priority short-term needs, we ask the SRFB, again, to make monitoring projects eligible for funding from the SRFB habitat project funds. We initially proposed this change in our letter of August 9, 2013 and discussed it with the SRFB at its meeting on August 22, 2013.**

TO: Chairman Troutt  
RE: COR Monitoring Needs  
8/12/2014, page 2

To ensure consistency with monitoring priorities identified in salmon recovery and RME plans, we recommend that such projects be sponsored only by a regional organization or in partnership with a regional organization. We know that this recommendation raises the issue of maintaining an appropriate balance between funding for habitat projects and monitoring. While this approach may not be appropriate in all regions, we believe that regional organizations in consultation with their lead entities are in the best position to identify the right funding balance in their regions to address the most important regional monitoring needs.

We look forward to continuing to work with you in the future on this important issue.

Sincerely,



Jeff Breckel, Chairman  
Executive Director, Lower Columbia Fish Recovery Board

Cc: Brian Abbott  
Tara Galuska

## WASHINGTON STATE'S REGIONAL SALMON RECOVERY ORGANIZATIONS



August 9, 2013

David Troutt, Chairman  
Salmon Recovery Funding Board  
P.O. Box 40917  
Olympia WA 98504-0917



Dear Chairman Troutt:



The Council of Regions understands that the Salmon Recovery Funding Board (SRFB) will be meeting on August 22 to make final funding allocation decisions for Fiscal Year 2014. In our letter of June 24, we provided the SRFB comments and recommendations regarding this funding allocation. This letter offers additional comments for the SRFB's consideration. These additional comments involve the handling of unexpended capacity grant funds, the allocation of funding for monitoring activities, and funding for habitat project maintenance.



It is not uncommon for a regional organization or lead entity to have an unexpended fund balance at the end of its contract period. These unexpended balances can result for a number of reasons. In some cases, work was completed at a lower cost than anticipated. But, in many instances, these balances are the result of valuable work being deferred for a variety reasons. As you know, facilitating a regional collaborative framework around natural resource issues requires a tremendous amount of feeding and care. This is the role of the regional organizations. Whether for political, social or scientific reasons, sometimes key partners are not ready to proceed with a task as originally scheduled. In other instances, a regional organization may not have found the right "fit" to fill a critical staff position that subsequently remains vacant for longer than anticipated.



YAKIMA BASIN  
FISH AND WILDLIFE  
RECOVERY BOARD

We propose the SRFB deal with unexpended capacity grant balances as it does with habitat projects. Specifically, if an unexpended balance results due to an unforeseen delay in completing a contract tasks, the SRFB should approve permitting the regional organization or lead entity to retain the funds in order to complete the unfinished work in a subsequent or extended contract period. These retained funds could not be used to expand the scope or add a task to an existing contract. Conversely, if a regional organization or lead entity completes all its contract tasks without fully expending its funds, the surplus amount should be placed in a dedicated capacity return fund. Regional organizations and lead entities should be allowed to request returned capacity funds if they have an unanticipated cost overrun on a contract task or wish to add a new contract task. If the SRFB approves this change in policy, we would work with the Governor's Salmon Recovery Office (GSRO) to develop workable decision criteria to implement the approach.

The Council of Regions has two recommendations regarding funding for monitoring activities.

1. The SRFB should allocate some portion of the PCSRF monitoring funds to the regional organizations to help meet high priority monitoring needs specific to each region. These funds could be distributed based on the current project fund allocation shares or on a competitive basis.





To: David Troutt, SRFB  
Fr: Council of Regions  
Re: Funding Allocations for FY14

2. The SRFB should make monitoring projects eligible for funding from SRFB habitat project funds. To ensure consistency with monitoring needs and priorities identified in recovery plans, we recommend that such projects be sponsored only by a regional organization or in partnership with a regional organization. We know that this latter recommendation raises the issue of maintaining an appropriate balance between funding for habitat projects and monitoring. While this approach may not be appropriate in all regions, we believe that regional organizations in consultation with lead entities are in the best position to identify the right funding balance in their regions to address the most important regional monitoring needs.

Nevertheless, the SRFB would retain the final decision making authority for such allocations. We hope that these recommendations can be considered as part of the current SRFB review of its monitoring investments and implemented in 2014.

Finally, we propose that the SRFB make eligible for funding habitat project maintenance requests. Project maintenance beyond what can currently be achieved during the original grant period is essential to the long-term success of a project. Maintenance can include such things as control of invasive species and replacement plantings for riparian projects, or adjustments to instream structures that have weathered several years of high water conditions. Clear guidelines are needed to define an acceptable scope and scale for maintenance projects and to ensure that they are not used to expand the scope of the original project. Nevertheless, we believe that allowing reasonable maintenance actions to be funded will help ensure the full value of the SRFB's investment in a project is recognized. The Council of Regions also believes this is a proactive decision consistent with the recently implemented Landowner Liability statute (RCW 77.85.050).

We wish to thank the SRFB in advance for its consideration of these recommendations. We are ready to work with the SRFB to implement the policy changes. We also wish to reiterate the recommendation in our letter of June 24 that the SRFB and GSRO engage the Council of Regions and the Lead Entity Advisory Group before the end of the year to discuss funding allocation and possible funding scenarios for fiscal year 2015.

Respectfully,



Miles Batchelder  
WA Coast Sustainable Salmon Partnership



Jeff Breckel  
Lower Columbia Fish Recovery Board  
Chair, Council of Regions



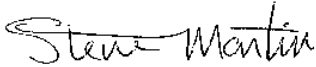
Scott Brewer  
Hood Canal Salmon Recovery Board  
Vice Chair, Council of Regions



Alex Conley  
Yakima Basin Fish and Wildlife Recovery Board



Jeanette Dorner  
Puget Sound Partnership



Steve Martin  
Snake River Salmon Recovery Board



Derek Van Mater  
Upper Columbia Salmon Recovery Board

Attachment: COR letter to the SRFB, June 24, 2013  
Cc: Brian Abbott  
Kaleen Cottingham

## WASHINGTON STATE'S REGIONAL SALMON RECOVERY ORGANIZATIONS

June 24, 2013



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



Dear Chairman Troutt:



We recognize that the Salmon Recovery Funding Board (SRFB) faces a challenging task in deciding how to best allocate its funding resources to further Washington's salmon recovery efforts. We also appreciate the SRFB's efforts to maintain stable funding for habitat projects and the capacity of regional recovery organizations and lead entities.



On June 11, the Council of Regions met with Kaleen Cottingham and Brian Abbott to discuss the funding outlook and possible scenarios the SRFB might consider in making its fiscal year 2014 funding decisions. We were pleased to see that it would be possible to maintain current funding levels for habitat projects and for regional organizations and lead entities in fiscal year 2014, given the PCSRF grant award and the funding levels under consideration in the legislature at that time. Moreover, it appears that it may also be plausible to sustain those funding levels through fiscal year 2015.



Should this outlook prove to be the case, we hope the SRFB will take action to maintain current funding levels. Doing so will continue to provide the stable foundation critical to recovery efforts in every region of the state. It will allow regional organizations, lead entities, and project sponsors to be more strategic and efficient in planning and implementing habitat projects. It will allow regional organizations to continue to engage with their federal, state, tribal, and local partners to pursue the full suite of habitat, hatchery, harvest, and hydro actions essential to achieving recovery. And, finally, it will allow regional organizations and lead entities to leverage additional resources critical to recovery efforts.



Yet, while the SRFB has been successful in maintaining status quo funding levels for 3 biennia, increasing costs have resulted in a real reduction in the capability to implement habitat projects and the capacity of regional organizations to further broader recovery efforts. Still most regional organizations believe that current capacity funding levels are manageable. All have worked to reduce costs and are now budgeting to absorb possible future funding cuts. Some have left vacancies unfilled, further reducing their capacity to implement recovery plans.



However, the current budget situation presents particularly difficult challenges for two regions. Since fiscal year 2010, operational funding for the Lower Columbia Fish Recovery Board has declined by over 20 percent due in large part to the decline of watershed management funding from the Department of Ecology. The LCFRB has reduced staffing and its costs for goods and services, but despite these actions, the LCFRB faces a further reduction in operational funding of over 6 percent even if its current SRFB funding level is maintained. This additional reduction will likely result in the loss of an additional staff and will jeopardize the ability of the LCFRB to be effective as a regional organization and lead entity.

The Washington Coast Sustainable Salmon Partnership faces a different but equally challenging situation. The Partnership is working hard to build organizational capacity comparable to the other regional recovery organizations and to begin implementing the just-completed Washington Coast Sustainable Salmon Plan. We believe that both of these organizations deserve special consideration and we recommend that the funding levels for each organization be increased by \$50,000 for FY 2014.

Looking beyond FY 2014, the regional organizations strongly believe there needs to be a concerted effort to narrow the growing salmon recovery funding gap. An analysis prepared for The Governor's Salmon Recovery Office and the regional organizations in 2011 demonstrated a significant gap between estimated funding needs and availability. Even though status quo funding levels have been maintained in the face of fiscal constraints, the gap has continued to grow. Clearly action is needed to expand funding for all aspects of salmon recovery and we are eager to work with the SRFB and others to do so. It is time to begin working for the adequate and stable long-term funding needed to sustain salmon recovery efforts.

Finally, while it is too early to be able to make any definitive decisions regarding funding levels and allocations for fiscal year 2015, we recommend that planning and discussion of possible funding scenarios begin well in advance of the need to make a decision and we urge the SRFB to engage the Council of Regions and the Lead Entity Advisory Group in such discussions. As in the past, regional organizations are committed to working with the SRFB to forge workable and effective scenario and to assist in making the difficult decisions should it be necessary.

Sincerely,



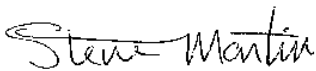
Miles Batchelder  
WA Coast Sustainable Salmon Partnership



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Vice Chair, Council of Regions



Alex Conley  
Yakima Basin Fish and Wildlife Recovery  
Board  
Snake River Salmon Recovery Board



Derek Van Mater  
Upper Columbia Salmon Recovery Board

Cc: Brian Abbott  
Kaleen Cottingham

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** South Fork Skokomish Canyon Fish Passage Assessment  
**Prepared By:** Mike Ramsey, Salmon Recovery Outdoor Grants Manager

#### Summary

At the December 2014 meeting, the Salmon Recovery Funding Board (board) approved the project funding and alternates list for the Hood Canal Coordinating Council Lead Entity. The board deferred action on a project of concern on the list, the South Fork Skokomish Canyon Fish Passage Assessment, setting aside \$175,437 for the region in order to provide time for discussion among the review panel, project sponsor, and regions. Staff recommends that the board approve funding for this 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

#### Proposed Motion Language

Move to approve \$175,437 in Salmon Recovery Funding Board funds for the South Fork Skokomish Canyon Fish Passage Assessment, RCO Project 14-1334P.

### Background

The South Fork Skokomish Canyon Fish Passage Assessment ([14-1334P](#)) project was submitted to the Recreation and Conservation Office (RCO) as an alternate on the Hood Canal Coordinating Council (HCCC) Lead Entity list for the 2014 grant round. On October 30, 2014, the Salmon Recovery Funding Board Review Panel (review panel) completed the technical review of the project proposal and recommended that the final status be a Project of Concern (POC) due to perceived deficiencies (as documented in the proposal's "Individual Comment Form" found in Attachment A). The review panel also recommended two conditions for addressing the perceived deficiencies in the event that Salmon Recovery Funding Board (board) opted to fund the project.

The Hood Canal Region requested that the board approve this project for funding at the December 2014 meeting, however, the Puget Sound Partnership (PSP) (representing the sponsor for this particular project) requested to postpone the board's final funding decision in order to allow time for further discussion between the review panel, the sponsor, PSP and the Hood Canal Coordinating Council (HCCC).

The board approved the HCCC project list and agreed to defer action on the South Fork Skokomish Canyon Fish Passage Assessment. The board also set aside \$175,437 to allow time for discussion before a final funding decision at the February 2015 meeting, per PSP's request.

## Board Decisions

The board is asked to approve \$175,437 in Salmon Recovery Funding Board (SRFB) funds for the South Fork Skokomish Canyon Fish Passage Assessment (RCO Project 14-1334P).

## Analysis

### Review of the Proposed Project

HCCC convened a meeting of review panel members, RCO salmon program staff, sponsor representatives from PSP, and the Skokomish Tribe on January 5, 2015. The discussion clarified misconceptions from the initial proposal about the justification for the proposed project work, particularly with regard to a supposed causal relation between global climate change and reduction in historic passage conditions for early-timed Chinook adult migration through rapids in the canyon. The sponsor and others also elaborated on how the development of the proposed scope of work was informed by previous hydraulic and fluvial geomorphic assessments for the upper South Fork Skokomish, as well as technical advice received from agency staff and qualified consultants.

In retrospect, the sponsor did include some of this commentary in their revised proposal (dated October 16, 2014), but the overall technical foundation for the proposal was not clear to the review panel members until the January 5, 2015 meeting. Overall, the discussion dispelled the review panel's concerns that the project would proceed to design high impact "corrective actions" at the rapids in the canyon without adequately understanding the complex hydrologic, geomorphic, and ecological context underlying the proposed work.

Based on the discussion, the review panel agreed with the other parties to recommend that the board fund the proposal, subject to the following conditions:

- First, the scope of work should include compiling the various existing hydrology, hydraulic, and geomorphic assessments completed for the upper South Fork Skokomish watershed that may be relevant for framing the hypothesis about restoring Spring Chinook passage conditions through the canyon. This information (as well as the field measurements and hydraulic modeling tasks that are listed in the proposal) should be used to inform the identification of the conceptual design alternatives.
- Second, the sponsor should convene a technical advisory group of agency staff and other stakeholders to advise the development of conceptual design alternatives, after completion of the initial field measurements and modeling work.

## Staff Recommendation

Staff recommends that the board approve SRFB funds for the South Fork Skokomish Canyon Fish Passage Assessment (RCO Project 14-1334P) with the review panel's recommended conditions.

## Attachments

- A. Review Panel Comment Form

**\*The review panel comments are from the original review process and have not been modified to reflect the January 5, 2015 meeting.**

## Review Panel Comment Form

Hood Canal Coordinating Council: 14-1334 S. Fork Skokomish Canyon Fish Passage Assessment

**Lead Entity:** HCCC  
**Project Number:** 14-1334  
**Project Name:** S. Fork Skokomish Canyon Fish Passage Assessment  
**Project Sponsor:** Mason CD  
**Grant Manager:** Mike Ramsey

Action	Date	Status
Draft Application Review/Site Visit	5/5/2014	Reviewed
Post Application	9/29/2014	POC
Final	10/30/2014	POC

### Status Definitions

#### Early Application Status Option

REVIEWED SRFB Review Panel has reviewed and provided comments.

#### Post-Application & Final Status Options

NMI Need More Information

POC Project of Concern

CONDITIONED SRFB Review Panel has applied conditions

CLEAR Project has been reviewed by SRFB Review Panel and is okay to continue in funding process

### Project Summary

This project proposes to assess fish passage conditions for re-introduced spring Chinook, bull trout and steelhead under low flow conditions through a series of natural rapids in the canyon of the SF Skokomish River. Anecdotal information suggests that the rapids may be barriers for Chinook. Depending on the study results, the resulting data may be used to develop conceptual designs for improving fish passage through the rapids, if warranted.



## Draft Application Review and Site Visit – REVIEW PANEL comments

**Date:** 5/21/2014

**Panel Member(s) Name:** Tyler and Slocum

**Early Project Status:** ☒ Reviewed

**Project Site Visit?** ☒ Yes ☐ No

### 1. Recommended improvements to make this a technically sound project according to the SRFB's criteria.

Further justification of the need for enhanced passage would strengthen the proposal. The premise for the proposal is based on a 1957 Washington Department of Fisheries report suggesting that reduced snowmelt had led to impassible fish passage conditions through the rapids. No PI number or other documentation is provided with which to evaluate the potential quality of habitat upstream of the canyon. No documentation is provided in the proposal related to actual utilization of the South Fork Skokomish River above the canyon by the target species either in the decades preceding or subsequent to the 1950s, although reportedly bull trout and steelhead currently do swim through the rapids. WDFW data show documented presence of winter steelhead, fall Chinook, and bull trout above the canyon.

The SRFB criteria emphasize restoration of natural processes. Given that these cascades are natural barriers and not of a clear anthropogenic origin, the project would not be restoring natural processes. The Review Panel notes the sponsor's discussion of the influence of global warming on flows and associated changes in the passability of the cascades, based on the 1957 WDF study. Knowledge of climate change impacts has evolved substantially in the last 40 years; the referenced document is not compelling in convincing the Review Panel that the cascades are a barrier of anthropogenic origin.

Due to the lack of basic information, it is impossible for the review panel to evaluate the need for or the potential benefit resulting from the proposed assessment, nor whether any subsequent conceptual design efforts will be warranted. Because of these uncertainties over the need for and benefit of improving fish passage through the canyon, this assessment appears to most closely fit the "filling a data gap" project category identified in Section 2 of Manual 18. The review panel recommends that the proposal be reformulated to address the mandatory content for data gap-filling assessments, which are identified in Manual 18. In particular, the sponsors must closely coordinate with the relevant federal and state resource agencies, and with the lead entity organization, to assure that criteria in Manual 18 are met and that all agree on the technical approach.

### 2. Missing Pre-application information.

### 3. Comments/Questions:

The sponsor may find it helpful to consult with the Upper Columbia Fisheries Recovery Board to get insights from its current project to assess fish passage objectives and design criteria through a partially natural/partially human-caused boulder field on Icicle Creek (SRFB Project No. 13-1342).

### 4. Staff Comments:

**EARLY APPLICATION Review and Site VISIT – lead entity and project sponsor responses**

**Directions:** By the final application due date, applicants must revise their project proposals using "track changes" and update their PRISM applications and attachments, as needed, to respond to the review



panel comments. In addition, please fill out the section at the end of the project proposal, which asks how you responded to the review panel's comments.



**Special Note:** To help speed the local and SRFB Review Panel evaluation process, if for any reason throughout the application review process you update your project proposal based on SRFB Review Panel comments please update your project proposal using WORD "track changes" and re-attach your proposal in PRISM. This step will save time and focus the reviewer on the changes.

## Post Application – REVIEW PANEL comments

**Date:** September 25, 2014

**Review Panel Member(s) Name:** Full panel

**Application Project Status:** POC

### 1. If the project is a POC, identify the SRFB criteria used to determine the status of the project:

- #1 - It is unclear there is a problem to salmonids the project is addressing.
- #3 - The project is dependent on other key conditions or processes being addressed first.
- #5 - The project does not account for the conditions or processes in the watershed.
- #15 - The methodology does not appear to be appropriate to meet the goals and objectives of the project.

The proposal is premised on two key assumptions from the 2010 *Recovery Plan for Skokomish River Chinook Salmon*, which the review panel believes should be more rigorously tested before committing to a program of creating artificially-enhanced fish passage conditions through the South Fork canyon rapids. The first assumption is that the overall, long-term hydrology patterns of the South Fork watershed have changed significantly enough since the 1920s to now prevent upstream migration of early-timed Chinook spawning. The proposal links receding glaciers and permanent snow fields in Olympic National Park to reduction in spring-time flows in the South Fork, but the 2010 Recovery Plan characterizes the South Fork as naturally having a "weak snowmelt signature due to lower elevation headwaters." The small shift in timing of the spring peak runoff hydrograph that is shown Figure 4.6 might affect Chinook utilization of the upper watershed, but at present, not enough information is presented in the proposal or the Recovery Plan to conclusively determine this. The more comprehensive questions to be answered are: what flow levels are needed to maintain all of the relevant life history stages of Spring Chinook in the upper watershed; what is the natural, long-term variability in hydrology; and how have man-made factors (climatic, logging intensity, etc.) skewed the long-term hydrology patterns? Steelhead and bull trout reportedly still utilize the upper watershed: are there other hydrologic factors besides migration through the canyon that allow them to persist, while Spring Chinook have not?

The second assumption from the Recovery Plan that deserves more rigorous testing is the 1957 Wash. Dept. of Fisheries recommendation that corrective actions are needed to facilitate adult Chinook migration through the canyon. It is important to put the 1957 recommendations into their context. In the late 1950's WDF pursued an aggressive program of clearing log jams from, building fish ladders around, and/or dynamiting cascades and other natural fish passage barriers around the state. This program was a desperate response to the catastrophic loss of habitat caused by two decades of dam construction. At best, these attempts to facilitate fish passage past natural barriers ignored the natural process restoration approach that is the basis of the current SRFB funding approach; at worst they caused unintended negative environmental impacts such as introducing non-native species. The review

panel believes that habitat restoration practice has improved greatly since 1957, and it would not necessarily support proposals for implementing artificial “corrective actions” that may result from the proposed study.

**2. If the project is a POC, what changes would make this a technically sound project according to the SRFB’s criteria?**

As described in the initial review comments, the review panel recommends that this proposal be reformulated to address the mandatory content for data gap-filling assessments, which are identified on page 19 of Manual 18. In particular, the sponsors must closely coordinate with the relevant federal and state resource agencies, and with the lead entity organization, to assure that criteria in Manual 18 are met and that all agree on the technical approach. We recommend that the sponsor convene a team of advisors with relevant technical backgrounds including hydrology, engineering and salmon biology/ecology from NOAA/NMFS the U.S. Forest Service, WDFW, WDNR, Skokomish Tribe, and other organizations, as appropriate, to provide technical input and inter-agency coordination for the project work.

The scope of the study must take a more comprehensive view of the hydrology of the upper South Fork and how it affects all relevant life history stages of Spring Chinook and other fish species, not just the flows that may impede adult passage through the canyon’s rapids. This scope may include identifying and evaluating the feasibility of conceptual designs for improving adult fish passage, but the review panel wants to make clear that at this point we do not necessarily support committing SRFB funds to any subsequent detailed design proposal for a particular action.

**3. If the project is Conditioned, the following language will be added to the project agreement:**

**4. How could this project be further improved?**

**5. Other comments:**

**Post application – lead entity and project sponsor responses**

**Directions:** All projects will be reviewed at the September 22-25 review panel meeting. A status will be assigned to each project by October 4, 2014. **By October 15**, applicants of projects assigned a status of Project of Concern, Conditioned, or Need More Information, must update their project proposals. Please “accept” all current track changes in the project proposal so you are starting with a clean proposal. Then please turn track changes back on when you make new changes. This step will save time and focus the reviewers on the changes.

In addition, please fill out the section at the end of the project proposal, which asks how you responded to the review panel’s comments.

## FINAL REVIEW PANEL Comments

**Date:** 10/30/14

**Panel Member(s) Name:** Review Panel

**Final Project Status:** POC

**1. If the project is a POC, please identify the SRFB criteria used to determine the status of the project:**

#1 - It is unclear there is a problem to salmonids the project is addressing.

- #3 - The project is dependent on other key conditions or processes being addressed first.
- #7 - The project does not work towards restoring natural watershed processes.
- #15 - The methodology does not appear to be appropriate to meet the goals and objectives of the project.

Discussion of these criteria is provided in the September 25, 2014 post-application comments, above.

The Review Panel recognizes the prominent role that improving fish passage through the South Fork Skokomish Canyon plays in the Skokomish River Chinook Recovery Plan, and that the Board may choose to fund this project despite the noted inconsistencies with the SRFB evaluation criteria. In this case, the review panel recommends that the following conditions be required to improve the potential benefits and certainty of the project (below).

**2. If the project is Conditioned, the following language will be added to the project agreement:**

1. The sponsor shall convene a diverse team of advisors with relevant technical backgrounds including hydrology, engineering and salmon biology/ecology from NOAA/NMFS, the U.S. Forest Service, WDFW, WDNR, Skokomish Tribe, and other organizations, as appropriate, to provide technical input and inter-agency coordination for the project work. The advisory effort shall also include representation by a whitewater recreation advocate.
2. The scope of the study must take a more comprehensive view of the hydrology and hydraulic characteristics of the upper South Fork and how they affect all relevant life history stages of Spring Chinook and the other listed fish species that are present in the river, not just the flows that may impede adult passage through the canyon's four rapids. The hydrology assessment will address both water flow and sediment transport considerations that are relevant to forming habitat for the species of concern. The sponsor will present its detailed plan for the hydrology and hydraulic assessment, including the proposed suite of conceptual designs that will be modeled, for the review panel's approval before commencing the modeling work. After completion, the sponsor will include a detailed write-up of the assessment in its project report deliverable.

**3. Other comments:**

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Salmon Recovery Conference Update  
**Prepared By:** Brian Abbott, Governor's Salmon Recovery Office Executive Coordinator  
Sarah Gage, Governor's Salmon Recovery Office Lead Entity Program Manager

#### Summary

This memo summarizes planning efforts for the 2015 Salmon Recovery Conference, scheduled for May 27-29 in Vancouver, Washington. Staff from the Recreation and Conservation Office and the Governor's Salmon Recovery Office are collaborating with the Washington Department of Fish and Wildlife to host the event. Long Live the Kings will provide logistical support and a multi-stakeholder Conference Advisory Committee assisted with the agenda development. The call for abstracts, open November 2014 through January 2015, yielded almost 200 submissions. Registration opened after the first of the year.

#### 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

## Background

### Previous Conferences

The 2015 Salmon Recovery Conference is the fifth biennial symposium for researchers, policy-makers, professionals, partners, and community-based leaders to look at important lessons learned from over 1,600 projects funded at a public cost of more than \$358 million. Lead entities, regional organizations, and project sponsors also support and attend this collaborative event. Previous conferences were held in Vancouver in 2013, Grand Mound in 2011, Shelton in 2009, and Tacoma in 2007.

### Partners and Goals for the 2015 Conference

The 2015 conference is a public-private partnership hosted by the Washington State Recreation and Conservation Office (RCO), the Governor's Salmon Recovery Office (GSRO), the Washington Department of Fish & Wildlife (WDFW), and Long Live the Kings, a non-profit organization.

The goals for the 2015 Salmon Recovery Conference are:

- To showcase salmon recovery projects in Washington State and the Pacific Northwest region, with special emphasis on open exchange about lessons learned and problems solved.
- To ensure that the subject matter of the conference includes habitat restoration, preservation, and hatchery reform.

- To include as much of the breadth of salmon recovery as possible, including participants representing the diverse interests and geographies of Washington State and the Pacific Northwest region.
- To operate the conference in a fiscally-sound and prudent manner, aiming for 400 paid registrations and capping attendance at 675.

### **Advisory Committee**

An advisory committee is guiding the agenda development and conference design. The committee met in September and October 2014. Additional meetings are planned for March and April 2015.

The committee includes:

- GSRO and RCO (Brian Abbott, Tara Galuska, Susan Zemek, Sarah Gage)
- Salmon Recovery Funding Board (Nancy Biery)
- Lead Entities/Washington Salmon Coalition (Darcy Batura, John Foltz)
- Council of Regions (Jeff Breckel)
- Puget Sound Partnership (Gretchen Glaub)
- Columbia River Inter-tribal Fish Commission (Charles Hudson)
- Northwest Indian Fisheries Commission (invited)
- Regional Fisheries Enhancement Groups (Jason Lundgren)
- NOAA (Robert Markle, Megan Morlock)
- Washington Department of Fish and Wildlife (Jennifer Quan)
- Long Live the Kings (Jacques White, Susan O'Neil)
- Oregon Watershed Enhancement Board (Greg Sieglitz)

## **Conference Planning**

### **Topics at 2015 Conference**

The 2015 conference will continue to focus on habitat restoration and protection and management issues in salmon recovery, including hatchery reform, harvest, and hydropower.

The plenaries and breakout sessions will likely include the following topics:

- Assessments
- Climate change / Ocean conditions
- Estuary restoration
- Fish passage
- Floodplain connection and restoration
- Habitat protection
- Harvest / Fisheries management
- Hatchery reform
- H-integration examples
- Human elements: partnerships, volunteer management, community engagement
- In-stream projects / Wood placement

- Invasive species
- Landowner engagement
- Marine and nearshore projects
- Monitoring
- Outreach / Communications
- Organizational development / Fundraising
- Permitting
- Project management
- Recovery planning / Adaptive management
- New and applied research
- Riparian restoration
- Water rights

### **Call for Abstracts**

The call for abstracts was open from November 2014 to January 2015. Previous conferences depended heavily on RCO's outdoor grant managers to recruit presenters and presentations. The abstract submission process was a new method implemented to support agenda development this year. The salmon recovery community responded enthusiastically to the call, submitting nearly 200 abstracts covering a wide range of topics.

RCO, GSRO, and WDFW staff are assisting conference organizers in screening the proposals and crafting the agenda.

### **Conference Sponsors**

The board and WDFW are providing monetary and in-kind support. RCO invited the Oregon Watershed Enhancement Board to participate on the steering committee and anticipate they will be able to provide financial support.

Additional confirmed sponsors and exhibitors include:

- Coast Harbor Engineering
- Key Environmental
- Northwest Power and Conservation Council
- Pacific Bridge and Construction
- Sound Native Plants
- Washington Department of Natural Resources
- Washington State Conservation Commission

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** State of Salmon Report Presentation  
**Prepared By:** Jennifer Johnson, Governor's Salmon Recovery Office Implementation Coordinator

#### Summary

This memo summarizes the biennial *State of Salmon in Watersheds* report. The 2014 edition was completed in January 2015 and published online in early February 2015.

#### 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

## State of Salmon in Watersheds Report

### Background

State law (RCW 77.85.020) requires the Governor's Salmon Recovery Office (GSRO) to complete the biennial *State of Salmon in Watersheds* report (SOSiW) in December of every even-numbered year. Completed in January 2015, the 2014 report is the eighth version published to date. It consists of both a printed Executive Summary, and a Web site with live data and online stories about salmon recovery in Washington: <http://www.stateofsalmon.wa.gov/>.

At the February board meeting, GSRO staff will demonstrate various elements of the Web site, including a preview of the new story map tool. GSRO and contractors collaborated with tribes, agencies, and salmon recovery organizations to build these 'salmon stories' from around the state. A new automation tool that aligns and displays the Washington Department of Fish and Wildlife's fish abundance data will be the focus of the information and graphics portion of the presentation.

GSRO will also answer questions and describe plans for further coordination with data sources and other reporting partners to improve future reporting.

### Report Development

GSRO led a coordinated process to update and improve the content and the Web site. Partners include the Northwest Indian Fisheries Commission, Department of Ecology, Department of Fish and Wildlife, RCO, Conservation Commission, regional salmon recovery organizations including the Puget Sound Partnership, other agencies, and selected vendors. The report and content has benefitted from the increased collaboration and investment from tribes and tribal governments.

### **The Information in the Report**

Similar to past reports, the 2014 report: (1) displays data at both regional and state scales, (2) contains indicators of adult and juvenile fish abundance, watershed health, and recovery plan implementation, (3) highlights information gaps and needs, and (4) includes trends in funding, watershed plan program updates, and challenges to salmon recovery. In addition, it showcases watershed-scale salmon recovery stories in web-based, image-heavy, easy-to-read story maps that provide snapshots of issues in salmon recovery and recovery successes around the state.



## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Mitigation Matching Project Update  
**Prepared By:** Jennifer Johnson, Governor's Salmon Recovery Office Implementation Coordinator

#### Summary

This memo summarizes the development and progress of a new tool that matches transportation projects with habitat restoration and protection projects that could be used as mitigation. The Governor's Salmon Recovery Office (GSRO) and the Recreation and Conservation Office (RCO) are working with contractors and other state agency partners to develop online access to habitat project lists and mapped locations, which can help permitting agencies and permit applicants to implement projects more efficiently.

#### 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

## Mitigation Matching Demonstration Project

### Background

The Governor's Salmon Recovery Office (GSRO) solicited proposals in February 2014 for a project that matches transportation projects with habitat restoration and protection projects. Funding for this project was included in the 2013-15 state salmon capital budget in the amount of \$100,000. From three proposals received, the Recreation and Conservation Office (RCO) and an evaluation team selected "Eldred and Associates" and "Cardno ENTRIX" (subcontracting to Eldred and Associates).

The scope of this project involves developing a tool to enable a landscape mitigation approach and evaluate compensatory mitigation in an ecosystem context. This project will demonstrate how technology can support efficiencies by providing ease-of-access to habitat project lists and mapped locations, which can help permitting agencies and permit applicants to implement projects more efficiently. Mitigation matching can assist the state of Washington and RCO to optimize the benefits of their salmon recovery, habitat protection, and restoration planning by identifying proposed projects and actions that align with transportation mitigation obligations.

The salmon restoration project tracking and reporting systems at RCO, GSRO, and other agencies will help make mitigation matching in Washington State possible. Salmon project information paired with data from the Washington State Department of Transportation (WSDOT) and other state permitting agency technologies creates an excellent opportunity to test the benefits of mitigation matching. RCO extended the contract with Eldred and Associates through April, 2015 to allow time for testing and finalization of the tool.

## **Partner Agency Input and Coordination**

GSRO staff and the contractors met with the Washington Department of Fish and Wildlife (WDFW), the Washington Department of Ecology (Ecology), and WSDOT to complete a summary of the policy framework around allowable alternative mitigation. During these meetings, it was determined that development project permitting delays were often caused by the time it took to find potential restoration projects for mitigation. This project matching tool is intended to shorten the amount of time for a permit applicant or permitting agencies to identify a list of potential restoration projects that match the needs for mitigation of each potential development project.

After productive discussions with partners, the contractors developed a prioritization document and methods to focus this project on a few watersheds for demonstration purposes. Armed with this watershed list, the RCO salmon habitat restoration project lists, and the recent biennial project list in the Governor's Proposed Capital Transportation Budget we began working with both developers and salmon recovery interests to identify potential projects for demonstrating the tool.

## **Groundwork and Progress**

Several opportunities for WSDOT to purchase mitigation credits exist now, and also via wetland banks, 'in lieu fee' (ILF) programs, and advance mitigation sites throughout Washington. The mitigation matching tool will highlight these with service area<sup>1</sup> maps, then help direct interested developers Ecology, Army Corps of Engineers, and ILF providers' websites; each site will provide further information and the ability to make the credit transaction. GSRO is working with WSDOT and others to determine the server location and JavaScript platform for the mitigation matching tool. A key element is to provide project location, service area, and all relevant attributes in JavaScript, the state-preferred program.

One mapped layer of mitigation matching data will include the mitigation banks and in-lieu-fee programs already available for suitable WSDOT transactions. The mitigation matching tool will identify and link to information available on other entities websites as well.

RCO's Habitat Work Schedule (HWS) data system contains prioritized proposed salmon projects that can provide future wetland credits for mitigation matching. The mitigation matching tool will have service area maps on a web portal with all attribute information, including criteria for mitigation and restoration benefits. The tool will provide HWS project locations, mapped service areas, and project attributes for both development and restoration projects.

## **Outreach and Communication Efforts**

GSRO will demonstrate the intended functions of the new tool at the board meeting in February 2015. GSRO and RCO staff are working on a factsheet, a webpage, and other tools that will help inform partners on the progress of this work.

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<sup>1</sup> Service area definition: A project eligible to create and sell mitigation or conservation credits will be assigned a service area by the regulatory agencies that certify the credits. The service area is usually a WRIA watershed or portion/combination thereof. It is the area within which mitigation credits for the site are valid. If a development project impacts wetlands or conservation areas within this service area, that project can mitigate the impacts by purchasing credits.

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Washington Administrative Code (WAC) Changes – Phase II Overview  
**Prepared By:** Leslie Connelly, Natural Resource Policy Specialist

#### Summary

This memo presents an overview of a second phase of proposed changes to Title 420 of the Washington Administrative Code. If directed by the board, the Recreation and Conservation Office staff will initiate rule-making changes per the Administrative Procedures Act.

#### 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> The board first adopted rules for the purposes of the salmon recovery grant program in 2001 and later amended them in 2002.

The board's administrative rules are in Title 420 of the Washington Administrative Code (WAC). The rules cover general grant program requirements of the board and the administration of the grant program by the Recreation and Conservation Office (RCO). There are two chapters:

Chapter	Title
420-04	General
420-12	General Grant Assistance

### Phase I Complete

In June 2014, the board approved an expedited rule-making to the administrative rules that changed the name of the agency throughout the title. The rule-making became effective July 14, 2014.

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

## Phase II WAC Revisions

Staff proposes the board conduct a second phase of revisions to [Title 420 WAC](#). Phase II would consider non-substantive changes to reorganize chapters and update references throughout. Phase II would also include substantive changes to update definitions, amend rules for project agreements and long-term grant compliance, and add chapters on lead entities, regional organizations, and the Governor's Salmon Recovery Office. Table 1 describes the specific changes proposed for phase II.

**Table 1. Phase II WAC Revision**

WAC	Subject	Summary of Proposed Changes
420-04-010	Definitions	<ul style="list-style-type: none"> <li>Update definitions with state law and the project agreement.</li> <li>Add new definitions, as appropriate (e.g., restoration projects).</li> </ul>
420-04-020	Organization and operations	<ul style="list-style-type: none"> <li>Update board duties and responsibilities.</li> </ul>
420-04-030	Manuals and waivers	<ul style="list-style-type: none"> <li>Amend to state that the board approves policies, the director approves procedures, and manuals are prepared by the office.</li> <li>Clarify which petitions the board considers and which petitions the director considers.</li> </ul>
420-04-040	Project selection	<ul style="list-style-type: none"> <li>Revise the project selection process to reflect current practices.</li> <li>Define role of the state technical review panel.</li> </ul>
420-04-060	Delegated authority	<ul style="list-style-type: none"> <li>Update director duties and responsibilities.</li> </ul>
420-04-080	Declaratory orders	<ul style="list-style-type: none"> <li>Ensure compliance with RCW 34.05.240 on declaratory orders.</li> </ul>
420-04-085	Petitions	<ul style="list-style-type: none"> <li>Ensure compliance with RCW 34.05.330 on petitions for rule-making.</li> </ul>
420-04-100	Public records access	<ul style="list-style-type: none"> <li>Update to reflect current practices for public records requests and reference to WAC 286-06 Public Records.</li> <li>Include reference to RCW 77.85.130 that requires projects sponsors to comply with the Public Records Act.</li> </ul>
420-12-010	Scope of chapter	<ul style="list-style-type: none"> <li>Update to reflect the revised scope of the chapter based on the rule-making.</li> </ul>
420-12-020	Application form	<ul style="list-style-type: none"> <li>Allow the director to approve the application form.</li> </ul>
420-12-030	Deadlines	<ul style="list-style-type: none"> <li>Update deadlines to reflect current practices for applications and project agreements.</li> <li>Add other deadlines, as appropriate.</li> </ul>
420-12-040	Eligible matching resources	<ul style="list-style-type: none"> <li>Update eligible as matching resources to reflect current practices.</li> </ul>
420-12-050	Project agreement	<ul style="list-style-type: none"> <li>Update to reflect current procedures and requirements for the project agreement.</li> <li>Allow the director to approve the project agreement.</li> <li>Provide direction on project sponsor responsibilities for landowner liability, agreements and project monitoring.</li> </ul>

WAC	Subject	Summary of Proposed Changes
420-12-060	Disbursement of funds	<ul style="list-style-type: none"> <li>Update the requirements for reimbursements.</li> <li>Add requirements for advance payments based on current practices.</li> <li>Update the materials required before final payment.</li> </ul>
420-12-070	Retroactive expenses and increased costs	<ul style="list-style-type: none"> <li>Update the rules regarding pre-agreement costs and cost increases to reflect current practices.</li> </ul>
420-12-075	Nonconformance and repayment	<ul style="list-style-type: none"> <li>Allow the director to seek repayment of funds.</li> </ul>
420-12-080	Acquisition projects	<ul style="list-style-type: none"> <li>Define the project area subject to the conversion rules.</li> <li>Clarify conversion requirements for acquisition projects.</li> </ul>
420-12-085	Development projects	<ul style="list-style-type: none"> <li>Change "development projects" to "restoration projects."</li> <li>Define the project area subject to the conversion rules.</li> </ul>
NEW CHAPTER	Lead entities	<ul style="list-style-type: none"> <li>Define lead entities, citizen committees, and local technical advisory groups and their roles and responsibilities.</li> </ul>
NEW CHAPTER	Regional organizations	<ul style="list-style-type: none"> <li>Define the board's role and relationship with regional recovery organizations.</li> </ul>
NEW CHAPTER	Governor's Salmon Recovery Office	<ul style="list-style-type: none"> <li>Define the board's role and relationship with the Governor's Salmon Recovery Office.</li> </ul>

## Phase II – WAC Revision Schedule

The schedule for revisions must fit within the deadlines established by the Office of the Code Reviser for filings with the Washington State Register. The first filing requirement, called a pre-proposal statement of inquiry, was due to the Code Reviser's Office on February 4, 2015. Staff submitted the pre-proposal statement of inquiry, and it will be published in the February 18, 2015 issue of the Washington State Register. This filing secures the appropriate timeline for the board should they decide to proceed with the staff recommendation. Filing the pre-proposal does not obligate the board to proceed.

If the board directs staff to move forward, the proposed schedule for phase II is in Table 2.

**Table 2. Phase II WAC Revision Schedule**

Date (2015)	Action
April 1	File notice of proposed rule-making for phase II (CR-102)
April 15	Notice of proposed rule-making for phase II published in Washington State Register
May 6-7	Board meeting, public hearing, final adoption for phase II
May 8	File notice of permanent rule-making for phase II (CR-103)
June 7	Effective date for phase II

## Public Involvement and Comment

The Administrative Procedures Act requires at least one public hearing be conducted by the board at a scheduled meeting prior to adopting revisions to the rules. The schedule above identifies the board's May board meeting for the formal public hearing. Interested persons may either attend the public hearing or submit formal written comments in advance. In addition to this formal opportunity, RCO staff will meet with stakeholders and notify interested persons about the proposed revisions via e-mail and on RCO's Web site.

## Next Steps

If directed by the board, RCO staff will draft rule revisions for phase II and work to implement the proposed schedule in time for the board's May meeting. Public comments will be solicited prior to the May meeting in accordance with the Administrative Procedures Act, which requires a minimum 20 day public comment period prior to adoption of the rules. Prior to the formal public comment period, RCO will consult with stakeholders and interested parties on the proposed revisions to get early feedback and comments.

## Salmon Recovery Funding Board Briefing Memo

### APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

**Meeting Date:** February 26, 2015  
**Title:** Expanding the Grant Program to Include Large Capital Projects  
**Prepared By:** Brian Abbott, Governor's Salmon Recovery Office Executive Coordinator

#### Summary

This memo summarizes the concept of developing a capital budget request for the 2017-19 biennium. The vision is to create a state capital funding source for large-scale high fish benefit projects needed to implement regional recovery plans outside of the Puget Sound region. Staff would like direction from the board on whether to pursue a more detailed proposal for board discussion and public comment.

#### 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

### The Need for Program Expansion

Salmon Recovery Plans are in the midst of various implementation stages across the state. Many large-scale, high-benefit projects have not been implemented because not enough resources have been able to be pieced together to complete the work.

For the last several years, the Puget Sound has been the focus of several large-scale state capital grant programs. These include Puget Sound Acquisition and Restoration (PSAR), Estuary and Salmon Restoration Program (ESRP), and Floodplain by Design (FbD). There are significant challenges and complexities in the Puget Sound recovery effort that warrant a focused capital program from the state.

Similarly, there has been an enormous need in the other regions of the state involved in salmon recovery. In addition to the Puget Sound Chinook Recovery Plan there are six other federally approved recovery plans plus Coastal Washington that need full implementation to reach recovery. The Washington Coast Salmon Recovery Region recently developed their salmon recovery plan for non-listed species. The Salmon Recovery Funding Board (board) was able to provide both state and federal funds to support their efforts.

More resources are needed to implement large-scale, high-benefit salmon recovery projects than can be funded in a normal grant cycle.

## Concept

Staff from the Recreation and Conservation Office (RCO) and the Governor's Salmon Recovery Office (GSRO) would seek input from regional organizations, lead entities, recovery partners, the Office of Financial Management, and others to draft a proposal that outlines what a large capital project grant program might encompass. Next, staff would provide a full proposal to the board at the October 2015 meeting for consideration. From a timing perspective, the goal would be to have a fully developed process resulting in a ranked list to present to the Governor and Legislature in September 2016 for inclusion in the 2017-2019 capital budget. It is envisioned that this would be a list of no more than 20 large capital projects that currently can't be addressed within existing funding sources because of the size of the project.

The basic construct of the program would rest on three important principles:

- 1) This program would be additive to the Salmon Recovery effort in Washington and not realign or take resources away from existing capital programs.
- 2) The process for selecting and prioritizing projects would be open and transparent.
- 3) The current standing Review Panel would be utilized for the statewide review process.

The current vision involves developing a prioritized list of large-scale projects that are ready to be implemented. The projects would be submitted with the budget request. There will be criteria, project review, and eligibility details that staff will develop for the proposal.

To fully develop the proposal, staff will coordinate with our salmon recovery network partners, including the Fish Barrier Removal Board.

## Next Steps

Staff will provide a brief presentation at the February 2015, allowing time afterwards for board discussion and direction.



**SALMON RECOVERY FUNDING BOARD SUMMARIZED MEETING AGENDA AND ACTIONS**  
**February 26, 2015**

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<b>Item</b>	<b>Formal Action</b>	<b>Follow-up Action</b>
December 2014 Meeting Summary	Decision: APPROVED	No follow-up action requested.
1. Management Report		
A. Director's Report	Briefing	
B. Legislative and Policy Updates	Briefing	
C. Survey Results from Applicants and Board Members	Briefing	As a result of the board member survey, staff will provide hard-copies of the presentations provided at each meeting to board members.
D. Performance Update	Briefing	
E. Financial Report ( <i>written only</i> )		
2. Salmon Recovery Management Report		
A. Salmon Section Report	Briefing	
B. Governor's Salmon Recovery Office	Briefing	
C. Communications Strategy Update	Briefing	
D. Completed Project Highlights	Briefing	Staff will provide information on Estuary and Salmon Restoration Program (ESRP) funds used to acquire the properties for project Pt. Heyer Drift Cell Preservation 2011 (RCO Project <a href="#">11-1282A</a> ).
3. Reports from Partners	Briefing	
Chair Troutt and Director Cottingham will draft a letter to the Bonneville Power Administration that addresses fish passage issues due to dams on the Columbia River. The draft will be circulated to board members, and review by the Governor's Office.		
4. Monitoring Updates		
A. Intensively Monitored Watershed (IMW) Funding Challenge	Decision: APPROVED	
B. SRFB Monitoring Program 2004-2014 Document	Briefing	Mr. Dublanica will email the formatted draft document to board members showing the funding that supports monitoring efforts.
C. Monitoring Video	Briefing	

5. Manual 18		
A. General Overview of Changes	Briefing	No follow-up action requested.
B. Monitoring Eligibility Policy Change	Decision: APPROVED	
6. South Fork Skokomish Canyon Fish Passage Assessment	Decision: APPROVED	No follow-up action requested.
7. Salmon Recovery Conference Update	Briefing	No follow-up action requested.
8. State of Salmon Report Presentation	Briefing	No follow-up action requested.
9. Mitigation Matching Project Update	Briefing	No follow-up action requested.
10. Washington Administrative Code (WAC) Changes	Briefing	Staff will begin drafting rule changes per the Administrative Procedure Act and follow up with a briefing at the May meeting.
11. Expanding the Grant Program to Include Large Capital Projects	Briefing	Staff will seek guidance from the Office of Financial Management (OFM), draft the proposal, and look to regional organizations, lead entities, and recovery partners for feedback by September 2016. Staff would then present the full proposal at the October 2015 meeting for the board's consideration.

## **SALMON RECOVERY FUNDING BOARD SUMMARY MINUTES**

**Date:** February 26, 2015

**Place:** Olympia, WA

### **Salmon Recovery Funding Board Members Present:**

<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>Sam Mace</b>	Spokane	<b>Megan Duffy</b>	Department of Natural Resources
<b>Phil Rockefeller</b>	Bainbridge Island	<b>Brian Cochran</b>	Washington State Conservation Commission
		<b>Erik Neatherlin</b>	Department of Fish and Wildlife

**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 9:01 a.m. and the board members and attendees introduced themselves. The board welcomed two new members: Brian Cochrane, representing the Washington State Conservation Commission, and Erik Neatherlin, representing the Department of Fish and Wildlife.

Amee Bahr called roll and a quorum was determined.

## **Agenda adoption**

**Moved by:** Member Sam Mace

**Seconded by:** Member Nancy Biery

**Motion:** APPROVED

## **December 2014 Meeting Summary**

**Moved by:** Member Nancy Biery

**Seconded by:** Member Phil Rockefeller

**Motion:** APPROVED

Director Kaleen Cottingham described the materials provided for the board for the day's meeting.

## **Management and Partner Reports**

### **Item 1: Management Report**

**A. Director's Report:** Director Cottingham shared the results of the State Auditor's completed accountability audit of RCO. The four areas of focus included grants, travel, cash receipts, and cash disbursements. There were no findings in this audit. Chair Troutt commended staff for the clean audit, and Member Biery seconded.

Director Cottingham provided updates on staff transitions, welcoming the new invasive species coordinator, Raquel Crosier, who began in January. Brian Abbott with the Governor's Salmon Recovery Office will go to Washington, D.C. later this year to advocate for the Pacific Coastal Salmon Recovery Fund (PSCRF) award. RCO applies for PCSRF funds annually, receiving \$20.5M of the \$58M appropriation this year. The recent award, although slightly higher than what RCO received the prior year, will not cover expected costs. As for the state budget, RCO did not receive funding for the four additional salmon recovery funding requests for general fund money.

**B. Legislative and Policy Updates:** Wendy Brown, RCO Policy Director, provided an update on the current legislative session. The budget is expected to be rolled out near the end of March. The most recent forecast was somewhat favorable, although the demands on the budget far exceed the expected revenue. The Legislature requested information regarding salmon projects and funding, e.g., which programs support culvert work, Puget Sound, acquisitions, etc. Many legislators asked for information regarding salmon grants and the minimum state funding that RCO needs to match federal funding.

Director Cottingham met with Senator Curtis King to discuss the opportunity for a potential new grant program that would support culvert work by cities and counties. Senator King expressed interest in the work of RCO's work and the contribution of other programs to salmon recovery.

Ms. Brown shared that the legislative session is reaching the bill cut-off date. Most bills RCO monitored have died, with the exception of [House Bill 5013](#). This bill restricts the conversion of agricultural land could impact future restoration efforts, specifically naming the Washington Department of Transportation

(WSDOT) as unable to use these lands for mitigation. RCO had been monitoring [Senate Bill 5551](#), which prevents awarding salmon recovery funding to groups that have sued Washington Department of Fish and Wildlife (WDFW) regarding hatchery issues, but the bill died in committee. RCO will continue to track [House Bill 1270](#) regarding new fish hatchery management structure and [House Bill 1000](#) about leasing water rights. [Senate Bill 5739, which](#) is no longer active, would have protected salmon spawning beds. [Senate Bill 5759, which is also no longer](#) active, would have limited DNR's ability to participate in habitat conservation plans (HCPs).

Nearly all of the governor-appointed board members are pending before the Senate for confirmation. The confirmation hearings are not scheduled at this time.

**C. Survey Results:** Jennifer Masterson, Data and Special Projects Manager, provided an overview of grant applicant and board member responses to a 2014 survey.

The grant round survey to applicants will support future process improvements. Ms. Masterson presented the applicant response data as outlined in the statistics and graphs in the board materials (Item 1C). Based on the survey results, RCO established several key action items for the 2015-16 grant round:

- Continue to simplify the RCO/SRFB grant round process for 2016.
- Improve and streamline the relationship between SRFB and local processes and deadlines.
- Evaluate whether to continue or improve the application workshop/webinar.
- Review applicant survey results with Technical Review Panel members and discuss potential improvements.
- Evaluate whether to continue to distribute applicant surveys annually or biennially.

Next, Ms. Masterson presented the results from the board member survey, which was distributed in late 2014. Key action items resulting from the survey include:

- The board should review its strategic plan.
- Improve linkages between meeting topics and the strategic plan.
- Discuss how to provide clarified fund status information.
- Improve the visual aspects of PowerPoint presentations.

In response to a board survey result about PowerPoint presentations, Director Cottingham noted that RCO staff typically fine-tunes presentations up to the day of the meeting, so it is difficult to provide an accurate copy of the slides in advance. She proposed that staff provide them the day of the meeting.

## **Item 2: Salmon Recovery Management Report**

**Governor's Salmon Recovery Office (GSRO):** Brian Abbott, Executive Coordinator, provided an update on the [State of Salmon in Watersheds](#) (SOSiW) report, published February 2, 2015. He thanked his staff, particularly Jennifer Johnson, for their efforts in this work. He provided an overview of the items discussed later in the agenda, including IMW and monitoring updates, the upcoming Salmon Recovery Conference, and four videos developed to inform a broader audience about board-funded monitoring efforts.

Mr. Abbott provided a brief update on the Salmon Recovery Funding Board Monitoring Panel, the Fish Barrier Removal Board (FBRB), the regional organizations development of three-year work plans, and state and federal budget documents provided to congressional staffers so they understand RCO's budget and needs.

Chair Troutt asked for clarification on the roles and coordination of the FBRB. Mr. Abbott shared that WDFW chairs the board and the goal is to coordinate efforts. Member Biery asked about the FBRB goals

and actions, specifically whether they are working with regions and lead entities. If the FBRB develops focus areas, where these efforts would occur and how would they be implemented. Mr. Abbott explained that is early in the process, but collaboration and communication will continue between Lead Entities and the FBRB on these issues.

RCO submitted the final draft of the Pacific Coastal Salmon Recovery Fund (PCSRF) request, asking for \$25M. The agency should know the award amount in June, after which applications are matched to the award amount in coordination with other partners.

Mr. Abbott shared information about a 45-minute work session presented to the Senate Natural Resources and Parks Committee that described funding, set up, successes, and challenges of salmon recovery within Washington State. RCO and GSRO co-presented with the Upper Columbia Salmon Recovery Board.

The salmon recovery communications strategy continues to move forward, with progress occurring in the contributing lead entities. RCO selected Triangle Associates to support the workgroup and facilitate meetings, with the first meeting scheduled for March 2, 2015. Pyramid Communications will brief regional areas on the importance of developing a region-specific communications strategy to help develop individual proposals for planning and implementation. Regional area briefings will strengthen their ability to identify region-specific needs and independently lead while operating in a coordinated network. Pyramid Communications built templates for partner organizations to use so the messaging frameworks remain consistent. Mr. Abbott described region-specific progress on respective proposals and unique communication plans including timeline, agendas, overall goals, and resources needed.

**Recreation and Conservation Office, Salmon Section:** Kat Moore, Salmon Section Manager, provided a brief update on the 2014 grant round. The board materials include details about funded projects, closed projects, and director authority regarding project amendments. Staff provided presentations regarding the 2015 grant round and the application workshop will occur on March 16, 2015. The salmon staff held a joint staff meeting with the Puget Sound Partnership (PSP) in Tacoma to talk about roles, grant round improvements, coordination, and progress.

The Review Panel will meet on March 30, 2015 to discuss applicant feedback and schedule project site visits.

## **Item 2D: Completed Project Highlights**

RCO Salmon Grant Managers Mike Ramsey, Alice Rubin, and Elizabeth Butler presented information on three recently closed projects.

Mr. Ramsey presented information about Maynard Nearshore Restoration (RCO Project [11-1314R](#)). This project restored 1,800 feet of shoreline through the removal of an old railroad grade and former lumber mill site. This is critical habitat for Hood Canal Summer Chum, Puget Sound Chinook, and a multitude of other nearshore dependent species, such as migratory birds, forage fish and shellfish. Member Cochrane asked about the crossings on Hwy 101. Mr. Ramsey indicated the collaboration that occurred between agencies to help the success of the restoration project.

Ms. Rubin presented information about Hamilton Creek Restoration, Phase II (RCO Project [10-1028R](#)). This project supported the installment of log jams through 2,250 feet of the main stem, scoured new pools, created an island network, sorted spawning gravels, created overhead cover, and stabilized eroding stream banks by planting over 4,500 trees. These efforts created three new side channels, including over 1,000 feet of new complex rearing and spawning habitat for Lower Columbia Coho, chum, winter

steelhead, and Chinook. Please view a short video, listed in the project attachments, about the chum channel [here](#).

Ms. Butler presented information about Pt. Heyer Drift Cell Preservation 2011 (RCO Project [11-1282A](#)). The project included a fee simple acquisition of six target parcels located in the Pt. Heyer Drift Cell, adding approximately 10 acres of marine forested feeder bluff, 7 acres of coniferous forest uplands, 7 acres of tidelands, and over 1000 feet of shoreline to the Natural Area. Chair Troutt asked Ms. Butler to provide information on Estuary and Salmon Restoration Program (ESRP) funds used to acquire the properties.

### **Item 3: Reports from Partners**

**Council of Regions Report (COR):** Jeff Breckel, Chair, provided an overview of the current issues facing the Council of Regions. Mr. Breckel touched on the efforts of each region to support the communication and outreach strategy, the partnerships among regions with NOAA pertaining to the 5-year status review, better data collection efforts, contributions to the *State of Salmon* report, and the Fish Barrier Removal Board. Mr. Breckel indicated that monitoring continues to be the key in showing accurate data progress, trends, and habitat concerns.

Chair Troutt commented on the collaboration between the board, the lead entities, and the regions. The board understands the needs regarding monitoring and hopes to continue collaborating with the regions to find comprehensive solutions.

**Washington Salmon Coalition (WSC):** Darcy Batura, Chair, and Amy Hatch-Winecka, Vice Chair, thanked the board for the opportunity to attend. Ms. Hatch-Winecka provided a summary of the lead entity legislative day, where appointments with local representatives provide an opportunity to share program and project successes. The [Washington Salmon Coalition Advocacy Handbook: A Guide for Communicating with Lawmakers](#) describes legislative communication goals and guides these outreach efforts. Other updates included regional planning meetings, funding priorities and requests, lead entity transitions and partner retreats, updates on regional-specific accomplishments, and the continued work as part of the Salmon Recovery Network. Please find full details regarding these issues in the WSC's report included in the board materials.

Ms. Batura thanked the board for their contributions to support lead entity efforts and shared the goals supported by the provided funding. Ms. Hatch-Winecka acknowledged and thanked Barbara Rosentkotter, as she retires this year. Chair Troutt and Director Cottingham thanked the Washington Salmon Coalition for their work and collaboration.

**Regional Fisheries Enhancement Groups (RFEGs):** Colleen Thompson, Managing Director, shared information about recent goals and progress including contract workshops to better project implementation. She provided updates on legislative outreach and advocacy, including several events with state and federal representatives. Ms. Thompson distributed annual reports to the board.

Chair Troutt inquired about the RFEG budget and the amount of board funding that supports RFEGs. Ms. Thompson noted some capacity challenges, often due to the complexity of salmon recovery projects. She added that some funding comes from federal sources but still encourages full board support. Mr. Abbott noted that 18% of the funding supports RFEG.

**Washington Department of Natural Resources (DNR):** Member Megan Duffy summarized the bills currently monitored by DNR this legislative session. Specifically Senate Bill 5559 regarding habitat conservation plans (HCPs) for over water and log structures. Chair Troutt asked about the specific target of the bill.

**Washington State Department of Transportation (WSDOT):** Member Cierebiej shared information about WSDOT projects that support salmon recovery and fish passage while addressing environmental deficiencies and stormwater. She noted 10 barriers corrected so far this biennium. A budget request submitted this session includes a funding package that would allow an additional 12 projects each biennium. If all funding requests are approved for the 2015-17 biennium, WSDOT could correct up to 50 barriers and have \$12 million available in stormwater retrofits.

**Washington State Conservation Commission (WSCC):** Member Cochrane provided a brief update on the Regional Conservation Partnership Program award of \$5.5M by USDA to Palouse Conservation District for farm conservation practices aimed at sediment Total Maximum Daily Load (TMDL) load reduction in the Palouse River watershed with a one-to-one match.

**Washington Department of Ecology (Ecology):** Member Smith shared information about the forecasts for the next biennium specifically around the Model Toxics Control Act (MTCA) account which is used to address water quality. She shared a concern regarding the oil-by-rail transport issues as trains pass through Puget Sound and the Columbia River. Ecology will monitor this issue, since the emergency support funding is currently inadequate.

**Northwest Power and Conservation Council (NWPCC):** Member Phil Rockefeller provided information on the Columbia River Basin on salmon recovery and mitigation efforts, including the NWPCC Fish and Wildlife Program. He explained in-depth history, goals, and authorities of the program as they align with federal and state priorities. Member Rockefeller emphasized the need to coordinate strategies, programs, and funding to support successful salmon recovery efforts. He encourages future conversations and collaboration to resolve these ongoing, long-term habitat issues. When tribes and regions express priorities, an obligation exists to coordinate and make these changes happen. Chair Troutt thanked Mr. Rockefeller for his continued support.

More information about this program may be found at: <https://www.nwcouncil.org/fw/>.

**Washington Department of Fish and Wildlife (WDFW):** Member Neatherlin provided an update on the new WDFW director who recently met with the salmon recovery regions. He shared information about the federal and state funding gaps that may present challenges in the next few years. Mr. Neatherlin stated that early marine survival research for steelhead would likely receive funds in the next biennium with a goal of setting population and habitat for steelhead in Puget Sound. He shared information on the agency requests that are now part of the Governor's budget to support salmon recovery.

#### **General Public Comment**

No public comment provided at this time.

#### ***Break 11:15 – 11:35 a.m.***

#### **Board Business: Briefings**

##### **Item 4A: Intensively Monitored Watershed (IMW) Funding Challenge**

Mr. Abbott provided an update on funding IMW projects within Washington State specifically related to the NOAA Science Center. The challenge involves using capital funds for monitoring. To resolve this issue, staff from GSRO worked with NOAA and Ecology to find alternate funding solutions.

It now appears that the Science Center may be able to accept federal dollars. For the funding issues, Mr. Abbott referred to the options presented in Item 4A of the board materials (IMW Funding Challenge).

- The NOAA Science Center remaining funds not utilized that could fill the gap is roughly \$85,000.



- The Department of Ecology holds \$90,000 in unspent monitoring funds.
- If neither of the above are available, staff recommends using funds set aside for 2015 IMW projects. If moving funds represents the only option it would move \$170,000 from IMW projects to monitoring, leaving \$1,830,000 available for 2015 IMW projects.

**Motion:** Move to direct the RCO director to fill the Intensively Monitored Watershed (IMW) funding gap as set forth in the staff memo, either by relying on NOAA and unspent Ecology IMW funds or secondarily, by utilizing Pacific Coastal Salmon Recovery Fund (PCSRF) funds previously committed to IMW projects.

**Moved by:** Member Nancy Biery

**Seconded by:** Member Phil Rockefeller

**Motion:** APPROVED

#### **Item 4B: SRFB Monitoring Program 2004-2014 History Document**

Keith Dublanica, Governor's Salmon Recovery Office, provided a brief ten-year history of the SRFB's monitoring strategy. The 2003 monitoring strategy, written by Bruce Crawford, established the methodology, criteria, and categories within the board's three broad monitoring areas: reach-scale effectiveness monitoring, fish in/fish out, and intensively monitored watersheds (IMWs). In 2013, Stillwater Sciences and RCO developed and updated Monitoring Investment Strategy. Mr. Crawford authored a ten-year history document, reviewed by the monitoring panel and practitioners in January 2015.

The summary document provides review material for the joint monitoring panel and practitioner work-session scheduled for March 30, 2015. Board members are invited to attend all or part of this all-day work-session with the monitoring panel and practitioners (provided they do not constitute a quorum). The board will review the final document at the May 2015 meeting, with adoption at the October 2015 meeting.

Chair Troutt acknowledged Mr. Crawford, seated in the audience, and thanked him for his efforts.

Member Rockefeller asked if the historical summary will include information about the funding that supports monitoring efforts. Mr. Dublanica confirmed that the summary would include funding information to present an accurate picture. He will send an electronic copy of the formatted draft document for board members to view.

#### **Item 4C: SRFB Monitoring Video**

Jennifer Johnson, Governor's Salmon Recovery Office, shared information on the development of four monitoring videos produced by Wahoo Films of Bend, Oregon. GSRO consulted with Tetra Tech and the Departments of Fish and Wildlife and Ecology to develop video scripts and concepts. The short video clips capture late summer and fall seasons of 2014 throughout Washington State, to show spawning salmon through field interviews, graphics, stock, proprietary, and supplemental aerial footage. The board provided positive feedback on the content of the videos and the message.

All four videos are available on RCO's YouTube channel: <https://www.youtube.com/user/WashingtonRCO>.

**Lunch 12:15 p.m. – 1:05 p.m.**

#### **General Public Comment:**

Jeanette Dorner discussed the Smith Island Project, located in the Snohomish estuary. The large, complex restoration project is the largest contract that RCO currently holds (about \$16M). The project aims to restore 328 acres of farmland through strategic land acquisitions and by removing dikes. The estuary



represents an opportunity of grand scale to restore rich habitat and ecosystem function. Conflicts have arisen over the agricultural uses of the land under consideration. The Snohomish County Council also acts as the Diking District; for the project to move forward, the District must vote to approve the design/scope. Uncertainty exists as to whether the project will move forward. The Puget Sound Partnership drafted a letter to advocate for the project sponsor. Further letters and public comment are encouraged to keep momentum in the restoration efforts.

Chair Troutt noted that RCO will draft a letter of support and suggested that the board draft one as well. Member Biery asked that Chair Troutt attend the meeting of the Diking District to represent the board, read the draft letters from the board and from RCO, and provide comment.

Director Cottingham shared the draft language of the letter RCO intends to send and offered to draft a similar letter on the board's behalf.

Member Rockefeller inquired about the biological opinion for Puget Sound. Director Cottingham noted that in Puget Sound there are federally approved recovery plans for Chinook and Hood Canal summer chum. Ms. Dorner noted that the Smith Island Project is a benchmark in state and federal salmon recovery plans.

Member Neatherlin inquired about the arguments stated in opposition to the project. Ms. Dorner shared that the bill in favor of agriculture lands, that testimony provided opposed estuarine restoration due to loss of ag land. Member Neatherlin emphasized the value in receiving clarification on the opposing arguments in order for Chair Troutt to prepare science-based documentation for discussion at the Diking District meeting.

Please see Appendix A and Appendix B for copies of the letters drafted and sent to the Snohomish County Council.

## **Board Business: Decisions**

### **Item 5A: Manual 18 – General Overview of Changes**

Kathryn Moore, Senior Grants Manager, presented information on proposed administrative revisions to the *Salmon Recovery Grants Manual 18: Policies and Project Selection*. Staff received feedback from lead entities, the technical review panel, RCO staff, and the grant applicant survey. In addition to formatting and grammatical changes, RCO staff updated the 2015 grant schedule, provided more detail on project proposals goals and objectives as well as guidance on riparian buffers, updated language on long-term compliance obligations, provided new cost estimate examples, and created a PRISM-based submittal process for ranked project lists. The final version of Manual 18 is available on the RCO website and a workshop will occur in March regarding changes and the application process.

Ms. Moore discussed potential changes to the 2016 grant cycle based on feedback from sponsors and lead entity coordinators. These changes would include timing of site visits, final application deadlines, coordinating timing of SRFB review panel visits with lead entity review and ranking, timing of the SRFB funding meeting, coordinating project proposal with lead entity requirements, and coordinating with other funding programs like ESRP, Floodplains by Design, and PSAR. A committee will develop these recommendations to present to the board in September or December 2015.

### **Item 5B: Monitoring Eligibility Policy Change**

Brian Abbott, GSRO Executive Coordinator, briefed the board on the proposed policy change to expand monitoring as an eligible grant round project type with a number of conditions. Mr. Abbott summarized the proposed language and criteria as outlined in Item 5B of the board materials.

The new policy would change the balance between on-the-ground projects and monitoring. The proposed policy change would allow regional organizations the option of using up to 10% of its annual funding on monitoring projects. Several conditions exist for eligible monitoring activities and prohibits the use of state bond funds. If approved, Manual 18 will reflect appropriate language for monitoring eligibility in the 2015 grant round.

Director Cottingham noted that federal funds must support the program. Chair Troutt inquired about the design component of projects and if the monitoring or review panel would assess projects with established criteria, consistent methodologies, and protocols. He emphasized the need for the monitoring panel to know their role from the beginning. Member Smith asked if this counts as part of the 10% monitoring requirements for federal funding. Mr. Abbott indicated in the affirmative that the pressure may chip away at the big picture around state-wide versus regional monitoring, as both are necessary.

### **Public Comment**

Jeff Breckel shared that the lead entities and directors collaborated to develop the proposed language. The funding does not support major monitoring needs but will help regions fund current data gaps. Regional consultation with lead entities will support project flexibility, as well as thorough review and evaluation of the design.

Member Rockefeller asked about the amount of funds that would be used to support local monitoring. Mr. Breckel estimated that the amount would not exceed 10% of a regional allocation. This may represent a significant amount of funding, but respective salmon recovery boards would need to assess whether they want/can dedicate this funding, which could be used on other projects. It is a judgment call, balanced on region-specific needs.

Please see Appendix C for additional comment provided to the board.

**Motion:** Move to approve the proposed language as presented in the staff memo for including monitoring as an eligible project category in the Salmon Recovery Funding Board grant program, and include the appropriate language in the 2015 grant round manual.

**Moved:** Member Nancy Biery

**Seconded:** Member Sam Mace

**Discussion:** Member Smith stated her concern that these efforts should not undermine broader statewide efforts. Chair Troutt concurred.

**Action:** APPROVED

### **Item 6: South Fork Skokomish Canyon Fish Passage Assessment**

Mike Ramsey, Grant Manager, provided an update on the South Fork Skokomish Canyon Fish Passage Assessment ([14-1334P](#)). This project will assess the four sites identified by WDFW to determine the passability at various flows and develop design concepts for fish passage improvements if appropriate.

The Hood Canal Coordinating Council (HCCC) received funding for the 2014 grant round minus \$175,437 set aside for the South Fork project at the December 2014 meeting. A meeting held on January 5, 2015 with stakeholders, RCO staff, and review panel members clarified misconceptions about the initial proposal. The sponsor provided justification by providing previous hydraulic and fluvial geomorphic assessments for the upper South Fork Skokomish and technical advice received from agency staff and qualified consultants. The following conditions will apply to this project: the scope of work will include compiling various existing hydrology, hydraulic, and geomorphic assessments relevant for restoring Spring Chinook passage conditions. This information and on the ground data will inform and identify

conceptual design alternatives. The sponsor will convene a technical advisory group to develop the conceptual design alternative after completing the initial field measurements and modeling work.

Member Rockefeller inquired about potential design modifications should problems arise and the landowner acknowledgement. Mr. Ramsey provided options such as boulder-blasting and creating a fish-way. The landowner, Green Diamond, signed an acknowledgement form, not a landowner agreement. Evan Bauder indicated that some concerns exist around the elevation needed to ensure fish passage. The sponsor stated that the purpose is data collection to determine the best approach and urged the board to encourage potential solutions.

#### **Public Comment**

No public comment was provided at this time.

**Motion:** Move to approve \$175,437 in Salmon Recovery Funding Board funds for the South Fork Skokomish Canyon Fish Passage Assessment, RCO Project 14-1334P.

**Moved by:** Member Nancy Biery

**Seconded by:** Member Phil Rockefeller

**Discussion:** Member Rockefeller asked whether Spring Chinook navigate this stream and whether the low-flow scenarios were tested. Mr. Ramsey noted that Spring Chinook historically used the river and plans exist to reintroduce the species. The sponsor shared that previous historic reports indicated the need for restoration efforts and funding would support design and planning to fill a data gap. The project is part of the Skokomish regional recovery plan, but delayed relative to other plan metrics. The sponsor added that the project would need to conduct a study during low-flow seasons to determine the potential impacts to fish passage.

Member Rockefeller expressed concern that money expended may document an unfixable fish passage problem. Chair Troutt requested clarification on the problem resolution.

Tom Slocum, review panel member, confirmed that the review panel expressed similar concerns regarding fish passage. He spoke on behalf of the review panel, confirming their support of data collection in the design and planning phase of this project while emphasizing that potential future projects implement appropriate restoration actions.

Ms. Dorner shared that the Skokomish Tribe plans to introduce Spring Chinook and this project is critical to that work. She shared that the region supports the tribe in this effort. More data is needed, and they are grateful for the extra time allowed to consider this project.

Chair Troutt summarized the review process that the project traversed, noting the board should not debate recovery plan goals and metrics.

**Decision:** APPROVED

#### **Board Business: Briefings**

##### **Item 7: Salmon Recovery Conference Update**

Brian Abbott and Sarah Gage of the Governor's Salmon Recovery Office provided an update on the 2015 Salmon Recovery Conference. RCO, GSRO, the Washington Department of Fish & Wildlife (WDFW) and Long Live the Kings developed the following goals for the conference: 1) showcase salmon recovery projects in Washington State with an emphasis on lessons learned and problems solved; 2) include subject matter on habitat restoration, preservation, and hatchery reform; 3) include a breadth of salmon recovery

with diverse interests and geographies; and 4) to operate the conference in a fiscally sound manner. So far, sponsor engagement effectively has secured funding and support for the conference in the amount of \$31K.

The salmon recovery community responded enthusiastically to the call for abstracts, submitting nearly 200 abstracts covering a wide range of topics. The 2015 conference will be two and half days this year, including plenary and breakout sessions involving 23 topics. The schedule will include networking opportunities. Ms. Gage listed several businesses, vendors, and participating agencies.

Member Biery encouraged local government engagement to support community education and involvement. She suggested a "Salmon 101" session in collaboration with Brian Abbott to support basic salmon recovery awareness efforts.

### **Item 8: State of Salmon Report Presentation**

Jennifer Johnson, Governor's Salmon Recovery Office Implementation Coordinator, and Scott Boettcher, RCO consultant, presented the new biennial State of Salmon in Watersheds report. Ms. Johnson shared a hardcopy of the executive summary, also published online at [www.stateofsalmon.wa.gov](http://www.stateofsalmon.wa.gov). RCW 77.85.020 requires GSRO produce this biennial report for the Legislature.

The 2014 report: (1) displays data at both regional and state scales, (2) contains indicators of adult and juvenile fish abundance, watershed health, and recovery plan implementation, (3) highlights information gaps and needs, and (4) includes trends in funding, watershed plan program updates, and challenges to salmon recovery.

Mr. Boettcher discussed the development process, particularly including the goal to set up RCO and GSRO to maintain the website and data independently. The Department of Ecology supports these efforts. Other updates include the story map tool, intended to share statewide salmon recovery efforts specific to Washington's methodologies and real-time data across tribes, local, and state government. The goal is to de-mystify the work and complex projects in progress across the state. Access the story maps [here](#).

Ms. Johnson demonstrated various elements of the State of Salmon website, including the narrative summary pages, indicators of salmon abundance, regional data contributions, and connections to <http://www.data.wa.gov>. The new automation tool was also demonstrated. It displays WDFW's live fish abundance data organized by recovery region. Ms. Johnson thanked the agencies involved that provided data for the website and the report.

Mr. Boettcher demonstrated the new story map tool. These "salmon stories" represent a collaborative effort from tribes, agencies, and salmon recovery organizations and highlight watershed-scale salmon recovery with imagery and easy-to-read story maps.

Chair Troutt enthusiastically thanked the efforts of this year's SOS report. He emphasized how the report is inclusive and wonderful, especially the connection to the tribal community.

### **Break 2:45 – 3:12 p.m.**

Chair Troutt invited Jeff Breckel to speak. Mr. Breckel commented on Member Rockefeller's remarks during the round-table updates. He encourages the board to engage in the process of thoughtful, transparent, technically sound feasibility of move fish above dams in the lower Columbia River region. The goal is to restore historic migration abilities.

Chair Troutt would like to draft a letter in support of the goals outlined by Mr. Breckel. Member Mace

seconded. Member Rockefeller noted that the long, ongoing process of restoration above dams; a letter issued within the next several days would be timely. There is still a question of the addressee, perhaps the Bonneville Power Administration. Member Biery suggested providing a copy to the Governor as well as members of Congress. Member Rockefeller clarified that this letter would support the exploration of options, available science, and feasibility, and suggested a measured response.

Chair Troutt and Director Cottingham will draft a letter and circulate the draft to board members. The intention is to draft a letter to BPA Administrator, with a copy to the Governor's Office.

Please see Appendix D for a copy of the letter drafted to the BPA Administrator.

### **Item 9: Mitigation Matching Project Update**

Jennifer Johnson, GSRO, along with consultants from Eldred & Associates and Cardno ENTRIX (Jennifer Aylor and Sky Miller) presented an update on the mitigation matching project. Mitigation matching can optimize the benefits of salmon recovery, habitat protection, and restoration by identifying salmon recovery projects that align with transportation mitigation obligations. Working with WSDOT, RCO is providing access to RCO habitat project lists and mapped locations in order to identify potential mitigation projects more efficiently. GSRO and RCO staff will work on a factsheet and other tools that will help inform partners on the progress of this work.

Ms. Aylor summarized and presented the in-development map-viewer tool that displays transportation projects matched with habitat restoration and protection projects, focused on mitigation and setting aside wetlands that enhance salmon restoration. Ms. Aylor provided history and development of the project specific to Washington's regional and statewide data. Mr. Miller provided an overview of the data inputs and matching methodologies. He provided some examples of local matching opportunities and mitigation sites, discussing potential challenges. One problem noted is that the Endangered Species Act requires avoidance and minimization of salmonid impacts, but not mitigation.

The team demonstrated the online matching tool's interactive features. With a secure login to protect data integrity, users can access additional information, site details, involved partners, and contributing agencies.

Ms. Aylor discussed potential opportunities that may support WSDOT in mitigation options. Ms. Johnson discussed next steps, such as adding more Habitat Work Schedule projects to the map-viewer, and continuing to explore user interfaces and data sharing between RCO and WSDOT.

Chair Troutt commented on the importance of mitigation, specifically paying attention to the life stage or history of salmonid species and plan to accommodate these cycles. Mr. Miller indicated that, with NOAA's direction, they look for limiting factor sites that help reach the mitigation goal, similar to those approved in estuarine and salmon spawning habitat.

Chair Troutt asked if the same impacts that the tool mitigates against remain in a given watershed. Mr. Miller confirmed this, stating that the benefits stay within the watershed.

Member Cochrane wondered if this would promote competition among sites for board funds and how these efforts would be coordinated. Ms. Johnson replied that competition may be a good thing as it indicates solid funding; development is a reality, so the key is to consider this when asking questions about how this tool will support mitigation projects. Ms. Aylor added that they have explored the question of coordinated inputs and impacts, especially in terms of regulation and funding sources.

## **Item 10: Washington Administrative Code Changes – Phase II Overview**

Leslie Connelly, RCO's Policy Specialist, presented an overview of phase II of the proposed changes to Title 420 of the Washington Administrative Code (WAC). Title 420 covers general grant program requirements of the board and the administration of grant programs. Ms. Connelly provided background on the process for updating RCO rules and procedures in WAC. In RCW 77.85.120, the board is designated with the authority to establish rules that will support accomplishment of their work as set forth in statute.

Substantive changes to the WAC have not been made since 2001. In 2014, Phase I of the WAC changes included changing the agency name to the "Recreation and Conservation Office." Ms. Connelly then provided a summary of the changes proposed for Phase II. Details of each change is documented in Item 10 of the board materials.

Ms. Connelly summarized the next steps and schedule for adopting rule changes to the WAC. An initial draft of revisions was submitted on February 4, 2015 and the "Notice of Inquiry" was published February 18, 2015. As there will be some substantive changes, a public hearing will be held at the next board meeting, with an effective date of June 7, 2015.

The board discussed timelines, constraints, and opportunity to review the changes prior to the public hearing.

RCO staff will begin to draft rule changes per the Administrative Procedure Act, submitting them to the board individually for comment. Ms. Connelly suggested providing sections of changes as they are updated. Stakeholder feedback will be sought from lead entities, regions, project sponsors, and interested parties.

## **Item 11: Expanding the Grant Program to Include Large Capital Projects**

Brian Abbott, GSRO, summarized the concept of developing a capital budget requests for the 2017-19 biennium. The purpose is to create a capital funding source for large-scale fish benefit projects needed to fully implement Salmon Recovery Plans outside of the Puget Sound region. He noted the past success of projects in the Puget Sound region, and described the foundational principles of the grant program concept: 1) add to the salmon recovery effort and not realign or take resources from existing capital programs, 2) consist of an open and transparent selection and prioritization process, and 3) utilize the current Review Panel process.

Feedback and drafting the request would need to be in place by September 2016. At that time, RCO would present the Governor and Legislature with a fully developed process and ranked list for inclusion in the 2017-19 capital budget.

Director Cottingham suggested collaborating with the Office of Financial Management, to ensure that the efforts will not be rejected immediately when submitted in September. RCO and GSRO staff would seek input from OFM, draft the proposal, and look to regional organizations, lead entities, and recovery partners for feedback by September 2016. The board would consider a full proposal at the October 2015 meeting.


Director Cottingham and Chair Troutt noted the importance of highlighting the program components as they address gaps in salmon recovery efforts for projects that are not eligible for the existing grant rounds.

## **Closing**

The next board meeting is scheduled for May 6-7, 2015 in Olympia.

Chair Troutt adjourned the meeting at 4:30 p.m.

**Approved by:**

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

5/6/15  
\_\_\_\_\_  
Date

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Olympia, WA 98501

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STATE OF WASHINGTON

RECREATION AND CONSERVATION OFFICE

February 27, 2015

Snohomish County Council  
Robert J. Drewel Building, 8<sup>th</sup> Floor  
3000 Rockefeller Ave., M/S 609  
Everett, WA 98201

RE: Smith Island Estuarine Restoration Project

Dear Council Members Dave Somers, Brian Sullivan, Stephanie Wright, Terry Ryan and Ken Klein:

The Salmon Recovery Funding Board (SRFB) is pleased to support the Smith Island Estuarine Restoration project. Composed of five citizens appointed by the Governor, and five state agency directors, the SRFB brings together the experiences and viewpoints of citizens and state natural resource agencies, to provide grants for salmon habitat protection and restoration. State and federal funding flows through the SRFB via a locally-based process that prioritizes actions to achieve salmon recovery statewide.

To date, the Smith Island Estuarine Restoration project has successfully competed for more than \$17 million dollars in funding from the SRFB and other grant programs. The Smith Island project has been successful in competing for recovery funding, in large part, because it is an integral part of the federally-approved salmon recovery plan under the Endangered Species Act. Research shows that one of the greatest limiting factors for Chinook salmon population recovery is the extensive Snohomish River estuary habitat loss important for early stage rearing. Today, fewer than 1,700 acres of estuarine tidal marsh remain connected and accessible to salmonids. A decline in excess of 80% of the historic area.

It is very exciting to see the progress being made on Smith Island. These types of projects take strong leadership, multiple partners, and significant investments of time and resources. Investing in salmon recovery is also good for the economy. In addition to increasing opportunities for commercial and recreational fishing, project design and construction contracts bring millions to local businesses. We want to thank the County for its leadership on this important restoration project, and urge you continue to support implementation.

Sincerely,

David Troutt, Chair  
Salmon Recovery Funding Board



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1111 Washington St. S.E.  
Olympia, WA 98501

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STATE OF WASHINGTON

RECREATION AND CONSERVATION OFFICE

February 26, 2015

Snohomish County Council  
Robert J. Drewel Building, 8<sup>th</sup> Floor  
3000 Rockefeller Ave., M/S 609  
Everett, WA 98201

RE: Smith Island Estuarine Restoration Project

Dear Council Members Dave Somers, Brian Sullivan, Stephanie Wright, Terry Ryan and Ken Klein:

The Recreation and Conservation Office (RCO) is pleased to support the Smith Island Estuarine Restoration project. RCO is a small state agency that manages grant programs to create outdoor recreation opportunities, protect the best of the state's wildlife habitat and farmland, and help recover salmon.

To date, the Smith Island project has successfully competed for ten RCO administered salmon recovery and habitat restoration grants totaling nearly \$17 million dollars. These grants supported land acquisition, planning, design and permitting. Grant funds continue to be available for implementation of this regionally significant restoration project. This is an impressive project in scope and scale and represents the highest value project agreement administered by my agency.

I want to thank the County for its leadership on the restoration of the Estuary, and urge you to continue to support its construction. Re-establishing a properly functioning, self-sustaining estuarine tidal marsh ecosystem will provide critical rearing habitat for endangered Chinook salmon in the Snohomish River basin. Thank you for your commitment to this project.

Sincerely,

Kaleen Cottingham  
Director





February 26, 2015

Salmon Recovery Funding Board  
c/o David Troutt, Chair  
1111 Washington ST SE  
Olympia, WA 98501

Dear Chairman Troutt and Distinguished Board Members,

I am writing to share with you the **Skagit Watershed Council' support for changing the monitoring eligibility policy** before you today. The potential change has been well vetted statewide and as far as we know there is 100% support for this discretionary policy as outlined in the briefing materials.

The Skagit Watershed Council is a non-profit organization dedicated to habitat recovery that would enable sustainable salmon and trout fisheries in the Skagit and Samish Watersheds. Our membership now includes 33 governments and NGOs, representing the broad spectrum of interests in salmon recovery in this large and productive basin.

From the Skagit perspective, **this modest change in policy has complete concurrence at both the technical and policy levels.** While our habitat protection and restoration work must continue as our main priority, the **need to answer ever-more-critical questions of the status and trends of the fish and habitat they depend on will become the defining conversation of the next 10 years.**

Without this change in policy, we will continue to be poorly equipped to state with confidence the long-term effectiveness of our actions, and will lack information critical to informing course corrections.

Thank you for your consideration of this modest but important policy change,

A handwritten signature in blue ink that reads "Richard Brocksmith". The signature is written in a cursive style.

Richard Brocksmith

Executive Director

Cc: Jeanette Dorner, Puget Sound Partnership  
Brian Abbott, Governor's Salmon Recovery Office

Natural Resources Building  
P.O. Box 40917  
Olympia, WA 98504-0917

1111 Washington St. S.E.  
Olympia, WA 98501



**STATE OF WASHINGTON**  
**RECREATION AND CONSERVATION OFFICE**

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Web site: [www.rco.wa.gov](http://www.rco.wa.gov)

March 9, 2015

Elliott Mainzer, Administrator  
Bonneville Power Administration  
P.O. Box 3621  
Portland, OR 97208-3621

Dear Administrator Mainzer:

The Washington State Salmon Recovery Funding Board (SRFB) has been overseeing and coordinating the distribution of state and federal resources toward the recovery of salmon and their habitat since 2000. These investments are managed by the Washington State Recreation and Conservation Office.

We are pleased to offer our strong support for the recently revised Columbia River Basin Fish and Wildlife Program adopted in October 2014 by the Northwest Power and Conservation Council. We encourage the Bonneville Power Administration (BPA), and the other federal- action agencies with assets and responsibilities in the Columbia Basin, to extend tangible and on-going financial and technical support for the phased assessment of the feasibility of re-introducing salmonids above the Army Corps of Engineers Chief Joseph Dam, and the Bureau of Reclamation Grand Coulee Dam. Such an assessment would explore the biological and economic feasibility of providing upstream and downstream fish passage at the dams, and review the complexities of re-introducing salmon species to their historic habitat.

The 199 river miles of mainstem along with the increased tributary access above these federal dams are of regional significance and historically supported several stocks of salmon. Reconnecting this habitat would provide significant economic, tribal, cultural, and community benefits.

The SRFB stands ready to collaborate with you, and the many others engaged in the management of the Columbia River Basin resources, in proceeding down a carefully-managed pathway to assess the feasibility of re-introducing salmonids to these inaccessible areas.

We thank you for your consideration in this timely matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Trout".

David Trout, Chair  
Washington State Salmon Recovery Funding Board



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1111 Washington St. S.E.  
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STATE OF WASHINGTON

RECREATION AND CONSERVATION OFFICE

February 27, 2015

Snohomish County Council  
Robert J. Drewel Building, 8<sup>th</sup> Floor  
3000 Rockefeller Ave., M/S 609  
Everett, WA 98201

RE: Smith Island Estuarine Restoration Project

Dear Council Members Dave Somers, Brian Sullivan, Stephanie Wright, Terry Ryan and Ken Klein:

The Salmon Recovery Funding Board (SRFB) is pleased to support the Smith Island Estuarine Restoration project. Composed of five citizens appointed by the Governor, and five state agency directors, the SRFB brings together the experiences and viewpoints of citizens and state natural resource agencies, to provide grants for salmon habitat protection and restoration. State and federal funding flows through the SRFB via a locally-based process that prioritizes actions to achieve salmon recovery statewide.

To date, the Smith Island Estuarine Restoration project has successfully competed for more than \$17 million dollars in funding from the SRFB and other grant programs. The Smith Island project has been successful in competing for recovery funding, in large part, because it is an integral part of the federally-approved salmon recovery plan under the Endangered Species Act. Research shows that one of the greatest limiting factors for Chinook salmon population recovery is the extensive Snohomish River estuary habitat loss important for early stage rearing. Today, fewer than 1,700 acres of estuarine tidal marsh remain connected and accessible to salmonids. A decline in excess of 80% of the historic area.

It is very exciting to see the progress being made on Smith Island. These types of projects take strong leadership, multiple partners, and significant investments of time and resources. Investing in salmon recovery is also good for the economy. In addition to increasing opportunities for commercial and recreational fishing, project design and construction contracts bring millions to local businesses. We want to thank the County for its leadership on this important restoration project, and urge you continue to support implementation.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Troutt".

David Troutt, Chair  
Salmon Recovery Funding Board



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**From:** Cottingham, Kaleen (RCO)  
**Sent:** Monday, March 9, 2015 9:36 AM  
**To:** Loosle, Wendy (RCO)  
**Subject:** Include this letter in the May materials for the SRFB.  
**Attachments:** Elliott Maizner Letter.pdf

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—  
Kaleen Cottingham / Director / Recreation and Conservation Office / [kaleen.cottingham@rco.wa.gov](mailto:kaleen.cottingham@rco.wa.gov) /  
360.902.3003



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**From:** Frank, Leslie (RCO)  
**Sent:** Monday, March 09, 2015 9:31 AM  
**To:** Cottingham, Kaleen (RCO)  
**Subject:** Elliott Maizner Letter

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**From:** Richard Brocksmith <rbrocksmith@skagitwatershed.org>  
**Sent:** Thursday, February 26, 2015 9:15 AM  
**To:** Loosle, Wendy (RCO)  
**Cc:** Abbott, Brian (GSRO); Dorner, Jeanette (PSP); Kintner, Leah (PSP); Duboiski, Marc (RCO)  
**Subject:** SRFB Comment Letter - Please provide to SRFB today  
**Attachments:** SWC Support Letter\_Monitoring Policy Change.pdf  
  
**Categories:** SRFB

Wendy,  
Please find attached our letter of support for the SRFB's 1pm monitoring policy topic. My apologies for its late arrival, and that I won't be able to join you in person.

Please confirm you have received this email.  
Regards,  
Richard

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Richard Brocksmith  
Executive Director, [Skagit Watershed Council](#)  
p: 360.419.9326 | c: 360.826.2164