

May 29-30, 2013 California Fish Passage Forum

Meeting Minutes

Sacramento, California

Present: Kevin Shaffer (May 29), Tom Shroyer, Stan Allen, Bob Pagliuco, Tim Ash (via telephone), Donnie Ratcliff, Anne Elston, Sara Denzler, Marc Commandatore, Michael Kellett (May 29), Lisa DeBruyckere

Executive Summary of Decision and Action Items and Future Agenda Requests, Committee Recommendations

Decision Items

1. Forum logo: Forum members unanimously approved the Fish Passage Forum logo, Version 2.0. Copyright the logo.
2. Website: Forum members unanimously approved launching the Forum website live with the addition of a disclaimer statement and Forum logo.
3. Strategic Framework: Forum members voted (one dissenting vote) to approve the strategic framework once Lisa incorporates the next set of edits, which are due one week from March 30, 2013.
4. Public participation in Forum meetings: Forum members voted unanimously to send a notification to the original list of individuals that have expressed interest in the Forum – the notice/email should include a hyperlink to the new Forum website, and the opportunity for them to sign up for the CFPF listserv for notification of future meetings.

Chair Request

1. The Chair requested that meeting materials be distributed to Tom and Lisa for proofing and appropriate. pdfs no less than 20 business days before the Forum convenes. All materials submitted should be agency vetted materials or consortium approved for discussion.

Action Items

All Forum members:

1. All suggested edits to the Framework need to be sent to Lisa within one week from today's meeting. Outreach and Education Committee will add the Strategic Framework to their upcoming agenda.

Kevin/Outreach and Education Committee:

1. Kevin will be working with counties and FishNet4C to potentially resurrect it/figure out a way for continued engagement by counties.
2. Kevin will approach Cal Trout (Kurt Zimmerman) and USACE to further engage in the Forum and have consistent representation.
3. The Outreach and Education Committee will consider establishing a working group on changing climate and its relationship to fish passage. Bob will distribute one-pagers from NOAA on the topic.

4. O and E Committee will develop a strategy on outreach associated with NFHP funded projects and will present that strategy to the Forum.
5. Lisa, Robin, and Kevin will create a process re: how the Forum decides how it will endorse videos, documents, etc. from respective organizations. *Until a process is agreed upon, those projects should be sent to Kevin.*
6. Anne, Tom and Kevin will select a CDFW individual to beta test a Central Coast watershed using APASS and notify Donnie.
7. Kevin needs to contact California Natural Resources Agency to ask if, as a signatory, they are going to provide a representative to the Forum (or remove themselves from the MOU).
8. Kevin will provide the forum with information about the Bagley-Keene Act from legal counsel when able to do so.

Governance Committee:

1. Governance Committee needs to address the process for release of APASS (add it to the agenda to the next Governance Committee phone call).
2. Governance Committee will draft a new version of an MOU focused on fish habitat (resend the signatory sheet with the correct names). Forum will ultimately send original MOU, new MOU, and crosswalk document that lists changes and FAQ). Timeline: Governance Committee will produce draft by fall Forum meeting, will then distribute to all Forum members for input and edits, and finalize draft by end of 2013 for review by respective signatory entities.
3. Governance Committee will develop draft processes for the Forum to consider letters of support and endorsement for projects as well as processes.
 - o Endorse – select for funding or would have if the funding existed
 - o Support – seems to meet the objectives of the Forum
4. Discuss with Forum about linking important California fish datasets to Climate Commons web page – what links to what datasets?

CFFP Coordinator:

1. Lisa will draft a Forum legislative briefing, reach out to the Forum nonprofits, and develop a strategy to institutionalize a briefing for each legislative session (consider it as a model for other FHPs to use for national legislative briefings) – demonstrating we are solving problems/leveraging funds.
2. Lisa will develop a calendar of events of key fish events in California and encourage the O and E Committee to explore ways to advance Forum awareness via these events.
3. Donnie will send Lisa a template she can use to contact ODOT for implementation cost data (total project cost and implementation cost) for fish passage projects.
4. Lisa and Kevin will work on a process to manage public participation in meetings.
5. Lisa to talk to nonprofit representatives and determine what the limiting factor is for their attendance. If it is funding, the Forum should consider setting aside some funds to support non-agency travel to Forum meetings.
6. Accomplishment report on NFHP funded projects will be produced – Lisa will include results of these projects in the Forum annual report.
7. Lisa will work with partners on joint press release for two projects.
8. Lisa will distribute a Doodle to obtain dates and location for next meeting.
9. Lisa will work with Robin Carlson to copyright the Forum logo.

Bob Pagliuco:

1. Bob will distribute the score sheet for NFHP funded project selection (it is recommended that the gradation be logically defensible).
2. Bob will monitor the progress made on Brantiforte Creek.

Michael Kellett:

1. Michael will contact USFS Deputy Director (I and E) re: assistance associated with outreach on NFHP funded projects.
2. Michael Kellett will monitor the progress made on Wilson Creek.

Tim Ash:

1. Tim will draft an email that Bob and Kevin will use to send to Rick Wontok, George Hisey, and Marcin Whitman – re: a pattern of rationale; list of variances that have been approved, describing any commonalities among those variances. Tim and the Engineering Work Group will look at examples to the variance process and highlight which ones worked and why (to serve as information for those that seek to understand the variance process).

Donnie Ratcliff:

1. Donnie will first approach Mary Larson about a South Coast individual to beta test a South Coast watershed using APASS.

Anne Elston:

1. Anne will recontact Leah Mahan (now that their computer issues are resolved), to obtain datasets (from prior meeting).

Javier:

1. Javier will explore the development of a new Forum working group re: effectiveness and validation monitoring protocols/tools. This will help us promote fish passage success stories.

Marc Commandatore:

1. Marc will explore a replacement for Sara Denzler, who has accepted a new position working on the FloodSafe plan.
2. Marc will send Lisa a fish barrier prioritization list.
3. Marc is requesting fish barrier prioritization list from member agencies include any methods used to develop the lists.

Updates

1. Melinda Molnar will officially replace Richard Hill (Caltrans) on the Forum.
2. Kevin is the official Forum rep on the California LCC; Javier is the official Forum rep on the LCC Science and Data Committee.

Future Agenda Requests

1. We need to revisit how to effectively engage all Forum reps and alternates.
2. Future agenda item: discuss fish barrier prioritization lists that exist.

Committee Recommendations

1. Engineering Working Group - Link to Fish Xing from the Forum website. Fish Xing was completed for engineers, but APASS and other Forum initiatives may have a different audience. Engineering Working Group will be asked to vet the quality of the case studies for submission to Fish Xing. In the future, Outreach and Education Committee can discuss long-term solutions for care and feeding of the case

studies (location of the data, etc.).

Agenda Item: Committee and Working Group Updates

Governance Committee

- Met twice officially since last Forum meeting.
- Completed work plan.
- Contacted Cal Trout and USACE re: the need for active participation on the Forum by their representatives..
- Coastal Commission Consistency Determination passed.
- Commented on Strategic Framework and drafted Governance Committee bylaws paragraph in strategic framework.
- Multi-state conservation grant program – submitted a pre-application that included funding for GIS coordinator/data manager to develop larger scale assessment of habitat attributes. Take steps toward species-specific data in California (landscape-level scale is riparian corridor – breadth of riparian corridor and composition of tree species. Forum needs to discuss appropriate scale – core process elements. A working group could identify potential characteristics and their strengths and weaknesses - Perhaps water temperature, height of vegetation . . .).
- 10 Waters to Watch (Grape Creek) was nominated and selected, joint press release was completed, and field trip has been scheduled for June 18 (Sonoma County).
- Developed new Forum project application and draft score sheet.
- Completed endorsement form and posted it on website, then developed a timeline for future NFHP project submissions.
 - It was noted that the Forum has significant match for the funding it has received to date - \$1.2 million
 - Total allocation of NFHP funding in 2013 is \$85,400
 - Used half of the total for Forum coordination
 - Remaining \$37,000 will be expended on projects receiving national attention and climate change as part of their focus
 - Resource Conservation District of Santa Cruz on dam removal project - \$12,400 (Brantiforte Creek)
 - Wilson Creek Barrier Removal Project with USFS - \$25,913
 - How is the Forum going to work with the two partners to follow the projects and demonstrate their utility to California legislators and others?
 - **ACTION ITEMS:**
 - O and E Committee will develop a strategy to present it to the Forum.
 - Michael will contact USFS Deputy Director (I and E); WFRP (Wildlife Fish and Rare Plant Reporting Database) – is being revised for geospatial mapping
 - Lisa will draft a Forum legislative briefing, reach out to the Forum nonprofits, and develop a strategy to institutionalize a briefing for each legislative session (consider it as a model for other FHPs to use for national legislative briefings) – demonstrating we are solving problems/leveraging funds.
 - Lisa will develop a calendar of events of key fish events in California and encourage the O and E Committee to explore ways to advance Forum awareness via these events.
 - Accomplishment report will be produced – Lisa will include results of these projects in the Forum annual report.

- Bob will monitor the progress made on Brantiforte Creek; Michael Kellett will monitor the progress made on Wilson Creek.
- Lisa will work with partners on joint press release for two projects.
- We need to revisit how to effectively engage all Forum reps and alternates.

Outreach and Education Committee

Forum logo: Forum members unanimously approved the Fish Passage Forum logo, Version 2.0. Copyright the logo.

Website: Forum members unanimously approved launching the Forum website live with the addition of a disclaimer statement and Forum logo.

USFS - Aquatic Organism Passage Restoration video is about to launch. Michael Kellett will share the link to the video.

The Forum needs to create a process on how the Forum decides how it will endorse videos, documents, etc. from respective organizations. Until a process is agreed upon, those projects should be sent to Kevin.

ACTION ITEM: Lisa, Robin, and Kevin will work on a process.

Donnie is about to sign a contract with a video company in Portland, Oregon. It will be a 5-year cooperative agreement, so the Forum could add some projects in the future.

Permitting/Policy Working Group – not represented

Barrier and Prioritization/Optimization Working Group

- Lists of issues created since working through the latest iteration of APASS.
 - Had a conference call with the working group to resolve emerging issues
- Jesse is working so that PAD and accompanying tools (data constructor) can be released at the same time – to approve for internal Forum use at the next Forum meeting. Will be working toward a more dynamic user interface.
- Next release will have the ability to weight/prioritize by species and runs of species. And change passability scores for an individual barrier (if you have information for a particular barrier).
- Game plan: Next release – four test scenarios by geographic region:
 - *North Coast watershed* - Mad Redwood
 - *Central Coast watershed* – Santa Cruz or San Mateo counties; **ACTION ITEM:** Anne, Tom and Kevin will select a CDFW individual to beta test a Central Coast watershed and notify Donnie.
 - *Central Valley* – Yuba
 - *South Coast* – **ACTION ITEM:** Donnie will first approach Mary Larson.
- 3-6 months: Forum will have an opportunity to endorse APASS (Kevin and the Outreach Committee will want to discuss how to outreach to partners and entities within California, and Donnie will work with Stan to release to other entities in the U.S., including NFHP. **ACTION ITEM:** Governance Committee needs to address the process for release (add it to the agenda to the next Governance Committee phone call).
- Group will continue to work on cost data (create a survey to obtain cost estimates of different types of barrier remediation projects). Then Jesse can improve the cost data associated with APASS.
- **ACTION ITEM:** Donnie will send Lisa a template – Lisa will contact ODOT for implementation cost data (total project cost and implementation cost).

- Miles open number to be adjusted by some type of habitat qualifier (will pay for it was part of the multi-state conservation grant proposal).
- In 2014, APASS will be able to be used as part of the decision matrix to select projects for funding.

Engineering Working Group – will be scheduling a Doodle poll for an upcoming meeting.

- Request for web-based site for repository of case studies of CA fish passage projects. Group discussed Calfish, HSU (currently host of Fish Xing website), and Forum website. Fish Xing is willing and able to continue hosting Fish Xing, and is willing to list additional California case studies. **Recommendation from Working Group:** Link to Fish Xing from the Forum website. Fish Xing was completed for engineers, but APASS and other Forum initiatives may have a different audience. Engineering Working Group will be asked to vet the quality of the case studies for submission to Fish Xing. In the future, Outreach and Education Committee can discuss long-term solutions for care and feeding of the case studies (location of the data, etc.).

Science and Data Committee

- Met once and designated LCC representatives (Kevin on SC and Javier on SDC).
- June 13 or 19 is next call; chairs of all working groups (Tim and Donnie) will participate in this call and determine how to work together to advance the work plan. In addition, the group will discuss habitat quality or a surrogate for habitat quality for how to input habitat data/surrogate into APASS. Martina put together a pros and cons document re: habitat quality data – ACTION ITEM: Bob will send original ranking matrix to Forum to jumpstart their discussion.

Agenda Item: Administrative Topics

- Strategic Framework – Forum members voted (one dissenting vote DWR did not complete its management review and therefore, did not vote to approve.) to approve the strategic framework once Lisa incorporates the next set of edits (See next Action Item). **ACTION ITEM:** All suggested edits to the Framework need to be sent to Lisa within one week from today's meeting. Outreach and Education Committee will add the Strategic Framework to their upcoming agenda.
- Coordinator contract - \$46,979 budget; A total of \$13,258 has been expended; remaining amount is \$33,720.
- Guidance on providing Forum meeting materials – need materials to be distributed to Tom and Lisa for proofing and appropriate .pdfs and redistributing (no less than 20 days before we meet). Should be agency vetted materials or consortium approved for discussion.
- How the Forum will be managed – Decision on Bagley-Keene is not yet available. Forum should follow intent of Bagley-Keene for the next meeting. **ACTION ITEM:** Kevin will provide the Forum with the recommendation from legal counsel when he able to do so.
- MOU revision – Should NFHP elements be incorporated into MOU?
 - **ACTION ITEM:** Governance Committee will draft a new version of an MOU focused on fish habitat (resend the signatory sheet with the correct names). Forum will ultimately send original MOU, new MOU, and crosswalk document that lists changes and FAQ). Timeline: Governance Committee will produce draft by fall Forum meeting, will then distribute to all Forum members for their input and edits, and finalize draft by end of 2013 for review by respective signatory entities.
- Public participation in meetings – Should we be encouraging more public participation, if so, how, and how will we accommodate them?
 - We can build interest lists from our own website.
 - Actively look at meeting locations for potential to accommodate public.

- Forum members voted unanimously to send a notification to the original list of individuals that have expressed interest in the Forum – send them a notice/email with a link for notification of future meetings, announcing the new website.
- Sprinkle public comments throughout meetings.
- **ACTION ITEM:** Lisa and Kevin will work on a process to work with public participation in meetings.
- Forum endorsements – When an entity requests Forum endorsement/support, how do we decide if we should engage? Then how do we engage? **We need to distinguish between letters of support and endorsement for projects versus processes.** The Permitting Committee needs to convene entities involved in permitting to discuss issues. **ACTION ITEM:** Governance Committee will develop draft processes for the Forum to consider letters of support and endorsement for projects as well as processes.
 - Endorse – select for funding or would have if the funding existed
 - Support – seems to meet the objectives of the Forum

Agenda Item:

- **ACTION ITEM:** Marc is going to send Lisa a priority fish barrier list.
- Let applicants know we may not know total amount of funding until mid- to late-Spring, and that there will be flexibility. Let folks know final funding decisions will be contingent upon total amount received.
- Put lists for all recovery plans in public purview.
- **ACTION ITEM:** Future agenda item: discuss fish barrier prioritization lists that exist.
- **ACTION ITEM:** Bob will distribute the score sheet for project selection (it is recommended that the gradation be logically defensible).

May 30, 2013

Agenda Item: Permitting Policy Committee

Discussion on this issue was delayed until the next meeting when the Chair of this committee is present.

- **Agenda Item: California LCC**
NWF – “Climate-smart conservation” – forward-looking goals – actions linked to future conditions.
- Have criteria for the type of science they fund – are developing a science strategy for the next 5 years (letters of support, demonstrate how information will inform management).
- LCC Strategic plan - Place-based projects in ecoregions (working off state Action Plan) and work on projects that coordinate across ecosystem processes.
- LCCs are trying to determine how to implement the climate adaptation strategy.
- Tijuana Estuary was funded by CA LCC for SLR work.

How can the LCC engage with the Forum:

- Participate in steering committee and subcommittees
- Partner on projects
- Trainings and workshops
- Ecoregional teams
- Provide links to fish datasets
- APASS - tool

ACTION ITEM: Discuss with Forum about linking important California fish datasets to Climate Commons web page – what links to what datasets?

Other Items Discussed: Forum member participation on the Forum

ACTION ITEM: Kevin needs to contact California Natural Resources Agency to ask if, as a signatory, they are going to provide a representative to the Forum (or remove themselves from the MOU).

ACTION ITEM: Agenda for next meeting – Lisa to talk to nonprofit representatives and determine what the limiting factor is for their attendance. If it is funding, the Forum should consider setting aside some funds to support non-agency travel to Forum meetings.

ACTION ITEM: Lisa will send out a Doodle to schedule the next Forum meeting.