

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

- 9:00 a.m. Call to Order** *Chair*
- Determine Quorum
  - Introduce New Board Members
    - Erik Neatherlin, Washington Department of Fish and Wildlife
    - Brian Cochrane, Washington State Conservation Commission
  - Review and Approve Agenda (*Decision*)
  - Approve December 2014 Meeting Minutes (*Decision*)

### MANAGEMENT AND PARTNER REPORTS

- 9:10 a.m. 1. Management Report**
- A. Director's Report *Kaleen Cottingham*
  - B. Legislative and Policy Updates *Wendy Brown*
  - C. Survey Results from Applicants and Board Members *Jen Masterson*
  - D. Performance Update (*written only*)
  - E. Financial Report (*written only*)

- 9:40 a.m. 2. Salmon Recovery Management Report**
- A. Salmon Section Report *Kathryn Moore*
  - B. Governor's Salmon Recovery Office Report *Brian Abbott*
  - C. Communications Strategy Update
  - D. Completed Projects Highlights *Salmon Grant Managers*

- 10:25 a.m. 3. Reports from Partners**
- A. Council of Regions Report *Jeff Breckel*
  - B. Washington Salmon Coalition Report *Darcy Batura*
  - C. Regional Fisheries Enhancement Groups *Colleen Thompson*
  - D. Board Roundtable: Other Agency Updates *SRFB Agency Representatives*

**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 SUMMARIZED MEETING AGENDA AND ACTIONS**  
**December 3, 2014**

<b>Item</b>	<b>Formal Action</b>	<b>Follow-up Action</b>
September 2014 Meeting Summary	Decision: APPROVED	No follow-up action requested.
1. Management Report A. Director's Report B. Legislative and Policy Updates C. Performance Update D. Financial Report ( <i>written only</i> )	Briefing	No follow-up action requested.
2. Salmon Recovery Management Report	Briefing	No follow-up action requested.
3. Reports from Partners	Briefing	No follow-up action requested.
4. Department of Fish and Wildlife 21 <sup>st</sup> Century Salmon	Briefing	No follow-up action requested.
5. Upper Columbia Salmon Recovery Board Proposals for Fire-Impacted Projects	Decision: APPROVED	The board requested to remain apprised of the progress in these restoration efforts.
6. Intensively Monitored Watershed (IMW) Funding Deficit	Briefing	No follow-up action requested.
7. Monitoring Panel: Updated Approach for 2014-15	Briefing	No follow-up action requested.
8. 2014 Grant Round A. Overview B. Slideshow of featured projects proposed for funding C. Review Panel Comments	Briefing	No follow-up action requested.
9. 2014 Grant Round, continued D. Regional Area Comment Period	Briefing	No follow-up action requested.
10. 2014 Grant Round, continued E. Board Funding Decisions	Decision: APPROVED	For the Hood Canal region, the board deferred action on project #14-1334 South Fork Skokomish Canyon Fish Passage Assessment, and held \$175,437 for Hood Canal pending board decisions at the February 2015 meeting, following continuing discussions between the review panel, sponsor, and the regions.
11. Manual 18 Updates Proposed for 2015	Briefing	Staff will present the summary of changes to the board at the February 2015 meeting.
12. Adopt 2015-17 Large Capital Project List for Puget Sound Acquisition and Restoration (PSAR) Program	Decision: APPROVED	No follow-up action requested.

## SALMON RECOVERY FUNDING BOARD SUMMARY MINUTES

**Date:** December 3, 2014

**Place:** Olympia, WA

### Salmon Recovery Funding Board Members Present:

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

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**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 9:04 a.m. and a quorum was determined. Member Jennifer Quan was excused.

### Agenda adoption

**Moved by:** Member Bugert

**Seconded by:** Member Biery

**Motion:** APPROVED

### August 2014 Meeting Summary Minutes

**Moved by:** Member Bugert

**Seconded by:** Member Biery

**Motion:** APPROVED

### Management and Partner Reports

#### Item 1: Management Report

**Director's Report:** Director Cottingham requested that the board consider changing the October 2015 travel dates from October 14-15 to October 15-16, in order to allow full board participation. Member Smith noted that she may have a conflict on October 16. Director Cottingham suggested holding the meeting on the first day (October 15) and the tour on the second day (October 16), to allow Member Smith to join for the business meeting portion.

Director Cottingham shared that the annual survey will be sent to board members in the next few weeks. The survey questions pertain to board logistics and proceedings, and will be used to improve practices and policies.

Director Cottingham shared news of the recent agreement between RCO and the Washington State Department of Transportation (WSDOT) to have them review projects for possible cultural resources

impacts. To cut down on the number and cost of surveys, WSDOT's archaeology staff will review potential projects and provide a recommendation based upon resources and expertise about which sites likely have cultural resources.

**Legislative and Policy Updates:** Wendy Brown, RCO Policy Director, provided an update on preparations for the upcoming legislative session, including an overview of the recent budget submissions. These requests were approved at the August meeting. The Governor's budget is anticipated to be released in mid-December. Additionally, RCO staff will work with the Senate Resources Committee to have all board members confirmed in the 2015 session.

After a brief summary, Ms. Brown explained that presentations throughout the day would provide details on the progress towards policy goals and metrics.

**Performance Report:** Jennifer Masterson, Data and Special Projects Manager, provided an overview of the performance measures for fiscal year 2015. She provided specific information regarding the metrics for removal of fish passage barriers, stream miles made accessible, and management performance measures for SRFB-funded projects. Details are included in the board materials (Item 1C). She concluded by sharing ways that RCO uses the performance data to inform staff and improve business practices.

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

Tara Galuska, Salmon Section Manager, provided updates on the 2013 and 2014 grant rounds. Details about funded projects, closed projects, and director authority regarding project amendments may be found in the board materials.

**Governor's Salmon Recovery Office (GSRO):** Brian Abbott, Executive Coordinator, provided an update on the salmon recovery communications strategy in three parts. First, GSRO and RCO jointly issued a request for proposals to hire a facilitator for the workgroup. Responses were due in November 2014. From the proposals received, the evaluation team narrowed the candidates to two firms and held interviews last week. Second, Mr. Abbott updated the board on the progress of lead entities in strengthening their unique approaches. Finally, GSRO provided funds to develop visual representation of the network to support the communications strategy.

The 2015 Salmon Recovery conference is scheduled for May 27-29, 2015, in Vancouver, WA. A call for abstracts went out in mid-November. Registration will open after the first of the year. For the upcoming conference, a new approach to recruiting presenters includes an early call for abstracts in order to refine the theme of the conference with supporting presentations. A multi-stakeholder Conference Advisory Committee will frame the agenda, which will likely include plenary sessions covering topics of interest to all. Mr. Abbott offered a position on the Conference Advisory Committee to interested board members. Member Biery volunteered. Director Cottingham also reached out the Oregon Watershed Enhancement Board and a representative will join the committee as well. Mr. Abbott also invited interested organization sponsors to contribute, which would be represented at the conference.

The *State of Salmon* report will be released at the end of December and published to <https://data.wa.gov/>. Member Bugert acknowledged the contributions of GSRO staff in completing this work as they continue to collaborate with state agencies, regions, and contractors.

Member Mace inquired about outreach and communication regarding the conference. Mr. Abbott noted that there were 585 attendees last year. Director Cottingham acknowledged Long Live the Kings, a key partner in preparing for and supporting the conference.

### 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 regional monitoring needs, the draft bull trout plan coordinated with the U.S. Fish and Wildlife Service (USFWS), the communications strategy carried out in partnership with Pyramid Communications, partnerships among regions with NOAA pertaining to the 5-year status review, and contributions to the *State of Salmon* report. Details about these issues are covered in the COR report included in the board materials.

Chair Troutt asked about the potential funding strategies for monitoring needs. Mr. Breckel suggested potential funding shifts that would maintain the balances across needs, yet addressing critical monitoring gaps.

Member Bugert expressed interest in the bull trout recovery plan, specifically the potential discrepancies between the individual regional plans and the broader, federal plan. Mr. Breckel explained that next year's regional plan adjustments would use information and support from USFWS to ensure consistency. COR will encourage USFWS to build upon existing regional recovery plans.

Chair Troutt inquired about progress indicators as shared through the NOAA 5-year status review. Mr. Breckel shared that this information is not yet available, but they are looking at status changes within species.

**Washington Salmon Coalition (WSC):** Darcy Batura, Chair, and Amy Hatch-Winecka, Vice Chair, thanked the board for the opportunity to attend. Ms. Batura and Ms. Hatch-Winecka provided a summary of the recent progress of WSC. Issues covered included regional planning meetings, funding priorities and requests, legislative preparations, lead entity transitions, an upcoming retreat for lead entity partners, and the continued work as part of the Salmon Recovery Network. Full details regarding these issues can be found in WSC's report included in the board materials.

Chair Troutt inquired about the discussion regarding large and complex projects, specifically addressing funding gaps and re-adjustments. Ms. Batura explained that this is an issue to address and they may use the South Sound region as an example.

Member Biery asked about the availability of the lead entity guidance manual and advocacy handbook. Ms. Batura stated that each region's manuals should be available by the end of the month. Member Bugert agreed that sharing this with the board would be useful for understanding regional level policies and practices.

**Regional Fisheries Enhancement Groups (RFEGs):** Colleen Thompson, Managing Director, shared information about site tours and community engagement. During this grant cycle, RFEG submitted 43 applications. Ms. Thompson provided an update on the contracting metrics for these and existing projects, information about the Citizen Action Training School (CATS) program, and participation in the Salmon Recovery Network and the Family Fish Forest Passage Program (FFFPP).

**Washington Department of Natural Resources (DNR):** Member Megan Duffy reported that the 2015-17 budget has been submitted, an update since September's meeting. She provided details about specific requests for the capital and operating budgets related to salmon recovery. DNR also participated in the budget reduction exercise, which may impact salmon recovery related efforts. Current work focuses on legislative preparations for the upcoming session.

**Washington State Conservation Commission (WSCC):** Member Stu Trefry provided a brief update on the new staff member, Brian Cochrane, who will be the new SRFB representative for the WSCC.

**Northwest Power and Conservation Council (NPCC):** Member Phil Rockefeller shared that the NPCC released a revised version of their fish and wildlife management program. These efforts take into consideration federal law, state fish and wildlife managers, and tribal entities. Member Rockefeller encouraged the board and audience to visit the NPCC website to view the draft recommendations, found at: <https://www.nwcouncil.org/fw/>.

**Washington Department of Ecology (Ecology):** Member Smith shared information about the 15% budget cut identified by Ecology in the next biennium. The reduction comes from diverse funding sources, as the general fund budget does not provide many options. Ecology releases a water quality assessment every few years that shows impaired water bodies, information which can support restoration efforts; the cuts will impact these stream gauging efforts. The current draft of the assessment will be up for public review in February 2015.

**Washington State Department of Transportation (WSDOT):** Member Cierebiej shared information about WSDOT budget requests that address removal of fish passage barriers. WSDOT partnered with the Methow Salmon Recovery Foundation (MSRF) and the Recreation and Conservation Funding Board (RCFB) to support areas impacted by the recent fires in the Upper Columbia region.

**Washington Department of Fish and Wildlife (WDFW):** Member Jennifer Quan was excused from the meeting; no update for WDFW was provided.

#### **General Public Comment**

No public comment was provided at this time.

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

##### **Item 4: Department of Fish and Wildlife 21<sup>st</sup> Century Salmon**

Jim Scott, Washington Department of Fish and Wildlife, thanked the board for the opportunity to attend and share this information. Kelly Cunningham and John Long joined Mr. Scott for the presentation, which covered the main points of the 21<sup>st</sup> Century Salmon and Steelhead Initiative, the hatchery and fishery reform policy, and progress and partnerships along the way.

Mr. Scott provided an in-depth history of the initiative, beginning as early as 2006 and continuing through the current year. The history included an overview of the development and progress associated with the work and the intended purpose of the initiative. Mr. Scott shared information about the framework design which established an estimated timeline for accomplishing this work. The design is comprised of six outcomes that include general metrics and timelines for evaluating progress and success.

Mr. Cunningham shared information about how the initiative will be carried out in the field, focusing his presentation on hatcheries and fish reform policy. Implementation metrics show steady progress in some areas and compliance gaps in others.

Mr. Long provided a summary of the implementation of mark-selective fisheries, along with current and historical statistics for Endangered Species Act (ESA) measures. The data demonstrates an increased need for monitoring and intensive sampling, as well as the resources to support these efforts.

Mr. Scott addressed the monitoring and performance measures and efforts for fish in/fish out, restoration effectiveness, and continued research. He concluded by highlighting the important role of regional, state, and federal partnerships, including shared goals and advocates at all levels. He emphasized the importance of habitat projects, sampling, long-term monitoring, and progress assessment of salmon recovery goals.

Chair Troutt inquired about how this initiative impacts other WDFW programs. Mr. Scott explained that since multiple programs maintain habitat with different foci, e.g. shellfish, wildlife, etc., the goal of 21<sup>st</sup> Century Salmon is to address these potential overlaps and coordinate solutions for salmon recovery in line with other agency program goals.

Member Bugert asked about the marine survival study and potential causes or mechanisms affecting this work. Mr. Scott deferred the question due to his limited knowledge of the topic.

Director Cottingham noted that RCO funding goes to fish in/fish out and hatchery reform, asking if budget gaps affect these niches. Mr. Scott replied that they use braided funding from federal and state sources.

***Break 11:06 – 11:26 a.m.***

**Board Business: Decisions**

**Item 5: Upper Columbia Salmon Recovery Board Proposals for Fire-Impacted Projects**

Brian Abbott, GSRO Executive Coordinator, Joy Juelson, Upper Columbia Salmon Recovery Board (UCSRB), and Chuck Pevin, UCSRB Technical Review Team, presented information regarding a funding proposal for a project in Upper Columbia region. Based on observations during the September meeting in Winthrop, the board requested that RCO staff support UCSRB in preparing a proposal for the December meeting that focuses on salmon recovery in the areas devastated by the fire.

Ms. Juelson provided an overview of the events that impacted Frazer Creek, which is located in the Methow Valley. Mr. Abbott shared details of the state agency response to damage and of the discussions regarding the most effective repair and funding strategies. A number of resources aligned with RCO funding to allow for swift planning and action, including regional resources and engineering expertise. The total cost of the five bridges is approximately \$600,000. In October 2014, the RCO director approved \$250,000 in returned funds for emergency repairs. WSDOT provided RCO \$102,000 in federal emergency funds to assist with four of the five crossings. The fifth site was funded by FFFPP because of its enrollment in the program before the flood event occurred. The remaining funding came from returned funds from other projects within the region.

A number of partners worked collaboratively with GSRO and RCO to assist five landowners with replacement of their stream crossings with bridges. Mr. Abbott shared photos from the Frazer Creek site, demonstrating the progress of efforts on the ground. These five projects will reach completion by mid-December.

Mr. Pevin relayed information from a study submitted by Derek Van Marter, Executive Director of the UCSRB. The UCSRB technical team completed this study on the emergency fire response needed for salmon recovery habitat improvements, which includes prioritization of areas and potential actions to be taken as a result of the August fires. They propose funding a project with approximately \$250,000 in returned funds, which will support the two highest priority culverts. The full study is available in the board materials.

Member Smith asked about other potential barriers that may exist due the damage incurred during the summer fires. Mr. Pevin noted that the priority areas are identified, but he is unaware of other sites that have such severe damage. There may be other less-severely damaged areas, perhaps subject to future floods or landslides, which are not included at this time.

Member Mace inquired whether an assessment of second priority projects has been conducted that may address potential future damage (resulting from weakened structures from the fires). Mr. Pevin explained that the extent of the watershed assessment was limited to the projects that are of highest priority.

Director Cottingham inquired about discussions regarding riparian plantings and sediment control issues. Mr. Pevin replied that these metrics were included in the priority action planning. Although some erosion is expected, the extent of the restoration efforts are still unclear; no further assessment was conducted by either the review team or the project sponsors. Ms. Juelson noted that these projects may come up in the future because it is a topic of concern in the area.

Member Bugert asked about the itemization of costs and funding sources. Mr. Pevin and Ms. Juelson noted that the study found in the board materials includes this information. Director Cottingham explained the current funding strategy for these efforts.

Ms. Juelson highlighted the opportunities for future and/or long-term benefits resulting from these efforts. She noted that the emergency projects encouraged cooperation from landowners and the outlook for restoring fish passage remains positive.

Chair Troutt and Member Bugert both expressed their appreciation and acknowledgement of the efforts to reach these solutions.

**Motion:** Move to approve funding in the amount of \$250,000 for the project identified by the Upper Columbia Fish Recovery Board which would help salmon recover after the catastrophic fires in Okanogan County.

**Moved by:** Member Bugert

**Seconded by:** Member Mace

**Decision:** APPROVED

Member Rockefeller clarified whether the requested \$250,000 is sufficient for the priority sites identified. Ms. Juelson confirmed that the funds should cover the restoration efforts. Member Trefry asked about the potential support from the conservation districts. Ms. Juelson noted that she would follow up on this suggestion.

The board requested to remain apprised of the progress in these restoration efforts.

### **Board Business: Briefings**

#### **Item 6: Intensively Monitored Watershed (IMW) Funding Deficit**

Brian Abbott, GSRO Executive Coordinator, briefed the board on the background behind the gap in IMW funding, a result of the Pacific Coastal Salmon Recovery Fund (PCSRF) award. NOAA cannot provide federal funding to one of the Washington State Department of Ecology (Ecology) subcontractors – the Northwest Science Center. The Office of Financial Management advised RCO that stand-alone monitoring projects cannot use capital funds. In September, the board funded the IMWs minus the Northwest Science Center portion and asked staff to develop options. The allocation of \$1,831,515 to three monitoring components left the board's monitoring program under-funded by \$260,000.

GSRO, RCO, and NOAA staff worked together to amend the 2014 PCSRF contract by adding language specific to the Northwest Science Center subcontract with Ecology which would allow the use of PCSRF funds. At this time, staff is waiting for the Northwest Science Center's fiscal managers to accept the amendments.

Mr. Abbott explained three potential options for resolving this funding gap, outlined in detail in the board materials. The board is asked to consider these options, and staff will bring the issue to the February 2015 meeting for a decision. Further clarification on these potential solutions may come forth prior to the next meeting; staff will update the board as needed.

#### **Item 7: Monitoring Contracts (Federal Fiscal Year 2015 Using 2014 PCSRF Funds)**

Dr. Marnie Tyler, Chair of the Salmon Recovery Funding Board Monitoring Panel (monitoring panel), provided an update on recent accomplishments and expected developments in 2015 for practitioners and for the monitoring panel. The monitoring panel finalized reporting templates for inclusion in contracts with monitoring partners, and provided suggestions and edits to Manual 18. The latter contributions are meant to enhance coordination on project development in IMW watersheds.

Dr. Tyler expects to share all developments, including updates to the IMW study plan, on their website. The monitoring panel also encourages practitioners to provide presentations at the Salmon Recovery Conference next May. She concluded by providing an overview of the intended actions for the monitoring panel in 2015, including the adaptive management framework, related protocols, and evaluation criteria.

Chair Troutt thanked Dr. Tyler for the monitoring panel's efforts and contributions. He asked whether future budget requests would reflect the changes in scope/action. Dr. Tyler noted that this was on the radar in September, and currently they are expecting to overcome the shortfalls without intervention from the board.

#### **Lunch 12:15 p.m. – 12:30 p.m.**

*\*The agenda is based on a working lunch.*

#### **Board Business: Decisions**

##### **Item 8A: 2014 Grant Round - Overview**

Tara Galuska, Salmon Section Manager, provided an overview of the 2014 grant round, including the timeline, review process, and decisions brought to the board today. The board will consider each region's list of projects and make funding decisions by regional area. Each region has ten minutes to discuss the project selection process, highlight any issues on their regional lists, present noteworthy projects, and address projects of concern.

Today the board will hear about and decide funding for projects totaling \$18 million from state and federal sources. A summary of the 2014 grant round projects was provided. Ms. Galuska reminded the board of decisions made during the September board meeting to allocate the remaining 2013-15 PSAR funds. The board will also review and approve a project list for Puget Sound Acquisition and Restoration (PSAR) funding for next biennium if the legislature funds PSAR in the 2015-17 budget.

Two projects of concern (POCs) included in the funding tables were submitted to the board. One project is on the lead entity list for Thurston County (Water Resource Inventory Area (WRIA) 13). If the board decides not to approve this project, the lead entity and region's allocation will be reduced by the project amount. The other project is on the Hood Canal Citizen's approved list as an alternate. The region would like to move this project up on the list and is seeking funding approval.

Ms. Galuska also provided an update on the 2014 Salmon Recovery Grant Funding Report (funding report), which was published on November 19, 2014. She explained the report's format and the sections included. If approved, projects listed in the tables will receive PCSRF federal funds or state bond funds.

### **Item 8B: 2014 Grant Round - Presentations of Featured Projects Proposed for Funding**

RCO salmon grants managers presented projects from their respective regions, highlighting the key components, location, salmon recovery related goals, and respective funding requests. Details of each project may be found using PRISM Project Search, with links provided below.

Mike Ramsey presented the featured project from the Hood Canal region, Beards Cove Restoration and Protection (RCO Project [14-1326](#)).

Alice Rubin presented the featured project from the Lower Columbia region, Clear Creek Fish Passage Project (RCO Project [14-1308](#)), as well as the featured project from the Washington Coast region: Delezenne, Creek Fish Passage Restoration (RCO Project [14-1159](#)).

Dave Caudill presented the featured project from the Northeast region, Mill Creek Fish Passage Restoration (RCO Project [12-1625](#)).

Elizabeth Butler presented the featured project from the Puget Sound region, Filucy Bay Estuary Shoreline Protection (RCO Project [14-1946](#)).

Kay Caromile presented the featured project from the Snake region, PA 24 Floodplain and Channel Complexity (RCO Project [14-1900](#)), as well as the featured project from the Middle Columbia region, Naneum-Coleman Fish Passage Projects (RCO Project [14-1215](#)).

Marc Duboiski presented the featured project from the Upper Columbia River region, Silver Side Channel Revival (RCO Project [14-1735](#)).

Member Bugert commended staff for the diversity of sponsors and projects presented.

### **Item 8C: 2014 Grant Round - Review Panel Comments**

Kelley Jorgensen, Review Panel Chair, presented several topics that warrant clarification or policy guidance for future projects. Based on the discussion with the board, the review panel will work with staff to refine policies in Manual 18.

The review panel, with their statewide perspective on projects and the grant round, offered several topics and observations for the board to consider. Ms. Jorgensen briefly explained these issues, detailed in the board materials (Item 8C). She focused on state-wide funding gaps for large, complex multi-phased projects, technology needs, and potential issues with project partners.

Member Cierebiej emphasized that the timelines are critical when partnering with WSDOT, and encouraged early sponsor engagement to ensure full participation. Ms. Jorgensen agreed that sponsor education is needed. Member Cierebiej continued to ask whether consideration of these issues could be included in Manual 18, regarding advance notification to support partnerships. Director Cottingham stated that this is possible and could be modeled after similar language used by the Department of Natural Resources for advance notice. Chair Troutt encouraged WSC involvement in this process.

Ms. Jorgensen provided details on four noteworthy RCO projects:

- 1) Barkley Irrigation Company - Under Pressure ([14-1737](#));
- 2) Kilisut Harbor Restoration ([14-1366](#));
- 3) Lower Dungeness River Floodplain Restoration ([14-1382](#)); and
- 4) Rock Creek Riparian Easement ([14-1857](#)).

Chair Troutt raised concern around the high volume of conditioned projects. Ms. Jorgensen explained that conditions relate to project complexity and/or sponsors who are not fully prepared or equipped to address large challenges. She added that conditions allow an opportunity to find solutions with sponsors while moving forward on projects. Chair Troutt asked if this adds a significant amount of time. Ms. Jorgensen explained that the process includes a few hours for extra review, sometimes a site visit; this does not create a significant time draw.

Member Trefry asked whether panel members are allowed to independently address questions for sponsors. He receives comments indicating that members are subject to frequent and overwhelming questions, which may not allow adequate time for a response. Ms. Jorgensen conceded that as sponsors prepare and submit applications the process often involves rushed efforts and many questions. She noted that multiple opportunities exist for sponsors to address review panel concerns. The review panel provides feedback on initial site visits, within two weeks of the visit, and after the review panel meets in early fall. The purpose is to consolidate and streamline while balancing individual needs.

### **Item 9: 2014 Grant Round, continued / Regional Area Comment Period**

Each region presented in turn as ordered on the agenda, highlighting issues on their regional lists and some of their outstanding projects. Regions had the opportunity to address “projects of concern” that remain on their lists.

**Alex Conley and Darcy Batura, Yakima Basin Fish and Wildlife Recovery Board, and Greg Schuler, Klickitat Lead Entity.** Greg revisited the 2013 lead entity list of ranked projects with respective funding requests, highlighted other funding sources, and discussed areas that needed to meet steelhead spatial structure standards. They then presented the new 2014 list, noting the alternate projects and challenges faced in ranking the projects.

**Miles Batchelder, Washington Coast Sustainable Salmon Partnership,** offered the board the opportunity to ask any questions regarding their submitted regional list. He noted that progress continues towards barrier removal, pointing out the Schweickert Farm project in the Chehalis Basin (RCO Project [14-1719](#)). The agricultural partnerships are proving to be successful, promoting opportunities for new farmer education and engagement. Mr. Batchelder also shared information about Delezenne Creek (RCO Project [14-1159](#)), noting that comments from the review panel were helpful and ultimately changed the sponsor’s approach to restoration planning.

**Joy Juelson and Chuck Pevin, Upper Columbia Salmon Recovery Board,** explained the challenges imposed by the regional fires to project implementation. The shared several maps demonstrating the geographic distribution of projects in relation to the fire damage incurred. Ms. Juelson shared information on the varied funding sources for projects submitted by the region, and provided some details on projects of note. She concluded with a drone video of the restoration efforts occurring in the area.

**John Foltz, Snake River Salmon Recovery Board,** thanked the board for their support and opened the floor for questions. Member Mace clarified the location of one project located on a tributary to the Snake River which supports steelhead-spawning habitat.

**Jeanette Dorner, Puget Sound Partnership,** was joined by five of her colleagues. She expressed her appreciation of the board’s support, guidance, and communication to keep valuable science based projects moving forward. Amy Hatch-Winecka provided details on projects in Thurston County and related activities along the Deschutes River. The team addressed the region’s project of concern, the Pioneer Park Restoration Preliminary Designs (RCO Project [14-1405](#)), noting that it could provide an opportunity for sediment reduction, wetland reconnection, anadromous fish spawning habitat, and education within the watershed. Lance Winecka provided information about the preliminary design

process and intended scope of work, noting the review panel's concerns for public safety. Mr. Winecka indicated that the Pioneer Park project would integrate stable log structures and qualified engineering designs that address concerns. He emphasized the Mashel River Restoration Assessment (RCO Project [06-2206](#)), which installed similar LWD structures.

Chair Troutt invited Kelley Jorgensen and other review panel members to address their concerns related to the Pioneer Park project. Ms. Jorgensen shared concerns regarding public safety issues associated with the project design. She emphasized softer engineering approaches and safety component issues around placement of large woody debris. Dr. Marnie Tyler expressed concerns about funding a design project with public funding that may never reach construction.

Member Duffy asked about the Tumwater City Council input regarding safety concerns. Although the concerns have been noted for several years, the City Council and the review panel feel that a subcommittee could be established to address concerns and continue moving the project forward.

Chair Troutt suggested further collaboration amongst the review panel, the regional team, and the City Council. Member Smith asked about the plans for community outreach and awareness, especially at times of low summer flows when public use will be peaking. Mr. Winecka discussed this issue with the engineers and shared ways that the sponsor's plan to limit structural hazards (such as large woody debris) during these times.

Member Rockefeller asked whether the sponsor or Manual 18 addresses avoiding creation of attractive nuisances. Ms. Galuska confirmed that Manual 18 does not include such criteria, however, Dr. Marnie Tyler indicated that the manual does have language regarding "projects sited improperly."

Director Cottingham shared that RCO is advised not to engage in projects that leave the agency open to liability, even though the structure would be owned by the City of Tumwater.

Member Mace asked if guidance or parallels could be drawn from other structures built in white water areas. Kelley Jorgensen replied that structures are designed to address hydraulic features and impacts.

**Todd Anderson, Northeast Washington**, provided a brief update for the Pend Oreille region. He thanked the board and Dave Caudill for the work in the region to recover native fish species. Funds from SRFB grants support implementation of important projects in critical habitat areas.

**Jeff Breckel, Lower Columbia Fish Recovery Board**, provided an update of the history of the region's participation in salmon recovery, overcoming challenges, budget cuts and restrictions, and coming together to support common goals. Despite being spread thin, the region continues to implement Tier I projects to work towards delisting of salmon species.

**Scott Brewer, Hood Canal Coordinating Council**, introduced the members of his team and provided background on the lead entity and region. He addressed the region's project of concern, asking the board to consider the alternate motion provided to the board for this decision (Motion 5, included in the board materials). Jeanette Dorner noted policy concerns with the project and also encouraged consideration of the alternate motion. She suggested that funding decisions be delayed to the February 2015 meeting, adding that NOAA would be willing to submit a letter of support to the board regarding this project.

Chair Troutt requested that Kelley Jorgensen and the review panel address these concerns and support the region through this process.

Member Duffy asked for clarification on RCW 77.85.050, specifically whether the statute permits a lead

entity to adjust the prioritization of projects. Brian Abbott stated that the board could direct funds to the project because it is on the ranked list. Director Cottingham explained the recommendations and considerations that the lead entities and board are responsible for following. Member Duffy stated that she has concerns about revising the citizen list and encouraged the board to look at the statute carefully.

**Break 3:17 – 3:30 p.m.**

**Item 10: 2014 Grant Round, continued**

Chair Troutt requested that the board consider the motions, addressing any public comment as each region is presented.

**Yakima Region**

**Motion:** Move to approve \$1,776,600\* for projects and project alternates in the Yakima Mid-Columbia Region, as listed in Attachment 8 of the 2014 Salmon Recovery Grant Funding Report, dated December 3, 2014.

*\*Note – not part of motion: this includes one project for the Klickitat Lead Entity totaling \$516,162.*

**Moved by:** Member Biery

**Seconded by:** Member Rockefeller

**Decision:** APPROVED

**Washington Coast Region**

**Motion:** Move to approve \$1,620,000 for projects and project alternates in the Coastal Region, as listed in Attachment 8 of the 2014 Salmon Recovery Grant Funding Report, dated December 3, 2014.

**Moved by:** Member Bugert

**Seconded by:** Member Mace

**Decision:** APPROVED

**Upper Columbia Region**

**Motion:** Move to approve \$1,953,000 for projects and project alternates in the Upper Columbia Region, as listed in Attachment 8 of the 2014 Salmon Recovery Grant Funding Report, dated December 3, 2014.

**Moved by:** Member Rockefeller

**Seconded by:** Member Biery

**Decision:** APPROVED

**Snake River Region**

**Motion:** Move to approve \$1,598,400 for projects and project alternates in the Snake River Region, as listed in Attachment 8 of the 2014 Salmon Recovery Grant Funding Report, dated December 3, 2014.

**Moved by:** Member Mace

**Seconded by:** Member Bugert

**Decision:** APPROVED

**Puget Sound**

Chair Troutt commented on the approach used to address project concerns. He highlighted the importance of having all partners on board as the project moves forward, including engagement of the review panel. Member Rockefeller made a motion for the second alternate motion presented.

Member Bugert stated that he is prepared to vote against the motion, considering the previous discussion regarding unresolved concerns. For future projects, concerns should be addressed thoroughly, including personal injury protection and limiting the liability for the city, the project sponsors involved, and the

board. Chair Troutt noted that such discussions are appropriate during the planning and design phases, and should lead up to the project decisions. Member Rockefeller expressed concerns that the Legislature would not be able to easily address liability concerns, but requested a way to move forward with preliminary designs that better informs the board and involved parties. Member Smith added that the sponsors have already scaled back from the original project scope, and this reduced risk should be considered.

Member Bugert asked whether alternatives that address personal injury concerns would be included should the project design be funded. Mr. Winecka affirmed, stating that these discussions are underway and engineering considerations are being evaluated. Ms. Hatch-Winecka added that the design process is iterative, meaning that as feedback is provided it would be incorporated in the planning phases before a draft is presented.

**Motion:** Move to approve \$6,795,035 in SRFB funds for projects and project alternates in the Puget Sound Region, as listed in Attachment 5 of the 2014 Salmon Recovery Grant Funding Report, dated December 3, 2014, including funding for project #14-1405, Pioneer Park Restoration Preliminary Design, a project of concern.

**Moved by:** Member Rockefeller

**Seconded by:** Member Mace

**Decision:** APPROVED

#### Northeast

**Motion:** Move to approve \$360,000 for projects in the Northeast Region, as listed in Attachment 8 of the 2014 Salmon Recovery Grant Funding Report, dated December 3, 2014.

**Moved by:** Member Bugert

**Seconded by:** Member Rockefeller

**Decision:** APPROVED

#### Lower Columbia

**Motion:** Move to approve \$2,700,000 for projects and project alternates in the Lower Columbia Region, as listed in Attachment 8 of the 2014 Salmon Recovery Grant Funding Report, dated December 3, 2014.

**Moved by:** Member Bugert

**Seconded by:** Member Biery

**Decision:** APPROVED

#### Hood Canal

**Motion:** Move to approve \$1,019,728 in SRFB funds for projects # 4, 6 and 8 and project alternates, except for project #13, in the Hood Canal Region, as listed in Attachment 8 of the 2014 Salmon Recovery Grant Funding Report, dated December 3, 2014. Defer action on project # 13 and hold \$175,437 for Hood Canal pending board decisions at the February 2015 meeting, following continuing discussions between the review panel, sponsor, and the regions.

**Moved by:** Member Biery

**Seconded by:** Member Rockefeller

**Decision:** APPROVED

## **Board Business: Briefings**

### **Item 11: Manual 18 Updates Proposed for 2015**

Tara Galuska, Salmon Section Manager, shared that a public survey is available that captures information about adaptive management and improved process measures. There is another survey available to the public regarding the 2014 grant round process, data from which will support updates and suggestions for the 2015 grant round.

Kat Moore, Senior Outdoor Grants Manager, summarized the proposed administrative revisions to *Salmon Recovery Grants Manual 18: Policies and Project Selection*. Final revisions and updates to the manual will be brought to the board at the February meeting, just prior to the start of the 2015 grant round.

RCO staff plan to make some administrative updates and minor policy clarifications to Manual 18, including the following:

1. Updated 2015 grant schedule.
2. New guidance on riparian buffers as recommended at the June 2014 board meeting.
3. New cost estimate templates for restoration, planning, and acquisition projects as guidance for applicants.
4. Updated project proposal to include more detailed information on a project's goals and objectives.
5. New PRISM-based submittal process for the lead entity's ranked project lists.

Staff sent out an initial request to lead entities and regions for their comments and feedback on improvements to the 2015 manual. Staff held informal discussions with stakeholders about the proposed changes. Lead entities, regions, and other stakeholders may comment on the proposed changes after today's board meeting.

Brian Abbott, GSRO Executive Coordinator, reminded the board that in March the monitoring sub-committee recommended that allowing monitoring to be an eligible project type should be considered. It was suggested that GSRO work with regional organizations to define specific monitoring activities that could receive funds.

Mr. Abbott outlined several components of the concept for monitoring related to delisting. Staff recommends that the board focus potential eligibility in regional areas that are close to de-listing certain listed stocks. It should not be a requirement for regions to monitor; rather, it should be up to each region to decide if they want to take advantage of available but limited monitoring resources. For monitoring projects, staff recommends that the board's monitoring panel review the stated objectives in the regional proposal(s) for consistency. The board could provide guidance in order to bring back fully developed eligibility language in February for inclusion in Manual 18. Mr. Abbott asked the board for guidance regarding the proposed recommendations.

Member Smith requested that the guidance for monitoring and delisting provided to sponsors be clear and easily understood. Chair Troutt stated that given the regions resources, they would work to evaluate project balance in order to encourage salmon recovery. The discussion should revolve around needs and reaching delisting objectives, not capping monitoring funds. Mr. Abbott informed the board that regions continue to discuss available funding options.

Member Bugert asked whether the Viable Salmon Population (VSP) needs are consistent across regions. Mr. Abbott clarified that the needs are identified by NOAA, and across regions are unique and vary widely.

GSRO will work with the monitoring panel and bring a proposal to the board in February. Manual 18 will include the guidance for monitoring projects. Mr. Abbott encouraged actively seeking funds to accomplish salmon recovery projects.

### **Board Business: Decisions**

#### **Item 12: 2015-17 PSAR Large Capital Project List**

Tara Galuska, Salmon Section Manager, and Michael Blanton, Puget Sound Partnership, presented information on the 2015-17 Puget Sound Acquisition and Restoration (PSAR) Fund large capital project list and the background behind the decision to recruit, rank, and approve a project list in advance of the legislative session.

The [2014 Salmon Recovery Grant Funding Report](#) provides information in Attachment 6 regarding the recruitment process and the scoring criteria used to rank the large capital project list. PSP coordinates with lead entities and the RCO staff to submit projects. Both PSAR regular and regional large capital projects must meet the same eligibility requirements and go through the same review process as other board-funded projects. Only projects that received a "Clear" or "Conditioned" status from the Salmon Recovery Funding Board Technical Review Panel were submitted for approval. Upon approval of PSAR funds by the 2015 Legislature and the board, the RCO Director will have the authority to enter into agreements for listed.

Director Cottingham noted that the project conditioned by the board in September was included and may need revision. Member Cierebiej clarified that this project may be postponed while WSDOT rearranges their priorities, due to a lack of funding. Unfortunately, the Kilisut project is not high-ranking for WSDOT.

**Motion:** Move to approve the 2015-17 Puget Sound Acquisition and Restoration Fund large capital project list as presented in Attachment A, and authorize the RCO Director to enter into project agreements once funding is approved by the Legislature.

**Moved by:** Member Biery

**Seconded by:** Member Bugert

**Decision:** APPROVED

### **Closing**

Chair Troutt adjourned the meeting at 4:22 p.m.

### **Approved by:**

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David Troutt, Chair

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Date

## 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.

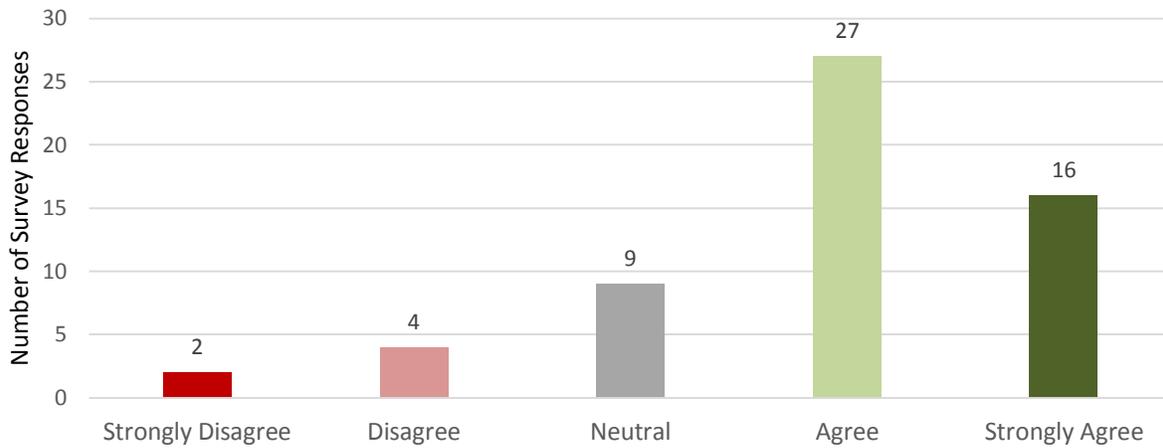
### Survey Results

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.**

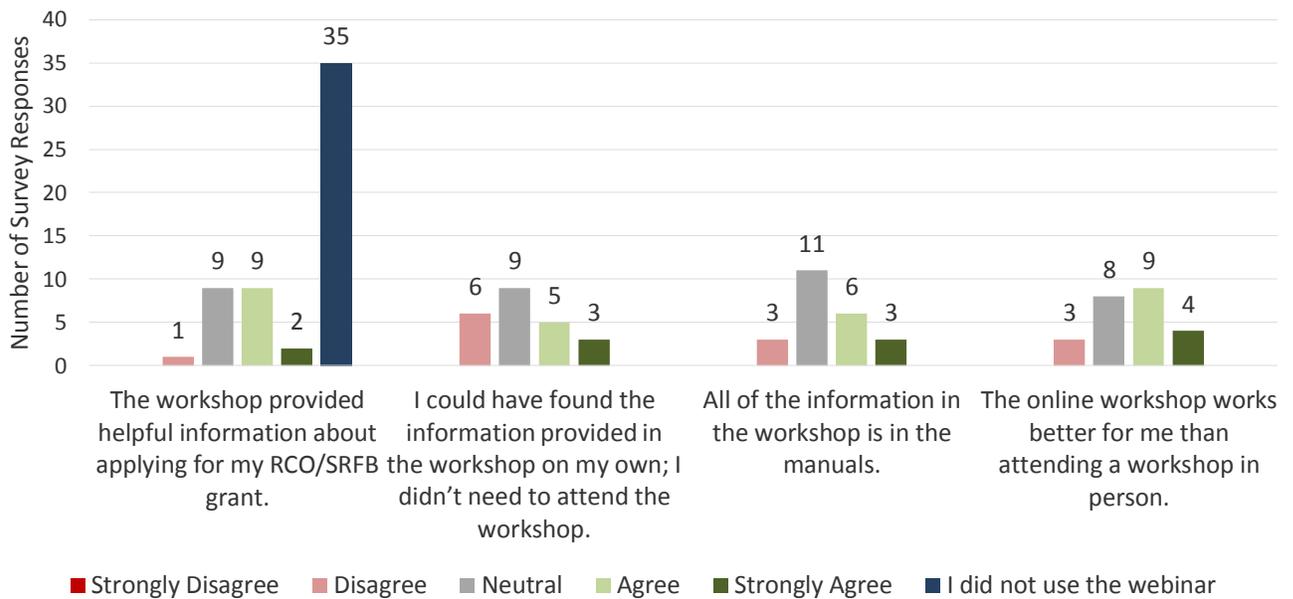


	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
I understood the RCO/SRFB application process and what I needed to complete.	<b>10%</b>	<b>16%</b>	<b>74%</b>

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.

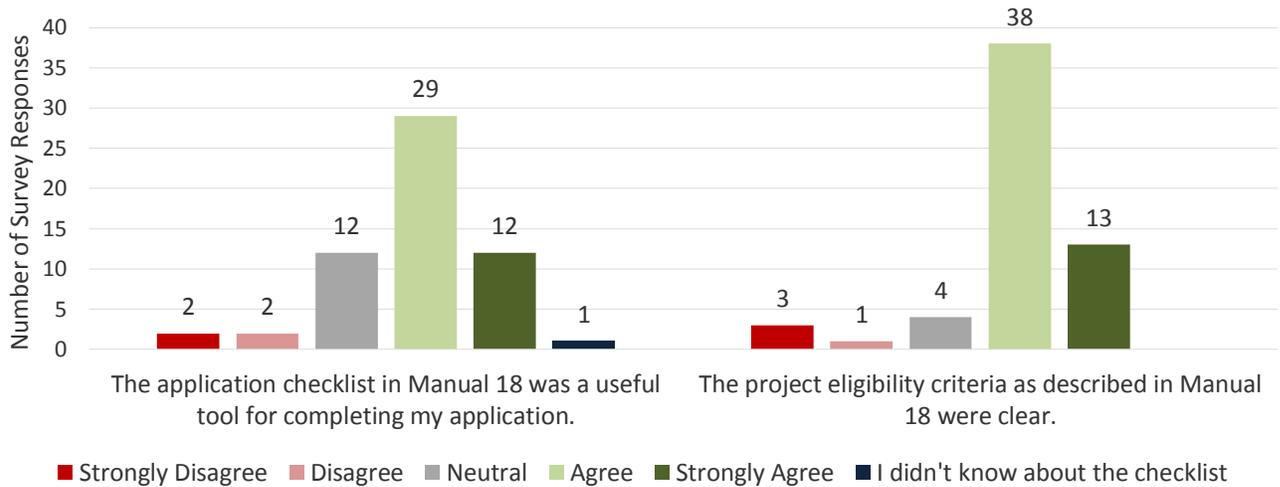
Fourteen percent of applicants who did not use the application workshop/webinar also responded that they did not understand the application process. Of those who did attend the application workshop/webinar, a majority preferred a webinar to attending in person. One respondent praised the in-person workshop 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.

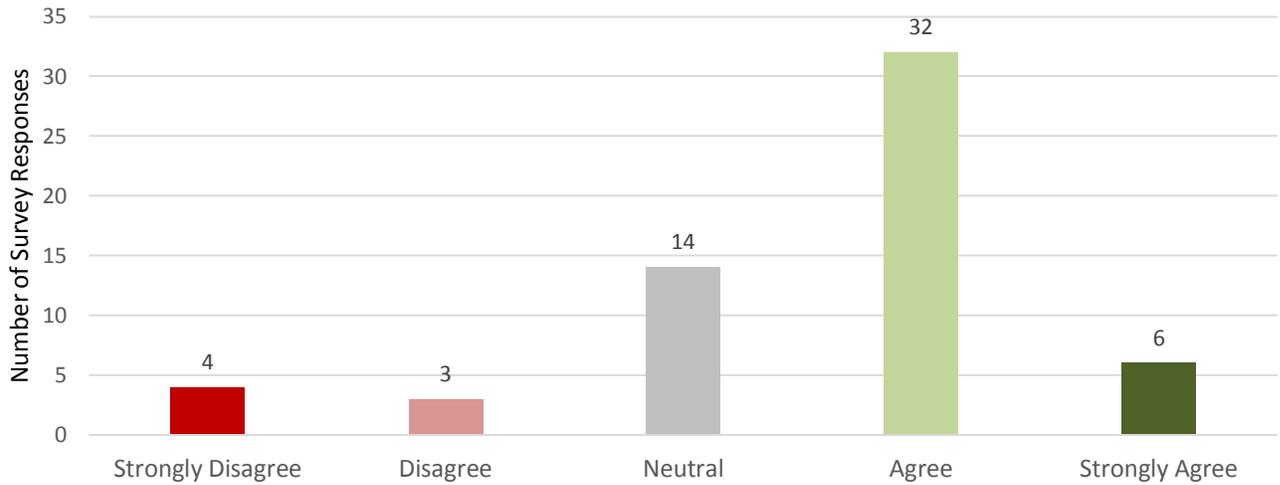
Respondent comments suggested that it would be helpful to better integrate the local process requirements into a combined checklist. They also suggested that it would be preferred if the checklist was added to PRISM and was customizable.

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.**

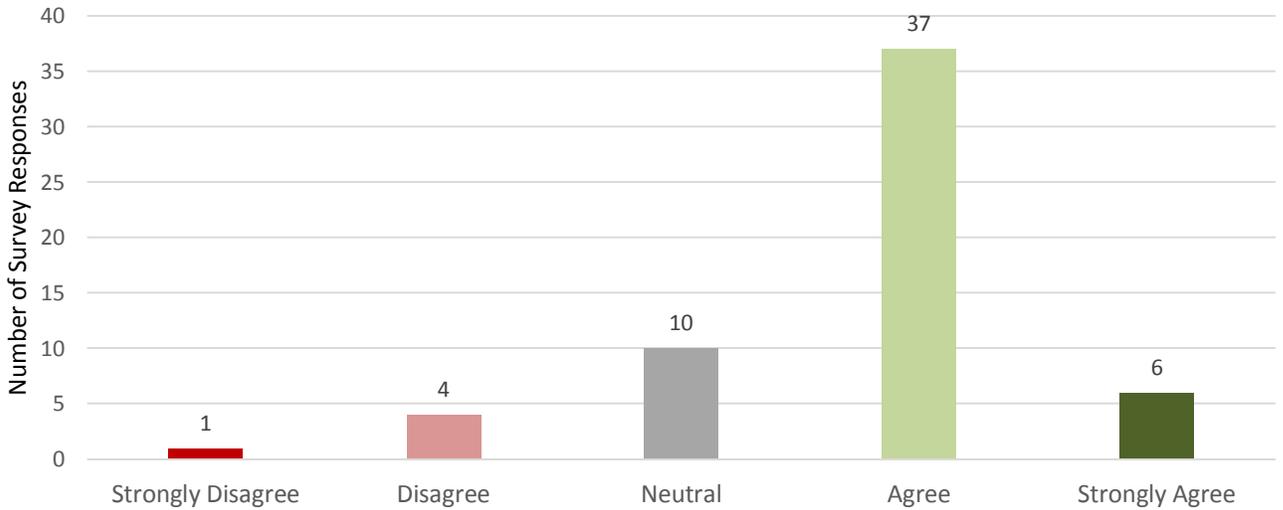


	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
Completing the application in PRISM Online worked well for me.	12%	24%	64%

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.

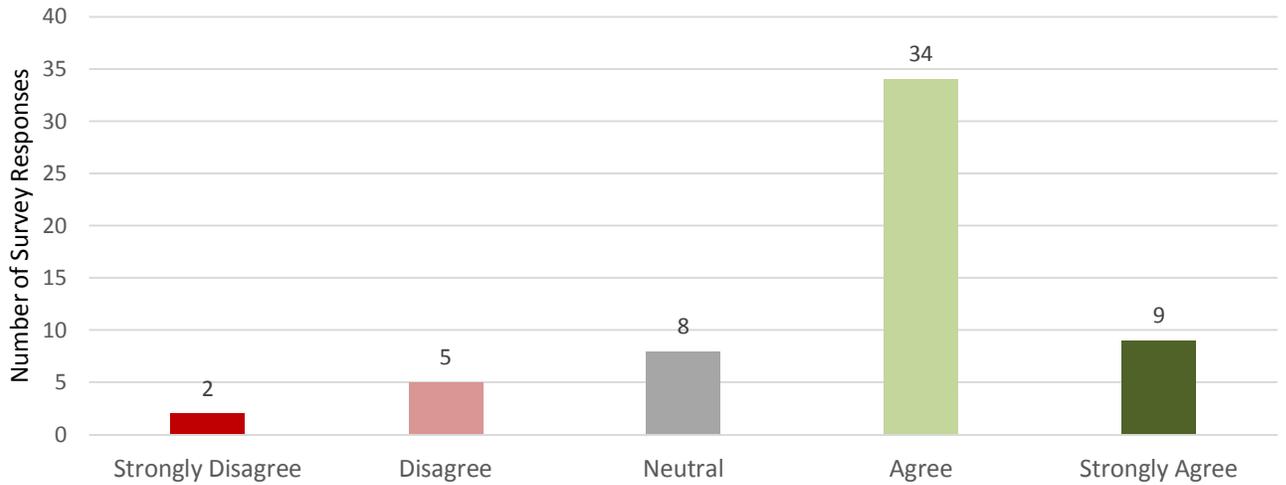
**The questions in the salmon project proposal (separate from the PRISM application) allowed me to fully describe my project's goals and objectives as well as my project's benefit to salmon.**



	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.**



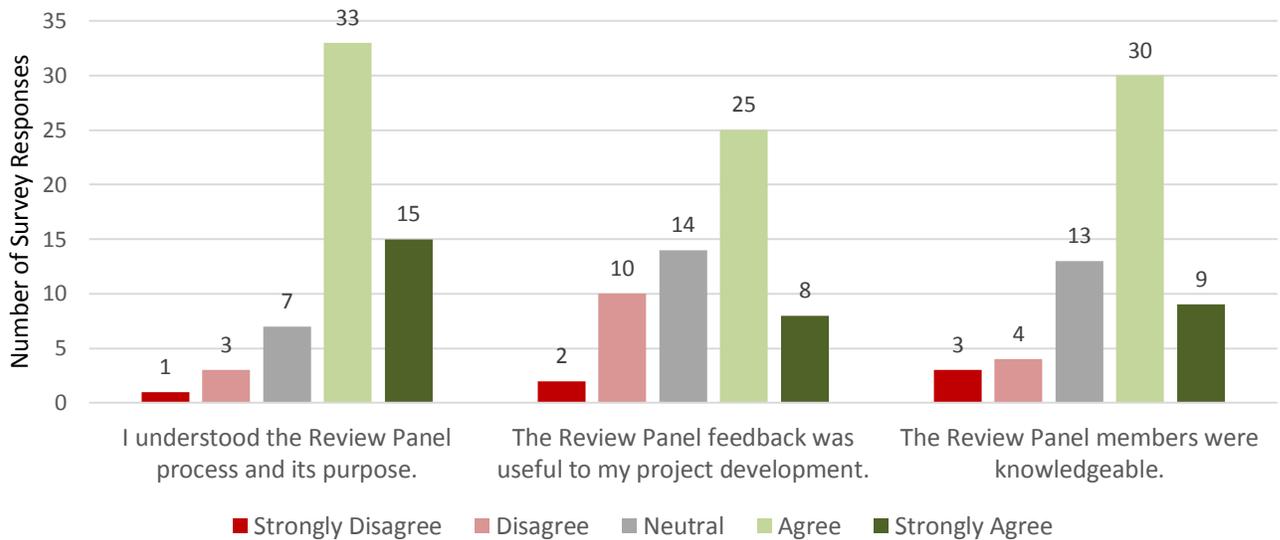
	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
The comment form from the Technical Review Panel after the site visit was helpful.	12%	14%	74%

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.**

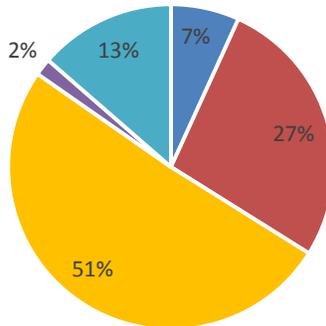


	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
I understood the Review Panel process and its purpose.	7%	12%	81%
The Review Panel feedback was useful to my project development.	20%	24%	56%
The Review Panel members were knowledgeable.	12%	22%	66%

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:**



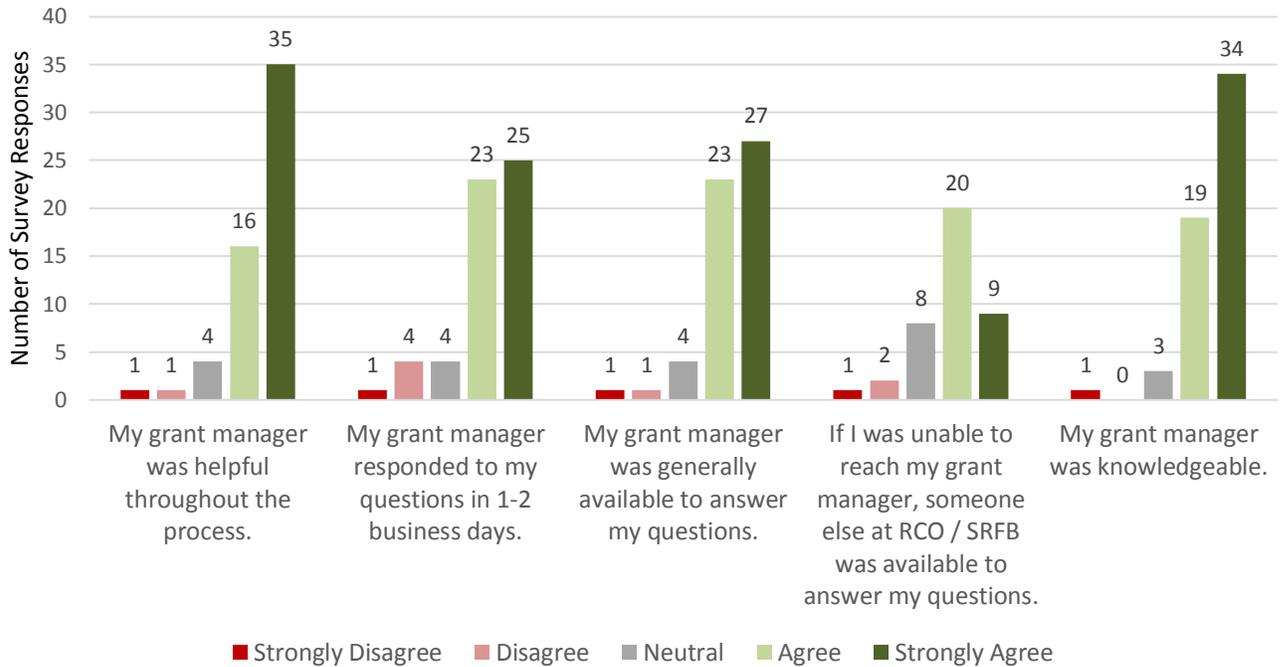
- Refer to Manual 18
- Contact my Lead Entity
- Contact my RCO / SRFB grant manager
- Ask a colleague
- Other (please specify)

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.**



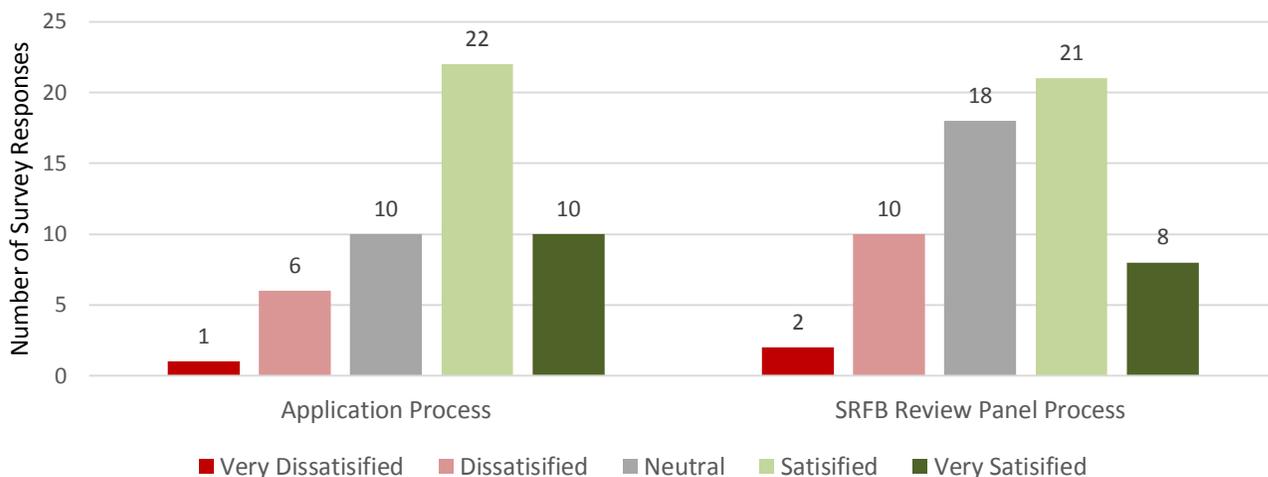
	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
My grant manager was helpful throughout the process.	4%	7%	89%
My grant manager responded to my questions in 1-2 business days.	9%	7%	84%
My grant manager was generally available to answer my questions. <sup>4</sup>	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.

### How would you rate your level of overall satisfaction with:



	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.

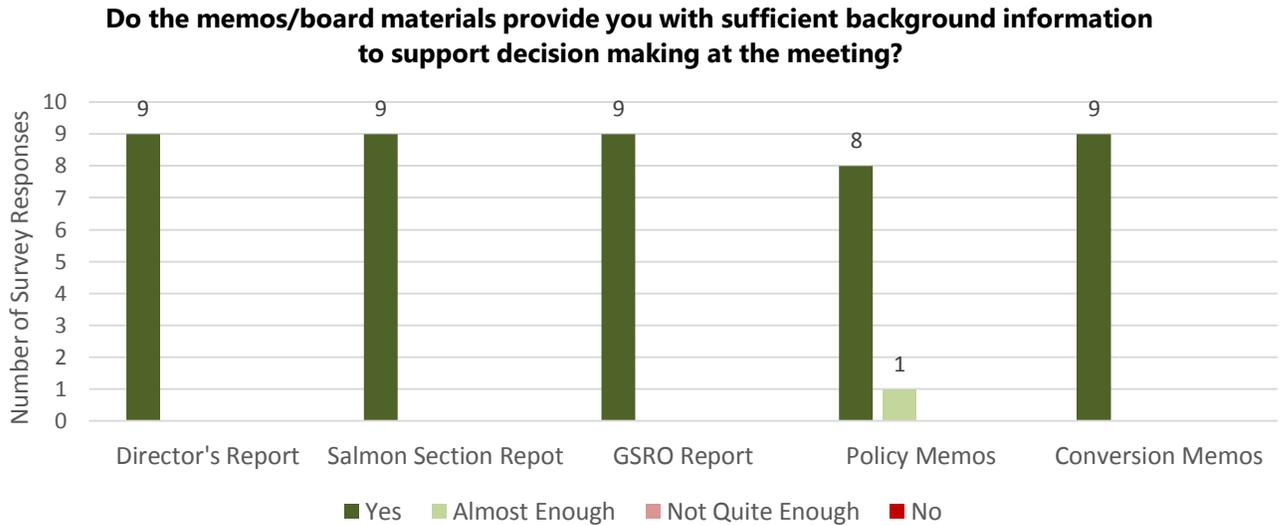
### 2014 Salmon Recovery Funding Board Member Survey

#### Survey Approach

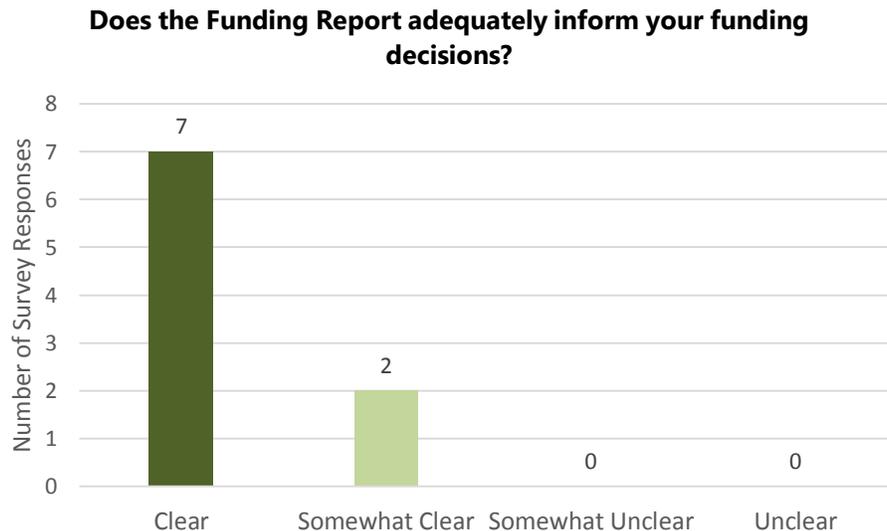
RCO staff requested feedback from SRFB members through a survey distributed on December 9, 2014. The survey closed January 9, 2015 with 9 total responses.

## 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.

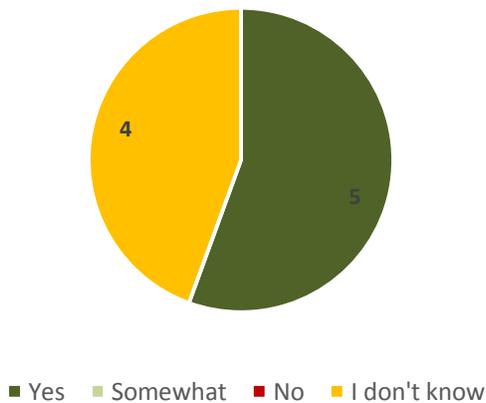


A majority of board members responded that the funding report adequately informs their funding decisions. One board member added a comment that it would be helpful to have additional information on the status of Puget Sound Acquisition and Restoration funds, returned funds, emergency funds, and the relative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



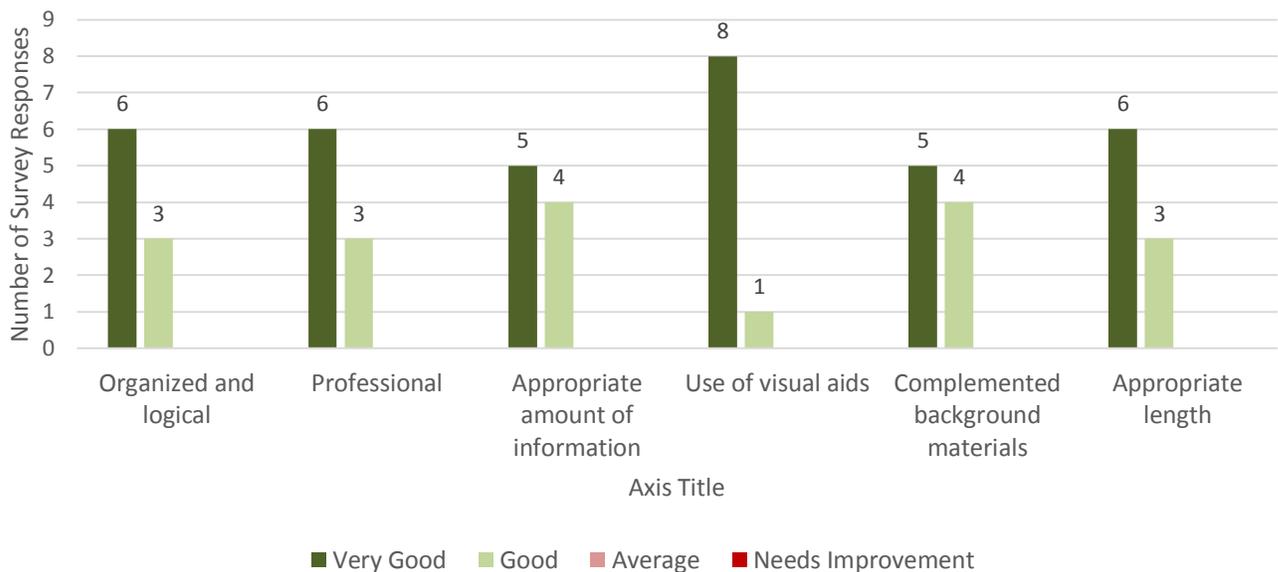
Board members responded favorably regarding meeting management: time allotted for board discussion, opportunity for public comment, and the order of agenda items.

### 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.

**Please rate staff presentations overall.**



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:

Request for Decision  
 Request for Direction  
 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:

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

<b>Number</b>	<b>Name</b>	<b>Sponsor</b>	<b>Program</b>	<b>Closed On</b>
<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

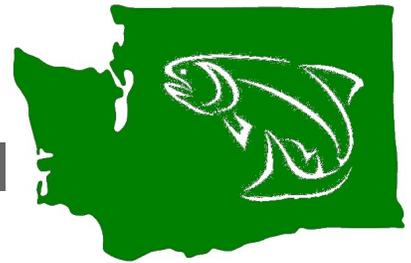
Lisa Spurrier  
Pierce County Lead Entity

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:**

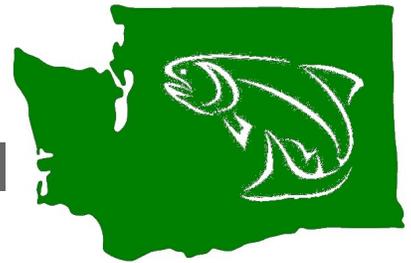
- Completed the Lead Entity Guidance Document Revision
- Hosted WSC training and education conference, an annual meeting and two ½ day in-person meetings
- Multiple peer to peer sessions
- Created a web-based document library which includes templates, photos, forms and manuals that can be modified for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

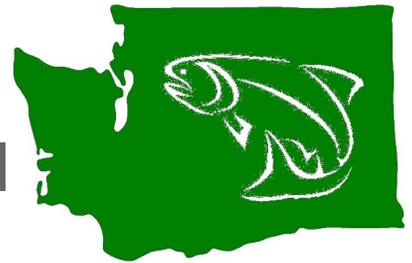
- Chehalis Basin Lead Entity
- Klickitat County Lead Entity
- San Juan County Lead Entity (effective March 6)

### 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*

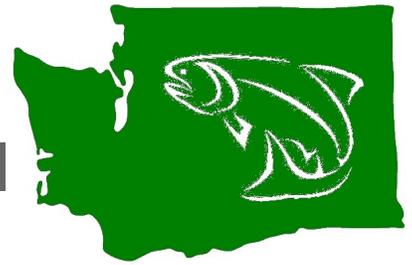
Cascade Columbia Fisheries Enhancement Group (CCFEG) sponsored the White River Wood Atonement project which was funded by the Salmon Recovery Funding Board, Rock Island Tributary Committee, and the US Fish and Wildlife Service (USFWS) in December, 2011. The USFWS identified this project opportunity based 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

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# WASHINGTON SALMON COALITION

Community-Based Salmon Recovery



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*

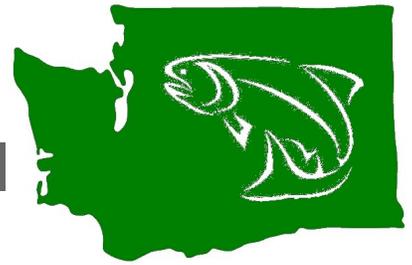
To date, more than 600,000 Sockeye have passed Bonneville in 2014, making this season the highest on record since fish counts began in 1938 at the dam's construction. At Wells Dam, 490,840 sockeye were counted and at Rock Island 581,120.

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.

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# 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,

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:

- Request for Decision
- Request for Direction
- 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:

- Request for Decision
- Request for Direction
- 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>
<p><b>Pacific Coastal Salmon Recovery Fund</b></p>	<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>
<p><b>Washington State Capital Budget</b></p>	<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>
<p><b>Salmon Recovery Funding Board Strategic Plan</b></p>	<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.



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.



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.



YAKIMA BASIN  
FISH AND WILDLIFE  
RECOVERY BOARD

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



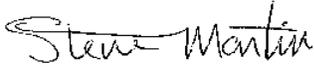
Scott Brewer  
Hood Canal Salmon Recovery Board  
Vice Chair, Council of Regions



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.



YAKIMA BASIN  
FISH AND WILDLIFE  
RECOVERY BOARD

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



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



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



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



Jeanette Dorner  
Puget Sound Partnership



Derek Van Mater  
Upper Columbia Salmon Recovery Board



Steve Martin

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:

- Request for Decision
- Request for Direction
- 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:

- Request for Decision
- Request for Direction
- 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:

- Request for Decision
- Request for Direction
- 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:

- Request for Decision
- Request for Direction
- 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.