

**WNTI STEERING COMMITTEE**

**Notes**

**WAFWA SUMMER MEETING**

**JULY 21, 2013**

**OMAHA, NB**

# **AGENDA**

Date: July 21, 2013

Location: Hilton Omaha Convention Center Hotel

Time: 8am-5:00pm

Agenda:

1. Election of new WNTI SC Chair and Vice-chair
2. Review of WNTI 2013-2014 budget status report
3. Approval of Coordinator 2013-14 work contract
4. Approval of Director of Strategic Partnerships July-Sept compensation
5. Review of WNTI 2013-14 operations plan goals and objectives
6. Report on recent efforts by Director of Strategic Partnerships at ICAST/IFTD trade show and future plans
7. Report on the collaborative planning approach and AFWA sub-grant by Coordinator
8. Future NFHP project and operational funding criteria after June NFHP Board meeting
9. Potential changes to the WNTI Steering committee to include non-state/fed representatives, Charlie Corrarino replacement
10. Discussion of the WNTI Coordinator' future plans
11. Review of WNTI Small Projects – Small Grants Proposals
12. Possible multiple Fish Habitat partnerships meeting and discussion

Attendees: Steering Committee: Charles Corrarino-OR, Julie Carter-AZ, Roger Harding-AK, Jeff Dillon-ID, Jon Sjoberg-NV, Roger Wilson-UT, Craig Burley-WA, Scott Spaulding-FS, Warren Colyer-TU, Bob Clarke-FWS, Robin Knox-Coordinator. Also Mike Stone-WAFWA and Rich Haskins-WAFWA.

Guests: Dan Duffield-FS, Chris Cantrell-AZ, Dirk Miller-WY, Amy Unthank-FS, Dave Zafft-WY, Steve Small-BLM.

## **Agenda Item 1.      Election of new Chair**

### **A. SECTION 3 By-laws: Election of Chair and Vice Chair and their Terms of Office.**

Motion: That the Vice-Chair, Julie Carter be elected to the position of Chair of the WNTI Steering Committee, effective immediately ( Motion made by Roger Harding, motion seconded by Craig Burley.

**Action: Motion to elect Julie Carter as new WNTI Steering Committee Chair passed unanimously.**

Following the approval of a new Chair, the next action was to elect a new Steering Committee Vice-chair.

Motion: That Roger Wilson be elected to the position of Vice-Chair of the WNTI Steering Committee effective immediately (Motion made by Charlie Corrarino, seconded by Roger Harding.

**Action: Motion to elect Roger Wilson as new WNTI Steering Committee Vice-Chair passed unanimously.**

The chair and Vice-chair will remain in office as under the term conditions listed in the WNTI By-laws.

**B. Agenda Item 2.****WNTI 2013 -2014 Estimated Budget**

The Coordinator discussed the status of the 2013-2014 budgets for the initiatives. There was discussion about planned expenditures relating to the Association of Fish and Wildlife Agencies (AFWA) sub-grant for collaborative habitat priority planning (\$100,000) and the new National Fish Habitat Project (NFHP) operations grant (90,000) that will fund WNTI through June 2014. The budget handout is shown in Table 1.

**Table 1. WNTI Budget Status Sheet****2013 Expenditures****Western N. Trout Initiative - Other**

Starting balance      \$22316.34

2/20/13	WNTI PR 13-3	Univ. Wyoming Redband	Final billing	2859.79
2/20/13	WNTI PR 13-4	Cimarron Trading Co.	Tomerelli Use agreement	1275
3/30/13	KARC 2013-4	KARC business expense SC meeting	delayed billing	904.58
4/30/13	KARC 2013-5	KARC business expense -travel	AZ Native Trout Trip	576.84
5/7/13	WNTI PR 13-8	DJ Case & Assoc.	WNTI web page upkeep	1703.5
7/10/13	WNTI PR 13-	DJ Case & Assoc.	WNTI web page upkeep	465.5

Total Western N. Trout Initiative - Other

7,785.21

**Foundation for WFW**

2/1/13	WNTI PR-2	Egan printing	WNTI Brochure printing	600
7/30/13	KARC Invoice 13-8	KARC paid expenses printing	WNTI Outreach Materials	576.13

Total Foundation for WFW - Other

1,176.13

**F12AP00667 NFHP Grant**

Starting balance      \$20,000

Fully expended

2/1/13	KARC 2013-1	Knox Aquatic Resource Consulting	January WNTI Coordination	4000
2/1/13	KARC 2013-1	Knox Aquatic Resource Consulting	January Travel	1296.62
2/1/13	WNTI PR 13-1	Stock, Erica	January 2013 Services	3780
3/1/13	KARC 2013-2	Knox Aquatic Resource Consulting	February WNTI Coordination	4000
3/1/13	WNTI PR 13-5	Stock, Erica	February 2013 Services	3611.44
	KARC 2013-3	Knox Aquatic Resource Consulting	March WNTI Coordination	2311.94
	WAFWA	177-Indirect	Jan to Mar Overhead charges	1000

Total F12AP00667 NFHP Operations

20,000.00

**F11AP00319 Mod.1 Small Grant**

Amount Available      \$15,000

WAFWA Indirect -750

Total F11AP00319 Mod.1 Small Grant

5/17/13	WNTI PR 2013-9	Friends of the Teton River Invoice 001	Small Grant 2012-3	1018.76
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1,018.76

Amount available to WNTI - 75,000

Coord -12000 salary

DSP - 20000 salary+ 4800 travel

WAFWA Indirect -5000

4/1/13	KARC 2013-3	Knox Aquatic Resource Consulting	March WNTI Coordination	1688.06
4/1/13	WNTI PR 13-6	Stock, Erica	March 2013 Services	4000
4/30/13	KARC 2013-5	Knox Aquatic Resource Consulting	April Coordination	4000
4/30/13	WNTI PR 13-7	Stock, Erica	April 2013 Services	4000
5/17/13	KARC 2013-6	Knox Aquatic Resource Consulting	May 2013 Services	2260

5/30/13	WNTI PR-10	Stock, Erica	May 2013 Services	2000
6/30/13	KARC 2013-7	Knox Aquatic Resource Consulting	June 2013 Services	4000
6/30/13	KARC 2013-7	KARC Travel	June NFHP & WLA	1158.13
6/30/13	WAFWA	177 - Indirect		1155

Total National Fish Habitat Board  
Vendor

24261.19

#### NFHP Project-WNTI Operations

Amount available -	90,000		
WNTI Coordinator salary	40,000		40,000
WNTI DSP Salary	32,000		32,000
WNTI travel	10000		10,000
WNTI miscellaneous	3500		3,500
WAFWA Indirect	4500		4,500
Total			90,000

### ***(C) Agenda Item 3. Approval of WNTI Coordinator Contract***

Following the budget discussion, the Steering Committee reviewed the Coordinators, contract for July 2013-June 2014. After quizzing the Coordinator about several items, the Steering Committee approved forwarding the contract to the WAFWA Inland and Marine Fisheries Committee (IMFC) for their approval and forwarding the contract to the Directors at the business meeting for signature.

Action: There was a motion to approve the Coordinators contract for the next year. Roger Wilson moved and Roger Harding seconded.

**Action: The motion was approved unanimously and was to be brought to the IMFC by the SC Chair.**

**WESTERN ASSOCIATION OF FISH AND WILDLIFE AGENCIES  
AGREEMENT FOR COORDINATOR SERVICES  
WESTERN NATIVE TROUT INITIATIVE**

This Agreement is made effective as of July 01, 2013, by and between Western Association of Fish and Wildlife Agencies, of 5400 Bishop Blvd., Cheyenne, Wyoming 82006, and Robin F. Knox, of 31664 Snowshoe Road, Evergreen, Colorado 80439.

In this Agreement, the party who is contracting to receive services shall be referred to as "WAFWA", and the party who will be providing the services shall be referred to as "Contractor".

Contractor has a background in western native trout fisheries management and is willing to provide services to WAFWA based on this background.

WAFWA desires to have services provided by Contractor.

Therefore, the parties agree as follows:

**1. DESCRIPTION OF SERVICES.** Beginning on July 01, 2013, Contractor will provide the following services (collectively, the "Services"):

- a) Under the direction of WAFWA's WNTI Steering Committee (Committee), the Contractor will function as the official "Coordinator" for the Western Native Trout Initiative (WNTI), managing day to day affairs including mail, e-mail, telephone and correspondence management to implement the considerations in the WNTI Strategic Plan, and any additional grants, which are incorporated herein by reference.
- b) Provide assistance to the Committee and carry out assignments delegated by the Committee including those contained in the Contractor's approved annual work plan.
- c) Advise the Committee and WAFWA Directors on matters pertaining to the WNTI progress and planning.
- d) Track deadlines, , manage the WNTI web site, network with WNTI and WAFWA members, partners and affiliates, edit minutes, prepare meeting agendas, attend meetings, participate in teleconferences.
- e) Coordinate with new conservation leaders as they come on board to introduce them to the WNTI and encourage their active participation.
- f) Organize strategic thinking and planning sessions of WAFWA as needed to update the WNTI Strategic Plan.
- g) Network with other WAFWA committees and working groups as needed.
- h) Coordinate WNTI functions with those of the other three regional associations and with the Association of Fish and Wildlife Agencies (AFWA).
- i) Represent WNTI at WAFWA, AFWA, North American and other fishery-related meetings as directed by the Committee.
- j) Provide such other services as may be mutually agreed upon by both parties.

- k) Work with the staff of the National Fish Habitat Action Plan (NFHAP) Board and the WAFWA NFHAP representative as needed to assure and maintain WNTI's recognition as a National Fish Habitat Partnership for mutual benefit and planning.
- l) Facilitate and coordinate communications between NFHAP Board, other NFHAP Partnerships and the WNTI Steering committee.
- m) Oversee and supervise the activities of the WNTI Director for Strategic Partnerships and assist in the development and implementation of the Campaign for Western Native Trout.

**2. PERFORMANCE OF SERVICES.** The manner in which the Services are to be performed and the specific hours to be worked by Contractor shall be determined by Contractor. WAFWA will rely on Contractor to work as many hours as may be reasonably necessary to fulfill Contractor's obligations under this Agreement.

**3. PAYMENT.** WAFWA will pay a fee to Contractor for the Services at a rate of \$4000.00 per month from July 1, 2013 to June 30, 2014. Payments from January 1, 2014 to June 30, 2014 will be determined and adjusted through a contract amendment as necessary dependent upon availability of funds from a variety of sources. If no funds are available services by the contractor will be temporarily suspended. This fee shall be payable monthly, no later than the twentieth day of the month following the period during which the Services were performed. Total monthly Payments under this agreement shall not exceed \$68,000, including payments for services and expense reimbursements.

**4. EXPENSE REIMBURSEMENT.** Contractor shall be entitled to reimbursement from WAFWA for the following "out-of-pocket" expenses that are not provided by WNTI cooperators: travel expenses (common carrier, federal mileage rates and government room rates), meals (federal per diem IRS guidelines), postage, printing, web page management, Steering Committee meeting expenses, copying, and other office expenses excluding base phone, cell phone and fax line charges. The Committee chairman shall give prior approval for all Contractor travel related to WAFWA business including attendance at the WAFWA annual meeting, the annual meeting of AFWA, the North American Wildlife and Natural Resources Conference, Executive Committee meetings of WAFWA, and other travel as directed by the Committee chairman, President and/or Steering Committee.

Requests for reimbursement shall be made on forms provided by the WAFWA Treasurer and substantiated by receipts. Reimbursement requests shall be sent to:

Steve Barton, Treasurer  
Western Association of Fish and Wildlife Agencies  
2903 Saintsbury Plaza #106.  
Fairfax, VA 22031

**5. SUPPORT SERVICES.** WAFWA will not provide support services, including office space and secretarial services, for the benefit of Contractor.

**6. TERM/TERMINATION.** This Agreement shall terminate automatically on June 30, 2014, unless renewed by agreement prior to June 30, 2014; however, this agreement may be terminated earlier by either party upon forty-five (45) days written notice to the other party. With WNTI Steering

Committee approval, The Coordinator will be considered "Under Contract" in July of the contract year until the Work Agreement is signed by the WAFWA President at the WAFWA annual summer meeting, unless the services of the Coordinator are no longer desired by the WNTI Steering Committee.

**7. RELATIONSHIP OF PARTIES.** It is understood by the parties that Contractor is an independent contractor with respect to WAFWA, and not an employee of WAFWA. WAFWA will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of Contractor.

**8. DISCLOSURE.** Contractor is required to disclose any outside activities or interests, including ownership or participation in other projects, that conflict or may conflict with the best interests of WAFWA. Prompt disclosure is required under this paragraph if the activity or interest is related, directly or indirectly, to any activity that Contractor may be involved with on behalf of WAFWA

**9. EMPLOYEES.** Contractor's employees, if any, who perform services for WAFWA under this Agreement shall also be bound by the provisions of this Agreement. At the request of WAFWA, Contractor shall provide adequate evidence that such persons are Contractor's employees.

**10. INJURIES.** Contractor acknowledges Contractor's obligation to obtain appropriate insurance coverage for the benefit of Contractor (and Contractor's employees, if any). Contractor waives any rights to recovery from WAFWA for any injuries that Contractor (and/or Contractor's employees) may sustain while performing services under this Agreement and that are a result of the negligence of Contractor or Contractor's employees.

**11. INDEMNIFICATION.** Contractor agrees to indemnify and hold harmless WAFWA from all claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against WAFWA that result from the acts or omissions of Contractor, Contractor's employees, if any, and Contractor's agents.

**12. ASSIGNMENT.** Contractor's obligations under this Agreement may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of WAFWA.

**13. INTELLECTUAL PROPERTY.** The following provisions shall apply with respect to copyrightable works, ideas, discoveries, inventions, applications for patents, and patents (collectively, "Intellectual Property"):

*a. Consultant's Intellectual Property.* Contractor does not personally hold any interest in any Intellectual Property.

*b. Development of Intellectual Property.* Any improvements to Intellectual Property WAFWA members or WNTI participants, further inventions or improvements, and any new items of Intellectual Property discovered or developed by Contractor (or Contractor's employees, if any) during the term of this Agreement shall be the property of WAFWA. Contractor shall sign all documents necessary to perfect the rights of WAFWA in such Intellectual Property, including the filing and/or prosecution of any applications for

copyrights or patents. Upon request, Contractor shall sign all documents necessary to assign the rights to such Intellectual Property to WAFWA.

**14. RETURN OF RECORDS.** Upon termination of this Agreement, Contractor shall deliver all records, notes, data, memoranda, models, and equipment of any nature that are in Contractor's possession or under Contractor's control and that are WAFWA's property or relate to WAFWA's business.

**15. NOTICES.** All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

IF for WAFWA:

Western Association of Fish and Wildlife Agencies  
Larry Kruckenberg  
Secretary  
5400 Bishop Blvd.  
Cheyenne, Wyoming 82006

IF for Contractor:

Robin F. Knox  
Contractor  
31644 Snowshoe Road  
Evergreen, CO 80439

Such address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

**16. ENTIRE AGREEMENT.** This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

**17. AMENDMENT.** This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

**18. SEVERABILITY.** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.



**19. WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

**20. APPLICABLE LAW.** This Agreement shall be governed by the laws of the State of Wyoming.

Party receiving services:

Western Association of Fish and Wildlife Agencies

By: \_\_\_\_\_ Date: \_\_\_\_\_

James N. Douglas  
Nebraska Game and Parks Commission  
WAFWA President

Party providing services:

Robin F. Knox

By: \_\_\_\_\_ Date: \_\_\_\_\_

Robin F. Knox  
Contractor

**(D) Agenda Item 4.**

**Approval of Director of Strategic  
Partnerships Compensation Agreement**

The Coordinator informed the Steering Committee that he had received a communication from Erica Stock that she was going to resign her position due to some extremely difficult personal situations that would prevent her from fulfilling her contract.

She had indicated she would send the SC a 30-day notice and would try to tie up some loose ends concerning the planned fund-raising events she was working on.

The Steering Committee expressed disappointment at this turn of events.

There was discussion about how the SC should proceed. There was general agreement that the SC should not abandon the effort to seek outside support from the potential supporters that Erica had been working on. There was a desire to get something official from Erica and a list of anything she had committed to in WNTI's name.

There was discussion of full-time versus part-time and how WNTI might pursue working with other partnerships to "share" a fund-raiser type of person to get a full-time person rather than a part-time person. A full-time person could possibly be more efficient.

The Coordinator will keep in touch with Erica to try to get a list of her activities, a transition plan, and see if she has any ideas about a replacement.

The Coordinator will also draft a "thank you" letter for the Chair's signature. Julie mentioned she will try to speak with Erica to see if she might resume after a leave of absence to get her affairs straightened out.

**(E) Agenda item 5.**    **Review of WNTI 2013-14 operations plan  
goals and objectives**

The following activities were discussed by the Steering Committee. There was general agreement that these were appropriate to pursue, and that the Director for

Strategic Partnership objectives were good, but accomplishment would be hindered by the loss of the current person.

Further discussion occurred later in the meeting when the SC considered a replacement for Charlie Corrarino and possibilities for a new addition to the Steering Committee. (see Agenda Item 9)

- a) Under the direction of WAFWA's WNTI Steering Committee (Committee), the Contractor will function as the official "Coordinator" for the Western Native Trout Initiative (WNTI), managing day to day affairs including mail, e-mail, telephone and correspondence management to implement the considerations in the WNTI Strategic Plan, the National Fish Habitat Partnership, or additional Grants which are incorporated herein by reference. In addition:
  - Fulfill the obligations under the AFWA sub-grant that direct specific collaborative development of habitat conservation priorities
  - Modify and update all the individual original 15 species snapshot status reviews on the WNTI webpage
  - Monitor and manage the WNTI Small Projects Small Grants Program
- b) Represent WNTI at WAFWA, AFWA, North American Fish and Wildlife Conference, NFHP Board meetings or other fishery-related meetings as directed by the Committee.
- c) Work with the staff of the National Fish Habitat Partnership (NFHAP) Board and the WAFWA NFHAP representative as needed to assure and maintain WNTI's recognition as a National Fish Habitat Partnership for mutual benefit and planning.
- d) Facilitate and coordinate communications between NFHAP Board, other NFHAP Partnerships and the WNTI.
- e) Oversee and supervise the activities of the WNTI Director for Strategic Partnerships and assist in the development and implementation of the Campaign for Western Native Trout.
- f) AFWA-related prioritization meetings will be planned and held to complete requirements of the AFWA sub-grant. A final report as to the success and utility of the effort will be prepared.

## Events

Work on two fundraising/engagement events:

- a) The photography exhibit projected for fall 2013 in the Jackson, WY area;

For the photography exhibit – I have secured a headlining sponsor to cover the cost of producing the show. I am working with the Art Association of Jackson Hole on the logistics around putting on the show at the Jackson Center for the Arts. We would like to do a cocktail reception for the opening, which would be a great engagement and fundraising opportunity if we are able to also secure some silent auction items.

b) Complete agreements for the Confluence Films event

The following locations are under consideration: Houston, TX; San Francisco, CA; Phoenix, AZ; Boise, ID; Albuquerque or Santa Fe, NM; Missoula, MT. The Steering Committee will receive an email outlining how they can get involved in helping with this event and to provide input on which 4 locations would be best for WNTI.

The cost to host each show is \$300 plus any fee incurred by the ticketing agency, Ticket River, and the venue. We can set our own price for the tickets. We will also have silent auction items to help offset the cost of the event and to raise additional funds.

## **Fundraising/Partnerships**

Develop a partnership agreement with the Western Landowners Alliance following the June Board Meeting with a group of Rocky Mountain landowners.

Continue to develop partnerships and support opportunities as a result of the contacts made at the 2013 ICAST/IFTD show attendance:

- a) Orvis Co.
- b) Fish Pond
- c) North American Fisherman
- d) Simms

## **Communications**

- a) web page
- b) newsletters
- c) social media

### **(F) Agenda Item 6.**

### ***Review of WNTI Outreach at the ICAST/IFTD Tradeshow in Las Vegas***

#### **Coordinators Report**

The Coordinator reported that he and the Director for Strategic partnerships had a booth at the America Fly Fishing Trade Association (AFFTA) and

ICAST show in Las Vegas. WNTI traditionally has had a booth at the show to promote WNTI and seek support for our programs. Visits were held with past, current and hopefully some potential new supporters for the program.

Booth traffic was good and WNTI raised \$226. In donations. Next two years , the show is in Florida, so WNTI will not be attending since it is a way different fly-fishing crowd that attends.

Director of Strategic Partnerships Report was cancelled.

**(G) Agenda Item 7.**      ***Report on Collaborative Planning Process  
and discussions at Fish Chiefs and  
CRFWC meetings***

The Coordinator reported on his efforts to continue to develop the idea of having three meetings one each in the three basins identified in the AFWA sub-grant. There was some good discussion at the Fish Chiefs meeting and the Colorado River Fish and Wildlife Council meeting prior to the Steering Committee meeting. Since most of those attending the SC had attended the Fish Chiefs meeting, discussion was not too lengthy. The main input to the Coordinator was that the effort should more fully recognize the species recovery teams efforts should lead the determination of the priorities, and that the AFWA/WNTI effort should be supportive of that, and use the effort to make sure the groups such as Trout Unlimited and the National Fish and Wildlife Foundation come to the table and recognize the need to understand and be aware of the states priorities.

The goal of having agreement on priorities aid the fund-raising process is good to pursue.

The Coordinator will continue to work on this and improve his three outlines that he is working on. The outline for the Upper Colorado River Basin was the one used in previous discussions at WAFWA .

It is attached as an Appendix to the notes for reference.

**(H) Agenda Item 8.**

***Future NFHP project and operational funding criteria after June NFHP Board meeting***

The Coordinator briefly brought the Steering Committee up-to-date on the following items that are being discussed by the National Fish Habitat Partnership Board (NFHP) and Partnerships. These items had been discussed at the June Board meeting in Salt Lake City.

The Coordinator also mentioned that there was a field trip of the Weber River projects that are supported by WNTI and the Desert Fish Habitat Partnership (DFHP). The tour was good educationally for the Board and highlighted the fish passage and lack of water problems that many of the WNTI and DFHP species face.

There was no related action item.

**Minimum Benchmark Set of Fish Habitat Conservation Project Prioritization Criteria  
Approved by the National Fish Habitat Board, February 27, 2013**

The minimum benchmark set of Fish Habitat Conservation Project prioritization criteria are intended to ensure core tenets of the National Fish Habitat Action Plan are considered by Fish Habitat Partnership when ranking projects for funding.

1. Direct linkages of project to specific Fish Habitat Partnership strategic plan/framework priorities and/or National Fish Habitat Partnership action plan (2<sup>nd</sup> edition)/priority conservation strategies.
2. Project alignment/compatibility with other conservation plans (e.g. State Wildlife Plans; Biological Opinions, Land Management Plans).
3. Project identification of specific habitat measures of success and performance targets that are observable and amenable to pre- and post-project monitoring and include social, economic and biological benefits such as enhanced recreational, commercial and subsistence fishing opportunities, increased public visitation, or innovative project designs that address specific fish conservation challenges.
4. Capabilities/experience of project proponents to complete what is proposed.
5. Well-defined budget linked to clear deliverables and outcomes.
6. Leveraging of funds.
7. Project protects aquatic habitat or addresses the causes and processes behind aquatic habitat decline.
8. Project has an outreach/education component in the local community.

## FHP Performance Evaluation

### Discussion Summaries:

- Concerns were expressed about the process used to reduce the regional FHP 2014 MSCGP funding requests from ~\$1 million down to ~\$500k. While there was still general support expressed for the development of needs from a multi-FHP perspective, it's recognized that funding is limited, so a discussion ensued about how to better direct the funding to ensure it has the greatest impact (i.e. should they be equitably distributed among all the identified needs, rotated among the needs, or more sharply focus on addressing the highest need). Discussing these issues resulted in a desire to have the Partnership Committee gain more direction from the NFH Board on what it wants to accomplish with MSCGP funding (e.g., to provide operational support for FHPs; to address a specific Action Plan objective; to target a particular national conservation strategy; etc.), as well as how the FHP submissions will be prioritized for funding if the requests exceeds the amount of funding available.
- Aligning the current suite of regionally based submissions by the Action Plan objective they are targeting created interest among those on the call. There was also a desire to get engaged with the development of a full proposal if the LOI is successful in soliciting an invitation to do so.
- The concept of establishing a master list of FHP priority needs for use in helping to shape the development of a NFHP-related NCN was touched on briefly, which would need to be established by the October 2013 Board Meeting if this approach is going to be used for the 2015 MSCGP cycle.

### **(I) Agenda Item 9.**

*Potential changes to the WNTI Steering committee to include non-state/fed representatives, Charlie Corrarino replacement*

- a) ODFW Letter to Chair of IMFC requesting replacement of Charlie Corrarino on the Steering Committee for WNTI

With Charlie Corrarino's pending retirement, the Oregon Department of Fish and Wildlife sought approval of the assignment of Bruce McIntosh as his replacement. Charlie said he was confident that Bruce would carry on Oregon's commitment to WNTI and would be a good replacement for him on the steering committee.

Motion: That the Oregon Department of Fish and Wildlife Letter to the Inland and Marine Fisheries committee be forwarded with the WNTI Steering Committee endorsement (Motion made by Jeff Dillon, seconded by Jon Sjoberg).

**Action: The Motion to forward the letter to the IMFC passed unanimously.**



# Oregon

John A. Kitzhaber, MD., Governor

Department of Fish and Wildlife  
Fish Division  
3406 Cherry Avenue NE  
Salem, OR 97303  
(503) 947-6201  
FAX (503) 947-6202  
[www.dfw.state.or.us/](http://www.dfw.state.or.us/)

July 15, 2013

Mr. Richard L. Haskins II  
Deputy Director  
Nevada Dept. of Wildlife  
1100 Valley Road  
Reno, NV 89512



Dear Rich,

The Western Native Trout Initiative (WNTI) is an excellent partnership for the western states and in particular for native trout. Oregon has been actively involved with WNTI administratively as a member of the WNTI Steering Committee and has received funding for several significant native trout projects. Oregon would very much like to remain active in WNTI and since Charlie Corrarino is planning to retire in September, I would like to nominate Dr. Bruce McIntosh to fill the vacancy.

Bruce is our Deputy Fish Division Administrator for Inland Fisheries and has expressed a strong interest in serving on the WNTI Steering Committee. Bruce earned his PhD from Oregon State University (working on fish habitat), spent many years at Oregon State University's Forest Science Lab working on diverse fish issues and has worked at ODFW on native fish issues for the past decade or so.

Should the WNTI Steering Committee support his nomination, would you please forward this request to the Inland and Marine Fisheries Committee for their consideration?

Thanks Rich, and feel free to contact me at (503) 947-6206 should you have any questions.

Sincerely,

Ed Bowles  
Fish Division Administrator

Cc: Charlie Corrarino, Rick Hargrave, Shaun Clements, Bruce McIntosh, Robin Knox (WNTI)



**(J) Agenda Item 10. Discussion of WNTI Coordinator's future plans**

The Coordinator told the Steering Committee that he was seriously considering the 2013-2014 contract as his last one with WAFWA.

He noted that after 8 years as Coordinator, it would be time for some new blood and someone more in tune with modern technology and social networking.

He will inform the SC by the end of the year his final decision.

**(K) Agenda Item 11. Review of WNTI Small Projects-Small Grants Program Proposal Applications**

The Steering Committee reviewed the ten applications for small grants that had been received.

The projects that are highlighted in yellow were rejected for a variety of reasons.

The dollar total of the approved projects - \$16,815 - does exceed the \$14,250 that is available through the \$15,000 NFHP Grant (less the \$750 WAFWA Indirect). Bob Clark said Region 8 of the FWS might be able to make up the difference of \$2565. That is needed.

The Steering Committee also discussed the future of the Small Project Small Grant Program. The SC desires to keep the program in place, because it offers an opportunity to smaller, more local entities that want to be involved.

The Coordinator noted that national Fish Habitat Board wants a report from WNTI on the success of the program in 2014 before it approves another \$15,000 for the program.

**Action: Charlie Corrarino moved, and Craig Burley seconded a motion to approve funding 6 Projects in the 2013 Small Grants program.**

<b>WNTI Small Grant Project Spreadsheet-2012-13</b>					
<b>Project Name</b>	<b>Project Description</b>	<b>Partners</b>	<b>Request</b>	<b>Match</b>	
1. Kenai peninsula water temp monitoring	Install a temp monitoring system 1-yr data collection	TU, Inlet Keeper	\$3,000	\$1,500	
2. FWS Columbia River Office	Collect bull trout embryos purchase video equipment Wynoochee watershed	WFS-NW WA DFW	\$3,000	\$77,000	
3. Stonefly Society	Develop 4 education plans	FS, Boy Scouts	\$3,000	\$90,000	
4. Friends of the Teton River	Restoration supplies	IDFG	\$3,000	\$10,200	
5. Chester Creek Banks	Stabilize and re-veg streambanks stream habitat from further degradation	tu	\$3,000	\$375	
6. Rattlesnake Creek	restoration materials		\$2,315	\$15,600	
7. Cutthroat community survey and report		Fly Shops	\$3,000	\$4,931	
8. Trail Creek restoration	personnel time		7500	7500	
9. Stream Explorerers	education material	tu	\$2,500	\$7,500	
10. Apache Trout conference		tu	3,000	14,375	
		Total for projects	#VALUE!		
WAFWA Indirect			750		
		Total	17,565	(-2565)	

Note: Julie Carter and Bob Clark will discuss the extra funds from FWS for the SPSG program

**(L) Agenda Item 12. Open discussion with SC and other FHP representatives at the meeting**

Roger Harding gave an overview of the Southeast Alaska Fish Habitat Partnership (SEAK) and several other FHPs to show the uniqueness of the candidate SEAK partnership.

**(M) Agenda Item 13. Housekeeping**

The Steering Committee scheduled a conference call on August 22<sup>nd</sup>, 2013.

The Steering Committee scheduled a conference call on September 27<sup>th</sup>, 2013.

The Steering Committee scheduled a project review meeting in Portland On January 22-23, 2014.

The Coordinator will send out the draft 2014 NFHP project request for review, and send out a “mark your calendar” notice of the RFP to WNTI e-mail list. The 2014 RFP will be sent Sept 2 with an October 30 deadline.

Meeting adjourned.

Submitted: Robin Knox, Coordinator  
July 30, 2013

## Appendix 1. Draft WNTI Collaborative planning of habitat priorities basin outline.

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### Western Native Trout Initiative Collaborative Habitat Prioritization Project: Outline for the Upper Colorado River Basin (UCRB) Cutthroat Trout Habitat Planning

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#### **Background**

The Western Native Trout Initiative (WNTI), a venture of the Western Association of Fish and Wildlife Agencies and a National Fish Habitat Partnership, is the lead western Fish Habitat Partnership in the AFWA sub-grant titled:

***“Western Regional Fish Habitat Partnerships Identification of Strategic Priority Watersheds for Conservation Actions through Regionally-coordinated Science and Collaboration”***

This sub-grant is part of a nationwide fish habitat data and science effort that has the following objectives that apply to the WNTI effort:

- *Enhance regional aquatic habitat condition assessments and landscape-scale conservation design for coldwater and other fish habitats in the interior west;*
- *Collectively advance each FHP’ habitat assessments through identification of mutual data needs, data acquisition and landscape-level analysis for the benefit of fish, mussels and other aquatic animals;*
- *Improve strategic prioritization of conservation actions and reporting of outcomes by FHPs across the western United States;*
- *Develop and demonstrate best management practices for habitat conservation, and methods to effectively engage local communities in fish habitat conservation projects;*

#### **Phase I - fact-finding effort**

- **Action A: Gather maps, assessments, and plans from federal, state, and NGO agencies and WNTI partners to help guide the description and selection of geographic or sub-species areas of focus in common across jurisdictions.**

The Coordinator of the Western Native Trout Initiative (WNTI) held two discovery tele-conferences with a variety of state and federal agency fishery managers in the three major western basins under consideration for collaborative planning who would be helpful in the development of an approach to collaboratively determine aquatic habitat priorities for future action.

The two tele-conferences – on 4/8/13 and 4/28/13 covered the following topics:

1. Grant purpose and possible approach - The WNTI Coordinator reviewed the history of the Grant and the Scope of Work that describes the measurables to be accomplished. The intent is to bring together as many of the relevant Partners together as possible to review the various groups priorities, and determine if there is a possibility to come up with an agreed-upon priority list for habitat projects.
2. Those on the Upper Colorado River Basin (UCRB) and Upper Missouri River Basin (UMRB) call represented the Desert Fish Habitat Partnership in Utah, the Great Plains Fish Habitat partnership, Trout Unlimited, the Yellowstone Cutthroat trout conservation team, the State of Utah, the State of Wyoming, the US Fish and Wildlife Service regional NFHP coordinator office, the Southern Rockies LCC and the WNTI Coordinator.
3. The call that was held on April 8th revealed the potential project being developed by Brad Shephard of WCS to develop a priority-setting process with the help of the USGS in Montana. They have applied to the Great Northern LCC a project to integrate existing information on Yellowstone cutthroat trout status and limiting factors in a spatially-explicit conservation priority framework adapted from a financial portfolio concept aimed at maximizing species persistence in the face of adversity (Schindler *et al.*, 2010; Haak & Williams, 2012). WNTI is a collaborator on a Great Northern LCC project to implement this portfolio concept. The project is designed to help managers prioritize conservation actions and then evaluate potential climate adaptation strategies for Yellowstone cutthroat trout by linking high priority conservation populations and actions with existing GNLCC. This project, now funded could serve as a basis to help achieve the WNTI goal of a collaborative approach to priority-setting in the Upper Missouri River Basin, and the Upper Snake River Basin.
4. The call on the 8<sup>th</sup> and the call on the 28<sup>th</sup> of April also discussed the potential roles of the Desert FHP, the Great Plains FHP, Trout Unlimited and the National Fish and Wildlife Foundation since those organizations have been involved in producing several cutthroat trout and native fish conservation plans and proposals. In the Upper Missouri effort the involvement of those two FHPs is likely to be minimal, but the Great Plains FHP could offer some assistance and insights from their habitat prioritization effort. In the Upper Colorado River Basin, the involvement of the National Fish and Wildlife Foundation and the Desert Fish Habitat Partnership and Trout Unlimited will be important. The Southern Rockies LCC should be involved since they are involved in landscape scale assessments and future planning effort.
5. Also discussed was the potential involvement of the Colorado River Fish and Wildlife Council which is a state-led working group involving the Western Association of Fish and Wildlife Agencies Fishery Chiefs and State Wildlife Agency Directors.

Following the call, WNTI has been working on the following on the following:

1. Consolidating a list of key contacts and organizations that could be participants in future meetings and tele-conferences;
2. Preparing an outline of actions to culminate in a face-to-face meeting in the Upper Missouri River Basin
3. Gathering information and reports from those agencies that are involved with aquatic habitat management efforts in the Upper Missouri River basin to develop a bibliography of sorts for the project.

### **Relevant Existing Efforts concerning Prioritization of Native YCT Habitats and Populations**

#### **A. Colorado State Wildlife Action Plan**

B. Utah State Wildlife Action Plan

C. Wyoming State Wildlife Action Plan 2010 revision.

D. Trout Unlimited 2011. *Developing a Diverse Conservation Portfolio for Colorado River Cutthroat Trout*.

E. National Fish and Wildlife Foundation 2010. "Native Fish Conservation in the Colorado River Basin #2009-0076-000 (Dauwalter et al. 2010)

F. National Fish and Wildlife Foundation 2009. "Business Plan for the Upper Colorado River Basin"

## **Phase II. Developing an approach to Collaborative Planning and prioritization amongst the CRCT Interest Groups**

Note: The National Fish and Wildlife Foundation, in its 2010 Report "Native Fish Conservation in the Colorado River Basin #2009-0076-000 (Dauwalter et al. 2010) identified the following Basins as worthy of consideration for native fish conservation: Upper Green, Lower Green, San Rafael, Escalante, Yampa - White, Upper Colorado, Gunnison, Dolores, and San Juan.

Recognizing the geographic scale of and limited financial resources and human capital available to address challenges facing 15 western native trout species and sub-species, the WNTI has agreed to explore approaches to focus WNTI's NFHAP allocated funds more strategically toward a subset of watersheds, rivers, populations or specific conservation actions. By focusing these resources and collaborating with other funding interests - NFWF, TU, the Nature Conservancy and others - WNTI seeks to increase the measurable impact of our collective investments. The following outlines the proposed approach, processes, and tools to achieve this outcome.

Note: to determine the highest priority places, populations, and/or conservation actions the WNTI Coordinator and Director for Strategic Partnerships will work with the CRCT conservation team, the NFWF Upper Colorado Conservation initiative, the Desert Fish Habitat Partnership, Trout Unlimited and the States to prioritize aquatic habitats along with specific key actions that could be funded through the National Fish Habitat Partnership, NFWF and future private funding.

### **Draft Project Outline:**

## **Overarching Goals and Objectives**

**Goal 1:** To compile an inventory/meta-analysis of current native trout and upper Colorado Basin native warmwater fish conservation efforts, including planning, prioritization and projects, within 4 key native fish watersheds – the Great Basin, the Upper Colorado River Basin, and the Upper Missouri River Basin.

As part of this effort, WNTI will:

- a. Review reports, studies, and interview stakeholders to determine where there is/is not overlap among partnerships with respect to current activities, priorities, and geographies;
- b. Identify 'gaps' in information or stakeholder participation that may be impeding the establishment of joint priorities;
- c. Determine opportunities to enhance or increase coordination between partners and stakeholders on native trout conservation efforts;
- d. Rewrite the WNTI website Yellowstone Cutthroat Trout Status review and send to stakeholders for review.

**Goal 2:** Following on the assessment above, WNTI will convene key stakeholders in each of three basins for a two-day, in-person meeting during Fall 2013 to:

- e. Report on native trout conservation efforts and discuss the inventory/meta-analysis findings;
- f. Discuss and adopt a scientifically rigorous methodology to cooperatively assess native trout watersheds where data is lacking;
- g. Discuss and develop a cooperative action plan for conducting conservation activities in 2014;
- h. Discuss potential approaches to using assessment data to establish joint native trout conservation priorities and actions across the basin;

## Logistics

- 1) Complete a meta-analysis of conservation actions and priorities using the following resources:
  - a. Maps and known reports
  - b. TU CSI and native trout portfolio plans
  - c. NFWF business plans and initiatives
  - d. State wildlife action plans
  - e. US Fish and Wildlife Service Landscape Conservation Cooperative (LCC) plans
    - i. Great Northern LCC
    - ii. Southern Rockies LCC
    - iii. Great Basin LCC
- 2) Determine additional stakeholders that need to be involved in workshops based on input from the following groups:
  - a. State and federal biologists from recovery or native species conservation teams/workgroups
  - b. TU
  - c. NFWF
  - d. TNC
  - e. LCC Coordinators
  - f. Watershed councils or citizen groups
- 3) Invite guest expert speakers to discuss current conservation activities and potential methodologies
- 4) Obtain facilitator
- 5) Set up online registration and hotel blocks
- 6) Send invitations to stakeholders with draft agenda and hotel information