



YAKIMA BASIN
FISH AND WILDLIFE
RECOVERY BOARD

DRAFT

Minutes of the 3/3/10 Board of Directors Meeting

Those present:

Members present: Adam Fyall (Benton County), Terry Keenhan (Yakima County), Paul Jewell (Kittitas County), Dave Ettl & Dave Brown (City of Yakima), Nancy Lillquist (City of Ellensburg), Paul Ward (Yakama Nation), Dan Olson (City of Union Gap)

Guests: Jeff Tayer (WDFW), Jim Milton (YBWRA), David Child (YBJB); Phil Miller (GSRO) on phone

Staff: Alex Conley (Executive Director), Yuki Reiss (Recovery Program Coordinator), Angie Begosh (SRFB Program Coordinator)

1) Welcome, Introductions & Review of Minutes

Chairman Paul Ward confirmed the presence of a quorum and called the meeting to order at 2:05 pm. The agenda was approved by consensus. Nancy Lillquist moved to approve the minutes of the November 30th meeting as submitted; motion seconded by Terry Keenhan and approved by consensus.

2) Board Correspondence and Announcements

Alex briefly reviewed recent Board correspondence, including: 1) a letter from the Board to NOAA Fisheries supporting ongoing use of the Mid-Columbia Forum to promote implementation of the Middle Columbia Steelhead Recovery Plan, 2) a support letter from the Board to the Corps of Engineers regarding the Gap to Gap levee setback, and a 3) a letter from the Board and a response from WDFW regarding the lack of a watershed steward for the Mid-Columbia Region. The Board discussed the status of the WDFW budget with Jeff Tayer, and agreed that it would be valuable for the Board to contact WDFW Habitat Program staff in Olympia after the budget is finalized to discuss how to maintain the working relationship between WDFW and the Board given changes in staffing.

The Board briefly discussed the record runs of steelhead and coho into the basin and their relation to habitat improvements and ocean conditions. Alex, Phil Miller and Jeff Tayer reviewed the status of state budget proposals related to salmon recovery. SRFB programs are in relatively good shape, but WDFW and Ecology budgets are heavily impacted.

3) Lead Entity Program Business

Angie updated the Board on 1) the status of 2009 SRFB projects (RCO and sponsors have or are near completing contracts), 2) proposed scope amendments to 4 projects, and 3) preparations for the 2010 grant round. The 2010 round should be similar in \$ amounts and procedures to 2009; the biggest change is giving us up to 1 year to move funding from an unimplemented project to an alternate. She also

circulated a copy of the updated booklet with information on all SRFB projects from 1999 to 2009. The Board briefly discussed the process for allocating funds between the Yakima and Klickitat Lead Entity and asked Alex and Paul to initiate conversations with the Klickitat Lead Entity regarding the 2010 allocation.

4) Steelhead Recovery Update

Paul, Phil and Alex updated the Board on the status of the Columbia River Power System Biological Opinion. There is an opportunity for additions to the current Biop during the current temporary remand process. The Board authorized the Executive Director to work with the Executive Committee to submit a letter in support of non-tribal, off-reservation habitat projects in the Yakima Basin if it seems advisable as discussions develop.

Yuki Reiss updated the Board on development of the Steelhead Research, Monitoring and Evaluation Plan. The January 29th roll-out meeting was a success, and many of the elements included in the proposed plan are being considered for funding under the BPA Fast-track process. Yuki is also helping to coordinate redd surveys this Spring, as the large number of steelhead coming into low water conditions offers us unique opportunities to answer specific questions identified in the recovery plan.

5) Bull Trout Recovery Update

Yuki Reiss led a brief discussion of the USFWS's critical habitat proposal and how it has evolved. The Board reviewed proposed comments and authorized staff to submit comments to USFWS under staff signatures. Yuki also noted that we are still waiting on a decision on the Bull Trout Task Force application we submitted to USFWS; if approved our role would be passing through funds to WDFW and coordinating the effort.

6) Implementation Schedule

The Board reviewed the draft work plan for development of a more detailed implementation schedule, and discussed the challenges of prioritizing restoration actions. Phil Miller emphasized the value of thinking of it in terms of time and sequencing, and the need to ensure that our products are compiled in a manner that facilitates compilation of statewide data on restoration needs.

7) YRBWEP Workgroup

The Board briefly discussed the Board's role in the next steps of the 2010 Yakima Basin Study process. Jeff Tayer also asked how the recovery plan treats the proposed Kennewick Irrigation district pump exchange. The Board briefly discussed both this project and its relation to steelhead recovery, and the role of the Ecology's Columbia River Program.

8) GSRO Funding Strategy Proposal

The Board reviewed the GSRO's draft scope of work for a contractor that would work with regional recovery organizations to develop long-term funding plans. Nancy Lillquist made a motion to authorize the Executive Director and Chairman to make any contract amendments needed to amend our contract with RCO in a manner that transfers \$5,000 to covering the cost of this contract. Terry Keenhan seconded the motion, which was approved by all present.

9) Board Logistics

The Board approved the proposed 2010 meeting schedule. The Board reviewed and approved the proposed Conflict of Interest Policy (motion by Paul Ward, second by Nancy Lillquist, approved by all). The Board briefly discussed membership status and agreed that staff should send out a letter to City members to provide an update on Board activities and ask for self-nominations for vacant Board of Director positions.

The Board went into Executive session to review staff compensation adjustments proposed by the Executive Committee. After exiting the executive session, the Board approved the compensation adjustments as presented.

9:15 PM

05/04/10

Accrual Basis

Yakima Basin Fish & Wildlife Recovery Board
Balance Sheet
As of May 4, 2010

	<u>May 4, 10</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	2,100.46
Saving	5,547.91
Total Checking/Savings	<u>7,648.37</u>
Total Current Assets	7,648.37
Fixed Assets	
Fixed Assets	
Equipment	25,914.00
Total Fixed Assets	<u>25,914.00</u>
Total Fixed Assets	<u>25,914.00</u>
TOTAL ASSETS	<u><u>33,562.37</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Alex Credit Card	281.88
Total Credit Cards	281.88
Other Current Liabilities	
Payroll Liabilities	12,121.28
Total Other Current Liabilities	<u>12,121.28</u>
Total Current Liabilities	<u>12,403.16</u>
Total Liabilities	12,403.16
Equity	
Retained Earnings	-10,482.73
Net Income	31,641.94
Total Equity	<u>21,159.21</u>
TOTAL LIABILITIES & EQUITY	<u><u>33,562.37</u></u>

2009-2011 Budget, May 4th 2010 Draft

	FY 2010	FY 2011	Bienium	CHANGES FROM PREVIOUS DRAFT
INCOME				
RCO Regional Organization Contract	385,000	385,000	770,000	
EXPENSES				
Personnel				
Executive Director (1 FTE)	73,909	74,648	148,557	FY 2011 adjusted to reflect approved compensation adjustments
Lead Entity Program Coordinator (1 FTE)	45,000	48,538	93,538	FY 2011 adjusted to reflect approved compensation adjustments
Recovery Coordinator (.75 FTE)	46,500	46,965	93,465	FY 2011 adjusted to reflect approved compensation adjustments
Operations/Outreach Coordinator (1 FTE)	45,000	45,000	90,000	
Payroll Expenses	25,249	25,818	51,067	
Retirement benefits	6,312	6,455	12,767	
Health Benefits	30,000	33,000	63,000	10% increase in FY 2011
Total Personnel	271,971	280,423	552,394	
Operating Costs				
Computer Support	2,000	2,000	4,000	New category split out from Professional Services
Dues and Subscriptions	500	500	1,000	
Insurance	3,000	3,000	6,000	
Office Supplies	2,750	2,750	5,500	
Postage and Delivery	500	500	1,000	
Advertising	2,000	2,000	4,000	
Printing and Reproduction	5,000	5,000	10,000	
Office Rent	18,600	18,600	37,200	Rent & Utilities split out; total utilities reduced based on actuals
Utilities				
Natural gas	1,500	1,500	3,000	Rent & Utilities split out; total utilities reduced based on actuals
Electric	1,200	1,200	2,400	Rent & Utilities split out; total utilities reduced based on actuals
Security	390	390	780	Rent & Utilities split out; total utilities reduced based on actuals
Janitorial	1,690	1,690	3,380	Rent & Utilities split out; total utilities reduced based on actuals
Telephone	4,000	4,000	8,000	
Internet Service	2,000	2,000	4,000	
Equipment & Furnishings	3,000	3,000	6,000	
Interest Expenses	225	225	450	
Bank Service Charges	275	275	550	
Total Operating Costs	48,630	48,630	97,260	
Professional Fees				
UNLESS NOTED, SAME AMOUNTS AS PREVIOUS DRAFT BUT RECLASSIFIED TO MATCH ACCOUNTS				
Consulting				
Technical writing/editing	3,000	5,000	8,000	2010 budget reduced \$2,000
Web design/support	4,000	10,000	14,000	2010 budget reduced \$6,000
Technical Support				
Technical support for database/data mgmt	6,317	6,317	12,634	
Technical support for monitoring program	5,000	5,000	10,000	
WDFW technical support for recovery plan	24,856	-	24,856	Based on expiration of current contract
Accountant/Audit	8,000	8,000	16,000	
Legal	1,000	1,000	2,000	
	52,173	35,317	87,490	
Misc Expense/contingency	476	8,880	9,356	Adjusted to balance income and expenses
Travel				
Registration Fees	1,000	1,000	2,000	
Lodging	2,000	2,000	4,000	
Meals & Per Diem	600	600	1,200	
Travel- other	150	150	300	
Mileage Reimbursements	8,000	8,000	16,000	
Total Travel	11,750	11,750	23,500	
Total Expenditures	385,000	385,000	770,000	
Net Income	0	(0)	0	

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3/1/2010 to 5/4/2010 YBFWRB Transaction Report

Type	Date	Num	Billed to	Source Name	Memo	Amount
Income						
Interest Income						
Deposit	3/31/2010				Interest	5.84
Total Interest Income						5.84
Total Income						5.84
Expense						
Personnel						
Salary & Wages						
Paycheck	3/1/2010	1768	Regional Organization	Alexander T Conley	Executive Director Salary	6159.1
Paycheck	3/1/2010	1769	Lead Entity	Angela Begosh	LE Coordinator Salary	3677.1
Paycheck	3/1/2010	1770	Planning Supplement	Karin Y Reiss	Recovery Coordinator Salary	3875
Paycheck	4/1/2010	1786	Regional Organization	Alexander T Conley	Executive Director Salary	6220.69
Paycheck	4/1/2010	1787	Lead Entity	Angela Begosh	LE Coordinator Salary	4044.79
Paycheck	4/1/2010	1788	Planning Supplement	Karin Y Reiss	Recovery Coordinator Salary	3913.75
Paycheck	5/1/2010	1807	Regional Organization	Alexander T Conley	Executive Director Salary	6220.69
Paycheck	5/1/2010	1808	Lead Entity	Angela Begosh	LE Coordinator Salary	4044.79
Paycheck	5/1/2010	1809	Planning Supplement	Karin Y Reiss	Recovery Coordinator Salary	3913.75
Total Salary & Wages						42069.66
Payroll Expenses						
Paycheck	3/1/2010	1768	Regional Organization	Alexander T Conley	Payroll expenses	732.67
Paycheck	3/1/2010	1769	Lead Entity	Angela Begosh	Payroll expenses	443.53
Paycheck	3/1/2010	1770	Planning Supplement	Karin Y Reiss	Payroll expenses	344.33
Paycheck	4/1/2010	1786	Regional Organization	Alexander T Conley	Payroll expenses	738.72
Paycheck	4/1/2010	1787	Lead Entity	Angela Begosh	Payroll expenses	488.87
Paycheck	4/1/2010	1788	Planning Supplement	Karin Y Reiss	Payroll expenses	468.86
Paycheck	5/1/2010	1807	Regional Organization	Alexander T Conley	Payroll expenses	742.34
Paycheck	5/1/2010	1808	Lead Entity	Angela Begosh	Payroll expenses	489.13
Paycheck	5/1/2010	1809	Planning Supplement	Karin Y Reiss	Payroll expenses	468.29
Total Payroll Expenses						4916.74
Benefits						
Paycheck	3/1/2010	1770	Planning Supplement	Karin Y Reiss	Recovery Program Coordinator Health Insurance	726.83
Check	3/26/2010	1776	Planning Supplement	USDA National Finance Center	Recovery Program Coordinator Health Insurance	962.81
Check	3/26/2010	1777	Lead Entity	AWB Benefit Services	LE Coordinator Health Insurance	410.97
Check	3/26/2010	1777	Regional Organization	AWB Benefit Services	Executive Director Health Insurance	922.74
Paycheck	4/1/2010	1788	Planning Supplement	Karin Y Reiss	Recovery Program Coordinator Health Insurance	726.83
Check	4/23/2010	1799	Lead Entity	AWB Benefit Services	LE Coordinator Health Insurance	410.97
Check	4/23/2010	1799	Regional Organization	AWB Benefit Services	Executive Director Health Insurance	922.74
Check	4/23/2010	1801	Planning Supplement	USDA National Finance Center	Recovery Program Coordinator Health Insurance	962.81
Paycheck	5/1/2010	1809	Planning Supplement	Karin Y Reiss	Recovery Program Coordinator Health Insurance	726.83
Total Benefits - Other						6773.53
Total Benefits						6773.53
Workman's Comp Insurance						
Liability Ch	4/23/2010	1796		Department of Labor & Industries	To adjust to Actual per Qtrly	10.93
Total Workman's Comp Insurance						10.93
Total Personnel						53770.86
Operating Costs						
Computer Support						
Check	3/11/2010	1764	Regional Organization	Yakima Networking	Computer updates/troubleshooting	539
Check	3/26/2010	1781	Regional Organization	Yakima Networking	Computer support	141.58
Total Computer Support						680.58
Office Supplies						
Credit Card	3/11/2010		Regional Organization	Pacific Battery Systems	Battery for Dell laptop	79.9
Credit Card	3/26/2010		Regional Organization	Yakima Bindery	Notepads, sticky notes	34.25
Credit Card	4/8/2010	22VTUXQP	Regional Organization	Office Depot	Hanging Folders	21.62
Credit Card	4/15/2010	109848	Regional Organization	Yakima Bindery	24# paper	12.05
Total Office Supplies						147.82
Postage and Delivery						
Credit Card	3/16/2010		Regional Organization	US Postal Service	Certified mailings to IRS	24.94
Credit Card	4/15/2010	5.48E+09	Regional Organization	US Postal Service	Postage on mailing to cities	44.06
Check	5/1/2010	1811	Regional Organization	Alexander T Conley	Certified Mail to IRS	24.8
Total Postage and Delivery						93.8
Advertising						
Check	3/11/2010	1766	Regional Organization	Ellensburg Daily Record	Notice for 3/3/10 mtg	51.69
Check	3/26/2010	1778	Regional Organization	Yakima Herald Republic	Notice for 3/3/10 mtg	80.44
Check	3/26/2010	1779	Regional Organization	Tri-City Herald	Notice for 3/3/10 Mtg	63.53
Total Advertising						195.66
Printing and Reproduction						
Check	3/1/2010	1773	Regional Organization	Alexander T Conley	Printing/forms	2.7

Check	3/11/2010	1763 Regional Organization	Minuteman Press	Copies for Board Meeting	24.24
Check	3/11/2010	1767 Regional Organization	Instant Press	Printing of project booklet	2895.44
Check	3/11/2010	1767 Regional Organization	Instant Press	Binding of Thesis	5.41
Total Printing and Reproduction					2927.79
Office Rent					
Check	3/26/2010	1775 Lead Entity	Yakima Valley Commercial	April Office Rent	387.5
Check	3/26/2010	1775 Regional Organization	Yakima Valley Commercial	April Office Rent	1162.5
Check	4/26/2010	1806 Regional Organization	Yakima Valley Commercial	May 2010 Rent	1162.5
Check	4/26/2010	1806 Lead Entity	Yakima Valley Commercial	May 2010 Rent	387.5
Total Office Rent					3100
Utilities					
Electric					
Check	3/26/2010	1774 Lead Entity	Pacific Power	Electric Bill	17.84
Check	3/26/2010	1774 Regional Organization	Pacific Power	Electric Bill	53.51
Check	4/23/2010	1798 Lead Entity	Pacific Power	Electric Bill	17.06
Check	4/23/2010	1798 Regional Organization	Pacific Power	Electric Bill	51.19
Total Electric					139.6
Natural Gas					
Check	3/11/2010	1758 Lead Entity	Cascade Natural Gas	Natural gas bill	23.86
Check	3/11/2010	1758 Regional Organization	Cascade Natural Gas	Natural gas bill	71.58
Check	3/11/2010	1759 Lead Entity	Cascade Natural Gas	Natural gas bill	11.74
Check	3/11/2010	1759 Regional Organization	Cascade Natural Gas	Natural gas bill	35.22
Check	4/8/2010	1789 Lead Entity	Cascade Natural Gas	Natural gas bill	11.74
Check	4/8/2010	1789 Regional Organization	Cascade Natural Gas	Natural gas bill	35.22
Check	4/8/2010	1790 Lead Entity	Cascade Natural Gas	Natural gas bill	20.56
Check	4/8/2010	1790 Regional Organization	Cascade Natural Gas	Natural gas bill	61.66
Check	5/1/2010	1814 Lead Entity	Cascade Natural Gas	Natural gas bill	22.38
Check	5/1/2010	1814 Regional Organization	Cascade Natural Gas	Natural gas bill	67.14
Total Natural Gas					361.1
Janitorial					
Check	3/11/2010	1762 Lead Entity	Yakima Specialties/YSI Janitorial	Janitorial service	32.5
Check	3/11/2010	1762 Regional Organization	Yakima Specialties/YSI Janitorial	Janitorial service	97.5
Check	4/8/2010	1793 Lead Entity	Yakima Specialties/YSI Janitorial	Janitorial service	32.5
Check	4/8/2010	1793 Regional Organization	Yakima Specialties/YSI Janitorial	Janitorial service	97.5
Total Janitorial					260
Security Service					
Check	4/8/2010	1792 Lead Entity	Limited Energy Concepts	Security system monitoring	24.38
Check	4/8/2010	1792 Regional Organization	Limited Energy Concepts	Security system monitoring	73.12
Total Security Service					97.5
Total Utilities					858.2
Communications					
Telephone					
Check	3/11/2010	1760 Regional Organization	Verizon Wireless	Cell phone/data plan	139.18
Check	3/11/2010	1761 Lead Entity	Qwest	Phone bill	55.57
Check	3/11/2010	1761 Regional Organization	Qwest	Phone bill	166.7
Credit Card	3/12/2010	Regional Organization	Remote Link	Monitoring Conference Call	26.13
Check	4/8/2010	1794 Lead Entity	Qwest	Telephone bill	43.73
Check	4/8/2010	1794 Regional Organization	Qwest	Telephone bill	131.2
Check	4/8/2010	1795 Lead Entity	Verizon Wireless	Cell phone/data plan	34.8
Check	4/8/2010	1795 Regional Organization	Verizon Wireless	Cell phone/data plan	104.38
Check	5/1/2010	1812 Regional Organization	Qwest	Office Telephone	140.72
Check	5/1/2010	1812 Lead Entity	Qwest	Office Telephone	46.91
Check	5/1/2010	1813 Lead Entity	Verizon Wireless	Cell phone/data plan	34.84
Check	5/1/2010	1813 Regional Organization	Verizon Wireless	Cell phone/data plan	104.52
Total Telephone					1028.68
Internet Service					
Check	3/11/2010	1761 Lead Entity	Qwest	DSL Internet	20
Check	3/11/2010	1761 Regional Organization	Qwest	DSL Internet	60
Check	4/8/2010	1794 Lead Entity	Qwest	DSL Internet	20
Check	4/8/2010	1794 Regional Organization	Qwest	DSL Internet	60
Credit Card	4/16/2010	41 Regional Organization	FuDo Systems	Webhosting March, April, May, June	80
Check	5/1/2010	1812 Regional Organization	Qwest	Office Internet	56.25
Check	5/1/2010	1812 Lead Entity	Qwest	Office Internet	18.75
Total Internet Service					315
Total Communications					1343.68
Interest Expenses					
Loan Interest					
General Joi	3/15/2010	21		Service Charge	13.31
Total Loan Interest					13.31
Total Interest Expenses					13.31
Total Operating Costs					9360.84
Professional Fees					

Technical Support						
Check	3/26/2010	1782	Planning Supplement	WDFW	WDFW Planning Support Contract	2966.46
Check	4/23/2010	1800	Planning Supplement	WDFW	WDFW Planning Support Contract	300.18
Total Technical Support						3266.64
Accounting						
Check	4/8/2010	1791	Regional Organization	Villbrandt, Stark & Morrer, PLLC	Bookkeeping fees	300
Total Accounting						300
Total Professional Fees						3566.64
Program Expense						
Credit Card	3/3/2010		Regional Organization	Safeway	Snacks & drinks for Board meeting	7.63
Total Program Expense						7.63
Travel						
Registration Fees						
Check	3/11/2010	1765	Regional Organization	NW Environmental Training Center	Fish passage training for Angie	350
Total Registration Fees						350
Lodging						
Check	4/1/2010	1784	Regional Organization	Angela Begosh	Stewart Lodge 3/18/2010	69.79
Total Lodging						69.79
Mileage Reimbursements						
Check	3/1/2010	1771	Regional Organization	Karin Y Reiss	Feb personal vehicle use reimbursement	23
Check	3/1/2010	1773	Regional Organization	Alexander T Conley	Feb personal vehicle use reimbursement	27
Check	4/1/2010	1784	Regional Organization	Angela Begosh	March personal vehicle use reimbursement	223.5
Check	4/1/2010	1785	Regional Organization	Karin Y Reiss	March personal vehicle use reimbursement	11.5
Check	4/5/2010	1783	Regional Organization	Alexander T Conley	March personal vehicle use reimbursement	6
Check	5/1/2010	1810	Regional Organization	Angela Begosh	April personal vehicle use reimbursement	104
Check	5/1/2010	1811	Regional Organization	Alexander T Conley	April personal vehicle use reimbursement	232
Total Mileage Reimbursements						627
Travel - Other						
Check	3/1/2010	1772	Regional Organization	Angela Begosh	Feb personal vehicle use reimbursement	88.5
Check	5/1/2010	1811	Regional Organization	Alexander T Conley	Parking Portland	9
Total Travel - Other						97.5
Total Travel						1144.29
Miscellaneous						
Check	3/26/2010	1780	Regional Organization	Yakima County Treasurer	Annual County Property Tax Payment	50.2
Credit Card	4/9/2010	1706153-0	Regional Organization	Secretary of State	License renewal	10
Total Miscellaneous						60.2
Total Expense						67910.46
Net Income						-67904.6

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Income						
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Personnel						
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Total Personnel						53770.86
Operating Costs						
Computer Support						
Check	3/11/2010	1764	Regional Organization	Yakima Networking	Computer updates/troubleshooting	539
Check	3/26/2010	1781	Regional Organization	Yakima Networking	Computer support	141.58
Total Computer Support						680.58
Office Supplies						
Credit Card	3/11/2010		Regional Organization	Pacific Battery Systems	Battery for Dell laptop	79.9
Credit Card	3/26/2010		Regional Organization	Yakima Bindery	Notepads, sticky notes	34.25
Credit Card	4/8/2010	22VTUXQP	Regional Organization	Office Depot	Hanging Folders	21.62
Credit Card	4/15/2010	109848	Regional Organization	Yakima Bindery	24# paper	12.05
Total Office Supplies						147.82
Postage and Delivery						
Credit Card	3/16/2010		Regional Organization	US Postal Service	Certified mailings to IRS	24.94
Credit Card	4/15/2010	5.48E+09	Regional Organization	US Postal Service	Postage on mailing to cities	44.06
Check	5/1/2010	1811	Regional Organization	Alexander T Conley	Certified Mail to IRS	24.8
Total Postage and Delivery						93.8
Advertising						
Check	3/11/2010	1766	Regional Organization	Ellensburg Daily Record	Notice for 3/3/10 mtg	51.69
Check	3/26/2010	1778	Regional Organization	Yakima Herald Republic	Notice for 3/3/10 mtg	80.44
Check	3/26/2010	1779	Regional Organization	Tri-City Herald	Notice for 3/3/10 Mtg	63.53
Total Advertising						195.66
Printing and Reproduction						
Check	3/1/2010	1773	Regional Organization	Alexander T Conley	Printing/forms	2.7

Check	3/11/2010	1763 Regional Organization	Minuteman Press	Copies for Board Meeting	24.24
Check	3/11/2010	1767 Regional Organization	Instant Press	Printing of project booklet	2895.44
Check	3/11/2010	1767 Regional Organization	Instant Press	Binding of Thesis	5.41
Total Printing and Reproduction					2927.79
Office Rent					
Check	3/26/2010	1775 Lead Entity	Yakima Valley Commercial	April Office Rent	387.5
Check	3/26/2010	1775 Regional Organization	Yakima Valley Commercial	April Office Rent	1162.5
Check	4/26/2010	1806 Regional Organization	Yakima Valley Commercial	May 2010 Rent	1162.5
Check	4/26/2010	1806 Lead Entity	Yakima Valley Commercial	May 2010 Rent	387.5
Total Office Rent					3100
Utilities					
Electric					
Check	3/26/2010	1774 Lead Entity	Pacific Power	Electric Bill	17.84
Check	3/26/2010	1774 Regional Organization	Pacific Power	Electric Bill	53.51
Check	4/23/2010	1798 Lead Entity	Pacific Power	Electric Bill	17.06
Check	4/23/2010	1798 Regional Organization	Pacific Power	Electric Bill	51.19
Total Electric					139.6
Natural Gas					
Check	3/11/2010	1758 Lead Entity	Cascade Natural Gas	Natural gas bill	23.86
Check	3/11/2010	1758 Regional Organization	Cascade Natural Gas	Natural gas bill	71.58
Check	3/11/2010	1759 Lead Entity	Cascade Natural Gas	Natural gas bill	11.74
Check	3/11/2010	1759 Regional Organization	Cascade Natural Gas	Natural gas bill	35.22
Check	4/8/2010	1789 Lead Entity	Cascade Natural Gas	Natural gas bill	11.74
Check	4/8/2010	1789 Regional Organization	Cascade Natural Gas	Natural gas bill	35.22
Check	4/8/2010	1790 Lead Entity	Cascade Natural Gas	Natural gas bill	20.56
Check	4/8/2010	1790 Regional Organization	Cascade Natural Gas	Natural gas bill	61.66
Check	5/1/2010	1814 Lead Entity	Cascade Natural Gas	Natural gas bill	22.38
Check	5/1/2010	1814 Regional Organization	Cascade Natural Gas	Natural gas bill	67.14
Total Natural Gas					361.1
Janitorial					
Check	3/11/2010	1762 Lead Entity	Yakima Specialties/YSI Janitorial	Janitorial service	32.5
Check	3/11/2010	1762 Regional Organization	Yakima Specialties/YSI Janitorial	Janitorial service	97.5
Check	4/8/2010	1793 Lead Entity	Yakima Specialties/YSI Janitorial	Janitorial service	32.5
Check	4/8/2010	1793 Regional Organization	Yakima Specialties/YSI Janitorial	Janitorial service	97.5
Total Janitorial					260
Security Service					
Check	4/8/2010	1792 Lead Entity	Limited Energy Concepts	Security system monitoring	24.38
Check	4/8/2010	1792 Regional Organization	Limited Energy Concepts	Security system monitoring	73.12
Total Security Service					97.5
Total Utilities					858.2
Communications					
Telephone					
Check	3/11/2010	1760 Regional Organization	Verizon Wireless	Cell phone/data plan	139.18
Check	3/11/2010	1761 Lead Entity	Qwest	Phone bill	55.57
Check	3/11/2010	1761 Regional Organization	Qwest	Phone bill	166.7
Credit Card	3/12/2010	Regional Organization	Remote Link	Monitoring Conference Call	26.13
Check	4/8/2010	1794 Lead Entity	Qwest	Telephone bill	43.73
Check	4/8/2010	1794 Regional Organization	Qwest	Telephone bill	131.2
Check	4/8/2010	1795 Lead Entity	Verizon Wireless	Cell phone/data plan	34.8
Check	4/8/2010	1795 Regional Organization	Verizon Wireless	Cell phone/data plan	104.38
Check	5/1/2010	1812 Regional Organization	Qwest	Office Telephone	140.72
Check	5/1/2010	1812 Lead Entity	Qwest	Office Telephone	46.91
Check	5/1/2010	1813 Lead Entity	Verizon Wireless	Cell phone/data plan	34.84
Check	5/1/2010	1813 Regional Organization	Verizon Wireless	Cell phone/data plan	104.52
Total Telephone					1028.68
Internet Service					
Check	3/11/2010	1761 Lead Entity	Qwest	DSL Internet	20
Check	3/11/2010	1761 Regional Organization	Qwest	DSL Internet	60
Check	4/8/2010	1794 Lead Entity	Qwest	DSL Internet	20
Check	4/8/2010	1794 Regional Organization	Qwest	DSL Internet	60
Credit Card	4/16/2010	41 Regional Organization	FuDo Systems	Webhosting March, April, May, June	80
Check	5/1/2010	1812 Regional Organization	Qwest	Office Internet	56.25
Check	5/1/2010	1812 Lead Entity	Qwest	Office Internet	18.75
Total Internet Service					315
Total Communications					1343.68
Interest Expenses					
Loan Interest					
General Joi	3/15/2010	21		Service Charge	13.31
Total Loan Interest					13.31
Total Interest Expenses					13.31
Total Operating Costs					9360.84
Professional Fees					

Technical Support						
Check	3/26/2010	1782	Planning Supplement	WDFW	WDFW Planning Support Contract	2966.46
Check	4/23/2010	1800	Planning Supplement	WDFW	WDFW Planning Support Contract	300.18
Total Technical Support						3266.64
Accounting						
Check	4/8/2010	1791	Regional Organization	Villbrandt, Stark & Morrer, PLLC	Bookkeeping fees	300
Total Accounting						300
Total Professional Fees						3566.64
Program Expense						
Credit Card	3/3/2010		Regional Organization	Safeway	Snacks & drinks for Board meeting	7.63
Total Program Expense						7.63
Travel						
Registration Fees						
Check	3/11/2010	1765	Regional Organization	NW Environmental Training Center	Fish passage training for Angie	350
Total Registration Fees						350
Lodging						
Check	4/1/2010	1784	Regional Organization	Angela Begosh	Stewart Lodge 3/18/2010	69.79
Total Lodging						69.79
Mileage Reimbursements						
Check	3/1/2010	1771	Regional Organization	Karin Y Reiss	Feb personal vehicle use reimbursement	23
Check	3/1/2010	1773	Regional Organization	Alexander T Conley	Feb personal vehicle use reimbursement	27
Check	4/1/2010	1784	Regional Organization	Angela Begosh	March personal vehicle use reimbursement	223.5
Check	4/1/2010	1785	Regional Organization	Karin Y Reiss	March personal vehicle use reimbursement	11.5
Check	4/5/2010	1783	Regional Organization	Alexander T Conley	March personal vehicle use reimbursement	6
Check	5/1/2010	1810	Regional Organization	Angela Begosh	April personal vehicle use reimbursement	104
Check	5/1/2010	1811	Regional Organization	Alexander T Conley	April personal vehicle use reimbursement	232
Total Mileage Reimbursements						627
Travel - Other						
Check	3/1/2010	1772	Regional Organization	Angela Begosh	Feb personal vehicle use reimbursement	88.5
Check	5/1/2010	1811	Regional Organization	Alexander T Conley	Parking Portland	9
Total Travel - Other						97.5
Total Travel						1144.29
Miscellaneous						
Check	3/26/2010	1780	Regional Organization	Yakima County Treasurer	Annual County Property Tax Payment	50.2
Credit Card	4/9/2010	1706153-0	Regional Organization	Secretary of State	License renewal	10
Total Miscellaneous						60.2
Total Expense						67910.46
Net Income						-67904.6



DRAFT AGENDA for MAY 6th, 2010

OPEN HOUSE

From 2 to 3 pm, Board members, staff and partners will be at the Board's Office at 1110 W Lincoln Ave, Yakima to answer questions about the Board and share information about related programs in the basin.

ANNUAL MEETING

3 to 5 pm, March 3rd, 2010 at 1110 W Lincoln Ave, Yakima

- | | |
|--|--------|
| 1) Welcome/Introductions & Review of 3/3/10 Minutes | 5 min |
| 2) Board Correspondence and Announcements | 10 min |
| <i>Science & Management Conference Announcement</i> | |
| <i>2010 fish status update</i> | |
| <i>State budget update</i> | |
| 3) Confirm Board of Directors Membership status | 10 min |
| 4) Approve Budget and Workplan | 10 min |
| (draft available at www.ybfwrp.org/Library/FY2009-11_WORK_PLAN.pdf) | |
| 5) Officer Elections & designation of Registered Agent | 10 min |
| 6) Approve Board Meeting Schedule | 10 min |
| 7) Confirm Committee memberships | 15 min |
| 8) Updates on Board Activities | 10 min |
| <i>SRFB Grant Round Update</i> | |
| <i>Lead Entity Strategy Update</i> | |
| <i>Monitoring Planning Update</i> | |
| 9) Review of Letter to NOAA regard Mid-Columbia Steelhead 5 Year Status Review | 10 min |
| 10) Review of joint regional letter on NPCC Monitoring Plan (MERR) | 5 min |
| 11) Financial and Activity Reports | 5 min |
| 12) Discussion/feedback on Board Operations | 5 min |
| 13) Public comment | 5 min |

Total =1 hr 50 min



YAKIMA BASIN
FISH AND WILDLIFE
RECOVERY BOARD

Minutes of the 5/6/2010 Board of Directors Annual Meeting

As approved by the Board on 6/30/2010

Those present:

Members present: Leo Bowman & Adam Fyall (Benton County), Mike Leita & Terry Keenhan (Yakima County), Dave Ettl & Dave Brown (City of Yakima), Nancy Lillquist (City of Ellensburg), Paul Ward (Yakama Nation), Dan Olson (City of Union Gap), Lloyd Carnahan (City of Benton City)

Guests: Tony Benegas (West Richland), Jeff Tayer (WDFW), Jim Milton (YBWRA)

Staff: Alex Conley (Executive Director), Angie Begosh (SRFB Program Coordinator)

1) Welcome, Introductions & Review of Minutes

Following introductions, Chairman Paul Ward confirmed the presence of a quorum and called the meeting to order at 3:03 pm. Alex proposed adding a discussion of the Cowiche Creek Trust Water Project to the SRFB update portion of the agenda. The modified agenda was approved by consensus. Leo Bowman moved to approve the minutes of the March 3rd meeting as submitted; the motion was seconded by Dave Brown and approved by consensus.

2) Board Correspondence and Announcements

Alex briefly reviewed the meeting overview handout and gave a brief update on a) the positive regional press on salmon recovery in the Yakima Basin, b) updates on the record 2009-10 steelhead run and both adult and smolt counts for spring Chinook, and c) the June 16 to 17 Yakima Basin Science and Management Conference at CWU in Ellensburg. The Board briefly discussed the status of salmon-related education and outreach efforts in the basin, and the outcomes of the state budget process for RCO and WDFW.

3) Board of Directors Membership

The Board reviewed the status of the Board of Directors membership. Alex Conley thanked the representatives present for their active participation filling seven of the ten Board of Director's seats. The Board then reviewed the City of Union Gap's request to have Dan Olson fill the vacant Yakima County City seat on the Board. Mike Leita made a motion to recognize Dan Olson as a Yakima City representative to the Yakima Basin Fish and Wildlife Recovery Board Board of Directors. Leo Bowman seconded the request, which was then approved by all present. Alex Conley noted that he was scheduled to present to the Cle Elum City Council to give an overview of the Board and follow upon their interest in filling the vacant Kittitas County City seat. He also noted that he had been approached by

representatives of Kennewick and West Richland who expressed potential interest in filling the vacant Benton County Large City seat. Paul encouraged staff to continue outreach efforts with all cities that signed the 2006 ILA.

4) Budget and Work Plan

Alex Conley noted that the only change to the draft work plan since the review at the March meeting was the addition of the staff training task that had been requested by the Board. He then reviewed the changes to the draft budget. Nancy Lillquist made a motion to approve the work plan and budget as presented. Leo Bowman seconded the motion, which was approved by all present.

5) Officer Elections & Designation of Registered Agent

Alex Conley reviewed the role of the officer positions in the Board's bylaws, and Leo Bowman noted that Board members who are not officers can serve in the 2 at large seats on the executive committee. Leo Bowman nominated Nancy Lillquist for the position of Board Chair. Mike Leita moved to close nominations, and Leo Bowman seconded. All present voted to elect Nancy as Chair. Leo Bowman nominated Mike Leita for the position of Vice Chair/Treasurer. Leo moved to close nominations with a second from Paul Ward. All present voted to elect Mike Leita as Vice Chair/Treasurer. Dave Brown nominated Leo Bowman for the position of secretary. Dave Edler nominated Dan Olsen. The nomination for Leo was withdrawn, and Nancy Lillquist made a motion to close nominations. All present voted to elect Dan Olson as Secretary. Outgoing officers Paul Ward and Leo Bowman expressed their willingness to serve as the two at-large members to the Executive Committee.

The Board approved a motion (made by Mike Leita seconded by Leo Bowman) that Alex Conley should serve as the Board's registered agent. In the case that Alex cannot serve, the Board agreed that the Chair should serve as registered agent. Alex will confirm his eligibility and make the required update to our corporate registration.

6) Board Meeting Schedule

While the Board had set a 2010 meeting schedule at the March meeting, Alex Conley noted that several members had since informed him of conflicts. The Board approved a revised schedule of meetings on Weds, June 30th, 2-4 pm; Thurs, August 19th, 2-4 pm; Thurs, October 21th, 2-4 pm; Thurs, December 16th, 2-4 pm.

7) Committee Memberships

The Board reviewed the current membership and role of the Technical Advisory Group (TAG) and expressed support for the staff management of TAG membership. The Board reviewed the current status and membership of the Citizen's Committee. Members agreed that representatives from each of the three counties and the Yakama Nation should be responsible for identifying candidates to fill vacancies in their areas, and that they should provide candidates' names to Angie Begosh. Angie was asked to write a short description of a Citizen's Committee member's role for Board members to use as they identified interested parties. Board members discussed the importance of the Citizen's Committee and noted that in the future the Board may want to reconfirm the committee's membership each year, to ensure that committee members are serving at the request of the member governments. Alex Conley

also noted that the bylaws allowed for two additional committees that had not been convened; a public information committee and a policy committee.

8) Updates on Board Activities

The Board reviewed preparations for the 2010 SRFB grant round; Angie Begosh noted that she received 13 pre-applications for at least \$2-3 million in requests.

Alex Conley noted that Angie had taken the lead reformatting the action information in our Steelhead Recovery Plan into the spreadsheet implementation schedule status requested by NOAA.

The Board also briefly reviewed the status of Steelhead Research, Monitoring and Evaluation planning and the current application to BPA for funding for implementation.

Jeff Tayer noted that USFWS would not be continuing to provide funds to WDFW to cover the staff time spent completing annual bull trout redd surveys. Jeff emphasized the importance of the bull trout redd surveys for recovery efforts, and requested a letter from the Board to USFWS emphasizing the importance of the funding to WDFW. Mike Leita emphasized that he would like to understand the situation better before writing a letter; Paul Ward noted that perhaps it would be more appropriate for the Board to emphasize to USFWS their responsibilities for monitoring as part of management of a listed species, without focusing on specific contracts to implement that responsibility. After further discussion, the Board agreed to ask staff to set up a discussion with USFWS and the Bureau of Reclamation about Bull Trout issues at the June 30th meeting.

9) Cowiche Creek Trust Water Project

Alex Conley noted that the #1 ranked SRFB project from the 2009 Yakima SRFB process, the Cowiche Creek Trust Water Project, had been awarded \$413,133, but was on hold following the Yakima Tieton Irrigation District's (YTID) decision not to support the project. Mike Tobin presented an overview of the project to the Board. The Board discussed sending a letter to YTID expressing disappointment in their decision, but several members expressed a desire to understand the situation better before offering formal comment. Mike Leita committed to following up with YTID to follow up. The Board also discussed what the fate of the allocated funding would be if the original project does not proceed.

10) Letters to NOAA and the NPCC

The Board approved submission of a letter to NOAA regarding the 5 year status review process for Mid-Columbia steelhead, and authorized the Chair to sign a joint letter from Washington's Columbia Basin Salmon Recovery Regions to the Northwest Power and Conservation Council commenting on the Council's draft Monitoring, Evaluation, Research and Reporting Plan (MERR).

11) Financial and Activity Reports

The Board briefly reviewed financial reports and the new accounting procedures being used.

12) Public Comment

No public comment was received.

The meeting was adjourned at 5:09 pm.

ANNUAL BOARD REPRESENTATIVE CERTIFICATION

PLEASE COMPLETE EITHER A OR B, as appropriate:

- A) I, _____, am an elected official of _____
(*jurisdiction*) and have been appointed to serve as a representative to the Yakima Basin Fish & Wildlife
Recovery Board. _____ (*name & title*) is authorized to act as my
alternate to the Board in the case of my absence.
- B) I, _____, have been authorized by _____
(*jurisdiction*) to act as an alternate representative to the Yakima Basin Fish & Wildlife Recovery Board on
behalf of _____ (*name & title*).

I certify that:

- a) I have received a copy of the Board's conflicts of interest policy,
- b) I have read and understand the policy,
- c) I have agreed to comply with the policy, and
- d) I understand that the Board is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

SIGNATURE _____ DATE _____

Please use the following contact information for Board correspondence:

Address: _____

Email Address: _____

Phone # (s) _____

I would like additional copies of Board meeting information and other updates to be provided to:

Name #1: _____

Title: _____

Address: _____

Email Address: _____

Name #2: _____

Title: _____

Address: _____

Email Address: _____

2010 Yakima Basin Science & Management Conference

June 16th
8:30 to 5:00
@ CWU's
Science
Building
June 17th
8:00 to 5:00

Purpose:

To provide a comprehensive overview and exchange of ideas about the most current biological science and resource management activities in the Yakima Basin.



Bonneville
Power Administration



Washington
Department of
**FISH AND
WILDLIFE**



YAKIMA BASIN
FISH AND WILDLIFE
RECOVERY BOARD



For more info:
www.ykfp.org

Conflict of Interest Policy

Article I: Purpose

The purpose of the conflict of interest policy is to protect the Yakima Basin Fish & Wildlife Recovery Board's (Board) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Board or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Article II: Definitions

1. **Interested Person** Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

2. **Financial Interest** A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a) An ownership or investment interest in any entity with which the Board has a transaction or arrangement,
- b) A compensation arrangement with the Board or with any entity or individual with which the Board has a transaction or arrangement, or
- c) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Board is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

Article III: Procedures

1. **Duty to Disclose** In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

2. **Determining Whether a Conflict of Interest Exists** After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

3. Procedures for Addressing the Conflict of Interest

- a) An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b) The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c) After exercising due diligence, the governing board or committee shall determine whether the Board can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a vote of the disinterested directors whether the transaction or arrangement is in the Board's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

4. Violations of the Conflicts of Interest Policy

- a) If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- b) If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Article IV: Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

- a) The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
- b) The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Article V: Compensation

- a) A voting member of the governing board who receives compensation, directly or indirectly, from the Board for services is precluded from voting on matters pertaining to that member's compensation.
- b) A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Board for services is precluded from voting on matters pertaining to that member's compensation.
- c) No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Board, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Article VI: Annual Statements

Each director, principal officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

- a) Has received a copy of the conflicts of interest policy,
- b) Has read and understands the policy,
- c) Has agreed to comply with the policy, and
- d) Understands the Board is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Article VII: Periodic Reviews

To ensure the Board operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a) Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
- b) Whether partnerships, joint ventures, and arrangements with management organizations conform to the Board's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

Article VIII: Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, the Board may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

Introduction

Cowiche Creek has been identified as a priority area for salmon and steelhead restoration efforts by fisheries managers, the Yakima Subbasin Plan, and the Yakima Steelhead Recovery Plan. Since 1999, the major passage barriers have been removed, and numerous stream and riparian restoration projects have been completed. Coho salmon have started to consistently spawn in the creek, and in 2010, ten steelhead redds were found in one short reach of the creek, showing that fish are starting to return to the watershed. Now that all the major passage barriers have been removed, low flow conditions during the irrigation season and loss of fish into unscreened irrigation diversions are two of the main limiting factors for fish production in the basin. The Cowiche Creek Trust Water Project was developed as a way to address both of these issues.

Project development:

Currently the Cowiche Creek Water Users Association (CCWUA) diverts water from two sites on Cowiche Creek to water farm fields in the Weikel area. The diversions greatly reduce stream flows and send water (and fish) into unscreened irrigation ditches. The CCWUA worked with the North Yakima Conservation District and other partners to develop a proposal to connect their fields to the Yakima Tieton Irrigation District (YTID)'s system and exchange their Cowiche Creek water rights for water delivered from the Tieton River by YTID. This would eliminate the unscreened diversions and allow over 7 c.f.s. of Cowiche Creek water to stay in-stream without impairing anyone's water rights. The water right holders and YTID were approached, and an initial MOA was developed that described what needed to be done to move the project forward. The NYCD began working with partners (including the Bureau of Reclamation, Washington Waters Project of Trout Unlimited, the Department of Ecology, Washington State Department of Fish and Wildlife, US Fish and Wildlife, Yakama Nation, Yakima County, and BPA) to solve the challenges the project presented. The following is a short list of issues that were addressed:

- The Bureau of Reclamation's (BOR) System Operations Advisory Committee (SOAC) expressed its support for the project in a March 16th, 2006 recommendation that "unanimously recommends that Reclamation do everything within its abilities to cooperate with the Cowiche Creek project, realizing that a creative and innovative solution will be necessary to ensure this worthwhile project maximizes the potential fishery benefits to the fishery resources of the Yakima River Basin." SOAC signatories include; USFWS, WDFW, Yakima River Basin Irrigation District Representative, and the Yakama Nation.
- BOR and YTID cooperated to complete a study of YTID canal capacity which showed that there is adequate canal capacity to the CCWUA's water without impact YTID's operations (YTID's draft contract specified that CCWUA water deliveries shall not conflict with delivery of frost water needs).
- The Department of Ecology worked closely with project partners to identify how the changes in points of diversions to affected water rights needed to be structured to avoid negatively impacting other water users.

- The NYCD secured full funding for the project via successful applications to BPA, the Salmon Recovery Funding Board and the Department of Ecology.
- A draft contract between the CCWUA and YTID was developed.
- Engineering for the new pipeline connecting the CCWUA to the YTID pipeline system was completed.
- Permits for CCWUA construction were completed.

Proposed YTID benefits from participating in the Project.

The final project was presented to the YTID Board for approval. The proposal included the following benefits for YTID:

- YTID shall receive **additional revenue totaling \$250,000** as a onetime payment for compensation for the use of the canal and mainline.
- YTID shall receive funds from CCWUA in addition to the normal O&M revenues annually (**est. \$8000 to \$11,000 with a max of \$13,826.57** based upon 2006 rates and CCWUA water rights).
- YTID will receive an additional amount of revenue from the “Cowiche Hydro” production based upon increased flow from the additional CCWUA water being carried by the canal/facilities. Discussions **estimate this at \$30,000 annually.**
- CCWUA bears all replacement costs associated with their new pipeline(s).
- YTID will be **compensated for additional legal work** performed associated with the initiation of the CCWUA project.
- YTID will be **compensated for additional engineering work** associated with the implementation of the CCWUA pipeline.
- YTID will be **compensated for construction works** associated with the implementation of the CCWUA pipeline.
- YTID establishes added value benefits and additional revenue source(s) for its organization.
- **CCWUA has no legal vote** in activities or access to that process in decisions involving revenues or expenses.
- **CCWUA participates in capital improvement or emergency works** related to the YTID canal and pipeline used to transmit there water right to them.
- **YTID actively contributes to implementing a significant mitigation element that improves the ability fo the BOR to meet its obligations to manage the entire Yakima Project in a manner that is consistent with the federal Endangered Species Act. This helps reduce ESA liabilities for all water users in the Yakima Basin.**

At their March Board meeting, the YTID Board voted 3 to 2 not to approve the final project agreement.



YAKIMA BASIN
FISH AND WILDLIFE
RECOVERY BOARD

FY 2010-11 WORK PLAN & BUDGET

*As approved by the Board **DATE!***

This work plan is meant to guide the activities of the Yakima Basin Fish & Wildlife Recovery Board for Fiscal Year 2010 and 11 (July 1st, 2009 to June 30th, 2011). The Board was founded in April of 2006. Since then the primary focus of the Board has been on establishing itself as an organization, running the SRFB project review process for the Yakima Basin, and incorporating its steelhead recovery plan into NOAA Fisheries Mid-Columbia Recovery Plan. In fiscal years 2010 and 2011, the Board will continue to build on the relationships it has established in order to coordinate and promote a broad range of fisheries recovery actions at local, state and federal levels. The Board is in a unique position to bring together technical expertise, policy makers and local community representatives to broker long-term solutions to fish and wildlife management challenges in the Yakima Basin.

The primary focus of this work plan is on building organizational capacity, producing the deliverables identified in our existing contract with the State of Washington, and initiating a public outreach program intended to nurture citizen and stakeholder involvement and ownership of salmon recovery within the basin.

Tasks identified in this work plan are organized under the following objectives:

- A) Build Organizational Capacity
- B) Act as Yakima Basin Lead Entity
- C) Participate in Recovery Planning
- D) Coordinate Implementation of Recovery Actions
- E) Coordinate Monitoring Program
- F) Conduct Public Outreach And Education

The party responsible for taking the lead and the schedule under which it is to be accomplished are identified for each task.

Objective A: Build Organizational Capacity

The Board is a young organization that was created in 2006. The Board is working to build a strong organization that has the capacity to complete the tasks identified in all other objectives. In order to accomplish this, the Board will need to complete the following tasks:

1) MAINTAIN BOARD STAFF & OFFICE SPACE

The Board is currently staffed by an executive director, a lead entity coordinator and a recovery program coordinator. Hiring is underway for an Operations/Outreach Coordinator. The Board maintains an office and meeting space in Yakima.

Lead: Executive Director

Timing: Complete Operations /Outreach Hiring by April 1st, 2010; rest ongoing.

2) HOLD REGULAR MEETINGS OF THE BOARD

The Board of Directors will meet approximately once every two months. The Executive Committee will meet as needed (generally once preceding each meeting of the Board). An Annual Meeting will be held in May or June of each year. Other committees will meet as directed by the Board.

Lead: Executive Director

Timing: Ongoing, per schedule.

3) FINALIZE GENERAL OPERATING PROCEDURES FOR THE BOARD

The Board needs to finish establishing operating procedures and policies that ensure the Board is run in an efficient and accountable manner. Policies to be developed include policies for fiscal management, personnel, record-keeping, ethics, and Procurement/Contracting. Drug-free workplace and non-discrimination policies will be required if we receive direct federal grants.

Lead: Board/Executive Director

Timing: Draft policy manual to completed by April 30th, 2010 and finalized by June 30th, 2010.

4) BUILD RELATIONSHIPS WITH DIVERSE STAKEHOLDERS

Board members, staff and partners all need to build and maintain relationships with stakeholders and decision makers with an interest in fish & wildlife recovery. This should occur formally, through presentations to other entities, attendance at joint meets, etc, and informally, through ongoing interpersonal communications.

Lead: Board, Staff & Partners

Timing: Ongoing

5) DEVELOP LONG-TERM STRATEGIC VISION AND FUNDING STRATEGY

The Board will work with partners to identify and pursue a long-term funding strategy for both Board operations and the recovery actions the Board promotes. The Board will develop a funding strategy for the 2011 to 2013 biennium by March 31, 2011. This plan will outline secured and/or proposed funding for specific elements of the Board's work plan, and will be coordinated with other salmon recovery regions in the Columbia Basin and the state. Efforts to identify and apply for additional sources of funding should be ongoing.

Lead: Board/Executive Director

Timing: Develop funding plan by March 31, 2011

6) DEVELOP GIS AND DIGITAL LIBRARY CAPABILITIES

The Board needs to determine how it will use GIS and database technology, identify partners who can help meet these needs (e.g. Yakima County & Central Washington University), and determine what type of infrastructure it needs to build. The initial focus should be on 1) developing a GIS system to meet staff needs and 2) developing a digital and hard copy resource library accessible to the Board, its partners and the public.

Lead: Executive Director and Operations/Outreach Coordinator

Timing: Ongoing; digital resource library to be in place by January 1, 2011.

7) PROVIDE PROFESSIONAL DEVELOPMENT OPPORTUNITIES FOR STAFF

The Board should emphasize providing staff with the professional development opportunities needed to build skills and professional networks. Staff should be encouraged to identify relevant conference and/or training opportunities, as time and budget allow.

Lead: Executive Director

Timing: Ongoing

Objective B: Act as Yakima Basin Lead Entity

The Board is under contract with the Washington Recreation and Conservation Office to act as the Lead Entity for the Yakima Basin, as described in RCW 77.85. This is an ongoing role for the Board. Tasks required to effectively fill this role are:

1) MAINTAIN A LEAD ENTITY ORGANIZATION

In addition to the general organizational capacity building described under Objective A, the Board will need to produce Lead Entity progress reports.

Lead: Lead Entity Coordinator

Timing: Ongoing

2) IDENTIFY, ORGANIZE, FACILITATE & ADMINISTER COMMITTEES

The Board will convene and manage the Technical Advisory Group (TAG) and the Citizen's Committee.

Lead: Lead Entity Coordinator

Timing: Ongoing, with emphasis on annual SRFB project review in May through August.

3) SOLICIT SALMON RECOVERY FUNDING BOARD PROJECT APPLICATIONS

The Board will solicit applications for SRFB funded salmon recovery projects in the Yakima Basin. This will require developing a request for proposals, announcing and advertising the grant opportunity, and accepting applications.

Lead: Lead Entity Coordinator

Timing: April – May of 2009 and 2010

4) SUBMIT LIST OF PROJECTS RECOMMENDED FOR FUNDING TO THE SRFB

The Board is responsible for 1) convening the committees described under task two to review and rank SRFB proposals, 2) reviewing and approving the resulting ranked project list, and 3) submitting the approved ranked project list to the SRFB.

Lead: Lead Entity Coordinator

Timing: Sept 2009 and Sept 2010

5) UPDATE LEAD ENTITY STRATEGIC PLAN

Our Lead Entity Strategic Plan was prepared in early 2004; we are currently revising it to ensure that it is consistent (and not redundant) with the Salmon Recovery Plan and that it meets the needs of our SRFB review process.

Lead: Lead Entity Coordinator

Timing: Complete by March 31st, 2010

6) COORDINATE REGIONAL ALLOCATION AND REPORT TO SRFB

The Board will work with the Klickitat Lead Entity to coordinate use of the SRFB Mid-Columbia Recovery Region funding allocation.

Lead: Executive Director

Timing: Submit joint regional list from Yakima and Klickitat Lead Entity Project Lists by Sept 2010; Coordination with Klickitat LE to be ongoing.

7) PROVIDE SUPPORT TO PROJECT SPONSORS

The Board will work continue to work with project sponsors after projects are funded by the SRFB. Board staff will track the progress of funded projects and assist sponsors in their dealings with RCO as requested. The Board will also assure that required procedures are followed for all proposed scope changes.

Lead: Lead Entity Coordinator

Timing: Ongoing as needed.

8) REPORT STATUS OF SRFB PROJECTS IN THE YAKIMA BASIN

The Board will work with project sponsors and the RCO to mke information on SRFB projects in the Yakima Basin accessible to the public. This will be done through both written reports (the project booklet) and through the use of the Habitat Work Schedule (HWS) web-based database system.

Lead: Lead Entity Coordinator

Timing: Ongoing; contents of project booklet to be transferred to HWS by June 30th, 2010.

Objective C: Participate in Recovery Planning

The Board is under contract with the Recreation and Conservation Office (RCO) with oversight from the Governor's Salmon Recovery Office (GSRO) to act as the Regional Salmon Recovery Organization for the Yakima Basin. One of the main elements of this role is to develop and maintain recovery plans for listed fish species in the Yakima Basin. To do this, the Board shall:

1) MAINTAIN AND UPDATE THE YAKIMA STEELHEAD RECOVERY PLAN

The Board completed the Yakima Steelhead Recovery Plan in August 2009. The plan was incorporated into the NOAA Fisheries ESA-mandated recovery plan for Middle Columbia River Steelhead that was released on September 30, 2009. The Board is committed to advocating for the use of the Yakima Steelhead Plan as a guide for recovery actions and will provide copies and information on the plan to interested parties. No major updates to the plan are anticipated in this period, but two supplemental documents will be developed and formally appended to the plan. These are the research and monitoring plan described under objective E and the implementation schedule described under objective D.

Lead: Executive Director

Timing: As needed.

2) PROVIDE INPUT IN DEVELOPMENT OF USFWS BULL TROUT RECOVERY PLAN

The Board looks forward to working with the USFWS to provide Yakima-basin specific input in the development of the Middle Columbia section of the Bull Trout Recovery Plan. Development of the plan has been on hold pending the outcome of the bull trout listing status review. In the interim the Board proposes to work with the USFWS to build on YBFWRB's existing recovery plan and develop a Bull Trout Action Plan that guides local recovery actions and will integrate into the Bull Trout Recovery Plan to be developed by USFWS.

Lead: Recovery Program Coordinator

Timing: Draft document to be developed by Jan 1, 2011.

Objective D: Coordinate Implementation of Recovery Actions

Successfully implementing the Yakima Subbasin Salmon Recovery Plan requires advocating for the diverse actions identified in the plan. The Board will work with partners in and out of the basin to identify, plan and support implementation of priority actions.

1) DEVELOP PROJECT DATABASE & IMPLEMENTATION SCHEDULE

The Board is mandated to track the status of past and potential salmon recovery actions. This requires expanding the Actions database developed for the Yakima Steelhead Recovery Plan so that it can be regularly updated for use as an implementation schedule that identifies priority actions and timelines for implementing them. Project-level data will be tracked using the Habitat Work Schedule (HWS) database.

Lead: Executive Director/Lead Entity Coordinator

Timing: Implementation ongoing; database updates completed by Dec 1, 2010.

2) PROVIDE NPCC WITH YAKIMA SUBBASIN REVIEWS AND INPUT

The Board serves as the continuation of the Subbasin Planning Board that originally convened to develop the Yakima Subbasin Plan for the Northwest Power & Conservation Council. The Board was asked by the Council to provide local input on projects proposed to the Council for BPA funding in 2006. We will continue to provide input to the NPCC as requested.

Lead: Executive Director

Timing: As requested and/or appropriate.

3) PROVIDE INPUT TO ONGOING FEDERAL AND STATE PROCESSES

The Board has worked with the Governor's Salmon Recovery Office to inform the State's participation in development of the Columbia River Power System Biological Opinion, is a participant in the working group advising Reclamation and NOAA on development of a Biological Opinion for the Yakima Project, and is a participant in the YRBWEP Workgroup, which is tasked with developing a broad-based solution to water resource issues in the Yakima Basin. The Board will continue to participate in these processes and encourage the use of the recovery plan and other Board products as applicable.

Lead: Executive Director

Timing: As requested.

4) DEVELOP ADDITIONAL FUNDING OPPORTUNITIES FOR RECOVERY ACTIONS

A key role of the Board is to work with its many partners to diversify the funding available for fish & wildlife recovery actions in the Yakima Basin. The Board will explore a wide range of funding options, including local, state and federal government programs, private foundation grants, and other fundraising activities/programs.

Lead: Executive Director/Board

Timing: Ongoing.

Objective E: Coordinate Monitoring Program

An essential part of the Board's long term recovery goals is tracking the status of key fish & wildlife populations and determining the effectiveness of actions taken to benefit them. This will require close coordination with existing monitoring efforts and diverse partners. The Board will work with WDFW, the Yakama Nation, NOAA Fisheries and other key partners to build a robust adaptive management framework that gathers critical data, uses that data to improve our understanding of critical uncertainties, and integrates empirical data and stakeholder feedback to improve recovery implementation.

1) DEVELOP A YAKIMA STEELHEAD RESEARCH AND MONITORING PLAN

The Board will develop a Research, Monitoring and Evaluation Plan for the Yakima Steelhead Recovery Plan, with the intent this become a supplement to the NOAA Middle Columbia Steelhead DPS Recovery Plan. This plan will address: 1) monitoring needed to track progress toward meeting VSP-based recovery criteria and threats criteria identified in the recovery plan; 2) monitoring and research that address key uncertainties identified in the recovery plan, and 3) research aimed at determining the effectiveness of recovery actions.

Lead: Recovery Program Coordinator

Timing: Draft complete by June 30, 2010; final complete by November 1st, 2010.

2) FUND & IMPLEMENT EFFORTS TO ADDRESS HIGHEST PRIORITY GAPS

The Board and partners will identify potential funding sources for priority monitoring activities and coordinate resources so that high priority monitoring actions can be implemented in subsequent years.

Lead: Recovery Program Coordinator

Timing: Ongoing.

Objective F: Conduct Public Outreach and Education

As a young organization operating in an often confusing arena, the Board needs to develop public knowledge and support of its activities through the following activities:

1) DEVELOP WEBSITE

The Board will continually maintain and update its website to provide ready access to overviews of Board activities, recovery plan materials, project information, monitoring data, maps, etc.

Lead: Operations/Outreach Coordinator

Timing: Ongoing maintenance of website; significant upgrade to site by June 30th, 2010.

2) DISTRIBUTE A QUARTERLY NEWSLETTER

The Board will issue a quarterly newsletter describing the Board and its activities and related topics. This will be distributed to a broad mailing list and made available at the offices of the Board and its partners and other public sites.

Lead: Operations/Outreach Coordinator

Timing: Quarterly, starting July 2010.

3) DEVELOP A STATE OF THE YAKIMA REPORT

The Board will develop a report that provides updates on 1) the status of fisheries and water resources in the Yakima Basin, 2) progress towards implementing recovery actions, 3) activities of key partners in the Basin. The format of this report will be coordinated with GSRO to ensure that information gathered for the local effort inform state-wide reporting.

Lead: Executive Director and Operations/Outreach Coordinator

Timing: Draft report completed by June 1st, 2010.

4) DEVELOP AN OUTREACH STRATEGY

The Board will work with partners to draft a Board outreach strategy that identifies key outreach needs and actions to address them. High priority actions will be implemented once identified.

Lead: Operations/Outreach Coordinator

Timing: Draft strategy by Nov 1st, 2010; implementation ongoing.

5) BUILD RELATIONS WITH MEDIA

The Board will build working relationships with local and regional media and ensure coverage of Board activities. This may include issuing press releases, meeting individually with media representatives, and organizing tours of Board projects and activities.

Lead: Executive Director and Operations/Outreach Coordinator

Timing: Ongoing.

Ms. Nancy Leonard
Northwest Power and Conservation Council
851 S.W. Sixth Avenue, Suite 1100
Portland, Oregon 97204-1348

May ??, 2010

Ms. Leonard,

I transmit these comments on the Northwest Power and Conservation Council's Draft Monitoring, Evaluation, Research, and Reporting (MERR) Plan on behalf of the Washington regional salmon recovery organizations in the Columbia Basin (LIST NAMES?),

We commend the Council for undertaking the challenging and timely task of developing strategic policy guidance and priorities for its RME program. An effective RME program coordinated across the Council's many partners in the Columbia Basin is needed to answer critical management questions, to ensure the prudent and efficient use of resources, and to assess progress in achieving goals of the Fish and Wildlife program.

While our detailed comments on specific elements of the MERR are attached, a few of the more substantive areas that we believe need further work, perhaps through some collaborative group process, are highlighted below. Addressing these issues will greatly enhance the utility and value of MERR in guiding Council decisions.

First and most important, it is difficult to see how the current draft of MERR will assist the Council in making decisions. We understand that the Council intends to use MERR to guide ongoing management of RME projects and provide the ISRP with a policy framework and technical criteria for use in the upcoming categorical review of RME projects. However, we find it very difficult to follow how the many new and existing policies and procedures identified in MERR would be applied in the existing decision-making environment. We suggest that a decision tree be developed that clearly and logically depicts the Council's role and process in making decisions, and identifies the policies and procedures that will be considered. At each step, we would like to see a box that identifies what information the Council needs to make a decision and what policies and criteria would be applied during that decision. It would also be valuable to identify the resources that will be required to complete each substantive step identified in MERR in a timely manner. Currently, it is unclear how the number and complexity of the new tasks identified in MERR will be accomplished given limited resources.

Next, while we support the goal of developing a prioritization framework, it is unclear how this document accomplishes this. The criteria established in MERR generally seem more like eligibility criteria than criteria for assessing how to prioritize eligible projects. Setting priorities can be inherently difficult and divisive process, so it is vital that the prioritization process be inclusive, transparent and thorough. It needs to be clearly tied to the Council's mission, goals, objectives, actions and priorities. This is a time-consuming complex process and will be hard to fully complete within the schedule the Council has set for adopting MERR at the June meeting. We think that the decision tree we suggested earlier could identify which criteria are applied at

each step, and evaluate where work remains to be done to allow effective application of the prioritization framework at that step; in this way, those parts of MERR that are ready may be adopted in June, and others may be adopted in subsequent meetings. Since prioritizing RME actions also depends on the priority given other actions (as the priority of evaluating effectiveness of a set of actions depends on what priority is given to completing those actions), we suggest that the Council consider developing a collaborative and inclusive process to define strategic priorities for all Program activities during the full Fish and Wildlife Program Amendment process. This will ensure we have good representation and review during development, as well as allow us to develop much-needed policies and priorities in a shorter time frame than the 5-year cycle for the first MERR plan amendments.

As regional boards that work with both Council and State of Washington programs, we would like to see a convergence of the direction set through MERR and that provided to us through the Salmon Recovery Funding Board (SRFB) and the Washington Forum on Monitoring Salmon and Watershed Health (FORUM). There are a few significant differences, including definitions of different types of monitoring and of Intensively Monitored Watersheds (IMWs), which are particularly troubling. We think it will greatly benefit all involved if the definitions are consistent.

Lastly, we ask that you give more consideration to what the Council expects from each report that is outlined in MERR. The focus needs to be on the users of the reports and the decisions they need to make or the questions they need to answer. Multiple reports with multiple data demands – whether those are from or by Council’s central staff, the Columbia Basin Fish and Wildlife Authority, or local salmon recovery organizations – require many hours of work to generate, and have the potential, if not carefully developed, to be of limited utility or to portray misleading or confusing information. Data communication differs significantly from data evaluation, and a report for governors and the public does not take on the volume or detail that one for scientists. We request that you carefully consider who each report is for, what you want each to communicate, and the level of resources that will be needed to complete each of them in a rigorous and transparent manner. A few reports done well may be more valuable than a plethora of late or partial attempts.

We have included more detailed comments in the attachment. Again, we appreciate the tremendous work that went into getting this draft out, and we look forward to working with the Council as you refine the MERR.

Sincerely
JB?

Washington Regional Salmon Recovery Boards
MERR Comments
May 2010

Executive Summary

Page 2. You might consider adding a summary of Council’s monitoring priorities. The three implementation strategies should also be identified.

Section 1) Background

Page 4. This section appears to use the term “action” differently and, perhaps, in conflict with the definition presented in footnote 2. It also highlights the need for a definitions section at the beginning of the document. We found several places – most notably in types of monitoring – where suggested definitions vary from those used in Washington. We think being “on the same page” is crucial to a successful strategy and plan, so we hope the Council will consider adopting definitions recommended by PNAMP, or perhaps making clear why the usage in MERR is different.

Page 6: Figure 1. This is a complex and confusing figure, and text explaining the figure is quite long; if this much explanation is needed to understand the figure, perhaps a better approach would be to move the explanation into the body of the text?

Section 2) Strategic Plan

2.3) Policy Guidance

Page 8. It is good that key policy bullets are highlighted up front, but it is difficult to understand how they logically relate to one another or to follow them through subsequent sections. Moreover, we find it very difficult to follow how the many new and existing policies and procedures identified in MERR would be applied to the existing decision-making environment.

We suggest that a decision tree be developed that clearly and logically depicts the Council’s role and process in making decisions, identifies the applicable policies to be considered, and lays out the procedures and steps that will be followed. Specifically, for each step, we would like to see a box that identifies what information the Council needs to make a decision and what policies and criteria would be applied during that decision. It would also be valuable to identify the resources that will be required to complete each substantive step identified in MERR in a timely manner.

The use of a risk-effort analysis approach appears to be a new and significant initiative. It seems something as important as the effort-risk analysis would be more appropriately discussed in the body of the plan text, rather than in a footnote, and an example or two of how this might work added.

We understand that common protocols are essential to data sharing and interpretation, but are also perplexed by the policy which would require “. . .all research and monitoring conducted must. . .use protocols approved by the Council” (emphasis added). Is it possible that there are circumstances where it would be desirable to encourage the use and/or development of new and diverse protocols during the course of a project? We accept the idea that use of common protocols is appropriate for some wide-spread measures, but perhaps there could be a qualifier for the times when this does not work.

We agree that RME data need to be accessible in a timely manner. We question if the creation of a separate timeline for reporting (last policy) outside that which exists for BPA annual reporting is necessary.

Section 3) Implementation Framework

3.2) Structure

Page 11. This diagram is easy to follow and might benefit a reader if it were placed earlier in the report since it applies to all of MERR, not just the implementation framework. And, as with Figure 1, we recommend the cumbersome figure description be shortened; this much text deserves to be in the main body of the text. Perhaps you might also consider pulling each of the boxes out and repeating them in their appropriate location in the document.

3.3.1) Management Questions

Page 12. Although the footnote sends readers to Appendix 3 and the Council’s website for the list of management questions, they are on the next page. It is interesting to note that an important priority is embedded in the statement: “All RME actions, therefore, must contribute data towards answering one or more of these questions.” This is an example of where the decision tree we suggest be developed could help identify policy applications.

3.3.2) Biological Objectives

Page 12. The plan states that the Program’s biological objectives should aid in prioritizing RME and reporting actions, but does not explain how they would be used for such a purpose. It also notes that biological objectives need to be “developed further,” but does not explain what needs to be done or the schedule or process for doing so.

3.3.3 Performance Standards

Page 15. You might want to note that Appendix 2 provides a list of the Council’s performance standards.

The plan notes that the Council will assess the need for additional standards in conjunction with its efforts to further develop biological objectives, but does not explain how this will be accomplished.

The sentence, “If progress towards achieving these performance standards falls significantly short then the Council may revisit all or part of the Program to determine what needs to be changed to make progress” appears to be a significant policy statement; we suggest you move it up front where it will be more visible.

3.3.4) Prioritization Criteria

Page 16. This section could benefit from some clarification. We struggle with a prioritization scheme that tiers criteria, but says they are all important; that doesn’t eliminate or “lower-rank” projects through any sorting mechanism; and that places coordination in the third tier (seemingly less important?) of a strategy that argues one of its main functions is to improve coordination. Another confusion is the sentence, “The Council has adopted broad criteria, subdivided into four tiers, to provide guidance for implementation of Program RME actions.” This implies the

criteria are only germane to the Implementation Framework, but shouldn't they also be applicable to Implementation Strategies, project-by-project decisions related to RME data collection, reviews by the ISRP, and decisions by the Council?

Page 17. The plan states that “Implementation strategies developed for resident fish, anadromous fish, and wildlife will at a minimum focus on listed priority species and habitat characteristics.” This is a significant policy statement and priority criterion, but it is not included in the four tiers of criteria nor is its relationship to the criteria tiers explained. The discussion around priority species warrants more exposure (perhaps elevating to a 3.3.5 heading in the document?) and digestion. Have you considered moving priority species to a First Tier criterion as well?

3.4.1) Research Approach

Page 17. This section discusses prioritization of research on critical uncertainties, but does not define or explain how critical uncertainties are identified. Perhaps this is a task of the upcoming research plan development, but it would be good to specifically state that here.

Page 18. Is effort-risk analysis the same as comparative risk analysis? If not, how do they differ or relate?

Page 19. Figure 4 would be much more helpful if a few examples were included in the text. How does placement on the grid result in different priorities? When does a high risk, high cost need trump a low risk, low cost need. The upper left quadrant is clearly a priority, and lower right would seem to be a lower priority; but, how the other half of the diagram would rank out is unclear. Many of our regional salmon recovery organizations use something similar (sometimes the axes are labeled benefit to fish and certainty of success), but within each quadrant there are clear up front criteria for ranking that help distinguish within each “bucket.”

Page 20. It isn't clear here, but we trust consideration will be given to integrating the MERR and Research Plans into a single, coordinated plan.

3.4.2) Monitoring Approach

Page 20. The second paragraph identifies that the Program requires some level of monitoring for all projects, but also allows for separation of monitoring efforts from individual projects. This is an important distinction and deserves further clarification: how would those situations be identified? By way of an example, in the past the WA SRFB also provided for monitoring of all projects, but found that approach did not produce information that was broadly useful in answering their questions. Subsequently, they transitioned to a programmatic approach that better informs their questions about the effectiveness of categories of habitat projects. Ultimately, this is a clear example of the import of “coordination” among activities, now a Third Tier priority.

Page 22. Figure 5 seems to imply that both low and high risk elements end up with the same level of monitoring effort. Is this correct? How does placement on the grid result in different priorities? How does this prioritization approach relate to that which is set forth in Section 3.3.4? And, as we suggested in our earlier comments on policies, the need for the Council to

have consistent protocols is understood. But it is a very technically-based task, one perhaps more appropriately given to an organization such as the ISRP. Many research projects must be highly flexible and may adapt or even create protocols to fit the specific situation. Perhaps the Council could collaborate in a process to devise a balanced method that will allow for creative approaches without risking outcomes?

Pages 23 - 26. Definitions chosen for the Compliance, Implementation, and Performance Monitoring subsection may not align with those used by Washington. Specifically, we note these differences:

The last sentence in the first paragraph under Compliance, Implementation, and Performance Monitoring is inconsistent and would more appropriately and robustly state "... evaluates impacts at the action and project level, *depending on the scale of the action or project, could be* at the watershed, population, or species scale." Moreover, the plan does not clearly differentiate among performance monitoring, status and trends monitoring, and action effectiveness monitoring. All three seem to be defined in part as assessing biological and physical impacts.

The last paragraph in this section indicates that implementation data are already in PISCES. It further suggests performance measures will be needed at the action and project, and that they should be selected from the ISRP metrics report. It would help to clarify the similarities and differences between implementation data and performance measures, and their relationship to metrics used by the Pacific Coastal Salmon Recovery Fund.

The two sentences in the first paragraph under Status and Trend Monitoring are unnecessarily narrow in scope. We suggest deleting "undisturbed" from the first, and modifying the second to something like "... in order to assess *changes in status over time.*" Furthermore, in the second paragraph it is stated that the Council requires collaboration, suggesting coordination at least be a Tier 2 criterion in section 3.3.4. In addition, it appears habitat status and trend monitoring efforts like what is being implemented under the Washington Forum Framework across the state would not be possible in locations other than those identified as intensively monitored watersheds. Is that correct?

The first paragraph under Action Effectiveness Monitoring is inconsistently narrow compared to the content of Table 1. The first sentence should be revised to something like "...and its direct *physical or biological effect on the environment or on populations.*" It appears that MERR defines intensively monitored watersheds differently from Washington's Salmon Recovery Funding Board (SRFB) and Comprehensive Monitoring Strategy, which may be confusing to project proponents, the Council, funding agencies and scientists. Further, as noted above for habitat status and trends, it appears a reach-scale effectiveness monitoring effort like what has been funded by the SRFB would not be possible in locations other than those identified as intensively monitored watersheds. Are these interpretations correct? If so, how will the Council's action effectiveness monitoring efforts be coordinated with ongoing efforts funded by the State of Washington? How would a decision to use an independent party to gather effectiveness data be made? How would effectiveness monitoring data be rolled up?

Wouldn't the "effort-risk analysis approach" also be appropriate where the "preponderance of evidence" (POE) assessment is mentioned for action effectiveness? And/or conversely, why

wouldn't the POE approach mentioned under action effectiveness be appropriate for research too?

3.4.3) Evaluation and Reporting Approach

Pages 27 - 31. This section would benefit from a thoughtful analysis of what kinds of reports, and for what purposes and users, the Council desires. There are multiple reports, some new, discussed in this section but it is not clear that each has a defined goal and audience. For example, is this Program Synopsis intended primarily as an evaluation tool, a reporting tool, or both? It is not clear how it relates to or complements high level indicator evaluating and reporting and fish and wildlife program indicator reporting? Will it draw from HLI/FWI indicators or synthesize other data in other ways? It is simply described as a "map" but it's not clear how a map can depict shortcomings, and meet all the other stated ambitions and intentions ("...reflects information needed to inform Council decisions and to facilitate ISRP evaluation... guide implementation and adaptive management..."). Is there overlap between what would be included in the Council's HLI report and the synopsis (e.g., the list of bullets to be included in the first iteration of the synopsis looks like what might be in an HLI report)?

3.4.4) Data Management and Sharing Requirements

Page 32. It is probably axiomatic to say data management is the essential foundation to communication of MERR information. Without accessible data we cannot understand how we are progressing toward our goals, and we certainly cannot ask for more money from legislatures, Congress, and ratepayers to continue our work. Consequently, the Council must set the stage for maximum data access and sharing among Basin partners. We understand the sensitivity associated with this, but feel insistent on requesting that Council policies be clear, concise, and coordinated with other partners.

Consequently, we believe the data management approach should be more fully developed, and clearly call for compatible protocols, clarify what the Council's role, process, and expectations are for data management protocol adoption and use. (Note: one of the three protocols cited in earlier in footnote 23 is actually a data management protocol.) Is the standard calling for "RME data using common terminology" where a data dictionary fits? If not, then where?

Although not specifically identified as protocols, the requirement in the first sentence stating "...data must be made available in an agreed-upon electronic format," and the bullet list of "basin-wide accepted standards" in the second paragraph are really expressions associated with protocols for data management. To be able to roll-up data, protocols for data management are at least as important as protocols for other aspects of MERR and the need for them should be stressed in this section.

The last paragraph in this section is unique within the entire MERR Plan, in that it makes explicit policy requests (in this case of BPA; e.g., "The Council strongly encourages Bonneville... also requests that Bonneville... also asks that Bonneville...") rather than policy statements. Here again, we stress the importance of a decision tree which would clearly show when the Council is making a decision and when that decision lies in the purview of others.

3.4.5) Standardized Approach for Implementation Strategies

Unfortunately, these strategies were not available for all to review at the time we were looking at MERR. It would be helpful to look at them together, so we may have additional comments when these are released.

May 6th, 2010 YBFWRB MEETING OVERVIEW

1) AGENDA & MINUTES

The draft May 6 meeting agenda and the draft minutes of the March 3rd meeting are attached.

2) ANNOUNCEMENTS

News Articles on Spring Chinook in the Yakima Basin

A newspaper article on the successful restoration of Spring Chinook in the Yakima Basin ran in the Yakima Herald, the Tri-Cities Herald, the Spokane Statesman, and the Seattle Post-Intelligencer. This is the second time this year fisheries work in the Yakima has received regional attention. Here's the Seattle Post-Intelligencer's version:

http://www.seattlepi.com/local/6420ap_wa_yakima_river_fish.html

Basin Fish Runs Continue to Build

The 2009-10 steelhead run continues to build, with a total of 6,684 adult steelhead past Prosser and 290 past Roza as of April 29th. This far surpasses the 2001 records of 4,525 and 238, and the run is not quite done yet. The anticipated strong run of Spring Chinook has just started entering the basin; the sport fishing season for Chinook opened on May 1st.

Yakima Basin Science and Management Conference Scheduled for June 16 & 17 at CWU in Ellensburg. A flyer is attached; the agenda will be out soon.

3) MEMBER OUTREACH AND BOARD OF DIRECTOR'S CONFIRMATION

Following the March 3rd meeting, contact information for all member cities was updated, and a letter and packet was sent to each city with information on the Board. I intend to make an update package like was sent an annual practice. That, along with a quarterly newsletter, should help keep us on the radar screen of the cities that do not regularly participate in Board meetings.

In response I received several corrections to contact information, accepted an invitation to present to the Granger City Council, received several follow up calls and emails to clarify the Benton County small city representation, talked to Dan Olson re the City of Union Gap's desire to participate, and received an inquiry from the City of Kennewick.

At this time, the ten Board of Directors seats are as follows:

Counties: Benton County, Kittitas County, Yakima County

Tribal: Yakama Nation

Benton County City #1: Benton City/Prosser

Benton County City #2: Vacant

Kittitas County City #1: Ellensburg

Kittitas County City #2: Vacant

Yakima County City #1: City of Yakima

Yakima County City #2: Request by City of Union Gap to fill vacant seat

At the meeting we should confirm the current membership and review the process for filling vacant seats.

I'll also ask the representative and alternate for each Board of Director's position to fill out an information and certification form for our files. A copy of the form and the Conflict of Interest policy that it references are included in this packet.

4) Approve Budget and Workplan

Our bylaws dictate that the Board of Directors shall approve a workplan and budget at the annual meeting. Copies of the draft are included in this packet. The work plan draft is identical to that reviewed at the March meeting. The budget was revised to facilitate improved reporting and better match past year spending patterns. At the meeting, I'll review the current budget and where it differs from the previous draft.

5) Officer Elections & designation of Registered Agent

Our bylaws dictate that the Board of Directors shall elect officers at the annual meeting. The three positions to be filled are Chair, Vice-Chair/Treasurer, and Secretary. We also need to update our registered agent, who is the legal point of contact for the Board. This may be an officer or staff.

6) Approve Board Meeting Schedule

At our last meeting we approved May 6th, June 23rd, August 18th, October 20th and Dec 15th as the 2010 meeting dates for the Board of Directors. I have received a request from a Board member to shift the August, October and December meetings from Weds to Thurs (so August 19th, October 21th and Dec 16th). I'd like to know if the Board sees fit to change its schedule accordingly.

7) Confirm Committee memberships

A) TAG MEMBERSHIP

We have managed our Technical Advisory Group (TAG) for the SRFB project review process at a staff level. Our bylaws simply specify that a committee of 12 to 15 members shall be maintained; no guidance is given on how they are selected. The TAG currently has 15 members:

Richard Visser, USFWS Restoration Biologist
Dale Bambrick, NOAA Fisheries, Ellensburg Branch Chief
John Easterbrooks, WDFW, Regional Fish Program Manager
Joel Freudenthal, Yakima County, Fish & Wildlife Biologist
Anna Lael, Kittitas County Conservation District, District Manager
Paul LaRiviere, WDFW, Instream Flow Biologist
Walt Larrick, Bureau of Reclamation
David Lind, Yakama Nation, Fisheries Biologist
Pat Monk, US Fish & Wildlife Service, Fisheries Biologist
Scott Nicolai, Yakima Klickitat Fisheries Project Habitat Biologist
Tom Ring, Yakama Nation, Hydrogeologist
Jeff Thomas, US Fish & Wildlife Service, Fisheries Biologist
Rebecca Wassell, MCRFEG
David Child, Fisheries Biologist for Joint Board
Cameron Thomas, USDA Forest Service, Fisheries Biologist

B) CITIZEN'S COMMITTEE MEMBERSHIP

Our bylaws provide for a Citizens' Committee of 16 members; 4 from each County and the Yakima Nation. Right now Angie has confirmed 2010 participation from 3 members from Yakima County, 3 from Kittitas County, 1 from Benton, and none from the Yakama Nation. Our bylaws state that:

"The Citizen Committee shall be composed of four representatives working and/or residing in Benton, Kittitas and Yakima counties and the Yakama Nation (initially, 16 total). Representatives from each county should represent the diversity of interests particular to their region, e.g. – business, landowner, agricultural, habitat, and fishery enhancement. Elected officials may be representatives when not also serving on the Board of Directors."

Current members are:

Don Chaplin, Yakima County, retired, WSU Extension
Bill Gillespie, Yakima County, North Yakima Conservation District Board
Onni Perala, Yakima County, retired, Bureau of Reclamation

Mark Charlton, Kittitas County, agricultural producer
Kevin Eslinger, Kittitas County, agricultural producer
Jim Schnebly, Kittitas County, agricultural producer

Jack Clark, Benton County, Benton County Conservation District Board

At the Executive Committee meeting, Officers committed to soliciting volunteers to fill vacancies in their areas. Hopefully County and City representatives from Yakima County can also work together to fill the Yakima County vacancy. New citizen's committee members would ideally be seated by early June; they will need to be available for the August project ranking meeting.

C) EXECUTIVE COMMITTEE

Our bylaws call for an Executive Committee of the Officers and two other members, for a total of five. In practice the committee has been made up of the three officers. We need to fill the two at large seats and/or consider adjusting our bylaws to reflect the possibility of a smaller executive committee.

8) Updates on Board Activities

SRFB Grant Round Update

At the meeting Angie will update us on the 2010 grant round status. She should have summary information on the pre-applications that were due May 3rd compiled.

Monitoring Planning Update

Yuki has been working hard on the Research, Monitoring and Evaluation supplement to the Yakima Steelhead Recovery Plan. A rough draft of the first major section has been reviewed by the planning committee, and the associated funding proposal to BPA is moving into the contract negotiation phase.

9) Review of Letter to NOAA regard Mid-Columbia Steelhead 5 Year Status Review

NOAA Fisheries is currently requesting input as it prepares for a 5 year review of Endangered Species Act listing status for west coast salmon. I have prepared a draft letter for the Board's review/approval. It asks that NOAA recognize that the status of steelhead in the Yakima basin is improved, and that significant recovery actions have been undertaken, but notes that we have not yet met the objective standards for delisting set in the recovery plan.

10) Review of joint regional letter on NPCC Monitoring Plan

The four Columbia Basin Regional Organizations in Washington State (the Lower Columbia, Upper Columbia and Snake River Boards and us) have worked with Chris Drivdahl of the Northwest Power and Conservation Council to review the Council's draft Monitoring, Evaluation, Research and Reporting Plan (MERR Plan). A copy of the draft joint letter is attached. I'd like Board approval to submit this letter with our chair as a co-signer.

11) Financial and Activity Reports

Time is allotted for discussion of Board finances and logistics

12) Discussion/feedback on Board Operations

If time allows, it would be good to have an informal discussion about the Board and its past, present and future direction.



YAKIMA BASIN
FISH AND WILDLIFE
RECOVERY BOARD

May 6th, 2010

Eric Murray
NMFS Northwest Region
1201 Lloyd Blvd,
Suite 1100, Portland, OR 97232

Dear Mr. Murray,

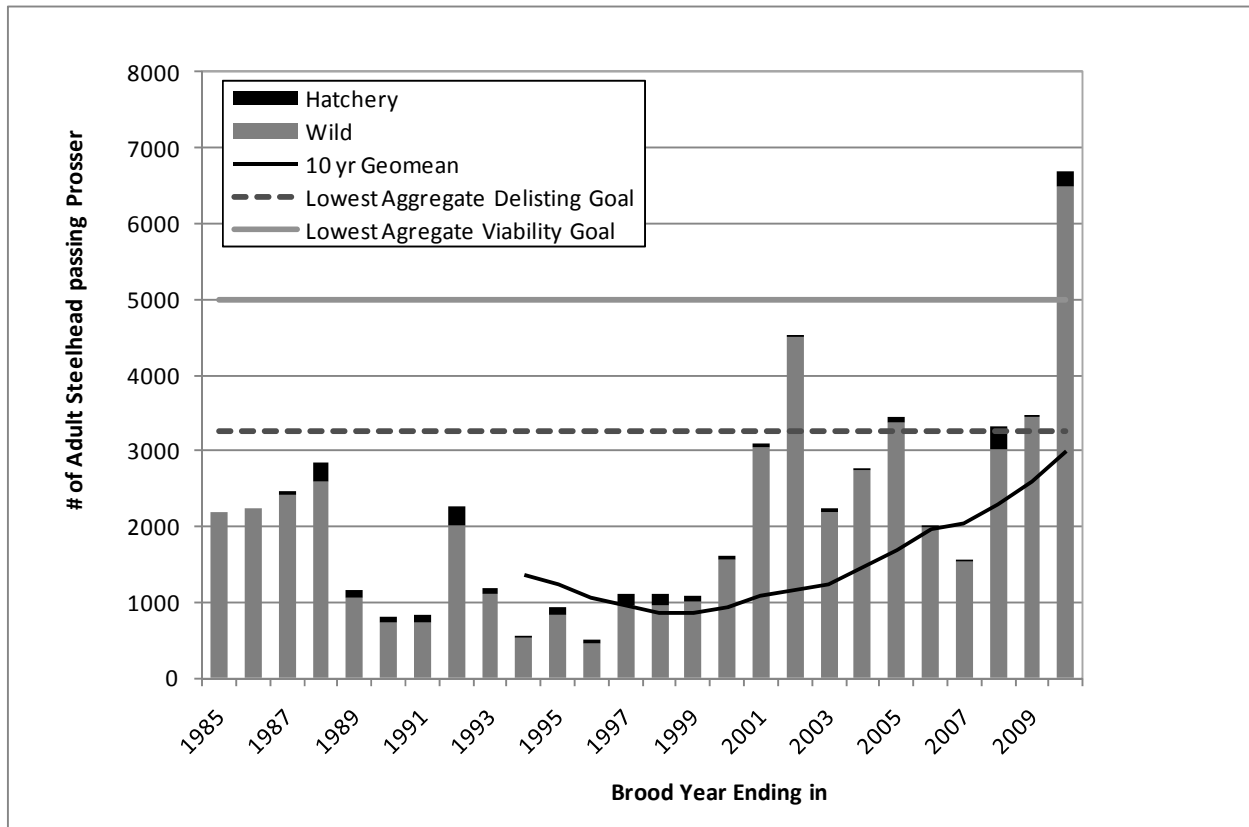
We write in response to NMFS's March 12 Federal Register Notice requesting information to be used in the 5 year Endangered Species Act Status Review for West Coast salmon and steelhead. We would like to provide a brief update on the status of the Yakima Major Population Group (MPG) of the Middle Columbia River Steelhead Distinct Population Segment (DPS).

The Yakima Basin Fish & Wildlife Recovery Board (the Board) is a local organization made up of County, City and tribal governments in the Yakima Basin in central Washington. The Board drafted the Yakima Steelhead Recovery Plan, which was adopted by NOAA and incorporated into the Middle Columbia River Steelhead Recovery Plan approved by NOAA in the fall of 2009. More information on the Board can be found at www.ybfwrb.org.

Recent years have seen significant improvements in the biological performance of steelhead in the Yakima Basin, at least partially in response to the extensive recovery actions that have been undertaken in the basin. However, at this time, steelhead in the Yakima MPG have not yet reached the specific criteria identified as appropriate for delisting in the Yakima Steelhead Recovery Plan. We offer the following specific observations:

1) Biological performance of Yakima Steelhead

As shown in the graph below, Yakima Basin steelhead reached their lowest recorded abundances between 1990 and 1996, prior to the original 1999 listing. Since then the 10 year geomean of abundance at Prosser (a dam low in the basin) has steadily risen from <1000 in 1999 to a 2010 10 year geomean of ~3000. While this positive trend is moving us towards recovery targets for abundance, it has not yet reached the levels called for in the recovery plan (individual population-level delisting targets combine, if fish are perfectly distributed among the populations, for a minimum aggregate abundance of at least 3,250 spawners). The Upper Yakima population is only required to meet the lesser "maintenance" standard to meet the plan's delisting criteria, but still remains at less than ½ the 500 fish geomean required to meet that standard.



Over the same period, passage barriers have been removed in several tributary systems and steelhead spatial distribution has improved. However, spatial structure in the Upper Yakima in particular is still well below the level required to meet the delisting scenario identified in the plan. The presence of hatchery strays remains low in these all wild populations.

We look forward to working with NOAA fisheries to provide data for a more detailed analysis of Yakima steelhead performance should this be required as part of the status review process for the Middle Columbia River Steelhead DPS.

2) Progress in Implementation of Recovery Actions

Our ability to complete effective habitat improvement actions on the ground has continued to grow over the last 5 years. The Yakama Nation has used funding from BPA to complete significant restoration work in the Satus and Toppenish watersheds on the Yakama Reservation, while off-reservation, the Yakima Tributary Access and Habitat Program has taken the lead in reopening blocked tributaries and improving tributary conditions using a mix of BP dollars, PCSRF funds distributed by Washington's Salmon Recovery Funding Board and numerous other sources (see attachment for details on a portion of these projects). Local governments, the Yakama Nation and the Bureau of Reclamation's Yakima River Basin Water Enhancement Program have protected significant acreages of mainstem floodplain, and ambitious dike setbacks are being designed. Fish managers and the Bureau of Reclamation are working together to identify ways to reduce the impacts of irrigation water storage and delivery on steelhead. Incidental impacts of in-basin recreational fisheries continue to be closely managed via improved fishing regulations. Overall, current efforts are making significant progress towards implementing the recovery actions identified in the Yakima Steelhead Recovery Plan. INSERT NUMERIC EXAMPLE?

We look forward to working with NOAA fisheries to provide more specifics on the implementation of recovery actions in the Yakima Basin should this be required as part of the status review process for the Middle Columbia River Steelhead DPS.

3) Remaining Challenges

While steelhead biological performance has improved in recent years, and significant recovery actions are being implemented, reaching the recovery goals identified in the Yakima Steelhead Recovery Plan will require:

- Sustaining recent improved abundance through less favorable ocean conditions
- Improving the spatial distribution of spawning areas in the Upper Yakima population
- Increasing the abundance of anadromous *O. mykiss* in the Upper Yakima population
- Addressing the impacts of flow regulation and floodplain degradation in the mainstem Yakima and Naches rivers
- Continuing implementation of priority tributary habitat recovery actions
- Addressing potential negative effects of habitat degradation due to climate change, inappropriate development and other emergent threats.

We also recognize that delisting occurs at the DPS level, and that meeting targets for the Yakima MPG will only lead to delisting if targets are also being met in the other three MPGs in the DPS. We look forward to working with the NOAA Science Center staff as they compile and review additional information on the biological performance of Yakima Basin steelhead.

Sincerely,

CHAIR SIGNATURE....

[ATTACH PLAN SUMMARY AND PROJECT BOOKLET](#)