

RESOLVE

Results Through Consensus

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MEMORANDUM

TO: NMFS Willamette/Lower Columbia River TRT Members

FROM: Paul De Morgan, RESOLVE and Paul McElhany, NMFS

SUBJECT: Action Items and Agreements from the November 12-13 TRT Meeting

First of all, thank you for your participation and efforts at the NMFS Willamette/Lower Columbia River Technical Recovery Team meeting held on Tuesday and Wednesday, November 12-13, 2002. We recognize that two day meetings are challenging, but believe that the group made a lot of the progress necessary to get the next draft finished by November 20 and to set the stage for future efforts to finalize the Viability document. Given the short turn around time on many next steps, this memo is focused mostly on the agreed upon action items, not the substance of the conversation. Please review this document in its entirety, including the short list of action items at the end, and if you have any questions, please contact one of us as soon as possible.

I. Sections of the Draft Viability Document

The group went through all the sections of the draft Viability document with the exception of the Habitat criteria. For each of the criteria discussed, the group did reach agreement on the text of the criteria guidelines. The following documents are to be sent to Paul McElhany by Wednesday, November 20:

Introduction – Paul McElhany

The group gave Paul advice and suggestions on what to include in the introduction. In particular, they suggested the flowchart needs to better mirror the document. Correspondingly, the flowchart needs to be described as well as possible in order to clearly lay out the flow of the document. TRT members indicated they were comfortable with Paul redrafting this section and including it in the next version of the document.

ESU-level Criteria – Paul McElhany

The group discussed this section in detail and agreed on a number of changes. In particular, the group agreed that, with the addition of two Recovery Strategy Criteria Guidelines, the ESU Level Criteria Guidelines and Strata Criteria Guidelines were acceptable. In addition, the group

talked extensively about Table's 3 and 4 and the assumptions underlying the numbers. At the conclusion of the discussion, the group agreed to let Paul take the results of the conversation and incorporate them in a revised set of tables and corresponding descriptions and include that in the next version of the document.

Attribute Integration – Paul McElhany/Dan Rawding

The group considered the approach to integrating attributes as described and identified some concerns. Ultimately, they agreed that for this version of the Viability document, two approaches should be included (one with all criteria equally weighted and one with growth and abundance more heavily weighted. In addition, it was agreed that rather than call this a 'scoring system' it should be called a risk characterization approach (this was for the specific criteria as well). The group agreed to let Paul and Dan revise this section and include it in the next version of the document.

Adult Growth and Abundance – Paul McElhany/Dan Rawding

The group reworked the criteria guidelines and then agreed that, with the edits, they were acceptable. Again, the group discussed the approach embedded in the current version and agreed that including two approaches in this version made the most sense. The group agreed to let Paul and Dan revise this section and include it in the next version of the document.

Juvenile Outmigrant Production – Selina Heppell

While there was not a new document to review, the group did discuss some major questions associated with how to redraft this section. The group agreed that the existing version of the criteria guidelines was acceptable. The primary changes suggested to the section revolved around development of a 'risk characterization' number (i.e., the scoring system). The group agreed to let Selina revise the section based on their comments and include it in the next version of the document.

Spatial Structure – Craig Busack

The group commented on the revised version of the section. The group edited the criteria guidelines and then agreed they were acceptable. Other specific changes were agreed to and the group stressed the need to develop some approach to 'risk characterization' for this criteria. The group agreed to let Craig revise the section based on their comments and include it in the next version of the document.

Diversity – Jim Myers

The group commented on the revised version of the section. The group edited the criteria guidelines and then agreed they were acceptable. The group discussed the proposed approach to 'risk characterization' and suggested that the 0-4 scale be emphasized in this draft. The group agreed to let Jim revise the section based on their comments and include it in the next version of the document.

Habitat Section – Cleve Steward/Steve Kolmes

The group agreed to incorporate a section on habitat criteria into the November 20 version of the document. As they had not seen a draft of the revised language, the group agreed to a step-wise approach whereby one of three versions would be included. The default is to include language from the May 14, 2002 draft and then explain in the cover memo that the group intends to work further on the issue. The second option is to include a slightly revised, by Steve Kolmes, version of that language (which will remove unnecessary language given the shift toward habitat as a viability criterion not a factor for decline). The third option is to include a new section that builds on discussions over the past few months.

Steps to determine which version would be included were as follows:

- Cleve Steward will distribute the **new draft for review by 12:00 Noon PST on Friday, November 15** (NOTE: the group agreed that if this deadline was not met, one of the other two options would be chosen, but that Cleve's work would be essential to moving forward in the future);
- Assuming the draft is available, TRT members will discuss the redraft on **Monday, November 18th (from 2:00 p.m. to 3:00 p.m., call in number (206) 553-1456)** (NOTE: The group agreed that to include the revised language, they would need to reach consensus on the call).
- Third, in the event that consensus is not reached on the call, Steve Kolmes will distribute an edited version of the original language as soon as the call is completed. TRT members will have until COB Tuesday, November 19th to express concerns with the document. If there are substantive concerns which cannot be addressed by COB on November 19, the language from the May 14 draft will be included.

II. Important Dates Over the Next Month (for Finalization of the Next Draft Viability Document)

- November 15 – 12:00 p.m. Noon – Habitat draft to be distributed
- November 18 – 2:00 p.m. to 3:00 p.m. – conference call on Habitat
- November 20 – Final versions to Paul M. (no editing after this point)
- November 27 – Next Draft of Viability Document Due to Ex Com
- December 13 – TRT meeting to discuss: 1) Growth and Abundance Criteria; 2) Case Study; and 3) the next Ex Com meeting
- December 17-18 – Ex Com meeting to discuss November 27 Viability document

III. Future Efforts to Finalize the Viability Document

TRT members agreed on the need to finalize the Viability document. They agreed a completed document needs to be completed by March 1, 2003 and that they would do what needs to be done in the interim to address the major outstanding issues (growth and abundance criteria, risk characterization process, monitoring and evaluation and habitat). They asked Paul McElhany to convey this information to NOAA and the Ex Com as they discuss timelines.

IV. Agreed Upon Action Items

Action Item – Finalizing Document	Who	When
1. Send revised criteria guidelines to Paul McElhany.	Craig Busack and Jim Myers	ASAP
2. Send out the Criteria Guidelines for each section to absentee TRT members in order to see if they wish to agree with or abstain from the agreement of the TRT members who attended the meeting.	Paul McElhany	ASAP
3. Distribute revised Habitat section.	Cleve Steward	Friday, November 15 by 12:00 Noon
4. Participate on conference call to discuss Habitat criteria.	All TRT members	Monday, November 18 from 2:00 to 3:00 p.m.
5. Review revised Appendix C and send comments to Ashley Steel.	All TRT members	Tuesday, November 19
6. Finalize and send revised sections of the Viability document to Paul McElhany.	Various TRT members	Wednesday, November 20
7. Obtain further clarification on NOAA/Ex Com/TRT future interactions regarding the Viability document and recovery planning efforts.	Patty Dornbusch and Paul McElhany	Wednesday, November 20
8. Draft and distribute for review a cover memo, to the Ex Com, that would accompany the draft document.	Paul McElhany	Thursday, November 21
9. Comment on draft memo.	All TRT members	Monday, November 25
10. Submit next version of the draft Viability document.	Paul McElhany/All TRT members	Wednesday, November 27
Action Item – Future Work	Who	When
11. Develop and send out calendar in order to begin scheduling January and February meetings.	JJ Westfall	Thursday, November 14
12. Return completed calendars to JJ Westfall.	All TRT members	Friday, November 22
13. Develop ‘Chum’ Presentation for December Ex Com meeting.	Dan Rawding	Friday, December 13

TRT Members in Attendance:

- Tom Backman
- Craig Busack
- Selina Heppell (second day only)
- Steve Kolmes
- Alec Maule
- Paul McElhany
- Jim Myers
- Dan Rawding
- Ashley Steel (by phone)
- Tim Whitesell

Others in Attendance:

- Paul De Morgan, RESOLVE
- Patty Dornbusch, NOAA (first day only)
- J.J. Westfall, NOAA