

# RESOLVE

Results Through Consensus

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July 23, 2003

## MEMORANDUM

**TO:** NMFS Willamette/Lower Columbia River TRT Members  
**FROM:** Paul De Morgan, RESOLVE and Paul McElhany, NOAA Fisheries  
**SUBJECT:** Next Steps and Action Items from the July 17, 2003 TRT Meeting

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Thanks to everyone for your participation in the TRT meeting last week. This memo includes a brief summary of the items discussed during the meeting including:

- I. Reviewing the LCFRB Technical Foundation;
- II. Evaluating Population Status in Washington and Oregon; and
- III. Revising the Data and Analysis Template.

Agreed-upon actions for each of these items can be found at the end of each section. Please feel free to contact either of us with any questions, concerns, or additional next steps.

Upcoming Meeting/Call Dates	When	Agenda Focus
• September (early) 2003	TBD	• Review of LCFRB Technical Foundation
• October (mid) 2003	TBD	• Washington population scoring
• November (mid) 2003	TBD	• Oregon population scoring

Given the background work necessary to be in a position to accomplish the priority tasks of reviewing the LCFRB Technical Foundation document and developing population status profiles for the Washington and Oregon populations, **the TRT agreed the August 7 meeting will not be necessary.** However, they did agree that meetings need to be scheduled, as soon as possible, in early September (this might only be a conference call if work on the Technical Foundation review does not warrant a full meeting), mid to late October, and mid to late November. Therefore, **all TRT members were asked to send their schedule availability to JJ Westfall. An availability form was sent out after the meeting and it should be returned to JJ by no later than Wednesday, July 30<sup>th</sup>.**

### I. REVIEWING THE LCFRB TECHNICAL FOUNDATION

To begin the discussion of TRT review of the LCFRB Technical Foundation document, Mr. Ray Beamsdorfer, principle author of the document, gave an overview presentation. During the ensuing conversation, TRT members raised a number of questions regarding what was included in the June version they received, what would be included in the July 24<sup>th</sup> version to be released

to the public, and what would be available later in the year. Mr. Beamsdorfer explained that while much of the Technical Foundation and methodology would be available in the July 24<sup>th</sup> version, some of the methodology would not be available until late September. TRT members indicated it would be difficult to complete a full technical review of the document without all of the methodology available. However, after some discussion, the group agreed it would be useful to complete a review of the July 24<sup>th</sup> version (to be distributed), but to focus on sections that did not rely significantly on the missing methodology sections. In addition, they agreed it would also make sense to review the full document once the additional sections were available (and that they would try to complete this by November 15<sup>th</sup>). Given the LCFRB timeline, the TRT agreed to complete and submit their initial review by Friday, September 12<sup>th</sup>.

In discussing the document, the group agreed certain sections should receive the focus of the TRT members review for the September 12<sup>th</sup> deadline. They also noted that to the extent members wish to comment on other sections of the document, they should be able to in a ‘miscellaneous’ section. In addition, while everyone should review these sections, it was agreed that having one member take the lead in synthesizing TRT comments and identifying any differences of opinion and/or significant issues for each section in advance of submitting final TRT comments would be helpful. Members also agreed that the ‘synthesis’ of each section should be shared among the rest of the group and the lead members should attempt to address any subsequent concerns. Finally, the group agreed that they might have to meet, either by conference call or face-to-face, to reach closure on the final set of TRT comments to be sent to the LCFRB, but that such a decision should be left until later (though a date for the possible meeting should be selected as soon as possible).

The July 24<sup>th</sup> version sections to focus on, and the lead TRT member, are noted here:

#### **Volume I**

- Chapter 5 – Recovery Standards Craig
- Chapter 6 – Factors for Decline/Avenues for Recovery Paul or Steve

#### **Volume II**

- Chapter 3 – Grays Tim
- Chapter 7 – Lewis River Ashley

#### **Volume IV**

- Chapter 2 – Analytical Approach Paul or Steve
- Chapter 3 – IWA Methods Tom
- Chapter 4 – EDT Inputs Cleve

#### **Miscellaneous**

- Synthesis of other parts of the July 24<sup>th</sup> version Jim

The group agreed to the following timeline for reviewing the document:

- August 19 – comments from all TRT members on all sections of July 24<sup>th</sup> document [Note: comments should be emailed to the entire TRT and copied to JJ for posting on DocuShare].

- August 29 – synthesis documents from lead TRT members.
- September 5 – review of Synthesis document by all TRT members.
- Early September – call/meeting to get consensus on outstanding issues (if necessary).
- September 12 – final TRT comments on July 24<sup>th</sup> document sent to LCFRB.

<b>Action Items – Review of LCFRB Technical Foundation</b>	<b>Who</b>	<b>When</b>
1. Obtain specific questions regarding review from Ray Beamsdorfer.	Paul McElhany	ASAP
2. Distribute July 24 <sup>th</sup> version of Technical Foundation document.	LCFRB (Paul McElhany distribute to TRT)	Thursday, July 24
3. Submit comments on all sections of the document.	All TRT members	Tuesday, August 19
4. Submit Synthesis of comments by section.	Lead TRT members (noted above)	Friday, August 29
5. Review Synthesis documents for acceptability.	All TRT members	Friday, September 5
6. Discuss issues/questions with Synthesis document (only if necessary).	All TRT members	TRT meeting or conference call before September 12
7. Submit final TRT comments on July 24 <sup>th</sup> document to LCFRB.	Paul McElhany	Friday, September 12

## **II. EVALUATING POPULATION STATUS IN WASHINGTON AND OREGON**

Paul McElhany and Patty Dornbusch gave the members an update on activities taking place in Washington and Oregon. Specifically, they described their meeting the day before with ODFW and the organizations taking the lead on subbasin planning in Oregon including the City of Portland, Hood River Conservation District, LCREP, Portland Water Bureau, and WRI. The TRT discussed the timeline for evaluating population status in the various subbasins as well as their ability to obtain the data necessary to effectively accomplish the task. In conclusion, the group agreed to evaluate all populations in Washington and Oregon.

For Washington’s populations, the group recognized a lot of work had already been accomplished and the primary step would be pulling together information into the individual population data templates. Paul McElhany indicated the NWFSC could take the lead in developing these, but would look for assistance from the LCFRB generally as well as Steward and Associates on the habitat criteria. The TRT agreed their goal for the Washington populations is to complete all individual data templates by September 30<sup>th</sup> and all evaluations by the end of October.

For Oregon’s populations, TRT members recognized they would need to do more work in obtaining the necessary information for the individual population data templates, particularly for the habitat criteria. Paul McElhany again indicated the NWFSC could take the lead in developing these, but in this case would need to look for assistance from the ODFW and the subbasin

planning organizations. The TRT agreed their goal for the Oregon populations is to complete all individual data templates by October 31<sup>st</sup> and all evaluations by the end of November.

When discussing the habitat criteria, TRT members identified a number of ongoing activities that would likely be helpful, but noted it was not clear how complete they all were and how they could be integrated. These included the efforts to identify critical habitat by NOAA Fisheries Regional office, 7 Watershed Assessments, Section 303 analysis, EMAP efforts, presence/absence data, and information from Stan’s work and Ashley’s work. TRT members indicated it would be helpful to summarize the available data first and then decide what to compile in the data templates. Patty Dornbusch agreed to take the lead in defining the landscape of activities taking place. In addition, Paul McElhany agreed to assess whether NOAA could obtain funding to engage a subcontractor to develop the habitat criteria sections for each population. He also agreed to consider who would take the lead in coordinating the gathering of information for each population and communicating with the various subbasin planning organizations.

Leads for Development of the Data Template Components for the Washington Populations:

- Abundance and Productivity Paul, NOAA Fisheries and LCFRB
- Diversity Jim, NOAA Fisheries and LCFRB
- Spatial Structure Paul, NOAA Fisheries and LCFRB
- Habitat Cleve, Paul, NOAA Fisheries

Leads for Development of the Data Template Components for the Oregon Populations:

- Abundance and Productivity Paul, NOAA Fisheries, ODFW, and subbasins
- Diversity Jim, NOAA Fisheries, ODFW, and subbasins
- Spatial Structure Paul, NOAA Fisheries, ODFW, and subbasins
- Habitat Paul (and ?), NOAA Fisheries, and subbasins

<b>Action Items – Evaluating Population Status in Washington</b>	<b>Who</b>	<b>When</b>
8. Confirm LCFRB interest and ability to assist in developing data templates for all populations.	Paul McElhany	ASAP
9. Organize A/P, diversity, and spatial information.	NWFSC (Paul McElhany and Jim Myers)	September 20
10. Organize habitat information.	Cleve Steward	September 20
11. Develop population data templates for review by TRT members.	NWFSC (Paul McElhany)	September 30
12. Evaluate all Washington populations.	All TRT members	October TRT meeting
<b>Action Items – Evaluating Population Status in Oregon</b>	<b>Who</b>	<b>When</b>
13. Confirm ODFW interest and ability to assist in developing data templates for all populations.	Paul McElhany	ASAP

14. Assess available habitat information and ongoing efforts (e.g., critical habitat, watershed assessments).	Patty Dornbusch	ASAP
15. Maintain contact with ODFW and subbasin planners.	Paul McElhany and Patty Dornbusch	Ongoing
16. Identify a lead/approach to developing habitat criteria sections.	Paul McElhany	ASAP
17. Organize A/P, diversity, and spatial information.	NWFSC (Paul McElhany and Jim Myers)	October 20
18. Organize habitat information.	TBD	October 20
19. Develop population data templates for review by TRT members.	NWFSC (Paul McElhany)	October 31
20. Evaluate all Oregon populations.	All TRT members	November TRT meeting

### III. REVISING THE DATA AND ANALYSIS TEMPLATE

The TRT members agreed that they were comfortable with the draft Data and Analysis Template distributed prior to the meeting as the version to guide development of the individual population templates for Washington and Oregon. They also noted that the experience over the next few months would undoubtedly lead to some modifications.

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#### TRT Members in Attendance:

- Craig Busack (by phone)
- Steve Kolmes
- Paul McElhany
- Jim Myers
- Cleve Steward
- Tim Whitesel

#### Others in Attendance:

- Jeff Breckel, LCFRB
- Paul De Morgan, RESOLVE
- Patty Dornbusch, NOAA Fisheries
- Phil Trask, LCFRB
- J.J. Westfall, NOAA Fisheries