

Southeast Alaska Fish Habitat Partnership  
Interim Steering Committee Meeting Summary  
September 11, 2012

SEAKFHP Interim Steering Committee Members present:

- Trout Unlimited - Mark Kaelke, Meeting Chair and Interim Steering Committee Co-chair
- USFWS - Neil Stichert, Interim Steering Committee Co-chair
- The Nature Conservancy – Christine Woll for Norman Cohen
- USFS –Sheila Jacobson
- NOAA – Linda Shaw for Cindy Hartmann Moore
- ADEC – Brock Tabor
- ADF&G – Roger Harding and Jeff Nichols
- Southeast Alaska Watershed Coalition – Jessica Kayser

Advisors and guests present:

- SEAKFHP Coordinator: Debbie Hart
- ADF&G NFHP Coordinator: Sue Rodman

Welcome and Introductions – Mark Kaelke sat in as meeting chair and provided welcoming comments including recognizing the recent meeting hosted by the Partnership on September 7<sup>th</sup> applauding the success of the outreach effort and thanking meeting organizers and presenters. Mark welcomed Christine Woll spatial ecologist for TNC who sat in for Norman Cohen and Linda Shaw from the NOAA Office of Habitat who sat in for Cindy Hartmann Moore.

Agenda and Meeting Objectives – Debbie provided a brief review of the agenda and outlined the objectives for the meeting which included the following:

- *Review the SEAKFHP founding bylaws document and consider for final adoption*
- *Discuss recent and future SEAKFHP sponsored events*
- *Gain insight from other Alaska FHP strategic planning processes and discuss options for the SEAKFHP strategic planning process.*

Debbie recommended adding an update of the recent WNTI meeting to the agenda; both Sue Rodman and Roger Harding attended and provided the update.

Western Native Trout Initiative Meeting Update – Sue Rodman and Roger Harding participated in the WNTI meeting held in Portland September 5<sup>th</sup> -7<sup>th</sup>. Sue and Roger provided a brief update on meeting discussion topics highlighting the following:

- A subcommittee was formed to review and develop a robust set of criteria for prioritizing WNTI funding proposals. Sue sat in on this subcommittee and shared that great improvements have been made to the WNTI proposal review process and that at some point this new criteria may be beneficial for the SEAKFHP to review and adopt a similar methodology if funding proposals are available for the Partnership to provide.
- Sue discussed a new small granting program (total of 15k; ~3K/project) that WNTI is now administering targeting small restoration and educational projects. Roger gave some description of the projects that were funded including TU's adopt a trout program (classroom adopts a radio-tagged trout and follows its movements), a local fish derby and a pit-tagging project.
- WNTI has hired a "Director of Strategic Planning" to concentrate on raising private funds from groups such as Patagonia to help support grant projects beyond the resources available through NFHP funding. Roger added that WNTI recently qualified as a

candidate organization under the 1% For the Planet funding program (<http://www.onepercentfortheplanet.org/en/>).

- The coastal cutthroat trout working group, which is supported by the Pacific States Marine Fisheries Commission (PSMFC), will probably be submitting a WNTI grant proposal to help fund an effort to develop range-wide “conservation plan”. This may provide an opportunity for the SEAKFHP to collaborate with this effort.

Several additional trout and char species found in Alaska were added to WNTI as part of updating their strategic plan. The added species include arctic char, lake trout, Dolly Varden, coastal rainbow trout, Arctic grayling, and kokanee salmon. The addition of these species expands the opportunity for collaboration with SEAKFHP.

SEAKFHP Bylaws/Decision Effort – Over the last two months the ISC provided substantial edits to the SEAKFHP draft bylaws document. Version 7 was created based upon edits made during the August 9<sup>th</sup> ISC meeting and addition language changes added within Article VIII detailing the designated seat details for the SEAKFHP Steering Committee. Debbie encouraged the group to consider this version a final for now and re-address the bylaws again after the strategic planning process. She described that during the strategic planning process more than likely issues will arise that will need to be addressed in the bylaws and that this draft provides a strong foundation for the Partnership and finalizing them now will help the Partnership make progress in beginning the strategic planning process as well as encourage new partners to join.

Mark Kaelke put forth a motion to adopt the bylaws. Neil and Roger seconded the motion. It was opened for discussion and a few amendments to the draft were discussed. Linda asked if the group would consider broadening the language under Article IV (Partnership Purpose) to include marine fish species and shared her interest to discuss with the group during the strategic planning process whether or not marine species such as abalone may be included in the Partnership’s scope. Roger recommended adding brief language to Article VIII Section 2 to discuss direction of duties in the event the Partnership did not have a coordinator. Roger also suggested adding reference specifically to other National Fish Habitat Partnerships under a bullet in Article VIII Section 4. Sue requested we review how the National Fish Habitat Board is abbreviated and amend the bylaws accordingly. With these edits the group unanimously agreed to finalize the bylaws.

With the bylaws adopted the Interim Steering Committee now forms the SEAKFHP Steering Committee. Dedicated seats are filled by USFWS, USFS, NOAA, ADF&G, ADEC, and the Southeast Alaska Watershed Coalition. Filled non-dedicated seats are held by Trout Unlimited and The Nature Conservancy. Three open seats are now available – 1 seat for a tribal entity, 1 seat for a municipal or local government entity and 1 At-large seat. A discussion of staggered terms for the non-standing seats and soliciting interest for the unfilled seats will be discussed during the first formal meeting of the SEAKFHP Steering Committee in October. **ACTION ITEM - A final copy of the SEAKFHP Bylaws will be distributed to Steering Committee members.**

SEAKFHP Sponsored Event Updates – The group discussed 3 SEAKFHP sponsored events.

September 7<sup>th</sup> Funding Meeting - The SEAKFHP sponsored an event September 7<sup>th</sup> titled: Fish Habitat Funding Prospects in Southeast Alaska and Opportunities for Regional Collaboration. A total of 33 participants attended the teleconferenced meeting, including 9 in person at the ADF&G Conference Room. In addition to teleconference services the meeting was hosted using a web conferencing service with 11 participants taking advantage of that opportunity. Four guest presenters shared upcoming fish habitat funding opportunities, these included Brock Tabor from DEC/ACWA, Norman Cohen from TNC, Debbie Maas from ADF&G/AKSSF and

Erika Ammann from NOAA. After the funding program presentations participants discussed project proposal ideas and their needs and ideas for collaboration. Neil shared that he received positive feedback from participants and would recommend the Partnership pursue similar events in the future perhaps looking to host some form of monthly or occasional webinar on a topic of interest. He sees this collaborative service as something the Partnership can provide and be used by SEAKFHP Partners to help get information out on their programs and activities. Debbie noted the comment made by Jess in the discussion regarding the challenge smaller conservation groups are experiencing with these larger funding opportunities, in essence not being able to apply because of various administrative reasons. This was briefly discussed and the group agreed at some point this may be an issue the Partnership could try to address more formally. This was added to the Steering Committee's parking lot discussion items for future reference. **ACTION ITEM – add this item to the parking lot.**

Dr. Lackey's Presentation - Debbie provided an update on Dr. Lackey's evening lecture presentation being planned for Friday, November 9<sup>th</sup>. Travel details and presentation focus items have been discussed with Dr. Lackey. Mark suggested making a follow-up with Dr. Lackey soon to help him prepare his presentation for a Southeast Alaska audience. Debbie asked two requests from the group – first provide guidance on the venue and second weigh in on having Partner tables at the event. After some discussion on venue needs the group suggested holding the lecture at Centennial Hall. The group agreed Partner table opportunities were worth considering and Debbie will follow-up with details and requests to SEAKFHP partners. **Action Item: Debbie will confirm the venue, Neil will provide funding to cover the venue cost and Debbie will solicit Partner table interest for the November 9<sup>th</sup> event.**

Spring 2013 Symposium - Debbie reminded the group of the symposium event Jess and the Southeast Alaska Watershed Coalition are planning for the spring of 2013. Jess provided updates including that the dates they are considering are in April and that she is working closely with Karen Hardigg on focus topics. She requested the Partnership consider being part of the symposium. Neil suggested they consider holding the conference a little earlier in the spring, perhaps in March to better accommodate possible presenter schedules. Mark offered to talk with Karen and share ideas on how the SEAKFHP may be able to assist. The group also discussed SeaAlaska's interest in hosting a symposium in the spring as well and wondered if the two events may work well together. Mark mentioned he was meeting with Ron the next day and would provide feedback to the group on partnership opportunities with them as well. **ACTION ITEM: Mark will confer with Karen Hardigg and SeaAlaska regarding spring 2013 symposium.**

SEAKFHP Logo and Web Presence: Neil provided a brief update to the group on the SEAKFHP logo; he is outreaching to local contractors and will be pursuing some draft logo designs for the committee to consider in addition to working with a contractor for development of the Partnership's web site. More details should be coming out soon.

SEAKFHP Strategic Planning: Debbie started the strategic planning discussion by revisiting the action items on strategic planning that were developed at the last ISC meeting in August. The group had recommended pursuing a two-day workshop to begin the process but follow-up to email requests to set a date indicated a need to take a step back and work with the group again on setting a process for beginning the strategic planning process.

Debbie shared some words of wisdom she gained from her outreach to other Alaska FHPs regarding their efforts with strategic planning. She shared that both the Mat-Su and Kenai FHPs were finding good success using the TNC CAP process and highlighted the web tools for use with this process. She also noted some of the tips and traps she gained in talking with Jeff Anderson from the Kenai FHP. They are using a coach for the CAP process and are taking a more strategic approach to development of their revised plan. Debbie also highlighted the Pacific Marine and Estuarine FHP's recent strategic planning effort and noted that their plan takes into consideration the most up to date National Fish Habitat Board guidance and is the

most recent FHP strategic plan available. Debbie will continue to outreach to Robert Ruffner at the Kenai FHP and Corrine Smith at the Mat-Su FHP. Neil also suggested contacting David Wigglesworth for some of his insights.

Mark recommended the group create a plan to stay on task and asked Debbie to outline two different paths the SEAKFHP may take to get started on strategic planning. She shared two concepts for beginning one that is initiated by a larger group to focus the outline of the plan and a second that uses a smaller group to do this initial task.

Sue provided guidance in requesting the group consider what sort of timeline they see this process/final outcome needing and also taking note of the resources that are available. In respect to the timeline question Neil suggested that the group work to develop a formative draft by the spring symposium date (March or April of 2013). The group appeared to agree with this suggestion. Linda expressed interest in beginning with a smaller subcommittee. Sue suggested utilizing a survey to help get information from a broader group that could help expedite certain aspects of beginning the process and that could be used by a smaller group if that was the choice taken. This suggestion was well received by the group and most appeared to support a smaller group to initiate the strategic planning process.

Mark recommended creating a survey to flush out the process in more detail and from there build on questions that may be shared via a survey to a larger group for developing the outline for the strategic plan. Debbie will work with Roger, Jess and Sue on developing these surveys and get them sent out to Steering Committee members (and others) before the end of September. From feedback on the process survey a strategic planning meeting planned for mid-October will be fleshed out. Debbie will send out a Doodle Poll requesting availability for both the next Steering Committee meeting and possible strategic planning session, both to be scheduled near each other in case folks from out of the Juneau area can travel to attend both.

**ACTION ITEM – Debbie will work with Roger, Sue and Jess on developing a survey to flesh out the strategic planning process and begin getting some outline information for the plan.**

Debbie noted that one of the steps within the strategic planning process is to outreach to the NFHP Science and Data Committee – she suggested adding formation of the SEAKFHP Science and Data Committee to the October SC meeting agenda. She also noted that since the bylaws are now complete the next meeting will be the first one with the formal SEAKFHP Steering Committee. **ACTION ITEM – Debbie will send email to SC for regular monthly meeting and strategic planning meeting both to occur in mid-October.**

#### Outlook to future SEAKFHP meetings and tasks:

- **Upcoming Dates**
  - NFH Partnership Committee – FHP meeting – September 27, 2012
  - Strategic planning process survey for SC – late September
  - Strategic planning survey on SEAKFHP goals, objectives, actions for Partners and others – early-October
  - SEAKFHP Steering Committee – mid-October
  - SEAKFHP Strategic Planning meeting – mid-October
  - National Fish Habitat Board Meeting – October 16 and 17
  - SEAKFHP sponsored event – Dr. Lackey lecture – November 9th
- **Parking Lot Items**
  - Future discussion needed on advocacy
  - Future discussion needed on SEAKFHP forest component role
  - Future discussion needed on the overlaps between upland restoration and riparian/in-stream projects. Should SEAKFHP integrate or segregate it's focus?
  - Future discussion needed on how SEAKFHP will approach transboundary issues

- Future discussion needed on how SEAKFHP may support smaller conservation groups compete for available funding in light of administrative/grant requirements
- **Pending Action Items**
  - Debbie will incorporate edits to bylaws and submit final adopted version to SC
  - Regarding Dr. Lackey's presentation November 9<sup>th</sup>, Debbie will confirm venue, Neil will cover venue costs, Debbie will solicit partner table interest for the event
  - Mark will confer with Karen Hardigg and SeaAlaska regarding collaboration at spring 2013 symposium
  - Neil will follow-up with details on the SEAKFHP Logo and web site progress
  - Debbie will work with Roger, Jess and Sue on developing a survey to flesh out the strategic planning process and initial outline for the plan
  - Debbie will send a doodle poll to SC members to schedule the next regular SC meeting and recommendations for a strategic planning meeting date
  - Debbie will follow-up with the Kenai FHP regarding current revisions to their strategic plan
  - Debbie will solicit strategic planning materials from SEAKFHP organizations and others
  - (Seek update on) Request to All AK FHP Committee to form an Alaska wide Science and Data Committee