

Project Name	Cowlitz Restoration and Recovery (CRR) subcommittee charter
Date Proposal Submitted	8/31/2017
Date of Requested Decision	9/07/2017
Completed By	Florian Leischner

FTC Decision and Justification

Proposed Decision or Consideration
Approve the below CRR Charter as submitted to the FTC on 5/30/2017 and revised slightly by the CRR subcommittee at their 8/15/2017 meeting. The Charter is included in the body of the background section of this document.

Background

Cowlitz Restoration & Recovery (CRR) FTC Sub-committee Team Charter

Directive:

The Cowlitz Fisheries Technical Committee (FTC) directs the CRR sub-committee to advise on development and management of the CRR program. The CRR program directs the expenditure of the in-lieu funds as defined in Article 3 of the Cowlitz Settlement Agreement toward recovery projects in the Upper Cowlitz Basin. The CRR sub-committee's primary functions are to:

Develop and document a process for management and distribution of the CRR Fund in accordance with the CRR Implementation Plan (2014). The Implementation Plan's goal is to protect and promote the restoration and recovery of listed Upper Cowlitz River Basin salmonid stocks.

Provide recommendations and guidance to the FTC for decision-making associated with the implementation and evaluation of the CRR Program.

Roles:

The CRR sub-committee operates as a recommending body to the FTC on implementation of the CRR program and strives to facilitate efficiency and an open flow of information for decision documentation and management of the program.

CRR sub-committee (sub-committee): The CRR sub-committee's role is to review materials and provide the FTC with CRR program recommendations and rationales for decision making.

Cowlitz Fisheries Technical Committee (FTC): The FTC will consider recommendations provided by the CRR sub-committee; and make CRR Program decisions such as CRR fund expenditures toward program implementation.

Tacoma Power Natural Resources (Tacoma): Tacoma will chair and staff the sub-committee, produce draft materials, and is responsible for communications and meeting logistics.

Scope of Work:

The CRR sub-committee will advise on development of process and procedure documents and make recommendations to the FTC for the following CRR program facilitation elements including but not limited to:

- Implementation strategy
- Habitat assessment plan
- Application materials
- Project proposal review, ranking, and funding recommendations
- Program evaluation and adaptive management

Membership:

The CRR sub-committee is open to all FTC members and technical representatives. As of May 2017, the core organizations on the sub-committee include:

<i>Organization</i>	<i>Contact</i>
Tacoma Power, Lead	Florian Leischner
NOAA Fisheries/NMFS	Michelle Day
Trout Unlimited	Paul Sparks
Washington Department of Fish and Wildlife	Peggy Miller
Lower Columbia Fish Recovery Board	Steve Manlow
Cowlitz Indian Tribe	Rudy Salakory
Lewis County	Ann Weckbeck

FTC and technical representatives may participate as interested or be added as a core member.

Meetings:

The CRR sub-committee meeting is scheduled for the third Tuesday of the month. The sub-committee will meet in person or by conference call. If there are no meeting topics to discuss, the meeting will be cancelled. An effort will be made to announce all CRR sub-committee meetings topics to the FTC and technical representatives 7 days before the meeting. Meetings will occur at key decision points to develop and review program guidance documents, evaluate alternatives, review emerging data, review project proposals, make funding recommendations, and assess program performance and needs. Additional meetings will be schedule as needed.

Summary notes for each sub-committee meeting will be prepared and made available to FTC members. The notes will include a summary of major discussion points, decisions discussed, alternatives considered, summary of progress on milestones, and next steps.

Recommendation Documentation:

Recommendation briefing memoranda, Decision Documents, and presentations will be prepared by the sub-committee and copies disseminated to the FTC one week in advance of FTC meetings as needed to support decision making for the program. All decision points will be formatted as a Decision Document and will be accompanied by a briefing memo. The CRR sub-committee strives for consensus decision making.

Briefing memos include a discussion of alternatives considered, a decision matrix, and a summary of recommendations, including if consensus was reached.

Coordination Need

The CRR subcommittee provides information and recommendation to the FTC. The CRR sub-committee meeting is scheduled for the third Tuesday of the month. FTC members and technical representatives may participate as interested or be added as a core member at any time.

Summary of Potential Impacts

The intent of the subcommittee is to streamline flow of information to the FTC relating to the CRR program.