

Project Name	SA Article 3: Cowlitz Restoration and Recovery (CRR) Hatchery-Associated Production (HAP) Subcommittee Charter
Date Proposal Summited	April 5, 2022
Date of Requested Decision ¹	May 3, 2022
Requested By	Melora Shelton
Date of Decision	May 10, 2022

¹ Decision will become final if committee members who were not present at this meeting do not oppose this proposed decision within 7 days

FTC Decision and Justification

The FTC approves the development of a subcommittee to develop the Hatchery Associated Production (HAP) element of the Cowlitz Restoration Recovery (CRR) program and the FTC approves the charter included in this decision document. This subcommittee will provide technical expertise in HAP to develop program guidance and ways to evaluate proposals for the HAP element of the CRR program. FTC members present at 5/3 FTC meeting included - WDFW, Ecology, Trout Unlimited, and Tacoma Power.

Proposed Decision for Consideration

The FTC technical representatives listed below (“Membership”) recommend that the FTC formalize a subcommittee to advise on hatchery-associated production (HAP) elements of the CRR program and approve the HAP Subcommittee Charter described herein.

Background

CRR Hatchery-Associated Production (HAP) Subcommittee Charter

Directive:

The Cowlitz Fisheries Technical Committee (FTC) directs the HAP subcommittee to inform HAP elements of the CRR program. The HAP subcommittee’s primary function is to provide recommendations and guidance to the FTC for decision making associated with the implementation and evaluation of the HAP elements CRR Program.

Roles:

The HAP subcommittee operates as a recommending body to the FTC on implementation of the HAP elements of the CRR program.

HAP subcommittee (subcommittee): The HAP subcommittee’s role is to develop and/or review materials and provide the FTC with HAP recommendations and rationales for decision making in support of the CRR program.

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

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

Scope of Work:

Anticipated tasks of the HAP subcommittee include but are not limited to:

- Collaborate/recommend to FTC HAP documents for approval
- Advise/review/provide feedback on HAP documents that may not require FTC approval
- Develop and / or provide assistance and technical expertise to potential project proponents
- Evaluate grant applications, recommend projects to FTC for funding
- Provide technical advice as needed during program development and implementation

Membership:

The CRR subcommittee is open to all FTC members and technical representatives. As of May 2021, Tacoma Power and WDFW are the core organizations represented in the subcommittee with representatives listed below. FTC and technical representatives may participate as interested or be added as a core member.

<i>Organization</i>	<i>Contact</i>
Tacoma Power, Facilitator	Melora Shelton
Tacoma Power	Travis Nelson
Tacoma Power	Eric Shoblom
Tacoma Power	Phil Sandstrom
Washington Department of Ecology	Anne Baxter
Washington Department of Fish and Wildlife	Brian Gale
Washington Department of Fish and Wildlife	Sam Gibbons
Washington Department of Fish and Wildlife	Peggy Miller

Meetings:

The HAP subcommittee committee will meet twice monthly. The subcommittee will meet in a virtual meeting platform, in-person meetings may be an option in the future. The primary meeting will be on the first Tuesday, following the monthly FTC meeting. The secondary meeting will be on the third Wednesday, as needed. If there are no meeting topics to discuss, no meeting will be held. An effort will be made to announce all HAP subcommittee topics to the FTC and technical representatives 7 days before the subcommittee meeting. Meetings will occur at key decision points to develop and review program guidance documents, review project proposals, and make funding recommendations. Additional meetings will be scheduled as needed.

Recommended documentation:

Summary notes for each subcommittee 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.

Subcommittee recommendations for FTC decisions will be formatted as a decision document and may be accompanied by a briefing memo and/or formal presentation. Decision documents will be prepared by the subcommittee and submitted to the FTC consistent with FTC protocols. Drafts of final decision documents will be distributed to the FTC one week in advance of FTC meetings as needed to support decision making for the HAP elements of the CRR program. The HAP subcommittee strives for consensus decision making and will include in any recommendation to the FTC whether consensus was reached among core members; if consensus is not reached all perspectives will be provided to the FTC.

Coordination Need

The HAP subcommittee provides documents, information, and recommendations to the FTC. The HAP subcommittee has two standing meetings: immediately following the FTC meeting (first Tuesday) and on the third Wednesday of the month. FTC members and technical representatives may participate as interested or be added as a core member at any time.

Summary

The intent of the subcommittee is to provide recommendations and guidance to the FTC for decision making associated with the implementation and evaluation of the HAP elements CRR Program.