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FINAL MEMORANDUM

To: Wells, Rocky Reach, and Rock Island HCP
Coordinating Committees **Date:** October 29, 2014

From: Michael Schiewe, Chair

Cc: Kristi Geris

Re: Final Action Items and Agreement Summary from October 28, 2014 HCP-CC
Conference Call

This memorandum provides a summary of action items, decisions, and documents out for review as agreed on at the Wells, Rocky Reach, and Rock Island Hydroelectric Projects Habitat Conservation Plans (HCP) Coordinating Committees meeting that met by conference call on Tuesday, October 28, 2014, from 9:30 am to 11:30 am. These action items include the following:

ACTION ITEM SUMMARY

- Coordinating Committees representatives will submit comments, or an email confirming “no comments,” on the Bailey Douglas PUD Land Use Permit Application to Tom Kahler no later than November 5, 2014 (Item I).
- Douglas PUD will provide a revised Methow River Coho Phase Designation Statement of Agreement (SOA), with the Colville Confederated Tribes’ (CCT’s) edits incorporated, to Kristi Geris for distribution to the Coordinating Committees; Douglas PUD will request approval of the revised SOA during the Coordinating Committees meeting on November 18, 2014 (Item II-A).
- Douglas PUD will provide the draft 2014 Wells Post-Season Bypass Report for review to Kristi Geris for distribution to the Coordinating Committees (Item II-B).
- Douglas PUD will provide the draft conceptual box design for the Wells Dam low-level fishway entrances to Kristi Geris for distribution to the Coordinating Committees (Item II-D).
- Douglas PUD will provide the current HCP Hatchery Committees and Coordinating Committees Chair candidate lists, including whether the respective candidate is also an Aquatic Settlement Workgroup (SWG) Chair candidate, to Kristi Geris for distribution to the Coordinating Committees (Item II-F).

- Coordinating Committees representatives will review the HCP Coordinating Committees Chair position documents, and will: 1) contact any additional qualified candidates to gauge interest in the position; 2) have interested candidates contact Mike Schiewe to discuss the responsibilities of the position; and 3) provide a résumé or curriculum vitae (CV) from interested candidates to Tom Kahler, Lance Keller, and Kristi Geris by November 4, 2014 (Item II-F).
- Chelan PUD will provide a draft SOA outlining completion of the Rocky Reach and Rock Island HCP requirements for conducting additional run-timing and species composition monitoring to verify that the normal bypass operating period (April 1 through August 31) is adequately protecting 95% of the spring and summer migrations of juvenile Plan Species (Item III-A).
- Kristi Geris will contact Julene McGregor (Douglas PUD Information System Staff) to request read-only access to the final document library on the HCP Hatchery Committees Extranet site for John Penny and Denise McCarver (Washington Department of Fish and Wildlife [WDFW], Eastbank Hatchery Staff), as approved by the Coordinating Committees (Item IV-A). *(Note: Geris sent an email to McGregor following the meeting on October 28, 2014, requesting access for Penny and McCarver, as discussed.)*
- The next Coordinating Committees meeting will be on **November 18, 2014**, and will be held by **conference call** (Item VI-A).
- The Coordinating Committees meeting scheduled for December 23, 2014, may be rescheduled to **December 16, 2014**, and may be held by **conference call**; which will be further discussed during the Coordinating Committees meeting on November 18, 2014 (Item VI-A).

DECISION SUMMARY

- The Coordinating Committees representatives present approved the HCP Hatchery Committees Approved Broodstock Collection Protocols SOA, as revised (Item I-D). *(Note: Kirk Truscott provided the CCT's approval of the SOA via email on October 24, 2014.)*

AGREEMENTS

- Coordinating Committees representatives present agreed to provide John Penny and Denise McCarver read-only access to the final document library on the HCP Hatchery Committees Extranet site (Item IV-A).
- Coordinating Committees representatives present agreed that once the Coordinating Committees approve HCP Extranet site access for a particular position (e.g., Hatchery Complex Manager or Hatchery Monitoring and Evaluation [M&E] Support Staff), succeeding staff filling those positions will be granted HCP Extranet site access without requiring an additional review and approval process (Item IV-A).

REVIEW ITEMS

- Kristi Geris sent an email to the Coordinating Committees on September 4, 2014, notifying them that the Bailey Douglas PUD Land Use Permit Application is out for a 60-day review period. Comments, or an email confirming “no comments,” are due to Tom Kahler no later than Wednesday, November 5, 2014 (Item I).
- Kristi Geris sent an email to the Coordinating Committees prior to the meeting on October 28, 2014, notifying them that the draft Rocky Reach and Rock Island 2014 Fish Spill Report is out for review. Edits and comments are due to Lance Keller prior to the Coordinating Committees meeting on November 18, 2014, when Chelan PUD will request approval of the report (Item III-B).

DOCUMENTS FINALIZED

- There are no documents that have been recently finalized.