



Steering Committee Meeting
Tuesday, March 14, 2023 1:30 – 4 pm
Hybrid: In-person/remote meeting
ADF&G Palmer Office, 1800 Glenn Highway, Palmer, Suite 4
Join via Teams: [Click here to join the meeting](#)
Meeting ID: 253 681 971 882
Passcode: ZiPYnH
Or call in [+1 571-447-9184](tel:+15714479184) .99167576#

AGENDA

Facilitator: Michael Mazzacavallo

Notetaker: Matt Varner

- Approve November, 2022 Steering Committee Meeting Notes (5 min)

Attendees: Jessica S., Margaret S., Laura P., Trent L, Eric B., Michael M, Erin L., Matt V, Theo G., Laurie S.

**Approved Meeting Notes for November*

Partnership Business

- FY24 Proposal Review for National Fish Habitat Partnership funded projects
 - Update on status of FY23 projects and FY24 process (Jessica) (5 min)
 - *Trent –FWS regional office expecting partner funds soon, so anticipating allocating fund to partners via cooperative agreements soon as well*
 - *Jessica - NFHAP board word is that more than half of the partnership projects should be funded in FY23*
 - Discussion of FY24 proposals (Laura Pevan) (85 min)
 - *Michael – proposals and scoresheets went out in early March...reminder that final scores are due back to Jessica on 3/16.*

**Laura P – provided a high level overview of the proposals and SDC feedback*

Stream Ecology Proposal – Knik Tribe – no flags identified by the SDC...strengths (connection with school, indigenous knowledge, capacity building). Matt V – how would riparian management benefit from this project (are we determining that some riparian areas along these priority streams are somehow a lower priority for protection)? ...what methods would specifically be used to assess conditions and prioritize stream and riparian area (several methods are noted e.g., BLM AIM, SVAP, etc)?...would the development of something like a stream quantification tool provide more value to the partnership? Margaret – prioritizing areas is something that was highlighted during the symposium and this proposal hits those marks. Jessica – consider what priorities this proposal would address since high, medium, low priorities application would influence the score.

Coal Creek FPP – MSB – no flags...strengths (red culvert would be addressed, high

cost share)

Protecting habitat from AIS – TTCD - no flags... strengths (fills gap with lack of collaborative network on AIS in the Mat-Su)

Stream Temp/Water Quality Sampling on Eklutna – NVE – no flags...strengths (would provide additional baseline data to use after restoration treatments)...Eric – where there any technical concerns (Laura – questions were addressed)...Michael – were there any concerns about the budget? (Laura – budget was updated)

Homebuilding in Salmon Country – CVTC – no flags...strengths (indirect benefits to salmon habitats)...Matt V – the DEC CGP requires SWPPPs for most construction (>1 acre) and it would be nice to include additional recommendations for SWPP BMPs near salmon streams...Margaret – really supports the project based on many of the issues facing the MSB (riparian set-backs)...

Coordinator Position – TU – high priority for the partnership...unanimous support from steering committee

***Jessica – initial rankings due on 3/16...need to schedule a short meeting on 3/20 @ 1515-1545hrs to finalize the ranked list.*

- Proposed 2023 Riparian Planting Day location (Michael, Eric) (15 min)
 - Discussion and decision
 - *Michael – event last year in Big Lake was a big success...explored a 2023 site on Montana Creek on Yoder Rd...working with SRC and TU to secure funding for the riparian planting event.*
 - *Eric – excited about the project and revegetating the riprapped bank*
 - *Matt – is the riprap going to be removed to help with revegetation?*
 - *Michael – riprapped area will be top dressed and revegetated...planting of potted trees in voids of riprap...*
 - *Margaret – going to do a presentation to Talkeetna community...*
 - *Matt -have folks explored alternatives to riprapping (e.g., J-hook vanes, etc)*
 - *Michael – not really based on FEMA aspects of the riprapping and lack of remaining issues*

Committee and Working Group Updates (10 min)

- Science and Data (Laura Pevan or Jessica)
 - *Laura - no additional report out beyond notes at the bottom of the agenda*
- Outreach (Eric)
 - *Eric – no additional report out beyond notes at the bottom of the agenda*
- Symposium (Jessica)
 - *Michael - Notes at the bottom of the agenda – confirmed post- symposium F2F meeting*
- Capacity and Development
 - *Eric – no additional report out beyond notes at the bottom of the agenda*
- Science to Conservation Outcomes working group (Jessica)
 - *Michael – no additional report out beyond notes at the bottom of the agenda*

Introduction to Salmon Watershed Stewardship Project. Erin Larson, UAA Center for Conservation Science (15 min)

**Erin – Congressionally directed funding...middle of year 1...3 objectives (outreach, initiate monitoring frameworks related to salmon in FW and nearshore areas, interactive explorer of data in*

Cook Inlet)....key workshop ideas - how to analyze or visualize data from loggers quickly, how to develop a QAPP...would like plan a joint Cook Inlet wide (Kenai and Mat-Su FHPs) salmon habitat science symposium maybe every 5 years...still need to touch base with Tyonek...idea of a joint meeting came up in the past...lots of details (duration of meeting, frequency, structure, etc) need to be worked out but trying to gauge initial reactions from the SC...

**Theo – maybe creating an intermediate forum for engagement (AFE, etc) would be helpful between 5-year cycles...*

**Erin – Kenai FHP SC seem interested...need input on how to better share information across Cook Inlet*

Other Updates (20 min)

- National updates
 - Bipartisan Infrastructure Law or other funding
 - *Michael – sport/rec fish passage proposals submitted to FWS FP/NHA AOP NOFOs. FWS had several proposals from the MatSu (TTCD, Knik Tribe/MSB, ADFG/Knik Tribe, CVTC) NHT AOP had 2 proposals (DOT – for several Denali Highway culverts, Knik/MSB)*
 - *Trent – great submissions from Alaska that should fare well nationally...no word yet from HQ. A lot of work to manage the volume of funding opportunities and capacity to manage projects remains a concern, so FWS may be able to add a position within their program.*
 - *Theo and Laurie expressed appreciation for support in developing proposals*
 - Any other key NFHP updates
 - *Michael - New chair – TBA, FHPs need to reapply to Congress for approval according to ACE Act*
- Partner updates
 - *Michael – ADFG backfilled old position (Amy L)*
 - *Matt – Gravel to Gravel Initiative – Habitat Assessment project in AYK which may be a model for other areas of the state moving forward*
 - *Laurie – hired Andy Wizik....working on a big culvert project and dealing with cost estimate with fluctuating material prices(if SC have suggestions on how to account for that please reach out) ...Nikiski has submitted a proposal for creating an advisory group for natural resource management for an area that include Tyonek lands. This proposal may result in a precedent...Elodea Rodeo is planned for July (Big Lake bioblitz). In need of more boats, protocols, and potential assistance....*
 - *Theo – have field training planned with FWS as well as a willow planting demonstration...want to develop more training related to BMPs and staff needs...working with Native Alaskans Fish and Wildlife Society to develop training on a crosscut of activities...will be reaching out for potential guest speakers.*
 - *Eric – Eklutna Lake event (Cocoa with Cohos) this week (2-6pm, Thursday)...3/23 – TU spring shindig at 49th State Brewing Company*
 - *Margaret – Sarah O’Neal presentation (see below)....working on appeal of the MSB riparian setback ordinance...following West Susitna Industrial Access project...April 11 – talk on western Susitna adventures ...*
 - *Trent – Nothing new to report*

Upcoming Events:

**Michael reviewed----*

- Ecology & Habitat of Salmon and Trout in the Susitna Basin Recreation Rivers: Sarah O’Neal and TU. March 14th, 6pm, Zoom. Part of SRC Winter Speaker Series. [Register.](#)

Thriving fish, healthy habitats, & vital communities in the Mat-Su Basin

- Tentative meeting schedule to review MSB proposed waterbody setback code changes OR 23-002:
 - March 20: A public hearing on OR 23-002 will be held by the Planning Commission followed by PC advisory action.
 - April 4: OR 23-002 will be introduced at the MSB Assembly meeting.
 - April 18: A public hearing on OR 23-002 will be held by the MSB Assembly followed by Assembly action.
- Susitna Basin Recreation Rivers Advisory Board work session, Tuesday, March 14, 2023 from 10:30 AM to 4:00 PM, MSB Building, Palmer.
- American Fisheries Society [Alaska Chapter Meeting](#), March 27 – 31st, Fairbanks
- Alaska Invasive Species Partnership monthly meeting, April 5th.

Next meeting:

- Tuesday, May 9th 1:30-4pm. Virtual.

Facilitator: Melissa/Margaret

Notetaker: Theo

Committee Updates (*find list of committee members [here](#)*)

- Science and Data
 - Committee provided technical review for FY24 funding proposals and solicited applicants for key questions about their applications.
 - There was one volunteer for the two co-chair seats (Laura Pevan of Chickaloon Village Traditional Council). SC can decide if it would like to approve a single chair leadership role for the committee. Laura largely offered to assist with meeting facilitation and general committee support.
- Outreach
 - Started planning for annual riparian planting day – proposing Montana Crk/Yoder Rd., Talkeetna. Met with range of partners already interested in this area (SRC, USFWS, ADFG). Knik Tribe is also willing to partner. Trout Unlimited submitted a funding proposal (NOAA Rec Fish) to support restoration work there. The Partnership is welcome to collaborate with this group to host its annual planting day on Montana Crk. Or it can choose a separate location.
 - AKFHP’s finalized some joint communication products – rack-card and brochure. New website is almost complete.
 - With Grant and Andy Wizik gone, we are recruiting for new members on this committee.
 - Committee will reconvene in April.
 - Please share updates for list-serve with Jessica for posting.
- Capacity and Development
 - Grant Robinson took a job with the Governor’s Office as Deputy Press Secretary. We are looking at other options to fill his role as Outreach Coordinator. NOAA has an intern who may be interested and available to contribute to Partnership events coordination and other outreach/operations needs. Thank you, Erika and NOAA.
- Symposium Planning
 - First planning meeting will be in March, 2023. We would benefit from one or two more committee members.
 - Tentative dates for 2023 are Monday and Tuesday, November 13th and 14th, at Palmer Depot.

- Another location TBD to host a Steering Committee meeting on Wednesday the 15th. Is the SC committed to a follow-up meeting the day following the Symposium? Lets confirm. We might be able to shift the event to Th/Fri if the SC does not want a follow-up meeting.
- Science to Conservation Outcomes
 - Sue Mauger completed her final report on “Building Habitat Resiliency for Chinook Salmon in the Deshka River Watershed”. It includes content about the pilot “Science to Conservation Outcomes” effort with the Mat-Su Salmon Partnership, Cook Inletkeeper and USFWS. [Find the report here.](#)
 - The working group plans to reconvene and work toward next steps outlined in the workplan, in March or April, 2023.

Mat-Su Basin Salmon Habitat Partnership Workplan
General Annual Workplan *with some 2023 Notes
 Task& Responsibility List & Timeline

TASKS	COMMENTS	COMPLETE /DEADLINE	RESPONSIBLE PARTY		
			Coordinator	Steering Committee	Other Committees or Broader Salmon Partnership
JANUARY					
Host At-large Steering Committee seat review	Typically, first week of January preceding Steering Committee meeting	1 st wk January	X	X	
Steering Committee meeting	<ul style="list-style-type: none"> • 2nd Tuesday of odd months 1:30 to 4pm. • Welcome & orient new Steering Committee members, science and data committee annual workplan 		X	X	Chairs Science & Data
Begin Partnership Progress Report	<ul style="list-style-type: none"> • This is either a NFHP progress report or when time and funding, a larger printed report. • Consider sharing progress highlights or NFHP report with list-serve. 		X		Outreach Committee
Outreach for NFHP RFP	<ul style="list-style-type: none"> • Ensure partners are aware of RFP, outreach to promote strong project submissions • Consider hosting a Q and A for NFHP RFP 		X		X
Start planning for spring and summer events	<ul style="list-style-type: none"> • Beginning events planning (community planting and site tour) • Confirm summer plans and capacity needs and how they will be filled 	planting Day: typically 1 st weekend in June Site tour; 3 rd /4 th Tues/wed or th in August	X		Outreach Committee

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Update Organizational Priorities	Addendum to Strategic Action Plan	January 2023	X	X	
Publish monthly e-newsletter					
FEBRUARY					
Partnership Progress Reporting	<ul style="list-style-type: none"> For National Fish Habitat Partnership and or Partnership 		X		Outreach Committee
Submit Proposal for Coordination and Outreach Funds	<ul style="list-style-type: none"> Partnership outreach and coordination funds proposal to FWS through NFHP program. 		X		
Begin planning for Salmon Symposium	<ul style="list-style-type: none"> Finish recruiting members and host 1st planning meeting 		X		Symposium planning committee
RFP closes, proposal review process begins	<ul style="list-style-type: none"> In Feb. share information and support partners with proposals SDC provides technical review 	RFP closes ~3 rd wk of February	X		
MARCH					
Continued RFP review and submission to NFHP Board	<ul style="list-style-type: none"> SC meets to discuss projects, reviews and ranks projects. Project report and ranked list of projects is completed and sent to the NFHP Board for recommended funding 	Reports due to NFHP Board March 31st	X	X	X
Steering Committee meeting	<ul style="list-style-type: none"> 2nd Tuesday of odd months 1:30 to 4pm. Proposal review Possibly in-person 		X	X	Chairs Science and Data
Possible confirmation re: previous yr NFHP funding	<ul style="list-style-type: none"> Throughout the year, communicate with applicants on ranking and status of their project 		X		

Updated 3/8/2023

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NFHP Partnerships Evaluation	This is an evaluation of effectiveness of fish habitat partnerships that occurs every three years. Evaluation years have been 2015 and 2018. <i>(With ACE ACT, no idea what is happening with this *Could turn this in to prepare for Congressional review.)</i>	Typically, due late March to May	X	X	
Start Planning Summer Site Tour	<ul style="list-style-type: none"> Start discussions at spring outreach committee meeting 		X		Outreach Committee
Continued planning riparian planting day	<ul style="list-style-type: none"> Roles, friend and fundraising as needed 	Event is June 3rd, 2023			
Report and project submission package to NFHP Board	<ul style="list-style-type: none"> According to ACE Act 	March 31	X	X	X
Reconvene Science to Conservation Outcomes working group	<ul style="list-style-type: none"> ID next steps and actions 		X		SDC Member Sue Mauger and FWS FHP Liaison
APRIL					
ID Strategic Plan Scoping process	<ul style="list-style-type: none"> Identify with SC - including timeline and implement steps 		X	X	
Publish Progress Report	<ul style="list-style-type: none"> As capacity allows 		X		Outreach Committee
Host 2nd Regional Fish Passage Meeting	<ul style="list-style-type: none"> Work with fish passage group to host 2nd meeting. These meetings may be hosted quarterly depending on partner input and funding/capacity to host. 	<i>Tentatively April</i>	X		<i>With fish passage working group</i>

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Conservation Outcomes – Cold Water Refugia	<ul style="list-style-type: none"> Continue supporting action steps from workplan 		X		SDC Member Sue Mauger and FWS FHP Liaison
Continued event planning	<ul style="list-style-type: none"> 		X		Outreach Committee and partners
Development planning/fundraising	<ul style="list-style-type: none"> Fundraising planning and action steps 		X	X	
Scoping for Stragic Plan Update	<ul style="list-style-type: none"> Develop plan and implement 		X	X	
MAY					
Steering Committee meeting	<ul style="list-style-type: none"> 2nd Tuesday of odd months 1:30 to 4pm. touch base on NFHP funding process so changes so can be approved at July meeting 		X	X	Chairs Science and Data
Implement summer outreach plans	<ul style="list-style-type: none"> Attend community and school events ie. Eg Machetanz Elementary School, sportsman’s shows, stream clean-ups? 		X		
Partnership Summer Site Tour	<ul style="list-style-type: none"> Confirm date for summer site tour and get key save-the-dates out as needed. Most years held 3rd week of August. 2018 was 3rd week of July for Chinook timing. 		X		Outreach Committee
JUNE					

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Partnership Summer Site Tour	<ul style="list-style-type: none"> Continue planning as needed 				
Host regional fish passage meeting	<ul style="list-style-type: none"> Host as needed 				
Symposium planning meeting	<ul style="list-style-type: none"> Milestones: date, location, general format and keynote speaker confirmed, significant fundraising has occurred. 	?	X		Symposium Planning Committee
JULY					
Steering Committee meeting	<ul style="list-style-type: none"> 2nd Tuesday of odd months 1:30 to 4pm. NFHP funds process and dates confirmed (confirm at Sept. meeting at latest) 		X	X	Science and Data Chairs
Symposium planning	<ul style="list-style-type: none"> Send out ‘save the date’ (if not already done) and update website Begin process to hire Symposium coordination support 	X	X		Symposium Planning Committee
Partnership Summer Site Tour	<ul style="list-style-type: none"> Continue planning as needed 		X		
Summer Outreach Activities	<ul style="list-style-type: none"> Elodeo – Elodea summer bioblitz 	July 18/19 tentative at Big Lk	X		Outreach Committee /Elodea working group
AUGUST					
Summer Site Tour	<ul style="list-style-type: none"> Host event Follow-up 		X	X	

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Symposium Planning	<ul style="list-style-type: none"> Hire contractor, send out symposium flyer, open registration and call for abstracts. Identify and contact guest speakers, evening event and any other associated activities confirmed. 		X		Symposium Planning Committee
SEPTEMBER					
Steering Committee meeting	<ul style="list-style-type: none"> 2nd Tuesday of odd months 1:30 to 4pm. NFHP funds process and dates confirmed (if not finalized at July meeting) 		X	X	
Symposium planning	Continued planning.		X		Symposium Planning Committee
OCTOBER					

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Symposium planning	Monitor abstract submissions, draft agenda, send reminders about registration online closing dates, organize volunteers, media, create updated materials for booklet.		X		Symposium Planning Committee
National Fish Habitat Partnership Coordinators Workshop	Periodic gathering of FHP coordinators and regional NFHP representatives. Coordinator attends and as funding allows, a steering committee member as well.	Typically October, in 2023 may be in December	X	X	
NOVEMBER					
Host Salmon Symposium	Typically in Palmer, generally 1 st to 3rd Wed and Thurs. in November <i>*2019 is November 13th and 14th at Palmer Depot.</i>		X	X	X
Steering Committee meeting	<ul style="list-style-type: none"> • 2nd Tuesday of odd months 1:30 to 4pm. • Depending on year and Symposium date, this meeting may be focused on RFP review, or be moved to an alternate date to accommodate Symposium 		X	X	
Announce any at-large seat vacancies to partnership	Announce to email list and at symposium	By mid-November	X		
Mat-Su Salmon Symposium follow up	<ul style="list-style-type: none"> • Thank- you's, media posting, posting online. • paying bills, post materials online, going through evaluation forms, updating forms and task lists with improvements for next year. 	1 week after 1 month after	X	X	X
DECEMBER					

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Open Request for Proposals for NFHP funds	<ul style="list-style-type: none"> Post on list-serve 	Target 1 st wk of Dec.			
Salmon Symposium	Any remaining follow-up: i.e., processing payments, posting presentations on website, summarizing evaluations or post-Symposium thank you letter to editor, updating forms and task lists.				
Outreach Plan	<ul style="list-style-type: none"> ID progress Update outreach plan, ready for SC review 	Draft for January SC meeting	X		Outreach Committee
Funding Report: Partnership Coordination and Outreach	<ul style="list-style-type: none"> Annual financial and programmatic reporting on NFHP funds typically due 	check	X		
Start planning for progress reporting	<ul style="list-style-type: none"> Reporting needs, reach out to partners with info request 		X		

GENERAL ACTIVITY:

- Website updates: monthly, or more frequently as needed
- Social Media: target is 3x/wk but varies widely
- Newsletters: Have been doing bulletins about once monthly. More substantive, 2x/yr might be more beneficial.
- Media:
 - Preceding Symposium & ideally letter to newspaper following
 - Announce annual NFHP funded projects
 - Community planting day
 - Other opportunities identified in annual outreach plan

OTHER/SPECIAL ACTIVITY in 2023

- Hosting regional fish passage meetings

Updated 3/8/2023

- Coordinating Science to Conservation Outcomes initiative
- Scoping for Strategic Plan update

STANDING MEETINGS *For most Partnership committees are held as needed

- NFHP – Coordinator calls (bi-monthly)
- AK FHP’s – 2x per year: fall and spring
- Partnership SC – second Tuesday of odd months, 1:30-4pm
- Other Partnership standing committees:
 1. Outreach
 2. Symposium planning
 3. Science and Data Committee – once or twice/yr (definitely for RFP review/late Feb/March).

Current adhoc committees:

4. Science to conservation outcomes
5. Regional fish passage meeting planning

ESSENTIAL FUNCTIONS:

- Annual Allocation Application/NFHP Project submission
- Facilitate RFP process
- Steering Committee Meetings
- Point of contact for public, National NFHP
- General partnership organizational functions – pay bills, budget, apply funding
- Maintain website

IMPORTANT FUNCTIONS:

- Host Annual Symposium
- Host Summer Site Tour
- Host Community Planting Day
- Monthly bulletins to the list-serve
- Progress reporting – to NFHP and/or more substantial printed progress report (2-4yrs)
- Track annual partnership progress

LESS-ESSENTIAL FUNCTIONS:

- Newsletters (2x/year) – (this is beyond bulletins)

Updated 3/8/2023

- Maintain social media presence
- Summer outreach at community events and school visits

*Other potential special activities (in 2023 hosting regional fish passage meetings, science to conservation outcomes initiative, scoping for strategic plan update).