**StreamNet Steering Committee**

**Tuesday, October 27, 2020**

***Final Meeting Notes***

**Agenda**

9:30 am Welcome and introductions (All)

9:45 am Steering Committee Member Updates

10:30 am PSMFC StreamNet staff updates

11:30 am Update on IJ funding to improve access to CAP Salmon and Steelhead data for NOAA

*Noon Lunch Break*

12:30 pm CAP Newsletter template and logo

1:00 pm EPA Exchange Network Grant for Hatchery Indicators HCAX update and next steps

1:15 pm BPA reports (Nancy)

1:30 pm Schedule 2021 late Feb/March SN Steering Committee meeting (All)

2:00 PM Adjourn

**Attendees**

PSMFC: Nancy Leonard, Mike Banach, Greg Wilke, Van Hare

NPCC: Mark Fritsch

NOAA-F: Mari Williams (PSMFC/NOAA-F)

WDFW: Brodie Cox, Michelle Groesbeck, Gregory Lippert

PNAMP: Jen Bayer

CAP Support: Tom Iverson (Tom K Iverson Natural Resource Consulting)

USFWS: John Netto, Doug Threloff,

ODFW: April Brenden-Locke, Mathew Oeder, Nadine Craft, Jim Ruzycki, Jacob Chambers

MFWP: Dawn Anderson

IDFG: Angie Schmidt, Evan Brown

CRITFC: Denise Kelsey (ITMD), Tami Wilkerson (Columbia Basin Fish and Wildlife Library)

Colville Tribes: John Arterburn, George Batten (Sitka Consulting)

BPA: Matt Schwartz, Tom Pansky

QW Consulting: Binh Quan

**Action Items**

* Nancy will send a doodle poll to the group to schedule the SN SC meeting in Feb/March 2021
* If you have photos to contribute for the CAP newsletter (that you have the rights to), let Nancy or Jen know.
* Nancy will modify the CAP participant logos on the fourth page of the newsletter as agreed to by the Steering Committee and add the requested question to the newsletter survey
* Nancy and Jen will include a way for people to opt out of receiving future issues of the CAP newsletter.
* CCT, IDFG, MFWP, WDFW to add 2020 cost share information into the file provided by Nancy and email it to Nancy by November 12th. , 2020 Nancy will enter the complete cost share data into Pisces on November 15th, 2020.

**Meeting Document**

* Agenda

**Notes**

*The PowerPoint presentation for this meeting will be posted on the StreamNet website along with these meeting notes.*

**Introductions**

* No changes made to the agenda
* Plan to shift virtual meetings from GoToMeeting to MS Teams next year once a phone line is available through MS Teams.

**Steering Committee Member Updates**

* WDFW: Work on stabilizing the fishing regulations App for Android devices. Work on web-based public interface for the spawning ground survey database that also submits data to the CAX. Developing a harvest App for commercial/port data using a NFWF grant. Renaming Work on sharing Puget Sound data with the CAX is being discussed with tribal coordinators from Puget Sound tribes. The WDFW Biological Data System (BDS) Team produced its first newsletter targeting internal audience and will share it with the group.
* PNAMP: Recent work is focused on Emerging Technologies Information Sessions (ETIS) webinar series in collaboration with StreamNet PSMFC staff. The ETIS is focusing on a different topic each month through February 2021. Work is also focused on preparing for how the Fish Monitoring Work Group will support CAP DES. Ongoing effort to continue improving monitoringresources.org and provide orientation and training as needed.
* MFWP: Ace Riverman will have been working on the StreamNet project for one-year in January 2021. Ace submitted his first data set to StreamNet in September 2020 and is working on improving the submittal process for MFWP by re-scripting some of their data exchange process. Ongoing work related to hydrography, providing GIS training for MFWP staff, and updating web mapping application codebase to ESRI. MFWP internal committee that prioritizes work is currently focused on licensing systems upgrade.
* NPCC: The NPCC adopted the final part of the 2020 Addendum to the 2014 Columbia Basin Fish and Wildlife Program in August 2020. Addendum Part 2 was adopted in January 2020, and Part 1 was adopted in August 2020. The amendment process ended in October 2020 with adoption of the findings. Staff is focused on the approach to build out the reporting process for Part 1 - – reporting against goals and objectives, starting with a focus on the data needed at the indicators level. This reporting will be relying on existing databases such as StreamNet and CAX for the information needed.
* CCT: Working on automating juvenile population estimates, and expecting to be done testing and start automation in 2021. Received funding from StreamNet Program through its IJFA funding to do the necessary work to flow spring Chinook 10j [ESA "experimental population"] data into the CAX for 2021. Will also be engaging in the hatchery indicator work through the CAP awarded EPA exchange network grant
* ODFW: April Brenden-Locke taking over on StreamNet Steering Committee for Cedric Cooney. ODFW is on track for CAX data submissions and have completed a new web application for submitting CAP data over the exchange network. Working on a plan to improve the Salmon Recovery Tracker, and also developed an internal system to show areas impacted by wildfires.
* BPA: BPA’s current strategic plan goes through 2023, and for now the plan is to keep costs flat during this period. StreamNet will need to start working on the new 2-year agreement for FY2022 and 2023. For FY2021, BPA added back some funding to StreamNet base budget, and made the transfers from the BPA-ODFW portfolio management discussions. These budgetary and contract modifications between PSMFC and BPA are now completed. BPA is also working on improving communications with NPCC on project and budget issues.
* IDFG: Filling some staffing vacancies, updated hydrography to tie in the stocking data and made updates to fish distribution data. Technical assistance and data requests to support analysis and publications have taken up a lot of staff time. Working with Wyoming on an online mapping tool for sucker distribution (Evan can send snapshot to the group). Applying the strategy of working smarter for developers which includes improving documentation, cross-training, and prioritizing using ESRI tools before choosing to invest in custom coding.
* CRITFC: Intertribal Data Monitoring Project helps the member tribes with data management and sharing with CAX. Meeting next week with tribal staff and StreamNet staff to facilitate the data exchange process. Library is closed to visitors but resources still available. Working on project to reconcile all the StreamNet source documents.
* NOAA: In the middle of a status review process and have used abundance and productivity data from CA. Working to bring in Puget Sound data. Mari estimated that about 90% of the status review data is coming from the CAX.
* PSMFC: Starting to look at refreshing web site to improve ease of finding information, maintenance, etc. Greg is developing new tabular tools.

**PSMFC StreamNet staff updates (see PowerPoint slides)**

* **Update on Tabular Queries**

Greg has been refreshing the trend query tool to improve functionality and to integrate within the website. The new query tool focuses on providing easy access to data, and using filters requested by users. Additional filters may be added in subsequent versions. A similar approach will be used to develop a tabular query for the CAX HLI data and for the Data Store. The new trend app should be live soon.

***Group Discussion:***

None

* **Update on DDT Charter Process (Mike)**

We are drafting a new DES Development Team (DDT) charter to describe the responsibilities and update processes. Having this document will make it easier for other groups joining the DDT to understand what is expected as members and to put in place a process to make it easier for data providers to track changes to the DES. We are also updating the 2003 version of the DES change process for adding new and revising existing DESs, so that it is current and will align with the DDT Charter. The draft charter and updated process will be shared with the StreamNet Steering Committee and CAP DDT for their input.

***Group Discussion:***

General input on draft charter: It’s been difficult to track what decisions are being made and why, and there has been a disconnect between the biologists and the data managers, and it would be good to see both sides included in this process to resolve that disconnect.

75% supermajority versus consensus for decisions in the charter and DES change process: If a 75% approach is used then the draft charter will need to clearly identify who is a voting party and that the quorum is met (needs to be spelled out in the document). Discussion around why to use 75% supermajority instead of consensus. Others chimed in that consensus would be best suited to the DDT process, and that "consensus" doesn't mean everyone agrees, just that no one objects. Planned slower, more deliberate timeline of actual adoption of DES changes can accommodate the different parties. Can request that those that dissent bring a suggestion so they can’t simply dissent and not help in finding a solution. In the end we had "consensus on consensus", so proposed 75% supermajority for DDT decisions is dropped. Action item: the draft charter will be modified to include a consensus approach, not supermajority.

Relationship between ExCom and DDT: What would happen if the team decided one way and the ExCom decided to go a different way? Response: the “go ahead” order starts with the ExCom, then the DDT works on it.

Who should Chair the DDT: One comment related to the title assigned to the SN staff leading the DDT. Suggestion that a better suited title may be DDT Coordinator instead of Chair. Chair of the group should be rotated through the members. Action item: decision to change the title from chair to DDT Coordinator is deferred to later.

Exception process: Is there a formal process for ‘exceptions’ for when a DDT member doesn’t agree with the rest? Response: In the past disagreements have been worked through, an alternative that works for the DDT member that disagrees implemented for that party, so in the past It has been worked through but it is not officially articulated in the draft charter.

* **Update on FMWG workgroup DES task**

The FMWG co-leads Marika Dobos (IDFG) and Russell Scranton (BPA) have been working with Jen Bayer, Nancy and Mike to prepare for the 2021 FMWG meeting. Work has been focused on making sure to get input from biologists, data managers prior to their first meeting by having them participate in pre-surveys.

***Group Discussion:***

John A would like to be included on the list of participants invited to the FMWG.

**Update on Interjurisdictional Fisheries Act (IJFA) funding received by StreamNet to improve access to Coordinated Assessments Partnership (CAP) Salmon and Steelhead data for NOAA**

* Proposal was submitted to improve access to specific data of interest to NOAA (spring Chinook 10j population, and Puget Sound populations). For the Puget Sound component, Nancy and Jen (CAP co-leads) are in the initial stages of conversation with WDFW and NOAA to figure out timing of outreach. Another component of the proposal deals with improving access to superpopulation data, including improving access through the new tabular query to be developed, and mapping query.

***Group Discussion:***

None

**CAP Newsletter and logo** (**see PowerPoint slides)**

* **Newsletter template and logo**

ExCom requested newsletter be developed to facilitate outreach and communication. The CAP Core Team has developed a four-page newsletter template with fixed amount of space allocated to text and images. Development of the newsletter also resulted in a need to create a CAP logo. The CAP Core Team has selected a logo. The final newsletter template and CAP logo selected by the CAP Core Team was discussed with the StreamNet Steering Committee.

***Group Discussion***

StreamNet Steering Committee had no objections to the newsletter template and the CAP logo proposed by the CAP Core Team.

How often will the newsletter be produced? Response: it will be sent out twice a year. First issue targeted for release in November 2020. Second issue to be released prior to HCAX workshop (April / May 2020)

Who will receive the newsletter? Response: Will be emailed to CAP Outreach Forum and posted on StreamNet web site.

* **CAP participant logos to include on the fourth page of the newsletter**

Discussion as to whether the logos of every CAX data provider should be included or if the logos should be limited to the tribal, state, federal, and consortia engaged in the CAP.

***Group Discussion***

Were the two consulting firms that submitted data to the CAX working for an agency or autonomously? Response: They received BPA funding to collect and submit these data.

If we include these two consulting firms should we include the other firms that are hired to support work related to CAP? Where do we draw the line? We need to clarify what it means to be a member versus a participant in CAP. This will help inform whose logo to include on what moving forward. Action item: Consultant logos will not be included on the newsletter at this time.

* **Reviewed newsletter survey questions**

The ExCom requested that a survey be included along with the first newsletter to receive feedback on how it can be improved and whether it is useful. The draft survey questions were shared for discussion with the StreamNet Steering Committee.

***Group Discussion***

Add question regarding who has used CAX and/or has heard of the CAP and the CAX. Action item: That question will be added to the survey.

Add an option or way for people to opt out of receiving future newsletter issues: Action item: Jen and Nancy will look at how that is handled by PNAMP and do something similar for the CAP Newsletter.

**EPA Exchange Network Grant for Hatchery Indicators HCAX update and next steps**

* WA GSRO was awarded a $399,998 EPA Exchange Network grant to be implemented through StreamNet and facilitated by PNAMP. It is intended to start the planning process for collecting/ sharing hatchery assessment indicators. Jen will work on outreach. WA GSRO is in process of subcontracting with PNAMP, StreamNet, CCT, and WDFW. Once the subcontracts are in place StreamNet will subcontract with IDFG and ODFW. CCT is subcontracting with Sitka.

The ExCom indicated in response to an email update on the grant that they would like an update on the HCAX tasks and processes. Given the overlap between PNAMP steering committee and ExCom members the CAP co-leads will attempt to schedule that update on the same day as the January 27th PNAMP SC meeting, and overlap with the PNAMP SC meeting agenda, so that an additional meeting is not needed. If the ExCom members who are not on the PNAMP SC are not available on that day a sperate meeting date will be identified.

***Group Discussion***

 None

**BPA Reports**

* **Cost Share Report for BPA**

Nancy will send the updated Excel file to CCT, WDFW, IDFG, ODFW, and MFWP today (Oct 27th) after this meeting. There are 3 Excel tabs in this file: instructions/definitions, 2020 cost share, and 2019 cost share reported.

Action items: add your 2020 cost share information into the file and email it to Nancy by November 12th. , 2020 Nancy will submit the cost share data to Pisces on November 15th, 2020.

***Group Discussion***

 None

* **Annual StreamNet Project Report for BPA**

Nancy will update the online form with questions that align with the report submitted last year. The link to the updated form will be sent in January for CCT, WDFW, IDFG, ODFW, MFWP to complete by early February. Goal is to have draft report ready prior to our 2021 Steering Committee meeting to address any issues prior to report submittal. Report due to BPA on April 4th.

***Group Discussion***

 None

**Schedule 2021 late Feb/March SN Steering Committee meeting**

***Group Discussion***

Avoid in the doodle poll the Emerging Technologies webinars that are scheduled on Wednesday afternoons in February, and also avoid the first Wednesday of each month.

Action Item: Nancy will send a doodle poll to the group to schedule the next StreamNet Steering Committee meeting in 2021.