

**Chehalis Basin Lead Entity
Habitat Work Group
January 9, 2015
Lewis County Conservation District, Chehalis**

Minutes

In attendance

Alice Rubin	Caprice Fasano	Lonnie Crumley
Amy Spoon	Chanele Holbrook	Miles Batchelder
Ann Weckback	Dustin Bilhimer	Miranda Plumb
Bob Amrine	Janet Strong	Rodney Lakey
Caitlin Guthrie	John Kliem	

Update on Filling Lead Entity Coordinator Position

The Lead Entity Coordinator, a shared position with the Chehalis Basin Partnership, will now work out of the offices the Chehalis Tribe. Grays Harbor County will continue to be the fiscal agent for the state funds that pay for the position. A committee is currently working at finalizing a job description and expects to advertise through a variety media in the near future. The goal is to get a person hired by early February, but extenuating circumstances probably will push it out to late February, early March. Getting a person on board as soon as possible is important for the upcoming Salmon Recovery Grant funding cycle.

Update on 2014 SFRB Funding

The SFRB funded the following from the Lead Entity Project list:

1. Black River Conservation – Ramos Acquisition (\$90,000)
2. Stevens Creek Fish Barrier Culvert Correction (\$155,226)
3. Delezenne Creek Fish Passage Restoration (\$200,000)
4. Schweikert Farm Acquisition (\$234,000)

Residual funding from the 2014 allocation to WRIAs 22 & 23 went to WRIA 24 for a bridge project.

RCO reports the Governor’s Budget is requesting \$40M for the next biennium.

Lessons Learned from 2014 Salmon Recovery Grant Funding Round

Positives

- Ranking process went well
- Good communication about the process
- Lots of good staff help from Jane
- The use of the Chehalis Tribe’s casino bus was a great help – kept everyone together and allowed discussion when underway

- Good projects – people are paying attention to all of the good work going on in the Basin

Negatives

- Convoluted application – lacked a cohesive format, poor flow
- Navigation in PRISM can be difficult – add help screens
- Time management during site visits; too much in some places, not enough in others; got behind schedule
- Need more structure to the site visits to ensure all projects get adequately covered

Actions to improve process

- Applications – provide specific comments to Alice Rubin to improve the application forms by **January 21, 2015**
- Work on better logistics for site visits, i.e. scheduling, structure of each site visit
- Reserve the Chehalis Tribe’s Casino Bus for 2015 site visits

Potential Conceptual Projects Presentations

Project sponsors potentially will be submitting the following Conceptual Projects for the 2015 Salmon Recovery Grant funding cycle. Potential project sponsors anticipate providing a project overview at upcoming Lead Entity meetings (monthly meeting date in parentheses).

- Wein’s Farm Riparian (February)
- Scatter Creek Restoration (February)
- Wisner Creek (February)
- Skookumchuck Erosion Control Design Phase (March)
- East Hoquiam Surge Plan Acquisition (March)
- Black River Farm/Mima Creek Riparian Restoration (March)
- Acquisition & Restoration on Wishkah Gardens (March)
- McDonal Creek Restoration upstream of hospital (March)
- Boyer Road/Unnamed Creek Culvert Repair (March)
- Scammon Creek Culvert Replacement (April)*
- Conservation District/Weyerhaeuser Culvert Projects on MF/WF Satsop (April)*
- Rayonier MF Hoquiam Culvert Removal (April)*

*Denotes project could receive alternate funding through the Washington Coast Restoration Initiative

Janet Strong will notify Forterra of the presentation dates.

Bunker Creek Update

Lewis County provided a design update on its bridge project Ceres Hill MP 5.82. Discussion followed about wood placement methods; chain will be substituted for the cable proposed in the design. **Planning for the 2015 Salmon Recovery Grant Process**

The following tasks were identified as critical milestones for the process:

February – April, 2015	1.	Conceptual Project presentations before HWG (group discussion on how to improve projects)
January 16, 2015	2.	Call for Conceptual Projects – Approximate date when Batchelder will distribute an email to potential Project Sponsors notifying of the upcoming funding round. Will include Conceptual Project Form and the email address to submit the form to (Rebecca)
April 1, 2012	3.	Drop dead date to submit the Conceptual Project Form to Rebecca. This will allow Rebecca to assign a PRISM number to the conceptual project. Rebecca will forward the PRISM number to the project sponsors.
April 16, 2015	4.	Identify Review Panel team (10-12 members at most)
April 16, 2015	5.	Drop dead date for Project Sponsors to enter Draft Application (Conceptual Project) into PRISM.
May 1, 2015	6.	Complete logistics for Site Visits (discuss at April LE meeting)
May 7-8, 2015	7.	Conduct site visits
June 26, 2015	8.	Final applications due
June 26, 2015	9.	Distribute application materials to Review Panel team to allow individual pre-ranking review
July 10, 2015	10.	Review Panel ranking session
August 14, 2015	11.	Final applications submitted by project sponsors and Lead Entity to RCO

Batchelder will help coordinate these actions until the new Lead Entity Coordinator is on board.

RCO will provide a local application workshop for the Lead Entity, if requested.

Washington Coast Restoration Initiative

Batchelder provided a quick update on the status of the WCRI, including a request to testify before the Legislature when the opportunity arises.