

IAFWA TWW Committee SWG Workgroup Meeting
January 23, 2004

STAFF SUPPORT

- Roles of Dave Chadwick (IAFWA) and Gen Pullis (USFWS) with respect to communication with WDPM, CWCS planners, etc.?
- Naomi Edelson and Tim Hess will meet with Dave Chadwick and Gen Pullis to further clarify roles and responsibilities with respect to national communications to ensure it's not duplicative and covers the ground; this should occur within next several weeks and will let everyone know.

COMMUNICATION NETWORK

- *E-mail system* (WDPM, Planners, SWG Work Group, FAID):
 - IAFWA will ensure that there are distinct mailing lists maintained;
 - states need to feedback in to IAFWA when changes occur (Naomi Edelson, cc: Liz Skipper)
 - send technical/content information e-mails to be broadcast with others to Naomi Edelson only (WDPM, or Planners) (Dave Chadwick will take this on at some point); ensure indicate which group this information needs to go.
 - Tim Hess is managing FAID contact list and coordinate with them;
 - ***Task: Terry Johnson will send Naomi Edelson names of individuals he understands to be on WG***
- *Web site*: TNC, working with Gideon, developed Web site outline; IAFWA has posted some items on TWW Web site. Ready to launch, work with TNC. Document formats: Word, PDF formats; send to Dave Chadwick (Chadwick@sso.org), who will coordinate posting.
 - Discussion rooms/chatboards? TNC offered to help with this at the Web site (***Task: Gary Kania to work with Dave Chadwick to finalize whether or not needed (complete in February) and, if so, establish prior to NA meeting. Would need list of names/e-mail addresses to set up.***)
- *Newsletters/updates*: ensure items are flagged with regard to target audience
- *Conference calls*: IAFWA suggesting monthly CC on specific day (for Strategy contacts); suggesting trying approach and evaluate utility. ***Final recommendation: Regional FA-coordinated monthly conference calls or comparable exchanges. National calls as needed based on monthly input from FA coordinators.***
- *Work Group composition*
 - ***One representative per state/organization***; USFWS will retain multiple representatives, but will speak with one voice
 - ***Terry Johnson will continue to serve as chair; IAFWA (Naomi Edelson)/USFWS (Tim Hess) to provide staff support, communications, etc. IAFWA will clarify who's on work group; the WG mailings will be restricted to those members.***
 - Sub Groups
 - ***Match***: Mike Harris, Tim Hess, Mary Klein, Kendra Wecker, Gary Kania, Sara Vickerman, Ron Regan, Tom Neibower (sp?). Primary focus is on identifying/creating new and innovative matches. (***Recommendations: Noel Holcum (GA), Ed Parker (CT), or Jerry Barnhart (NY) as chair***) Short-

term need is critical as states come up on plan completion. IAFWA beginning to address long-term match opportunities.

Needs:

- Long-term: Initiative to identify broader match for current and future SWG (e.g., ballot initiatives), perhaps in concert with IAFWA survey
- Mid-term: Continue survey of states to share information on innovative current matching techniques for SWG and other programs (collected via Federal Assistance offices)
- Summary of current/federal law/regulation/policy with regard to match and determining if any loose areas that need to be cleaned up/alterd without sacrificing program (e.g., 50/50 match; allowables). ***FA/states working on a policy task force to address this to a degree*** (finalize within next 4 months) (***Task: Kris LaMontagne will confer with legal staff as to whether or not SWG program eligible for programmatic match versus grant level? Is it a legal or policy issue? In either case, what would need to be done to change this? Kris LaMontagne will find this out before North American so the committee can make formal recommendations***)
- ***Advocacy***: Ron Regan (chair), Naomi Edelson, Mary Klein, Rocky Beach, Mark Humpert, Gary Kania, Jeff Lerner, Rich Bechtel, (missing several members—Naomi Edelson has this list), no federal participation
- ***Inreach*** (to Directors): Duane Shroufe wants to staff and work this group himself (Dennis Figg/Rick Thom, David Whitehurst, Ron Regan) (Possible Directors/ADs: Kevin Conway, John Hoskins, Ron Regan, Corky Pugh, others?). ***Recommendation: Shroufe work with a core group of directors to contact all directors prior to the North American to reaffirm planning efforts, partnerships, regional collaboration. Work parallel to identify directors to serve on NAT.***

UNFINISHED ACTION ITEMS

- ***National Synopsis Template*** (including cost estimate) (Naomi Edelson is assisting Ron Regan, moved to Advocacy group): supposed to be delivered by NA, including guidance on cost estimates. Target audience is the Hill. ***Task: Advocacy Work Group to bring a strawdog to NA (could be as general as identifying general topics for inclusion).*** Are there going to be some specific metrics, e.g., # species protected, acres habitat protected? Or will it be more qualitative? ***Mary Klein volunteered to lead discussion on quantifiable topics.***
- ***List of References*** (sources of information): Done. ***Task: Sara will craft e-mail for Naomi Edelson Monday to send out--invitation for review/updates. Sara will take on responsibility for updating.*** (Already available on the www.biodiversitypartners.org Web site).
- ***List of Experts*** (sources of information): Done—only for outreach/public participation. ***Task: Sara will craft e-mail for Naomi Edelson Monday to send out--invitation for review/updates. Sara will take on responsibility for updating.*** (Already available on the www.biodiversitypartners.org Web site).

- *Brochure*: Currently in review. Goal: complete final design and text by end of next week. Aimed at stakeholders, not general public. **Task: Naomi Edelson to send draft to Jeff Lerner, Jon Kart, Alan Clark, Gary Kania, Terry Johnson, and Joe LaTourette for quick review and comment on Monday.** When final, Naomi Edelson will send out to WG, state plan contacts, WDPM and see who wants hard print through IAFWA. Discussion about need for use in national meetings, national collaboration.
- *2004 Conference*: Work Group is responsible for this conference, not only Naomi Edelson (reference workshop brainstorming from 1/22). Goal of workshop: provide support needed to get plan completed in time. **Task: Next week, send out e-mail to Plan Coordinators to inform about dates, general construct, pending regional conference calls to shape agenda more specifically, and that the meeting is a working workshop to solicit sense of where states are and provide support.** Planners are the target audience. **Copy WG on e-mail.** Regions to talk and suggest agenda topic(s) for meeting, including Dave Chadwick and Gen Pullis, information back to WG. Regional conference calls—within one-two calls, get sense of what issues are they want to address in August and what states in their region have something that they would like to hear more about. Dave Chadwick and Gen Pullis will be reviewing progress reports for similar ideas. They will provide a draft in March as to what will be agenda for August. **Task: Mark or Dave Chadwick will make presentation to WG in March.** Program committee—Mark Humpert (co-chair), Dave Chadwick (co-chair), Chris Burkett (co-chair), Tim Hess, Naomi Edelson, Gen Pullis, Dennis Figg or Rick Thom, Gary Kania, Jeff Lerner. Regional FA – pull in states from their regions. NOTE: Ensure invite NAAT.
- *Progress Updates*: **Task: Dave Chadwick (IAFWA) needs to send out updated form to Plan contacts Monday. Ensure introduction/cover includes notes that update is not cumulative, that Part C will be loaded online, and other information may be extracted for a national summary for the NA. Give 30 days for return. Dave Chadwick and Gen Pullis to complete summary (excluding scoring) in time for NA and have Part C from reports available on Web site. Send full reports out by e-mail to WG members.**

NEW ACTION ITEMS

- *Reaffirm Guiding Principles/Notebook*: **Task: WG to send out e-mail message to Plan contacts reminding them that guiding principles and notebook materials are available online. Need to verify that Web links are correct before sending e-mail out.**
- *Funding as a Component of Species Ranking/SGCN*: Guiding Principles include element about funding a component of need of SGCN; guidance from WG focused more on biological aspects. **Task: Remind of previous guidance, most appropriate to focus on biological aspects in developing SGCN, apply funding filter at later steps (Terry Johnson to craft memo for Duane Shroufe; Gary Kania to provide Terry Johnson with bullet items on Monday).** Don't want to leave partners or Congress with sense that we're pouring more money into same species we've been funding in the past.
- *Outreach – Beltway/Feds/NGOs*: **Recommendation: Steve Williams do more outreach to other Interior agencies; encourage Secretary of the Interior to brief Cabinet on program/opportunities (Kris LaMontagne will carry this message; Director Williams has asked for a briefing on this effort within next month—include this message).** Naomi Edelson has been doing more outreach to other agencies; they are interested in coming to IAFWA presentations about SWG/CWCS. IAFWA has met with USGS, USFS. Still assessing which agencies are key targets (e.g., BLM, EPA; WG has already

developed a list of these agencies). These meetings have generated a lot of excitement, which results in follow-up work. IAFWA: working on a summary to update WG (and planners?) of these meetings. Defenders—been working DOT/FWA heavily and has contacts, can take anyone with them, if desired. Seek opportunities for presentations with NGOs at national meetings, e.g., at North American—can we use meeting at end of this month to explore opportunities?

- *NAT – suggestions/recommendations: Task: Tim Hess, Naomi Edelson, Kris LaMontagne, Terry Johnson will craft document that makes recommendation about process of review. States need to be updated on what the NAAT is and how it will work (provide PPT presentation delivered by Tim Hess); needs to be pulled out and highlighted. Note that there is not formal regional USFWS review process.*
- *2005 Wrap-Up Conference: Do we want to have this meeting in St. Louis, October 2005, in conjunction with SEAFWA? NO. Task: at NA, focus as kick-off event, focus on area of maximum impact (e.g., DC). Advocacy WG should be framing this event, location, etc.*
- *Regional Conference opportunities: Task: Naomi Edelson, Dave Chadwick and Tim Hess will develop this list by mid-February.*
- *DAT Selection of NGOs: DATs would be one way of staying in touch with WG; some state reps and NGO reps to work with FA. Regional FA reps need to get feedback to finalize who those people might be; these people have already been working to identify these partners. Regional FA reps will initiate discussions with ARDs about composition.*

Notes from planners 1/23 discussion about 2004 meeting:

Meeting format thoughts:

- Groups of 20 or more should have a professional facilitator (e.g., OWP and/or USFWS)
- Planners would like to schedule time for “issue group” discussions, with topics to be determined by attendees at the meeting (sign up sheets in central locations)
- Suggest ½ day blocks for plenary groups and ½ day for breakout sessions/discussion groups (i.e. not large groups meeting for entire day, more interaction, smaller group discussions possible, reporting back to plenary.)
- Some location available for display of state products, tools, text examples, etc. Have sign-up sheets for copies, have CDs available, CD burner, copy machine, would not have to be staffed all times (e.g., Share Fair).
- Meeting evaluation at end
- Formal note-taker (notes sent to all participants)

Agenda thoughts:

- **NAAT acceptance criteria for 8 elements** (e.g., for each element, what criterion will be used to judge a “yes” versus a “no” score; what level of detail is necessary for each element?). State representatives and USFWS should all plan to attend this session (large group session; states request opportunity to provide feedback).
- **Strategy format/packaging session:** states that have actual text examples would share among participants (in small groups, to promote discussion)
- **Monitoring of conservation strategies** (performance measures) requirement – OWP presentation regarding output (quantitative) and outcome (qualitative) measures. (Ensure

that you loop Brian Stenquist in, since he is in charge of that topic for the WG; can OWP actually put some real examples together and put it through a framework?) (OWP and outside biological experts, e.g., Jon Hauffler, NGOs)

- **NGO sessions-feedback to states:** NGO's would put this session together; do they have any issues to report back to state about? Examples: NatureServe: Decision Support System; TNC: providing copies of ecoregional plans.