From: Gemlo, Lynn
To: Grim, Mary
Subject: Re: GSG2015 draft data call strategy
Date: Thursday, May 22, 2014 9:57:16 AM
Attachments: GSG2015 Data Call Strategy.docx

Hi Mary, sending a couple comments on your notes from our call.

On Tue, May 20, 2014 at 4:42 PM, Grim, Mary <mary_grim@fws.gov> wrote:

> I put together some thoughts based on this morning's conversation. I originally thought about writing up alternatives, but it seems less repetitive to describe the process with the alternative decisions points that exist at a few steps. let me know if you think that format works.
>
> If you want to send me any comments/edits, feel free. Otherwise we will discuss on Tuesday.
>
> PS: Don't forget to send me your ideas on additional topics/ questions to include in the data call by COB Friday.
>
> Thanks all!
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>
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DRAFT GSG2015 Data Call Strategy

As part of the greater sage grouse status review initiated in 2014, we identified the need to conduct a data call to gather the latest information about sage grouse science, status and trends, threats, and conservation efforts. The goals of the Data Call are to ensure that the Service is using the best available science in its status review and to ensure that information is gathered in a transparent and legally defensible manner. To accomplish these goals, a Data Call Subteam was formed to develop a strategy for the data call, to conduct the data call, and to assess information received.

Data Call Subteam Members
Mary Grim
Lief Wiechman
Lynn Gemlo

The Team has developed a list of tasks needed to complete the Data Call. In some instances, the tasks are straight forward, and work has begun (e.g., Task 1). In other instances, a variety of options exist about how to best complete a task and additional input is needed from the Core Team about how to proceed (e.g., Task 2).

Task 1. Identify Data Needs
The Subteam will develop a list of topics about which to solicit information (draft attached). This list will build from similar data call efforts conducted for the 2010 finding and subsequent CNORs. Additionally, the team will coordinate with the SDM Team and the Conservation Database Team about any data needs that have been identified during their efforts.

Task 2. Identify Outreach Targets
At this time, the Subteam has identified three options for the list of organizations from which to solicit information. Discussions will need to occur about how we want to engage these parties, and advantage and disadvantages of a targeted vs general public approach. The three options are:

1. Agencies and Tribes. This is the approach was used in recent CNOR data calls. It is likely to result in the most focused submission of relevant information.
2. Agencies, Tribes, and Select NGOs. This is a slight expansion of the first option and would need further discussion about which NGOs to include.
3. General Public. This option was used in the 2010 data call. We would solicit information from the general public, with some additional targeted outreach for agencies and tribes. This option is likely to result in a very high volume of information.

Comment [LG1]: For record keeping purposes, if these are considered meeting notes, probably should include date, time, and all participants.

Comment [GM2]: I left of Pat and Kate since your not official team members and I didn't want to freak out any managers when the see task 6.

Comment [GM3]: We might want to add a record keeping person to the team once they are hired. I think that is a good idea-LG

Comment [GM4]: It seems like this is the only big decision point we need ARD help with – all the other decisions points hinge on this issue. I suspect if we knew this answer, this team could figure out what works best to develop a single proposal for final decision and implementation.

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Task 3. Prepare Outreach Materials
The Subteam will prepare outreach materials to initiate the Data Call. The nature of those materials will depend upon Task 2 decisions. At a minimum, we will prepare letters to agencies and tribes that explains the data call and the related database effort. However, if the data call was extended to the general public, a Federal Register notice and press release materials would need to be prepared.

Task 4. Prepare Data Gathering Tools
We anticipate receiving much of the data from agencies and tribe via the conservation database, which is currently in development and will be ready for use by July. However, we anticipate receiving information beyond that requested by the database. The Sub team will identify central data gathering location for submission of materials. Options could include:

1. A single physical mailing address
2. A single fws.gov email address
3. A web-based form/upload site
4. Regulations.gov (depending upon Task 2and 3 decisions)

Task 5. Initiate Data Call
The Data Call will be initiated in July 2014 with the sharing of the outreach materials created in task 3, which will be open until December 31, 2014. We have some options on the extent of the length of the open solicitation period:

1. Staggered Deadlines. General data submissions would close prior to the conservation database end date. This allows for early processing of information while allowing adequate time for the database effort.
2. One Deadline. All data submissions close on December 31, 2014. This minimizes confusion about end dates, but may not provide adequate time assessment of data for status review.

Comment [GM5]: I put in two options, but I think everyone I've talked wants Option 1 here, so maybe we just go with that? Option 1 sounds good. We need to determine an end date for general data submissions-LG

Task 6. End Submissions and Assess Data
Once the Data Call closes, the Subteam will need to act swiftly to assess the information received and deliver it to the appropriate technical team for use. We propose assembling a "strike team" that will meet at an off-site location and work full-time on assessing the information. The number of people and amount of time required to complete this task will be dependent upon the volume of information received. At a minimum, we anticipate all the Subteam members will need to be involved with some administrative/record keeping assistance. With dedicated effort and sufficient staff, we hope to complete this in 2-3 weeks.

Comment [LG6]: We could discuss further but my though is to get a jump on looking at all the information, a strike team should be identified soon and begin looking at data as it is available before the submission deadlines.

Task 7. Recordkeeping
After the data is assessed and share with the technical teams, the Subteam will work with Kate Norman and record keeping staff to ensure that all copies of all received information is properly indexed and included in the project file.

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