

Working to restore viable and sustainable populations of salmon, steelhead and other at-risk species through collaborative, economically sensitive efforts, combined resources, and wise resource management of the Upper Columbia Region.



DRAFT AGENDA

UCSRB Directors' Meeting
Chelan County Fire District 1
 206 Easy Street
 Wenatchee, WA 98801
 Thursday, April 27, 2023
 9:00 AM – 3:00 PM

Join Virtual Meeting: <https://us06web.zoom.us/j/84957155890?pwd=WnhlQklwTFI3TWFBZzIWSGV1U2JCUT09>
 Join only by phone: (253) 205-0468 Meeting ID: 849 5715 5890 Passcode: 298616

Time	Topic	Presenter
9:00 AM	Welcome and Introductions	Chair Andy Hover
9:05 AM	Regular Business • Approve April 27, 2023 Board Meeting Agenda • Approve Consent Agenda ✓ February 22, 2022 Board Meeting Summary (attached) ✓ February 23, 2023 Board Meeting Summary (attached) ✓ Ratify Aspect Consulting Contract Amendment #5 (attached)	Chair Hover Directors Directors
9:10 AM	Columbia River Pinniped Management Update • Current Approach and Effectiveness • Questions & Discussion • Action Item: Next Steps & Follow-up	Chair Hover Paul Ward & Doug Hatch (CRITFC) Meagan West & John Edwards (WDFW) Directors Directors
10:25 AM	BREAK	Chair Hover
10:35 AM	Legislative Outreach and Tour • March Olympia Legislative Trip Debrief ✓ Next Steps & Follow-up • UC Regional Legislative Update ✓ Proposed Site Tours ✓ Chief of the USFS (Randy Moore) Visit • Questions & Discussion	Chair Hover Amanda Ward, Shannon Adams, Hover Directors Ward Ward Ward Directors

11:05 AM	Finance & Operations • Review Financial Reports (attached) • Finance Committee Recommendations ✓ Review Liability Balance Sheet (attached) ✓ Glacier Bank Money Market Account Status ✓ Operating Reserve Strategy • Executive Committee Recommendations • Contract Updates	Chair Hover Sivey Ward Sivey Sivey Sivey Ward Ward
12:15 PM	LUNCH	Chair Hover
1:15 PM	Implementation Team Discussion • IT Future Direction • Next Steps, Follow-up, Action Items	Chair Hover Ward, Dave Hecker Directors
1:45 PM	Lead Entity Update • Salmon Recovery Funding Board (SRFB) Grant Round Status	Chair Hover Hecker
1:55 PM	Board Planning • Clarification of Priorities (attached) ✓ Comments, Discussion & Questions	Chair Hover Joyce Garrett, Ward Directors
2:55 PM	Public Questions and Comments	Chair Hover
3:00 PM	Wrap-Up and Adjourn Meeting	Chair Hover



February 22, 2023

Draft UCSRB Board of Directors Mtg. Summary

Strategic Planning

Douglas County Transportation and Land Services Building

9:00 am to 4:00 pm

Welcome and Introductions

Chair Shannon Adams welcomed everyone to the meeting at 9:00 am and participants introduced themselves. Chair Adams reviewed the agenda for today's meeting and Amanda Ward noted that Joyce Garrett the facilitator is sick and would be listening in but not participating in today's strategic planning.

1. Facilitated Planning Discussion

The UCSRB does not currently have a vision statement. The focus of a vision statement is to state the current and future objectives of an organization; it must align with its mission, strategic planning, culture, and core values. Amanda Ward and Joyce Garret drafted 6 possible versions of a vision statement for the UCSRB review and comment on. Six versions submitted to the Board for consideration:

- We envision vibrant, resilient, functioning ecosystems where communities are connected and engaged in the health of their watersheds.
- We envision thriving salmon populations, engaged communities, functioning ecosystems and healthy watersheds.
- We envision vibrant, resilient, thriving ecosystems where stakeholders are connected and engaged in the health of their watersheds.
- UCSRB is a respected regional leader providing science-based guidance and recommendations that contribute to successful collaborative partnerships, increasing salmon populations, healthy watersheds and actively engaged communities.
- UCSRB is a respected regional leader providing science-based guidance and recommendations to successful collaborative partnerships and local communities, supporting active engagement to rebuild salmon populations and healthy watersheds.
- UCSRB is a respected leader providing science-based guidance and recommendations that support active regional engagement to rebuild salmon populations and healthy watersheds by successful collaborative partnerships and involved local communities.

Board Comments

- Do we want to include science-based in vision statement
 - ✓ Science-based guidance for developing policy which helps inform decisions that are not arbitrary.
- The goal is to delist these species and avoid constraints. Abundant, resilient (restore and maintain) populations of native fish and other at-risk species.
- To support partners and voluntary actions that facilitate the implementation of the Recovery Plan to achieve viable populations of salmon. It is not a top down or unilateral approach. Communities have a voice to guide recovery.

Amanda shared the current mission statement:

- To restore viable and sustainable populations of salmon, steelhead and other at-risk species through collaborative, economically sensitive efforts, combined resources, and wise resource management of the Upper Columbia region.

A mission statement should be a single sentence that describes a company's fundamental purpose by explaining why the business exists.

Board Comments

- Culture is not considered in the current mission statement.
- Was there an attempt to define the economically sensitive effort?
- Adding "balance" to the mission statement as we do not want to take away someone's livelihood
 - ✓ Balance is implicit in some of the mission statement language
- The alternative of doing nothing does not work. People's needs won't be met if these efforts don't happen. Take control of our destiny at a regional level. Collaborative conservation.
 - ✓ Collaborative conservation – is a lot of work, requires difficult conversations, slow work to durable solutions.
- The UCSRB's mandate/focus is habitat projects.
- How to establish trust? Voluntary collaborative path to get to abundance. Compromises to where things work.

Partner Comments

- Identify state, federal, and funding (advocating and supporting) obstacles to partners on the ground. They work with the communities and individuals to get work on the ground. The existing Mission statement hints at UCSRB's goal to be collaborative, which is good - but I don't think the Mission currently captures the way the Board accomplishes this thru advocating for, assisting, or supporting local sponsor actions to restore the target populations - as opposed to doing it unilaterally.
- The UCSRB supports the implementation of our Salmon Recovery plan by providing policy and funding for collaborative, voluntary and community-based, actions.
- Restore viable and sustainable populations of salmon, steelhead, and other at-risk species through wise resource management of the Upper Columbia region and collaborative efforts that recognize the cultural and economic values of local communities. culture is about way of life.

Follow up & Recommendations:

- Time stamp 9:39 for Chuck's comment for mission statement.

2. Review of the Draft Strategic Plan

Amanda gave an overview of the draft strategic plan by walking through each of the 7 priorities and goals and objectives for each priority.

Board Comments

- Priority 1 – who has not been included, how do we ensure barriers to implementation is communicated back to the Board?
 - ✓ Goal 1- Objective 1 - Activity 8 (Increase communications and opportunities for building bridges between the biological prioritization process and community needs/interests.)
 - Who would do this? Do we want to include this?
 - Need to gain trust when looking at large watersheds, get community buy in
 - ✓ Objective 2 – Who are we currently working with and who would we like to include?

- Identify current partners, partners we sometimes work with, partners we don't work with (FS and PUD's)
- ✓ Goal 2-Objective 1: Strengthen strategies that improve external communication.
 - What isn't working?
 - What is the role of UCSRB?
 - What are our expectations?
 - What is possible?
 - Identify opportunities that are new.
 - What are things we want to do different?

Staff Comments

- Regional sponsors are doing well. What opportunities are not being addressed by sponsors? How do we move the needle?
- ✓ Support projects on the ground
- ✓ Address out of basin barriers
- ✓ Engage with larger coordinated efforts in the Columbia Basin and federal level.
- 2 priorities: recovery while keeping economic and cultural/social values

Follow up & Recommendations:

- Suggestion to add partner implementation challenges to future Board meeting.

3. Facilitated Planning Discussion

A review of the findings of the Ruckelshaus evaluation was discussed and a missed opportunity for integration and coordination as we didn't have an advisory group review the report and provide feedback and purpose of the Board.

Board Comments

- Are the draft priorities too broad in terms of what we are trying to do? Should they be more focused by having 2-3 priorities and then an operational plan? Coordinating and advocacy.
- What are the priorities of the Board?
- Priorities of the Board are: Coordinating and advocacy
- What are the science projects we need to start doing?
- What do our partners need?
- What is the Board's relationship with the RTT based on our Bylaws?

Partner Comments

- Not getting help with regulatory issues which cause delays and increase project costs.
- It would be wonderful if UCSRB could help lean on/advocate for permit streamlining. This is not unique to UC, it's statewide and larger, but UCSRB adding their voices to streamlining would be helpful.
- Like to see the Board focus on barriers to implementation. Identify and prioritize barriers and then decide what UCSRB is willing to tackle.
- The Tributary Committee is sitting on \$12million that can only benefit fish if it's distributed and not sitting in the bank. Is the Board willing to lean on Chelan PUD to change Tributary Committee policies?

Follow-up

- Listening session with sponsors with a well thought out survey. Utilize Watershed Action Team surveys. Then create habitat priorities.
- Look into other funding opportunities for strategic planning (BEF and Community Foundation).
- Amanda to work on how to move forward with these conversations. Would the Board be willing to have another listening session with Hatchery, Hydro, and Harvest? To expand work beyond Habitat.
- Can the UCSRB offer information to help with operational plans for Hatcheries?
 - ✓ Brock can provide more information to the Board on the process for operation plans and process and how the program works.
- Hydro System Actions:
 - ✓ Advocate in large scale management – aviation predation for out-migrating smolt
 - ✓ Bill in the work to pay for failing dams and/or removal
- Hatchery System Actions:
 - ✓ Advocacy to support DFW opportunities for change
 - ✓ Improve survival
 - ✓ Ask PUD's to put money into infrastructure
- Amanda and Joyce to work on Mission/Vision statement, listening sessions with partners, revisit the strategic plan, work on operation plan.

4. Wrap-Up and Adjourn Meeting

Chair Adams thanked everyone for attending the UCSRB meeting and adjourned at 3:35 pm. The next scheduled Board meeting will be February 23, 2023.

Board Members Present:

Chair, Yakama Nation: Shannon Adams; **Vice-Chair, Douglas County:** Marc Straub; **Okanogan County:** Andy Hover; **Chelan County:** Shon Smith; **Colville Confederated Tribes:** Chuck Brushwood

Staff Present:

Amanda Ward, Tracy Bowerman, Ryan Niemeyer, Nicole Jordan, Elaine Sivey, Dave Hecker, Alicia Meier

Others Present:

BOR: Steve Kolk; **Cascade Fisheries:** Jason Lundgren; **Chelan County:** Mike Kaputa; **MSRF:** Chris Johnson; **Representative Newhouse Staff:** Rachel McClure; **WDFW:** Brock Hoenes, **Facilitator:** Joyce Garrett

February 23, 2023

Draft UCSRB Board of Directors Mtg. Summary
Douglas County Transportation and Land Services Building
9:00 am to 3:00 pm



Formal Approvals

Item	Action-Decision
Agenda for February 23, 2023 Board of Directors Meeting	Approved with revisions and posted online at: UCSRB Agenda
Summary from December 8, 2022, Board of Directors Meeting	Approved and posted online at: UCSRB Summary
Consent Agenda: Revised Accounting Policies and Procedures Manual	Approved
Withdraw \$2,800 from Community Foundation account and deposit in Glacier Bank money market checking account.	Approved
Amended FY22-23 Budget (Revision 2)	Approved
Legislative Letter of Support for Lead Entity Capacity Funding	Approved
Nomination of Andy Hover for Chair	Approved
Nomination of Chuck Brushwood for Vice-Chair	Approved
Nomination of Shannon Adams for Secretary Treasurer	Approved
Nomination of Marc Straub for Finance Committee	Approved

Welcome and Introductions

Chair Shannon Adams welcomed everyone to the meeting at 9:00 am and participants introduced themselves. Chair Adams reviewed the meeting agenda and welcomed Shon Smith as the new Chelan County representation to the Board of Directors.

Marc Straub made a motion to approve the February 23, 2023 agenda. Chuck Brushwood seconded the motion and all approved.

Chair Adams reviewed the December 8, 2022 Board meeting draft summaries and asked for revisions or comments. One correction was noted in the Board members present section; change Chair Chelan County, Shannon Adams to Yakama Nation.

Andy Hover made a motion to approve the December 8, 2022 Board meeting summary with correction. Marc Straub seconded the motion and all approved.

Chair Adams reviewed the consent agenda and asked if there were any corrections or comments about the proposed revisions to the Accounting Policies and Procedures Manual. No comments were noted.

Andy Hover made a motion to approve the consent agenda, Accounting Policies and Procedures Manual as presented. Chuck seconded the motion and all approved.

1. Finance and Operations

Amanda Ward and Elaine Sivey gave an overview of the budget vs. actual which reports activity through December 31, 2022 on an accrual basis. The format has been revised to show percentage spent for each line item, as per Finance Committee request. December vouchering has not been completed. The Cramer Fish consultants is 99% utilized but work has been completed under this

contract and will not be renewed. Expenses over utilized (copier, postage) are due to the second Lead Entity Large Cap Fall grant round. The copier expenses are on a quarterly basis. The annual state audit is expected to be pushed into FY 23-24 therefore the current remaining budget could be put towards the FY22-23 deficit.

Elaine Sivey discussed the activity of the five current UCSRB grants through December 31, 2022 in the revised format. The BEF contract is currently underspent due to a delayed start with Okanogan listening sessions. The DNR and RCO LE contracts are overspent because work has been billed but not yet vouchered for.

The operating reserve was reviewed. \$4,000 in donations was received for the Floodplain Restoration Workshop. Unrealized losses associated with an account UCSRB has with the Community Foundation of North Central Washington (CFNCW) were discussed. To participate in the Foundation's program (including access to grants and receiving donations made to UCSRB) a minimum balance of \$5,000 needs to be in the account. Joint client funds are invested in the same account and UCSRB can choose to take the money out of the account at any time. As of January 31, 2023 the UCSRB's investment totaled \$7,807. The Board discussed:

- Keeping the minimum of \$5,000 in the account as it provides useful benefits
- Track yearly and withdraw any funds over \$5,000 and transfer to a savings account
- Elaine to set up a Money Market account with Glacier Bank

Andy Hover made a motion to withdraw \$2,800 from the CFNCW account and deposit it into a money market checking account. Marc Straub seconded the motion and all approved.

Elaine gave an overview of the proposed revisions to the FY2023 Budget. This reflects the final contract amounts for BPA (additional \$12,931) and the verbal agreement with Yakama Nation (additional \$18,737). The increased revenue can go towards the \$74,000 deficit. Elaine continued that there were a few unintentional carry-over expenses (\$2,460) for training and travel from last year's budget. Other revisions to the FY22-23 include:

- Colville Confederated Tribes income contract of \$65,000 that we are expecting to get the end of February.
- Reduced audit expense for FY22-23 as State's annual audit is pushed to FY23-24.
- Additional outreach funds for prescribed fire insert for NCWFHC (funded by The Wilderness Society).

The current deficit is now \$32,307, which is a net improvement of \$46,858. Elaine will be working to prepare a high-level discussion for April Finance Committee meeting on FY23-24 Budget.

Marc Straub made a motion to approve the amended FY22-23 Budget as presented. Chuck Brushwood seconded the motion and all approved.

Amanda Ward provided a status update on contracts including the Yakama Nation contract which has not yet been received. There is a verbal agreement to split the contract into two periods December 1, 2022 to February 28, 2023 for a total of \$47,679 and March 1, 2022 to February 29, 2024 for a total of \$157,780. When the Yakama Nation contract is received the contracts for the Watershed Action Teams will go out to Cascadia Conservation District, Chelan County Natural Resource Department, and Methow Salmon Recovery Foundation. The Colville Confederated Tribes contract for \$65,000 is still being processed. Other contracts include:

- Income contract - The Wilderness Society for \$2,543 for Spanish translation NCWFHC outreach materials
- Partner contract - Aspect Consulting funding from BPA income contract for \$10,000 which runs through 11/30/2023.
- Partner contract – BioAnalysts funding from BPA income contract for \$6,304 which runs through 11/30/2023.

Follow up & Recommendations:

- Under the strategic heading of sustainability. Board responsibilities is fiscal health responsibility. Possibly creating a fiscal health subcommittee with the development of the operational plan.
- Look into fundraising opportunities that other Salmon Boards participate in. Make sure to not compete with our sponsors.
- Put together a list of public partner relationships so Board can go and talk to them. Who are we engaging with?
- Opportunities for partnership on projects – e.g. cold water refugia, snow2flow, outreach.

2. Legislative Outreach Planning

Amanda summarized the legislative letters of support for Lead Entity Capacity funding to be sent to Senator Brad Hawkins and Shelly Short, Representative Keith Goehner, Mike Steele, Jacquelin Maycumber and Joel Kretz. The letter thanks them for the 2022 legislative session increased investment in salmon recovery and asks for support for the operating budget request as proposed by Governor Inslee for an increase in Lead Entity capacity funding to help provide appropriate support to local partners. There has not been an increase in capacity funding since 2011.

- Messaging when talking with Representatives and Senators must include language that the alternative do nothing approach is far worse. The Board was created by counties and tribes to implement salmon recovery.
- Marc suggested that future legislative letters put the main points at the beginning of the letter.

Q: Is there a concern about capacity increase?

A: Legislative Director Brock Miller is well aware of the capacity issue. Message received back from Governor's office is that it is not a compelling statement. We need to define what is unique about salmon work and why it needs the additional funding.

Andy Hover made a motion to approve the Lead Entity Capacity funding letter of support as presented and include Representative Timm Ormsby Chair of Appropriations to the distribution list. Marc Straub seconded the motion and all approved.

Amanda discussed the need for additional Board discussion to determine the objective of the Marine Mammal Protection Act letter. The Board would like additional information concerning the current Columbia River Pinniped management and asked for:

- WDFW and CRITFC follow up at the April 27, 2023 Board meeting to review current permitting and status of Pinniped removal.

Katie Pruitt from the Governor's Salmon Recovery Office presented a 2023-25 legislative update. The bills pertaining to Salmon include:

- HB 1686 – Salmon recovery reform
- SHB 1735 - Add Net Ecological Gain (NEG) to comp plans.
- HB 1775 – RFEG liability protection. Secure liability insurance
- HJM 4000 – Declare 2019 the year of the Salmon

Climate Bill Highlights all approved and on the floor:

- SHB 1138- Drought preparedness and response
- SHB 1170 and SSB 5093 – Climate resilience strategy
- SHB 1181 and SSB 5203 – Integrate climate change into state and local planning

Bills Dead in Committee but could potentially show up in the Governor's Salmon Recovery Office budget:

- SHB 1720 - Protection and restoration of riparian areas
- HB 1740 - Small forest landowner alternative harvest
- SB 5297 - Commercial gill net ban and buyback
- SB 5517 - Water resource mitigation (some elements will show up in a proviso)
- SB 5371 - Increase commercial and recreation vessel distance from orcas

Katie shared the 2023-2025 Governor's Salmon Recovery Office budget that includes 6 areas of work including habitat, clean water, fish passage, climate resilience, harvest/hatchery and predation (pinniped management) totaling \$841 million.

Amanda and Nicole Jordan shared March 22 and 23 as the best dates for a legislative outreach visit to Olympia. Amanda, Shannon Adams, Andy Hover will go in lieu of a trip to Washington DC. Next steps include:

- Schedule appointments with District 12 and District 7 Representatives and Senators.
- Create talking points and messaging flyer, highlighting specific issues.

Local project site tours for state legislatures, on either May 29/June 1 or August 23-25 were discussed. Ideas tours included a lighthawk flight and a rafting trip in the Methow. Next steps:

- Input from Board and staff on possible sites/projects to tour
- Include partners

3. Lead Entity Update

Dave Hecker reviewed the \$3.5 million SRFB Grant Round which include roll over from the 2022 grant round. If additional Infrastructure funding becomes available it would be worked into the current grant round and not an additional Fall grant round. The 2023 SRFB Grant Round held it's kick off meeting on February 9 with applications due by March 10. In-person field tours will be on May 8 through 10.

4. UCSRB Board of Directors Officer Elections

Shannon Adams reviewed the current and past officer rotation. The Bylaws do not require a yearly transition however, the Board has typically switched representation yearly between tribe and county to share responsibilities and commitments.

Chuck Brushwood made a motion to nominate Andy Hover for UCSRB Chair. Shon Smith seconded the motion and all approved.

Shannon Adams made a motion to nominate Chuck Brushwood for UCSRB Vice-chair. Shon Smith seconded the motion and all approved.

Shon Smith made a motion to nominate Shannon Adams for UCSRB Secretary Treasurer. Chuck Brushwood seconded the motion and all approved.

Shon Smith made a motion to nominate Marc Straub for the Finance Committee. Chuck Brushwood seconded the motion and all approved.

5. NOAA Update

Justin Yeager discussed the 5-year review for the Upper Columbia River Spring-run Chinook salmon and steelhead. The review is to determine if the listed classification of threatened and endangered species is accurate, and consists of new status and trend data conducted by the Northwest and Southwest Fisheries Science Centers to update reports on salmon viability. Opportunities with the 5-year review include:

- Report on progress toward recovery
- Highlight key accomplishments and successes
- Underscore key challenges and gaps
- Provide recommendations for priority actions, research, monitoring, regulatory measures
- Recommend needed updates to recover plans, and listings

Natural spawning abundance through 2022 has not improved above the abundance of 1997 when Spring Chinook and steelhead were listed as endangered. The current 5-year review did not recommend changes to listing classification status. UCR Spring chinook salmon remain at high risk (remain endangered) and UCR steelhead risk rating lower than others but still considered high risk.

Justin highlighted five key projects in the UC during the review period, including Icicle Creek Boulder Fish Passage Project, Western Rivers Conservancy Nason Ridge 3,714 acre land purchase for long term management of forest health, completion of Gray and Stormy fish enhancement projects along the Entiat River, Barkley Irrigation efficiency project, and the reestablished perennial flow in Salmon Creek downstream of the irrigation diversion dam.

Key threats to Spring chinook and steel head are poor ocean conditions, predation (avian and fish), low stream flows, high water temperatures, lack of floodplain function, and pre-spawn mortality (in the Nason, Upper Wenatchee, and Little Wenatchee Rivers).

Top near-term recovery priorities:

- Restore access to anadromous salmon and steelhead habitat in the Similkameen River above Enloe Dam.
- Address two fish passage barriers in the Chewuch River watershed that include the road at river mile 1.7 on Eightmile Creek and Twenty-mile Creek. YN has plans to fix both these issues but has to go through regulatory processes.
- Reduce road and stream interactions to restore aquatic habitat function, in-stream flow and sediment regimes, water quality, and biological functions on Federal lands.

- Implement habitat restoration actions that address anthropogenic features limiting natural riverine processes (remove or modify levees, roads, culverts, irrigation infrastructure, and bank stabilization).

Funding opportunities for recovery projects include Infrastructure Bill, PCSRF funding increase, and NOAA grant funding.

Q: What does 20 years from now look like?

A: Depends on water supply, water temperature, floodplain.

Q: What actions do we have to prevent these challenges?

A: Remove or modify barriers and make irrigation districts more efficient. Win/win options for communities and fish are not cheap.

6. UCSRB Strategic Planning

Chair Adams asked if there was any follow-up from the strategic planning meeting of 02/22. Amanda shared draft options for updated mission and vision statements for the Board to review and comment on. The Board suggested we answer the following questions prior to finalizing the mission and vision statement:

- What are we wanting to do that we are not doing?
- What do we want a salmon population to be?
✓ healthy, sustainable, delisted
- Board members would provide their suggestions to Amanda to pass to Joyce for creating a Wordcloud

Amanda will continue working with the Board and Joyce to develop UCSRB's Vision statement and potential options for updating the Mission statement.

7. Public Questions and Discussion

There were no public questions.

8. Executive Committee Session

9. The UCSRB went to executive committee session for [\(RCW 42.30.110\(1\)\(g\)\)](#) at 2:35 pm and will resume back at 3:00pm .

10. Wrap-Up and Adjourn Meeting

Chair Adams thanked everyone for attending the UCSRB meeting and adjourned at 3:00 pm. The next scheduled Board meeting will be April 27, 2023.

Board Members Present:

Chair, Yakama Nation: Shannon Adams; **Vice-Chair, Douglas County:** Marc Straub; **Okanogan County:** Andy Hover; **Chelan County:** Shon Smith; **Colville Confederated Tribes:** Chuck Brushwood

Staff Present: Amanda Ward, Tracy Bowerman, Ryan Niemeyer, Nicole Jordan, Sarah Walker, Elaine Sivey, Dave Hecker, Alicia Meier

Others Present:

BOR: Steve Kolk; **Cascade Fisheries:** Jason Lundgren; **Chelan County:** Mike Kaputa; **Governor's Salmon Recovery Office:** Erik Neatherlin, Katie Pruitt; **NOAA:** Justin Yeager; **Representative Newhouse Staff:** Rachel McClure; **WDFW:** Brock Hoenes,

Return Document to: Upper Columbia Salmon Recovery Board
Document Title: Amendment #5 to the Professional Services Contract
Reference Number(s) of related documents: N/A
Grantor: Upper Columbia Salmon Recovery Board
Grantee: Aspect Consulting, LLC

**AMENDMENT #5 TO THE PROFESSIONAL SERVICES CONTRACT BETWEEN
ASPECT CONSULTING, LLC AND THE
UPPER COLUMBIA SALMON RECOVERY BOARD**

This is an amendment to the contract between the Upper Columbia Salmon Recovery Board and Aspect Consulting (hereafter "Aspect Consulting"), dated July 1, 2021. This amendment will change Exhibit "A" Scope of Work, Exhibit "B" Budget and Exhibit "C" Special Terms and Conditions.

**EXHIBIT "A"
SCOPE OF WORK
July 1, 2021 – November 30, 2023**

Additional tasks added to the scope of work includes:

- Develop methodology and analyze data to fill critical data gaps in prioritization related to floodplain connectivity and channel migration rates throughout the Upper Columbia.
- Integrate floodplain connectivity and channel migration data into prioritization data sharing tools and web maps.
- Provide GIS support to UCSRB staff related to the Upper Columbia prioritization data and updating the Prioritization WebMap as needed.

**EXHIBIT "B"
BUDGET**

<i>Task</i>	Annual Budget	Remaining Budget	Deadline to be Spent
Contractor Tasks (July 2021 Contract)	\$18,000		
Amendment #2	\$2,000	\$0	6/30/22
Amendment #1 (BPA Funding)	\$14,996	\$0	9/14/22
Contractor Tasks - Amendment #3	\$18,000	\$0	6/30/23
Amendment #4 (BPA Funding FY23)	\$10,000	\$5,420	11/30/23
Amendment #5 (CCT Funding FY23)	\$38,000	\$38,000	10/31/23
TOTAL	\$100,996	\$43,420	

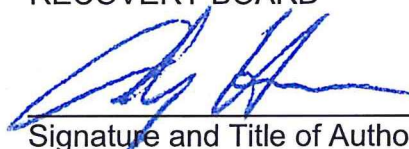
Other tasks may be added at the request of the UCSRB, and all tasks for Amendment #5 will be billed on the attached 2023 Aspect Schedule of Charges.

EXHIBIT "C"
SPECIAL TERMS AND CONDITIONS

3. Maximum Reimbursement. The total reimbursement paid to Aspect Consulting during the term of this Contract shall not exceed \$100,996 for the period July 1, 2021 – November 30, 2023.

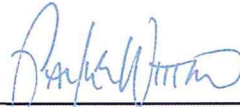
UPPER COLUMBIA SALMON
RECOVERY BOARD

DATED: 4/05/2023



Signature and Title of Authorized
Officer on Behalf of the UCSRB

ASPECT CONSULTING, LLC



DATED: 3/30/2023

Signature and Title of Authorized
Officer on Behalf of Aspect Consulting



SCHEDULE OF CHARGES

Effective January 2023

Unless otherwise stated in the proposal or services agreement, current rates are as follows:

ENGINEERS, SCIENTISTS, AND ANALYSTS	Hourly Rate
Principals and Associates	
Principal 2	\$ 305
Principal 1	289
Sr. Associate	267
Associate	253
Senior, Project, and Staff Professionals	
Senior 3	253
Senior 2	238
Senior 1	222
Project 3	204
Project 2	189
Project 1	176
Staff 3	161
Staff 2	148
Staff 1	137
TECHNICAL AND PROJECT SUPPORT	
Field Operations	
Technician 2	\$ 122
Technician 1	112
Design, CAD, and Graphics	
Engineering Designer	176
Sr. CAD	157
CAD	138
Sr. Graphic Designer	128
Graphic Designer	119
Technology	
Sr. Software Developer	250
Software Developer	219
Technical Editing and Project Coordination	
Sr. Technical Editor	140
Coordinator 3 / Technical Editor	128
Coordinator 2	120
Coordinator 1	111

OTHER CHARGES

Mileage	Federal Gov't Rate Plus 15%
Subcontractors and Project Expenses	Cost Plus 15%

Client acknowledges that Aspect will adjust the Schedule of Charges annually, and that the Agreement will remain valid for any and all annually adjusted Schedule of Charges.

UCSRB

Budget vs. Actual - Total for All Programs

July 2022 through June 2023

As of 02-28-23

03/30/2023

Accrual Basis

	Jul '22 - Jun 23	Budget	Budget Remaining	% of Budget Utilized to Date
Grants & Donations	588,847	1,003,900	415,053	58.66%
Miscellaneous Income	1,572	-	(1,572)	100.0%
Investment Income (losses)	(1,051)	-	1,051	100.0%
Total Revenue	589,367	1,003,900	414,533	58.71%
Expense				
8000 · Payroll Expenses	458,918	721,620	262,702	63.6%
Total 8007 · Outreach	8,352	8,868	516	94.18%
8008 · BPA Maintenance	-	10,000	10,000	0.0%
8009 · Partner Contracts				
8023 · Methow Salmon Recovery (MSRF)	4,000	9,833	5,833	40.68%
8030 · Chelan County Natural Resources	7,104	12,355	5,251	57.5%
8031 · Cascadia Conservation District	7,159	12,373	5,214	57.86%
Total 8009 · Partner Contracts	18,264	34,561	16,297	52.84%
8012 · Consultants				
8012.04 · BPA Tech Consult-CramerFish	44,239	44,334	95	99.79%
8300.08 · Aspect Consulting (GIS)	23,191	23,813	622	97.39%
8304.05 BioAnalysts		3,677	3,677	0.0%
8310 · Triangle Associates	-	480	480	0.0%
8311 · Arywav Podcast Editing	2,040	3,394	1,354	60.11%
8012 · Consultants - Other	2,810	30,000	27,190	9.37%
Total 8012 · Consultants	72,280	105,698	33,418	68.38%
8035 · INDIRECT EXPENSES				
8042.10 · Copier Service	1,300	1,440	140	90.26%
8046 · Annual Audit	14,977	14,977	0	100.0%
8090 · Computer Maintenance	10,031	13,224	3,193	75.86%
8092 · Website Development/Maintenance	680	1,320	640	51.52%
8105 · Dues and Subscriptions	3,447	10,511	7,064	32.8%
8110 · Insurance	1,252	5,003	3,751	25.03%
8120 · Office Supplies	603	1,630	1,027	36.99%
8131 · Rent & Related Expenses	32,500	48,600	16,100	66.87%
8140 · Phone/Internet	3,605	8,052	4,447	44.78%
8150 · Conference Calls	1,020	1,656	636	61.62%
Total 8035 · INDIRECT EXPENSES	69,416	106,413	36,997	65.23%
8035.5 · Postage	219	180	(39)	121.53%
8037 · Phone - Direct	1,181	-	(1,181)	100.0%
8087 · Advertising	1,171	1,104	(67)	106.03%
8160 · Travel	1,650	16,201	14,551	10.18%
8165 · Training	5,404	13,668	8,264	39.54%
8166 · Vehicle Lease	3,362	4,200	838	80.05%
8167 · Meeting Expenses	1,492	5,798	4,306	25.73%
8168.1 Science Workshops	8,413	7,896	(517)	106.55%
9500 · Operating Reserve Expenses	2,227	(32,307)	(34,534)	(6.89%)
Total Expense	652,348	1,003,900	351,552	64.98%
Net Income (Loss)	(62,980)	-	62,980	100.0%

UCSRB
Grant Activity - Current Grants
July 2022 through February 2023

03/15/2023
Accrual Basis

	BEF 2022-23	FloodPlains Workshop	BPAAdmin #91446 2022-23	RCO LE #21-1237	RCO Adm#21- 1237	DNR NCWFHC Grant 22-23	Yakama Nation 2022-23
	07/01/22 - 06/30/23	(by donation)	12/01/22 - 11/30/23	07/01/22 - 06/30/23	07/01/22 - 06/30/23	07/01/22 - 06/30/23	12/01/22 - 02/28/23
8000 Payroll Expenses	27,961	-	15,555	48,802	240,131	22,373	34,771
8007 Outreach	-	-	-	8,867	-	-	-
8009 Partner Contracts							
8023 Methow Salmon Recovery (MSRF)	-	-	-	-	-	-	-
8030 Chelan County Natural Resources	-	-	-	-	-	-	-
8031 Cascadia Conservation District	-	-	-	-	-	-	-
Total 8009 Partner Contracts	-	-	-	-	-	-	-
8012 Consultants							
8012 Other Consultants			103		1,845		103
8012.04 BPA Tech Consult-CramerFish	-	-	-	-	-	-	-
8300.08 Aspect Consulting (GIS)	-	-	3,652	7,557	8,083	-	-
8304 RTT Services - Chair Exp/time	-	-	-	(75)	-	-	-
8304.05 RTT Additional Support-travel	-	-	-	75	-	-	-
8311 Arywav Podcast Editing	-	-	-	2,040	-	-	-
Total 8012 Consultants	-	-	3,755	9,597	9,928	-	103
Rent & Other Expenses	132	-	4,280	375	61,819	-	5,217
Sponsored Workshop	1,694	6,719	-	-	-	-	-
Total Expenditures	\$ 29,787	\$ 6,719	\$ 23,591	\$ 67,641	\$ 311,878	\$ 22,373	\$ 40,091
Total Funding Source Award	50,000	6,750	179,903	91,280	435,000	30,000	47,679
Expenses to date	29,787	6,719	23,591	67,641	311,878	22,373	40,091
Balance Remaining	20,213	31	156,312	23,639	123,122	7,627	7,588
Percentage of Grant Funds Expended	60%	100%	13%	74%	72%	75%	84%
Percentage of Contract Period Completed	58%	100%	25%	58%	58%	58%	100%
Total Expenses Billed to Date	25,253	6,719	16,262	64,678	279,520	14,939	24,209
Unbilled Expenses	4,534	0	7,329	2,963	32,358	7,434	15,882
Total Expenditures	29,787	6,719	23,591	67,641	311,878	22,373	40,091

UCSRB
Operating Reserve Activity
July 1 2022 through February 2023

	Recent transactions	YTD
Operating Reserve Income		
CFNCW Donations for consultant services		2,000.00
Credit Card Rebates -FirstBank/Glacier	250.00	1,250.00
Credit Card Rebates -USBank		321.67
CFNCW Interest Income	17.07	64.10
CFNCW Dividend Income	136.55	352.92
CFNCW Unrealized Gains/(Losses)	296.17	(1,416.21)
CFNCW Realized Gains/(Losses)	(109.43)	(132.81)
		<u>2,439.67</u>
Office Expenses		
Office supplies	89.99	89.99
Prior Year's Deposit Refunded		(50.00)
		<u>39.99</u>
Other Operating Reserve Expenses		
Consultant Services - Aspect	2,000.00	2,000.00
		<u>2,000.00</u>
Current Year Activity		<u><u>\$ 399.68</u></u>

Upper Columbia Salmon Recovery Board
Statement of Financial Position
As of February 28, 2023

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
1011 NCNB Checking Account	140,564.26
1319 Agency Advised Fund - CFNCW	11,533.10
Total Bank Accounts	<u>\$ 152,097.36</u>
Accounts Receivable	
1510 Accounts Receivable	55,838.77
Total Accounts Receivable	<u>\$ 55,838.77</u>
Other Current Assets	
1305 Prepaid Expenses	1,023.70
1305.01 Amazon Prepaid Gift Card	160.01
Total 1305 Prepaid Expenses	<u>\$ 1,183.71</u>
1515 Accrued Revenue	120,514.54
Total Other Current Assets	<u>\$ 121,698.25</u>
Total Current Assets	<u>\$ 329,634.38</u>
Fixed Assets	
1810 Furniture and Equipment	74,992.81
1850 Accumulated Depreciation	-74,074.28
Total Fixed Assets	<u>\$ 918.53</u>
Other Assets	
1350 Intangible Assets (Videos)	30,450.00
1355 Accumulated Amortization	-30,450.00
Total Other Assets	<u>\$ 0.00</u>
TOTAL ASSETS	<u><u>\$ 330,552.91</u></u>
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2020 Accounts Payable	6,310.20
Total Accounts Payable	<u>\$ 6,310.20</u>
Credit Cards	
2030.10 Firstbank Credit Card (9545)	1,458.48
2035 US Bank NASPO Cards	1,229.16
Total Credit Cards	<u>\$ 2,687.64</u>
Other Current Liabilities	
Total 2005.001 Payroll Liabilities	<u>-\$ 2,462.92</u>
2005.06 Direct Deposit Liabilities	0.01
2006 Accrued Payroll	53,242.08
2021 Accrued Expenses	750.00
2025 Other Current Liability	
2100 Deferred Revenue	124,746.75
2200 Accrued Leave	0.00
2400 Note Payable - NCB LOC	0.00
Total Other Current Liabilities	<u>\$ 176,275.92</u>
Total Current Liabilities	<u>\$ 185,273.76</u>
Total Liabilities	<u><u>\$ 185,273.76</u></u>
Equity	
3000 Unrestricted Net Assets	216,042.74
Net Revenue	-70,763.59
Total Equity	<u><u>\$ 145,279.15</u></u>

TOTAL LIABILITIES AND EQUITY

\$

330,552.91

Upper Columbia Salmon Recovery Board
Supplimental Statement of Financial Position
Unrecorded Paid Time Off Liabilities
As of February 28, 2023

Comp Time	219
Sick Leave (paid out only upon retirement)	32,293
Annual (Vacation) Leave	29,840
	\$ 62,352

Strategic organizational priorities, goals and objectives of the UCSRB.

In no particular order:

PRIORITY: RECOVERY

GOAL: Expand strategic opportunities for leadership, advocacy and engagement

OBJECTIVE: Increase the scope of integrated recovery efforts

GOAL: Strengthen the regional science program of the UCSRB

OBJECTIVE: Enhance tools used to quantify the impact of regional restoration and protection work and its contribution toward salmon recovery goals

OBJECTIVE: Maintain technical support for partners performing salmon recovery work

OBJECTIVE: Improve long-term persistence of viable populations of spring Chinook, Steelhead, and bull trout

PRIORITY: SUSTAINABILITY

GOAL: Create an organization that is vibrant, flexible, responsive and sustainable

OBJECTIVE: Enhance infrastructure to support staff and strengthen internal stability

OBJECTIVE: Increase and diversify funding sources

PRIORITY: ENGAGEMENT

GOAL: Build, maintain and increase trust, connections, relationships, and integrated efforts with partners and government agencies

OBJECTIVE: Provide/maintain/increase opportunities for recovery partners to engage and collaborate with one another

OBJECTIVE: Increase the number of partnerships and collaborations for project implementation

GOAL: Engage in communication to inform regional audiences

OBJECTIVE: Strengthen strategies that improve external communication:

PRIORITY: ADVOCACY

GOAL: Engage with public officials and agency employees about salmon recovery

OBJECTIVE: Increase and strengthen direct interactions

PRIORITY: LEADERSHIP

GOAL: Strengthen the role of the UCSRB as the regional leader for Salmon Recovery Plan implementation

OBJECTIVE: Increase communication between staff and the Board of Directors

OBJECTIVE: Increase the role of UCSRB in strategic leadership activities

OBJECTIVE: Increase the efficiency and efficacy of UCSRB staff and working teams