

FINAL 2023 WRIA 8 Staff Work Plan

Topic	Task	Staffing
WRIA 8 Salmon Recovery Council & Regional/State Coordination		
<p>WRIA 8 Salmon Recovery Council Schedule and staff WRIA 8 Salmon Recovery Council (SRC) meetings. Coordinate overall WRIA 8 implementation effort at the direction of the WRIA 8 SRC. Schedule and staff WRIA 8 Management Committee for annual budget and work plan review.</p> <p>Identify and inform SRC of emerging issues/topics affecting salmon recovery (e.g., climate change, regulatory updates, capital/capacity funding, etc.).</p>	<ul style="list-style-type: none"> • Up to 6 meetings of WRIA 8 SRC • 1 meeting of WRIA 8 Management Committee • 1 meeting of the WRIA 8 Membership Committee (if needed) • 2023 state and federal legislative priorities • Project tours for SRC members, state legislators, federal congressional staff • Meeting materials – agendas, briefing documents, presentations, minutes, etc. • 2024 work plan and budget • New member briefings 	<p>0.30 FTE Salmon Recovery Manager</p> <p>0.15 FTE Administrative Coordinator</p>
<p>Coordination with regional salmon recovery effort Represent WRIA 8 in regional work with the Puget Sound Partnership (PSP), Puget Sound Salmon Recovery Council (PS SRC), Puget Sound Watershed Leads, and the South Central Puget Sound Caucus Group to seek funding, inform policy, and provide other appropriate assistance for WRIA 8 plan implementation.</p> <p>Coordinate with NOAA Fisheries, US Fish and Wildlife Service, Co-Managers, PSP and other watershed groups on implementation of overall Puget Sound Chinook Salmon Recovery Plan (of which WRIA 8 Plan is a chapter). Promote and advocate for benefits to WRIA 8 ILA partners and resources for plan implementation.</p>	<ul style="list-style-type: none"> • Attendance at up to 6 PS SRC meetings, 12 PS Watershed Leads meetings and 4 South Central Puget Sound Caucus meetings to represent WRIA 8’s interests • Regular updates to WRIA 8 SRC on regional salmon issues • Responses to requests/tasks from the Puget Sound salmon recovery community • Coordination with other watersheds on shared interests, particularly increasing capacity/funding for plan implementation and legislative outreach and education • Inform updates to and ongoing implementation of the Puget Sound Salmon Recovery Plan 	<p>0.15 FTE Salmon Recovery Manager</p> <p>0.10 FTE Projects and Funding Coordinator</p> <p>0.10 FTE Technical Coordinator</p>

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<p>Coordination with Recreation and Conservation Office (RCO) and Governor’s Salmon Recovery Office (GSRO) Implement and administer state Lead Entity contract as salmon recovery Lead Entity for WRIA 8. Participate on Washington Salmon Coalition (WSC) to coordinate with other Lead Entities across the state and advance items of shared importance.</p>	<ul style="list-style-type: none"> • Semi-annual Lead Entity grant progress reports and billings • Participation in up to 6 Washington Salmon Coalition meetings/conference calls to coordinate on statewide salmon recovery issues and advance initiatives of importance to the statewide salmon recovery effort • Work with other Lead Entities on increasing capacity/funding for implementation and communicating salmon recovery messages • Coordinate with Lead Entities to identify improvements to the Salmon Recovery Funding Board (SRFB) funding process, address policy issues, and work with RCO and GSRO to implement actions on behalf of project sponsors 	<p>0.10 FTE Projects and Funding Coordinator</p> <p>0.05 FTE Salmon Recovery Manager</p>
<p>Support Plan Implementation</p>		
<p>Diversity, Equity, and Inclusion (DEI) Improve integration of DEI into WRIA 8 salmon recovery. Support the SRC DEI Subcommittee in implementing the WRIA 8 DEI Strategic Plan, including developing strategies and actions.</p>	<ul style="list-style-type: none"> • Plan, coordinate, facilitate up to six meetings of the DEI Subcommittee to advance the DEI Strategic Plan • Lead on planning and implementing DEI strategies • Report to SRC to facilitate engagement, shared learning and coordination of priority action • 	<p>0.10 FTE Technical Coordinator</p> <p>0.10 FTE Administrative Coordinator</p> <p>0.05 FTE Salmon Recovery Manager</p>

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<p>WRIA 8 Implementation Committee Coordinate with staff of WRIA 8 ILA partners and other stakeholders on plan implementation. Prioritize implementation actions, seek partnerships, and develop strategies to implement priority programmatic recommendations identified in WRIA 8 Plan update.</p>	<ul style="list-style-type: none"> • Up to 9 WRIA 8 Implementation Committee meetings • Recommendations for programmatic actions based on WRIA 8 Plan update and WRIA 8 Communications and Outreach Framework • Coordinate with partners to continue to implement programmatic priorities 	<p>0.10 FTE Salmon Recovery Manager</p> <p>0.10 Projects and Funding Coordinator</p>
<p>Salmon Recovery Funding Board (SRFB) and Puget Sound Acquisition and Restoration (PSAR) Grants Support the WRIA 8 SRC (in their role as citizen-based committee under RCW 77.85) in developing, prioritizing, and presenting grant proposals to the state’s Salmon Recovery Funding Board (SRFB) for SRFB and PSAR funds. Track SRFB/PSAR policies and procedures.</p>	<ul style="list-style-type: none"> • Maintain and update WRIA 8 Four-Year Work Plan • Issue request for proposals, conduct outreach to project proponents • Provide project development assistance to sponsors during the active grant period and throughout the year • Lead Project Subcommittee grant project site visits • Facilitate Project Subcommittee review and ranking and development of funding recommendations • Present Project Subcommittee funding recommendations to SRC • Support applicants throughout the application process and serve as an expert on program requirements • Assist applicants in responding to SRFB Technical Review Panel comments and RCO grant manager needs for information • Attend SRFB meetings, as necessary, to represent WRIA 8 interests and priorities 	<p>0.20 FTE Projects and Funding Coordinator</p> <p>0.05 FTE Technical Coordinator</p>

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	<ul style="list-style-type: none"> Review and document support for project amendments (cost increases, scope changes, time extensions) to PSP/RCO 	
<p>King County Flood Control District Cooperative Watershed Management (CWM) Grants Support the WRIA 8 SRC in developing, prioritizing, and presenting project and program grant recommendations to King County Flood Control District (FCD) for Cooperative Watershed Management grant funding. Track FCD policies and procedures and coordinate with King County as the grant program administrator.</p>	<ul style="list-style-type: none"> Secure SRC funding guidance for 2023 Continue to review and update CWM grant round process and proposal review criteria to account for additional funding provided by the King County FCD and associated increase in proposals Issue request for proposals, outreach to project sponsors Provide project development assistance and application support to sponsors during the active grant period and throughout the year Lead Technical Committee review and recommendations for monitoring and research proposals Lead and facilitate Project Subcommittee proposal review and ranking and development of funding recommendations Present CWM recommendations to SRC and the King County FCD Work with FCD and King County grant administrator on grant review and management 	<p>0.30 FTE Projects and Funding Coordinator</p> <p>0.15 Technical Coordinator</p>
<p>Tracking and Reporting on Implementation Progress Track and report on implementation of habitat restoration projects (including approved WRIA 8 grants and actions from other regional funding sources as appropriate).</p>	<ul style="list-style-type: none"> Assist project managers on CWM reporting to the King County Flood Control District Assist project managers on SRFB reporting to RCO/GSRO staff Obtain information from project managers to update information on their projects in state 	<p>0.10 FTE Projects and Funding Coordinator</p> <p>0.05 FTE Salmon Recovery Manager</p>

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<p>Review projects requesting to be added to Four-Year Work Plan to ensure they align with WRIA 8 recovery strategies/goals.</p> <p>Manage WRIA 8 data in State project tracking database(s) and improve database(s) as implementation tracking and reporting tools for WRIA 8.</p> <p>Periodically, report on progress implementing WRIA 8 Plan habitat goals and recovery strategies consistent with WRIA 8 Monitoring and Assessment Plan.</p>	<p>project tracking database(s) and to support WRIA 8 project implementation tracking, consistent with the WRIA 8 Monitoring and Assessment Plan</p> <ul style="list-style-type: none"> • Review and approve project additions to Four-Year Work Plan 	
<p>Funding for Plan Implementation/Legislative Outreach</p> <p>Coordinate with WRIA 8 partners and organizations, including Puget Sound Partnership, Recreation and Conservation Office and other watersheds regionally and statewide, to develop a funding strategy that seeks federal, state, and other funding opportunities for Plan implementation.</p> <p>Research new grant and funding opportunities. Help establish partnerships and seek funding for priority projects. Identify grant funding opportunities that support multiple benefits, including salmon habitat protection and restoration.</p>	<ul style="list-style-type: none"> • Briefings/emails to SRC and partners regarding 2023 state and federal legislative priorities • Email notifications regarding funding opportunities • Promote potential grant funding sources on WRIA 8 website and through E-news • Support efforts to identify and develop alternative funding mechanisms • Report to SRC regarding funding strategy for WRIA 8 Plan implementation • Regular communication on state/federal budgets and corresponding with decision-makers through letters and in person, as needed, to support priority budget items • Targeted meetings and tours to raise awareness among specific decision-makers 	<p>0.10 FTE Salmon Recovery Manager</p> <p>0.05 Projects and Funding Coordinator</p>

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<p>Track and report on salmon recovery related budget priorities and legislation. Brief partners and engage where appropriate to promote WRIA 8 interests.</p>		
<p>Communications/Outreach & Education –Telling the Salmon Recovery Story Use WRIA 8 Communications and Outreach Framework to prioritize communication and outreach actions and focus available resources.</p> <p>Raise awareness about salmon recovery and WRIA 8 Plan update priorities with ILA partners and watershed stakeholders.</p> <p>Seek funding and partnerships with WRIA 8 jurisdictions and partners, agencies and non-profits to implement outreach and education efforts that support WRIA 8 Plan. Ongoing efforts include:</p> <ul style="list-style-type: none"> • Salmon SEEson program to promote awareness and support for salmon recovery • Shore Friendly King County and Green Shorelines efforts to promote more salmon-friendly shorelines • Encouraging stewardship of riparian areas (focus on Cedar River, Issaquah Creek and Bear Creek) • Build public support for Cedar River restoration • King County’s Clean Water Healthy Habitat initiative to improve water quality and restore habitat 	<ul style="list-style-type: none"> • Develop and distribute up to six WRIA 8 E-news editions (every other month on months without SRC meetings) • Press releases • Project/program fact sheets • Project tours, groundbreaking, and/or ribbon cutting events to highlight project milestones and share implementation progress with local and state elected officials, partners, and Congressional delegation • Annual Salmon SEEson campaign • WRIA 8 website redesign and updates • Support public outreach to Cedar River community on restoration projects, including attendance at public meetings. • Meet with local governments and other partners to maintain a working understanding of WRIA 8 Plan priorities and opportunities for implementing actions 	<p>0.10 FTE Salmon Recovery Manager</p> <p>0.10 FTE Administrative Coordinator</p> <p>0.05 Technical Coordinator</p> <p>0.05 Projects and Funding Coordinator</p>

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<ul style="list-style-type: none"> Stormwater Outreach for Regional Municipalities (STORM) to address polluted runoff by advancing broad-scale behavior change 		
Technical Coordination		
<p>WRIA 8 Technical Committee Coordinate and facilitate WRIA 8 Technical Committee meetings. Provide technical support and analysis to WRIA 8 SRC and Team. Maintain focus on monitoring and assessment priorities detailed in the WRIA 8 Plan update (e.g., elevated water temperatures in Ship Canal and Sammamish River, artificial light, predation in Lake Washington and Ship Canal, etc.).</p> <p>Review and provide technical feedback on project concepts funded by WRIA 8 grants.</p> <p>Work with Implementation Committee to assess overall progress in implementing plan.</p>	<ul style="list-style-type: none"> Up to 10 Technical Committee meetings to provide regular updates on progress toward WRIA 8 Plan goals and emerging issues and to capitalize on opportunities to advance shared learning and adaptive management. Record Technical Committee decisions Analysis/reporting/presentations to TC and SRC Recommendations for priority research and monitoring investments Review and incorporate relevant regional salmon recovery technical information (study findings, reports, etc.) 	0.20 FTE Technical Coordinator
<p>Coordinate Monitoring and Adaptive Management Efforts Work with the Technical Committee, Implementation Committee, PSP, WRIA 8 jurisdictions, SRC and other partners to implement, inform, and adapt the WRIA 8 Monitoring and Assessment Plan (MAP).</p>	<ul style="list-style-type: none"> Develop detailed, on-the-ground understanding of key issues facing salmon recovery and watershed health to advance with the SRC and WRIA 8 partners. Assessments of existing habitat and salmon monitoring information to identify application to WRIA 8 recovery goals and integration into recovery strategies 	0.35 FTE Technical Coordinator

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<p>Provide input and recommendations based on best available science and on-the-ground observations to inform the WRIA 8 Plan -- including understanding of emerging challenges and identifying which actions offer the most benefit in meeting Plan goals and objectives.</p> <p>Support WRIA 8 jurisdictions to integrate best available science related to salmon habitat needs into local and regional planning, regulations, and permitting.</p> <p>Seek partnerships and funding to advance monitoring activities.</p>	<ul style="list-style-type: none"> • Reports, documentation, and presentations to WRIA 8 SRC on best available science to inform salmon recovery decisions • Products and deliverables related to addressing priority monitoring efforts and knowledge gaps • Pertinent data and technical study results posted on WRIA 8 website • Scopes of work, requests for proposals, and work products created by contractors • Grant proposals and other funding packages and partnerships to implement technical priorities • Track and report on metrics for WRIA 8 Plan salmon population and habitat goals. Coordinate reporting to SRC, PSP, EPA and others. • Coordinate and produce other technical products arising from implementing MAP (e.g. data summaries and reports focused key bottlenecks to salmon health and survival and recommended management actions) • Organize and oversee technical services contractors to carry out specific technical tasks (e.g., related to monitoring, studies, and data management). 	

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Administration		
<p>Conduct general administration work in support of the WRIA 8 interlocal agreement (ILA) and memorandum of understanding.</p> <p>Supervise and lead WRIA 8 Team, hire staff and evaluate staff performance.</p> <p>Develop and manage WRIA 8 budget and staff team work plan, grant billings/reporting, and trimester billings and progress reports to ILA parties.</p>	<ul style="list-style-type: none"> • WRIA 8 team meetings • Staff hiring and supervision • ILA trimester billings/reports • Grant billings/reports 	<p>0.10 FTE Salmon Recovery Manager</p> <p>0.05 FTE Administrative Coordinator</p>