

## FINAL 2020 WRIA 8 Staff Team Work Plan

Topic	Deliverable/Outcome	Staffing
<b>WRIA 8 Salmon Recovery Council &amp; Regional/State Coordination</b>		
<p><b>WRIA 8 Salmon Recovery Council</b> Schedule and staff WRIA 8 Salmon Recovery Council (SRC) meetings. Coordinate overall WRIA 8 implementation effort under auspices 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"> <li>• Up to 6 meetings of WRIA 8 SRC</li> <li>• 1 meeting of WRIA 8 Management Committee</li> <li>• 1 meeting of the WRIA 8 Membership Committee (if needed)</li> <li>• 2020 state and federal legislative priorities</li> <li>• 1 project tour for SRC members, state legislators, federal congressional staff</li> <li>• Meeting materials – agendas, briefing documents, presentations, minutes, etc.</li> <li>• 2021 work plan and budget</li> <li>• New member briefings</li> </ul>	<p>0.25 FTE Salmon Recovery Manager</p> <p>0.15 FTE Administrative Coordinator</p>
<p><b>Coordination with regional salmon recovery effort</b> 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). Negotiate for benefits to WRIA 8 ILA partners and resources for plan implementation.</p>	<ul style="list-style-type: none"> <li>• Attendance at up to 6 PS SRC meetings , 12 PS Watershed Leads meetings or calls and 4 South Central Puget Sound Caucus meetings to represent WRIA 8's interests/concerns</li> <li>• Regular updates to WRIA 8 SRC on regional salmon issues</li> <li>• Responses to frequent requests/tasks from the Puget Sound salmon recovery process</li> <li>• Coordination with other watersheds on shared interests, particularly increasing capacity/funding for plan implementation and legislative outreach and education</li> <li>• Coordinate with Puget Sound Lead Entities to identify improvements to the Puget Sound Acquisition and Restoration (PSAR) funding process</li> </ul>	<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><b>Coordination with Recreation and Conservation Office (RCO) and Governor’s Salmon Recovery Office (GSRO)</b>            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"> <li>• Semi-annual Lead Entity grant progress reports and billings</li> <li>• Participation in up to 12 Washington Salmon Coalition meetings/conference calls to coordinate on statewide salmon recovery issues and advance initiatives of importance to the statewide salmon recovery effort</li> <li>• Work with other Lead Entities on increasing capacity/funding for implementation and communicating salmon recovery messages</li> <li>• Coordinate with Lead Entities to identify improvements to the Salmon Recovery Funding Board (SRFB) funding process and work with RCO and GSRO to implement actions on behalf of project sponsors</li> </ul>	<p>0.15 FTE Projects and Funding Coordinator</p> <p>0.05 FTE Salmon Recovery Manager</p>
<p><b>Support Plan Implementation</b></p>		
<p><b>WRIA 8 Implementation Committee</b>            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"> <li>• Up to 9 WRIA 8 Implementation Committee meetings</li> <li>• Recommendations for programmatic actions based on WRIA 8 Plan update; other deliverables to be determined as strategies are developed</li> <li>• Coordinate with partners to continue to implement programmatic priorities, such as Green Shorelines and riparian stewardship strategies</li> </ul>	<p>0.15 FTE Salmon Recovery Manager</p>

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<p><b>Salmon Recovery Funding Board (SRFB) and Puget Sound Acquisition and Restoration (PSAR) Grants</b> 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"> <li>• Maintain and update WRIA 8 Four-Year Work Plan</li> <li>• Issue request for proposals, conduct outreach to project proponents</li> <li>• Provide project development assistance to sponsors during the active grant period and throughout the year</li> <li>• Lead Project Subcommittee field trip of grant project sites</li> <li>• Facilitate Project Subcommittee review and ranking and development of funding recommendations</li> <li>• Present Project Subcommittee funding recommendations to SRC</li> <li>• Support applicants throughout the application process and serve as an expert on program requirements</li> <li>• Assist applicants in responding to SRFB Technical Review Panel comments and RCO grant manager needs for information</li> <li>• Attend SRFB meetings, as necessary, to represent WRIA 8 interests and priorities</li> <li>• Host grant application workshop/info session for project sponsors</li> </ul>	<p>0.25 FTE Projects and Funding Coordinator</p>
<p><b>King County Flood Control District Cooperative Watershed Management (CWM) Grants</b> 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</p>	<ul style="list-style-type: none"> <li>• Secure SRC funding guidance for 2020</li> <li>• Issue request for proposals, outreach to project sponsors</li> <li>• Provide project development assistance to sponsors during the active grant period and throughout the year</li> </ul>	<p>0.25 FTE Projects and Funding Coordinator</p>

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<p>procedures, and coordinate with King County as the grant program administrator.</p>	<ul style="list-style-type: none"> <li>• Lead Project Subcommittee field trip to review proposals</li> <li>• Facilitate Project Subcommittee review and ranking and development of funding recommendations</li> <li>• Present CWM recommendations to SRC and the King County Flood Control District</li> <li>• Provide ongoing support to project sponsors throughout application process</li> <li>• Work with FCD and King County grant administrator on review and management of grants</li> </ul>	
<p><b>Tracking and Reporting on Implementation Progress</b></p> <p>Track and report on implementation of habitat restoration projects (including approved WRIA 8 grants and actions from other regional funding sources as appropriate).</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>	<ul style="list-style-type: none"> <li>• Produce an implementation progress report to SRC and partners</li> <li>• Assist project managers on CWM reporting to the King County Flood Control District</li> <li>• Assist project managers on SRFB reporting to RCO/GSRO staff</li> <li>• Obtain information from project managers to update information on their projects in state project tracking database(s) and to support WRIA 8 project implementation tracking, consistent with the WRIA 8 Monitoring and Assessment Plan</li> </ul>	<p>0.15 FTE Projects and Funding Coordinator</p> <p>0.10 FTE Salmon Recovery Manager</p> <p>0.15 FTE Technical Coordinator</p>

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<p><b>Funding for Plan Implementation/Legislative Outreach</b></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> <p>Track and report on salmon recovery related budget priorities and legislation. Brief partners and engage where appropriate to promote WRIA 8 interests.</p>	<ul style="list-style-type: none"> <li>• Briefings/emails to SRC and partners regarding 2020 state and federal legislative priorities</li> <li>• Email notifications regarding funding opportunities</li> <li>• Promote potential grant funding sources on WRIA 8 website and through E-news</li> <li>• Support efforts to identify and develop alternative funding mechanisms</li> <li>• Report to SRC regarding funding strategy for WRIA 8 Plan implementation</li> <li>• Regular communication on state/federal budgets and corresponding with decision-makers through letters and in person, as needed, to support priority budget items</li> <li>• Targeted tours to raise awareness among specific decision-makers</li> </ul>	<p>0.10 FTE Salmon Recovery Manager</p> <p>0.10 Projects and Funding Coordinator</p>
<p><b>Communications/Outreach &amp; Education –Telling the Salmon Recovery Story</b></p> <p>Develop education and outreach implementation strategy to prioritize efforts 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"> <li>• Develop and distribute WRIA 8 E-news every other month (months without SRC meetings)</li> <li>• Press releases</li> <li>• Project/program fact sheets</li> <li>• Project tours to highlight priority projects and share implementation progress with local and state elected officials, partners, and Congressional delegation</li> <li>• Annual Salmon SEEson campaign</li> <li>• WRIA 8 website updates</li> <li>• Support King County public outreach to Cedar River community on restoration projects, including attendance at public meetings.</li> </ul>	<p>0.15 FTE Administrative Coordinator</p> <p>0.10 FTE Salmon Recovery Manager</p>

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<ul style="list-style-type: none"> <li>• Salmon SEEson program to promote awareness and support for salmon recovery</li> <li>• Green Shorelines effort to promote more salmon-friendly shorelines</li> <li>• Encouraging stewardship of riparian areas (focus on Cedar River, Issaquah Creek and Bear Creek)</li> <li>• Build public support for Cedar River restoration</li> <li>• Stormwater Outreach for Regional Municipalities (STORM) to address polluted runoff by advancing broad-scale behavior change</li> </ul>	<ul style="list-style-type: none"> <li>• Meet with local governments and other partners to maintain a working understanding of WRIA 8 Plan priorities and opportunities for implementing actions</li> </ul>	
<b>Technical Coordination</b>		
<p><b>WRIA 8 Technical Committee</b>            Coordinate and facilitate 8-10 WRIA 8 Technical Committee (W8TC) meetings. Provide technical support and analysis to WRIA 8 SRC and Team. Focus in 2020 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. Review projects requesting to be added to Four-Year Work Plan to ensure they align with WRIA 8 recovery strategies/goals.</p>	<ul style="list-style-type: none"> <li>• Agendas</li> <li>• Records of decisions made by Technical Committee</li> <li>• Analysis/reporting/presentations to SRC</li> <li>• Recommendations for priority research and monitoring investments</li> <li>• Recommendations for project additions to Four-Year Work Plan</li> <li>• Review harvest/hatchery management plans</li> </ul>	0.25 FTE Technical Coordinator

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<p>Implement Habitat/Harvest/Hatchery (H-Integration) subcommittee recommendations as appropriate and feasible.</p> <p>Work with Implementation Committee to assess overall progress in implementing plan.</p>		
<p><b>Coordinate Monitoring and Adaptive Management Efforts</b></p> <p>Work with the W8TC, Implementation Committee, PSP, WRIA 8 jurisdictions, SRC and other partners to implement the WRIA 8 Monitoring and Assessment Plan (MAP).</p> <p>Track and report on indicator metrics for WRIA 8 Plan habitat goals. Coordinate reporting to SRC, PSP, EPA and others.</p> <p>Coordinate and produce other monitoring products arising from implementing MAP (e.g., juvenile and adult Chinook abundance trends, flow characterization, lakeshore change assessments, land cover change assessments).</p> <p>Organize and oversee technical services contractors to carry out specific technical tasks (e.g., related to monitoring, studies, and data management).</p> <p>Seek funding and partnerships to continue monitoring activities.</p>	<ul style="list-style-type: none"> <li>• Assessments of existing habitat and salmon monitoring information to identify gaps and beneficial information for WRIA 8</li> <li>• Reports, documentation and presentations to WRIA 8 SRC</li> <li>• Pertinent data and technical study results posted on WRIA 8 website</li> <li>• Scopes of work, requests for proposals, and work products created by contractors</li> <li>• Grant proposals, and other funding packages and partnerships to implement technical priorities</li> </ul>	<p>0.50 FTE Technical Coordinator</p>
<p><b>Administration</b></p>		

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<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"> <li>• WRIA 8 team meetings</li> <li>• Hiring of staff when necessary</li> <li>• ILA trimester billings/reports</li> <li>• Grant billings/reports</li> </ul>	<p>0.10 FTE Administrative Coordinator</p> <p>0.10 FTE Salmon Recovery Manager</p>