Cooperative Monitoring Evaluation and Research Committee (CMER)
May 28, 2019
DNR/DOC Industrial Park, Tumwater WA

Attendees	Representing
§Baldwin, Todd (ph)	Kalispel Tribe of Indians
§Bell, Harry	Washington Farm Forestry Association
§Dieu, Julie	Rayonier
Gibbs, Heather	Department of Natural Resources
chesney, charles (ph)	Member of Public
Haemmerle, Howard	Acting Adaptive Management Program Administrator
§Hayes, Marc	Department of Fish and Wildlife
Hernandez, Emily	Department of Natural Resources
§Hicks, Mark	Department of Ecology
Hooks, Doug	Washington Forest Protection Association – CMER Co-Chair
§Kay, Debbie (ph)	Suquamish Tribe
§Martin, Doug (ph)	Washington Forest Protection Association
§Mendoza, Chris	Conservation Caucus
§Mobbs, Mark	Quinault Indian Nation
Murray, Joe	Washington Forest Protection Association
Roorbach, Ash (ph)	Northwest Indian Fisheries Commission
Schuett-Hames, Dave	Northwest Indian Fisheries Commission - CMER Staff
Shramek, Patti	Department of Natural Resources – CMER Coordinator

§Indicates official CMER members and alternates; (ph) indicates attended via phone.

*Indicates Decision

<u>Decisions:</u>

CMER

- ***March 2019 and April 2019 Meeting Minutes** – *approval*
  March 2019 Minutes – Chris Mendoza reviewed the edits he made to the minutes. Doug Hooks asked for a motion to approve the minutes as edited. Mendoza moved to approve, Marc Hayes seconded - **Approved**

  April 2019 Minutes – Mendoza reviewed his edits to the minutes. Hooks asked for a motion to approve as edited. Marc Hayes moved to approve; Harry Bell seconded - **Approved**

  Mendoza asked if the notes are sent out after they are approved. Patti Shramek replied that they are posted on the DNR website. Approved minutes can be found here:

https://www.dnr.wa.gov/about/boards-and-councils/forest-practices-board/cooperative-monitoring-evaluation-and-research.

- ***CMER Co-Chair Nomination(s)** – *approval*
  Hooks asked Howard Haemmerle if he received any additional nominations for CMER Co-chair. He reported that Jenny Knoth will need to step down in June due to funding reasons and that Chris Mendoza is nominated to replace her.

  Mark Hicks moved to approve Chris Mendoza as Jenny's replacement starting July1, Hayes seconded – Approved

  Mendoza remarked that the Conservation Caucus has approved to send him to facilitation training if he was approved as Co-chair.

  Haemmerle asked if CMER would like to have a discussion regarding a nomination for a replacement for Hooks. Hicks remarked that he thought there was a group that was going to put together recommendations on Co-chair rotation. The group (Hooks, Mendoza, Knoth, and Haemmerle) will work on getting the recommendations ready for submittal at the next meeting.

  Hooks asked about the Policy/CMER admin assistant position and if it was in the approved budget. Haemmerle remarked that it was in the approved budget.

- ***CMER Adaptive Management Program Administrator (AMPA) Interview Panel Member Nominations(s)** - *approval*
  Hooks reported that the interviews are scheduled for June 5 and asked if there is anyone who is interested in participating on the interview panel. Hayes asked how many candidates were being interviewed, Haemmerle replied that there are six.

  There was discussion on what skill set DNR is looking for. Mendoza remarked that the role of the AMPA is in the Board Manual. Haemmerle replied that DNR pulled from the Board Manual to develop the announcement and job description.

  Todd Baldwin remarked that he would talk to Joe Shramek and pencil it in if no one else is willing to step up. Doug Martin nominated Harry Bell. Bell said he can do it. Baldwin said he was okay with that.

LWAG

***Buffer Integrity-Shade Effectiveness Project** – *approval of Findings Report*
Hayes reviewed the revision process and the status of the current version. Mendoza submitted edits on the final submitted document. The changes were reviewed and

discussed. The main issue was the summary of the Extensive Temperature Report. Hayes expressed concerns that there were changes that were made outside of the original request from the March meeting for the three areas. Hooks remarked that he agreed, and these issues should have been brought up when the other three were discussed.

Hicks moved to approve the findings report as amended today, Hayes seconded - **Approved**

Next steps: Findings report will go to Policy at their June meeting, along with the final report and AMPA cover letter. Hayes will give a presentation.

Discussion:

- **Master Project/Budget** – *discussion to address Forest Practices Board Motion*
  Haemmerle reviewed the Forest Practices Board (Board) motion regarding the 19-21 AMP budget. The Board is looking for a new line item for $150,000 for AMP improvements facilitation and $250,000 for the water typing strategy. He reported that Policy Co-Chair, Tara Rentz, has looked at the budget and thought the ENREP project AMP administration line item could be reviewed for any cost savings. He remarked that CMER needed to evaluate changes to scientific studies to determine if reducing the budget would affect the scope of the study. Hicks remarked that before the motion he asked the Board not to do this to CMER, and that there was no clear direction. Haemmerle remarked that he already came up with the $150,000 out of the overhead part of the budget to fund the AMP improvements facilitation. Hooks remarked that he and Knoth have discussed this and he feels that budget "scrubbing" happens when updating the project charters and that CMER shouldn't have to re-do any work. Bell remarked that he is uncomfortable with one Policy representative recommending what project(s) the extra funds should come from. Mendoza remarked that maybe CMER needs to keep Policy better informed about the projects so Policy doesn't prioritize without understanding the projects. Hicks remarked that he thinks CMER needs a formal motion/request from Policy when asking for people to go back and scrub their budgets. This takes people off the project to work to do this, thus adding costs and delaying the project. General consensus was that Policy and the Board need to give formal, succinct requests in order for CMER to give them good information. Hicks remarked that the ENREP study design needs to be sent out and everyone should be required to read it before having these discussions.

  Next Steps: Doug Hooks will have conversations with the AMPA and Policy Co-chairs about clearer directions on expectations for CMER, as well as asking for direction on what to do about ENREP and the Water Typing Strategy.

- **CMER Ground Rules** – *review and discussion of suggested edits*
  Dave Schuett-Hames and Emily Hernandez reviewed the process they went through and the revisions. Hayes remarked that he appreciated the work the group went through but would appreciate track changes for a reminder of what was originally in the ground rules. Hernandez remarked that they could do that. Mendoza remarked that the CMER ground rules are in the PSM and are set by Board Manual 22 and CMER needs to make sure that none of the changes conflict with what is in there. Ash Roorbach asked about bullying and aggressive behavior and who addresses that, and what is the definition of those. Hernandez replied that those are in meeting tips, not ground rules, and it is defined in the bullet in the ground rules (act in a professional manner). Haemmerle remarked that the Co-Chair facilitating the meeting should monitor, but members should speak up if needed, as well. Bell suggested that the tips for meetings could be added to Protocol and Standards Manual (PSM).

  Haemmerle remarked that he agrees that all participants should sign the document and that it says CMER Ground Rules, but that it is actually CMER/SAG Ground Rules. Process discussion: Should the PSM be revised, and then approve new ground rules Or, approve the new ground rules and then revise the PSM.

  Next steps: Comments are due to Emily Hernandez June 7, for update or review at June meeting, as well as providing comments on process of changing PSM.

- **Charter Signatures** – *who, when , why*
  Hooks remarked that there was no resolution of the discussion at the last meeting and wanted to follow up. He said that he wasn't sure that he, as a CMER Co-chair, would feel comfortable signing one since he doesn't have the authority to enforce it. Hernandez brought up a table that shows date of acceptance for each committee and reference to the minutes for those committees. The charter is a living document and recognition of support would be added for each revision to the charter. Most current version of charter should be posted on the CMER Information Management System site. Haemmerle remarked that if you want to follow the business model of a charter, it should be signed by the person who is responsible for "writing the check." In that case, it would be the AMPA. In this case it would be approved by CMER and Policy and signed by the AMPA. If CMER wants to follow the business model, this process is the closest you will get to it. Hicks remarked that the SAG request document used to keep track of the where the project was at in the process, and that maybe that needs to be brought back. Hernandez recommend having that on the one-page project updates. CMER concluded that signatures were not needed.

RSAG

- **Type F QA/QC Re-survey memo**
  Hooks reviewed the history of the project and asked if the change requested is considered a substantive change, and if it is, what is the next step. Joe Murray reviewed the reasoning for the budget increase and Mendoza remarked that this request came as consensus request from RSAG. Haemmerle remarked that CMER and Policy don't control the budget, the Board does and gives the AMPA the ability to move up to 10% of budget around. However, the Board has prioritized finding funds to fund the AMP facilitation and water typing projects, so if there is $22,000 extra somewhere it would go to those projects. Hooks remarked that because of that, the project charter needs to be updated and this request added to it. Mendoza replied, adding that this was not approved due to Board direction. Hick brought up that QA/QC should have been part of the study design, so CMER dropped the ball somewhere and needs to make sure this doesn't happen again. Schuett-Hames responded that there is a traditional QA/QC built into the study, this re-survey portion was recommended by counterparts at the Forest Service in Corvallis to weed out variabilities due to having different crews collecting data.

  Next step: RSAG will update project charter to include this request. PMs will work with SAGs to work on updates on all projects that identifies savings/or added expenses and the effects those have on the projects (i.e. delayed implementation) in order address Board request to come back with revised budget information at their August meeting.

- **CMER and SAG updates** – *transfer of responsibility of updating the document from PMs to SAGs.*
  The discussion revolved around should the CMER/SAG updates continue to be done by the PMs or should they be the responsibility of the SAG Co-chairs, who would then send them to the PM to incorporate into one document? Bell remarked that it would be nice to know on each project if they aren't on schedule and budget.

  Next steps: SAG Co-chairs and PMs will work together to produce the monthly CMER/SAG updates. If a project is off schedule/budget that will be noted in the updates.

<u>Updates:</u>

Report from the Board – *May 8 & 9, 2019 meetings*
Hooks and Haemmerle reported on the May two day Forest Practices Board meeting.
Mendoza reported on ISAGs role in Potential Habitat Break (PHB) Validation Study review.
Hernandez requested that someone give direction to Jason Walter, since he's not at meeting today, on how to proceed with review of PHB documents.

Forest Practices Board meeting minutes are located on the Department of Natural Resources web page at https://www.dnr.wa.gov/about/boards-and-councils/forest-practices-board.

Report from Policy – *May 2, 2019 meeting*
Hooks reported that the May Policy meeting focused mainly on the ENREP project.

There is a PSM chapter 7 workshop at the June Policy meeting that CMER members are encouraged to attend. Please let Haemmerle know if you plan to attend by June 4, 2019.

Timber Fish & Wildlife Policy meeting minutes are located on the Department of Natural Resources web page at http://www.dnr.wa.gov/about/boards-and-councils/forest-practices-board/tfw-policy-committee.

CMER and SAG updates
Murray reported that comments were received for the Riparian Characteristics and Shade Study. Teresa Miskovic has set up a meeting with the contractor on June 14, 2019 to go over comments.

Public Comment
charles chestney provided public comment

Recap of Assignments/Decisions

- March 2019 minutes approved as revised
- April 2019 minute approved as revised
- Chris Mendoza approved as the new CMER Co-chair to replace Jenny Knoth as of July 1, 2019.
- Harry Bell approved as CMER AMPA interview panel member.
- Buffer Integrity-Shade Effectiveness Project findings report approved as amended. Report will go to Policy, along with the final report and AMPA cover letter, at their June meeting.
- Marc Hayes will give a presentation of the Buffer-Integrity-Shade Effectiveness Project at the June Policy meeting.
- Doug Hooks will have conversations with the AMPA and Policy Co-chairs about clearer directions on expectations for CMER, as well as asking for direction what to do about the Water Typing Strategy.
- Comments on CMER Ground Rules recommendations, and suggestions on how to incorporate revisions into the PSM, due to Emily Hernandez June 7, 2019 for update or review at June meeting.
- RSAG will update Remote Sensing project charter to include the Type F QA/QC re-survey request. PMs will work with SAGs to work on updates for all projects that identifies savings/or added expenses and the effects those have on the projects (i.e.

delayed implementation) in order address Board request to come back with revised budget information at their August meeting

- SAG Co-chairs and PMs will work together to produce the monthly CMER/SAG updates. If a project is off schedule/budget that will be noted in the updates.
- PSM workshop scheduled for June Policy meeting. Please let Howard Haemmerle know by June 4, 2019 if you plan to attend.

Adjourned @ 3:44 pm.