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June 5, 2018

MEMORANDUM

TO: Fish and Wildlife Committee Members

FROM: Laura Robinson, Program Liaison Coordinator
Patty O'Toole, Program Manager

SUBJECT: Update on the Fish and Wildlife Program Amendment Process

BACKGROUND:

Presenter: Laura Robinson and Patty O'Toole

Summary: On May 16, the Council began accepting recommendations for the amendment to the 2014 Fish and Wildlife Program. At the June Fish and Wildlife Committee Meeting, staff will remind the Committee of the current draft schedule and what tasks are underway. Staff will also briefly demonstrate the program amendment website and its key elements and functions.

Over the next few months, staff will be working with the Committee chair on a basic approach for how to accomplish tasks within the amendment process. Staff will bring the proposed method to the Council before the close of the recommendation period.

In addition to the draft timeline that was provided to the Council at the May meeting (*see attachment 1*), staff is developing and will maintain a chronological tracker of necessary program amendment tasks, meetings, and dates (*see attachment 2*).

Relevance: Amendment of the Fish and Wildlife Program

Background: [In a letter to the region](#), the Council requested recommendations to amend the Fish and Wildlife Program. A hard copy was mailed to 131 recipients and an email to 1,811 recipients. Instructions to submit recommendations were posted to the Council's website at www.nwcouncil.org/amend. Council staff will update this webpage throughout the program amendment process. Recommendations to amend the Program are due on September 14, 2018.

At the [April Council Meeting](#), Council staff provided a briefing to the full Council on the legal framework for the Program amendment process. With the program amendment process underway, Council members and staff need to be certain to document any discussions related to the Program and/or the amendment process in the administrative record.

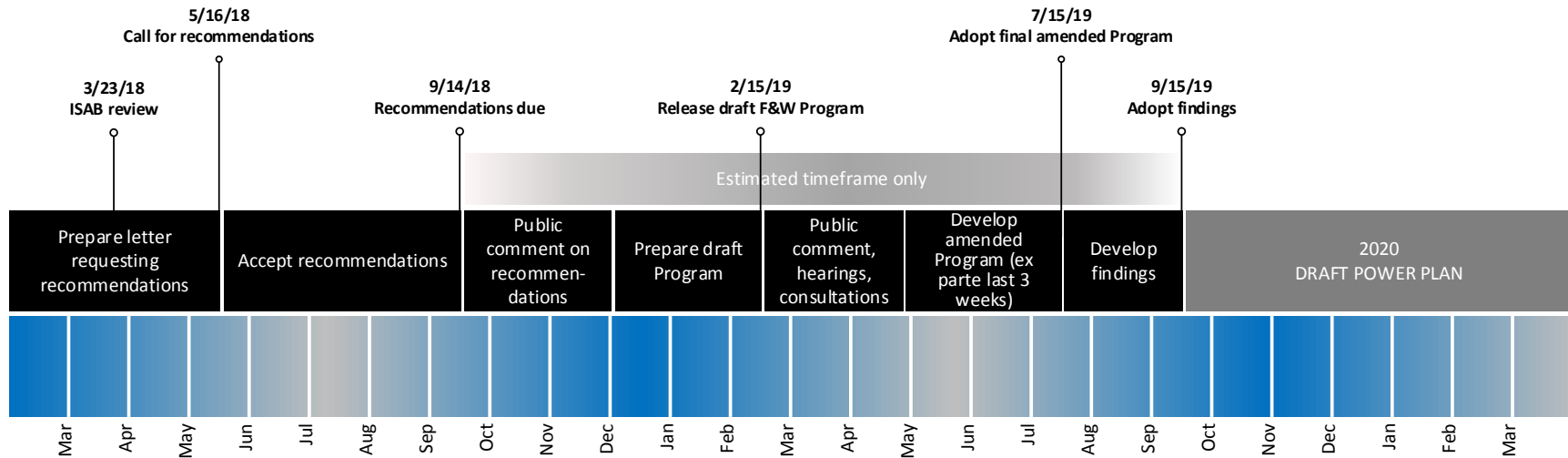
More Info:

- [May Committee packet memo](#) with the draft schedule

Attachment 1. Draft timeline

AMENDMENT PROCESS 2018/19

DRAFT TIMELINE



Attachment 2. (Example) calendar for Program amendment tasks done thus far (June 5, 2018 version)

Month	Meeting Type	Program amendment topics/activities for work sessions	Important related dates
October, 2017	Committee & Council	Develop questions for the ISAB's review of the 2014 Program.	The Council sent an initial letter to the ISAB requesting their review of the 2014 Program on September 15, 2017, and a follow-up message with Council questions on October 13.
	ISAB	Meet with the ISAB to discuss the Council's questions and the review process.	
April, 2018	Committee	Committee review and recommendations of announcement of request for recommendation	The ISAB's review of the 2014 Program was released on March 23
	Council	Presentation from ISAB on review of the 2014 Program & briefing on the legal framework of the amendment process	
May	Committee	Committee recommendation to full Council on draft letter	The Council opened the recommendations period on May 16
	Council	Council decision on the draft letter for recommendations	
September			The recommendations period closes on September 14
November			The period of comments on the recommendations period will close in mid-November