



Board Meeting Book

Meeting Sponsored by:



April 30 - May 1, 2024
Hybrid Meeting
Washington, DC

National Fish Habitat Board Meeting

April 30 – May 1, 2024 Washington, DC

Hosted by: Association of Fish & Wildlife Agencies

1100 First St NE (8th Floor Conference Room), Washington, DC 20002

Web Meeting Access:

Teams: [Click here to join the meeting](#)

Meeting ID: 277 107 195 527 Passcode: MCDmfm

Call-in only: [+1 323-591-9493](tel:+13235919493), [274277014#](tel:+1274277014) Phone Conference ID: 274 277 014#

Tuesday, April 30, 2024

Time (EDT)	Agenda Item	Tab	Lead(s)
9:00 AM	<p>Welcome & New Board Member Introductions</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board action to approve agenda and February Meeting summary. • Welcome to new Board members 	1	Chair Robert Boyles & All
9:30 AM	AFWA Executive Director Welcome and Update		Ron Regan (AFWA Executive Director)
9:45 AM	<p>2024 NFHP Board Meeting Schedule</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board awareness of 2024 Board meeting schedule. • Board awareness of 2024 NFHP conference attendance. 	2	NFHP Board Staff
10:00 AM	<p>NFHP Communications Committee Update</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board awareness of planned NFHP website revision. • Board awareness of W2W. • Board awareness of upcoming World Fish Migration Day (May 25). 	3	Pat Rivers (NFHP Board member) & Adela Baratech (Project Coordinator, World Fish Migration Day Foundation)
10:30 AM	BREAK		

Time (EDT)	Agenda Item	Tab	Lead(s)
10:45 AM	<p>NOAA NFHP Funding - Engaging Recreational Fishers in Habitat Conservation</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board awareness of informal NFHP funding opportunity and projects funded over past 5 years. 		Kara Meckley (NOAA Office of Habitat Conservation)
11:10 AM	<p>National Aquatic Barrier Inventory and Prioritization Tool</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board awareness of the expansion of SARP's tool now being used nationwide. 		Kat Hoenke (GIS Coordinator Southeast Aquatic Resources Partnership, SARP)
11:40 AM	<p>Science & Data Committee Update</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board awareness of science and data committee assessment progress and National Conservation Priorities. 		Gary Whelan & Daniel Wieferrich (NFHP Board Staff, Science & Data Committee Co-Chairs)
12:00 PM	LUNCH (On Your Own)		
1:30 PM	<p>Policy Committee Update</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Agency Science and Tech Support Updates • ACE Act Reauthorization update 		Tim Schaeffer (Policy Committee Chair)
1:55 PM	<p>NFHP Interagency Operational Plan Update</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board awareness of progress on IOP development. 		Jason Olive (NFHP Board Staff)
2:15 PM	<p>Governance Committee Update</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board awareness of development of governance documents. 	4	Doug Austen (Governance Committee Chair)
2:30 PM	BREAK		

Time (EDT)	Agenda Item	Tab	Lead(s)
2:45 PM	<p>NFHP Project Tracking Database & FY24 Unfunded Projects</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board awareness of the latest progress on the NFHP Project Tracking Database. • Board discussion of opportunities to identify funding for 33 FY24 unfunded projects. 		Kate Sherman (NFHP Board Staff)
3:15 PM	<p>2024 FHP Project Review Team</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board awareness of process and timeline. 		Stan Allen (Board Vice Chair)
3:30 PM	<p>Partnerships Committee Update</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board awareness of update on the Congressional Designation Process. • Board discussion on Board Buddies engagement thus far. 		Stan Allen & Bryan Moore (Partnerships Committee Chairs)
3:50 PM	<p>NFHP Action Plan 3.0 Update and Options</p> <p><i>Desired Outcomes:</i></p> <ul style="list-style-type: none"> • Board discussion of approach and timing for next Action Plan. 		Alex McOwen and Jason Olive (NFHP Board Staff)
4:30 PM	Adjourn		
5:00 – 7:00 PM	No Host Happy Hour @ Wunder Garten 1101 First St NE, Washington, DC 20002		

Wednesday, May 1, 2024

1100 First St NE (8th Floor Conference Room), Washington, DC 20002

Web Meeting Access:

Teams: [Click here to join the meeting](#)

Meeting ID: 263 853 235 114 Passcode: gCLZ3o

Call-in only: [+1 323-591-9493](tel:+13235919493),[266215145#](tel:+1266215145) Phone Conference ID: 266 215 145#

Time (EDT)	Agenda Item	Tab	Lead(s)
9:00 AM	Welcome Back		Chair Robert Boyles
9:15 AM	USFWS Update & Presentation from FAC Assistant Director David Miko		Steve Guertin (<i>NFHP Board Member</i>) & David Miko (<i>Assistant Director Fish & Aquatic Conservation, USFWS</i>)
10:00 AM	Interagency Coordination by FHPs <i>Desired Outcomes:</i> <ul style="list-style-type: none"> Board awareness of FHP coordinator roles beyond annual project cycle. 		Jason Olive and FHP Coordinators
11:00 AM	BREAK		
11:25 AM	Facilitated Discussion on Increasing Interagency Coordination and Leveraging Funds <i>Desired Outcomes:</i> <ul style="list-style-type: none"> Continuation of December Board meeting discussion about interagency coordination. 		All
12:15 PM	Reauthorization Hill Visit Preparation <i>Desired Outcomes:</i> <ul style="list-style-type: none"> Brief overview of Hill visit logistics and preparation. 		Tim Schaeffer (<i>Policy Committee Chair</i>)
12:30 PM	Adjourn		

National Fish Habitat Board Virtual Meeting Notes

Tuesday, February 6, 2024 (1:00 PM – 4:00 PM) EST

Zoom link (Registration Required):

https://fishwildlife-org.zoom.us/meeting/register/tZltf-Cgqz8tE9JEfO2obn3_WzzpbQPDHsvG

Board Member Attendance:

	Last Name	First Name	Present?
1	Allen	Stan	X
2	Austen	Doug	X
3	Booth	Austin	X
4	Boyles	Robert	X
5	Carter	Julie	X
6	Eischeid	Ted	X
7	Gilliland	Gene	X
8	Guertin	Steve	X
9	Conley	Kimberly	X
10	Kinsinger	Anne	X
11	Kruse	Carter	
12	LeCoq	John	
13	Leonard	Mike	X

	Last Name	First Name	Present?
14	Linnell	Karen	X
15	Moore	Chris	
16	Moore	Bryan	X
18	Perry	Steve	X
19	Rauch/Robinson	Sam/Carrie	X
20	Ringia	Adam	X
21	Rivers	Pat	X
22	Schaeffer	Timothy D.	X
23	Slager	Jake	X
24	Trushenski	Jesse	X

Other Meeting Attendees:

- Ryan Roberts
- Alex McOwen
- Jason Olive
- Gary Whelan
- Holly Steindorf
- Todd Ewing
- Doug Nygren
- Sharmila Jepsen
- Daniel Wieferich
- Melissa Smith
- JD Davis
- Simen Kaalstad
- Sara Strassman
- Gordon Smith
- Louise Mauldin
- Trevor Luna
- Jessica Hogrefe
- Connor Bevan
- Debbie Hart
- Will Duncan
- Ian Nakayama
- Steven Krentz
- Rick Jacobson
- Moe Nelson
- Joe Nohner
- Ali Schwaab

Approved by Motion:

- February 6, 2024 virtual NFHP Board meeting agenda
- December NFHP Board meeting summary.
- Nomination Stan Allen as Vice Chair of the National Fish Habitat Board: Motion by: Bryan Moore, seconded by Doug Austen.
- Move into Executive Session to discuss Board nominees. Motion by: Steve Perry, seconded by Karen Linnell.
- Move out of Executive Session without any actions completed. Motion by: Steve Perry, seconded by Karen Linnell.

Results of 2024 Board Elections:

- **Corporate industry seat:** John O’Keefe (Yamaha Motor Corporation)
- **Local government seat:** Peter Micciche (Kenai Peninsula Borough)
- **Marine Recreational Anglers seat:** Ian Nakayama (Theodore Roosevelt Conservation Partnership)
- **“Wildcard” seat:** Chris Horton (Congressional Sportsman Foundation)

Time (PM ET)	Agenda Item	Board Tab	Lead(s)
1:00	<p>Welcome & Attendance <i>Desired outcomes:</i></p> <ul style="list-style-type: none"> ● Welcome Board members and new FHP Coordinators. ● Board action to approve the February meeting agenda. ● Board action to approve the December meeting summary. 	Tab 1	<p>Robert Boyles (<i>Association of Fish and Wildlife Agencies, Board Chair</i>) & Board Staff</p>
<p>Chair, Robert Boyles welcomed the Board and the Board staff took attendance and confirmed the Board has a quorum with 18 Board members present. The Board’s main important business of this meeting is appointing new Board members to vacant seats. The meeting agenda was adjusted slightly to accommodate schedules for voting. With minor revisions (add Amy Smith and Heidi Keuler) to the December Board meeting summary, it was adopted by the Board. Finally, Alex McOwen acknowledged the excellent work done by Jonathan Watson during her detail to make the NFHP Board staff whole.</p>			
1:10	<p>Board Reminders & Board Member Terms <i>Desired outcomes:</i></p> <ul style="list-style-type: none"> ● Board awareness of NFHP 2024 calendar including upcoming meetings and FHP meetings. ● Board awareness of expiring Tribal Board member terms and need to solicit nominations from Secretary of the Interior. 		<p>Ryan Roberts (<i>AFWA, Board Staff</i>)</p>

Ryan Roberts reminded the Board of the upcoming Board meeting schedule as follows:

- April 30 - May 1 In person in Washington DC April 30 - May 1 - calendar invites have been sent out (hosting at AFWA adjacent office)
- May 2 Capitol Hill “fly in” on May 2 (optional) - organized by the Policy Committee
- July 31 - August 2 Next in person meeting location TBD
- October 2 virtual meeting
- June 17 - 1 hour virtual meeting to approve project list (will require 18 affirmative votes before it can be submitted to the Sec of Interior)

The Board was also reminded by the process to fill vacant Tribal Board member seats. Karen Linnell is seeking a replacement for herself on the NFHP Board. The staff will work with Chair Boyles to request the Secretary of Interior send nominees in advance of the Tribal Board member terms expiring in February 2025. Adam Ringia has indicated his interest in continuing to serve on the Board.

As a point of information, the Board was reminded that the Sport Fishing and Boating Partnership Council was re-chartered last week - Gene Gilliland and Mike Leonard are on that Board, which has been a vacant seat on our Board. The Council will meet in April or May 2024.

1:15	Election of Board Vice-Chair <i>Desired outcome:</i> <ul style="list-style-type: none"> ● Board action <ul style="list-style-type: none"> ● Board will break into executive session for discussion if necessary 	Robert Boyles (<i>Association of Fish and Wildlife Agencies, Board Chair</i>) & Board Staff
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Chair Boyles recognized Stan Allen’s long institutional knowledge of NFHP and the many benefits of designating a Vice Chair for the Board. The Board supported Chair Boyles’s sentiment about Stan and voted to elect Stan Allen as the Board Vice Chair (motion by Bryan Moore, seconded by Doug Austen, motion passes)

Time (PM ET)	Agenda Item	Board Tab	Lead(s)
1:25	Update on Congressional Designation Process for Fish Habitat Partnerships <i>Desired outcome:</i> <ul style="list-style-type: none"> ● Board awareness of the progress being made, and upcoming tasks related to Congressional designation to fulfill the mandate in Section 204 of the ACE Act. 		Stan Allen (<i>NFHP Partnerships Committee Co-Chair, Pacific States Marine Fisheries Commission</i>) & Bryan Moore (<i>NFHP Partnerships Committee Co-Chair, Trout Unlimited</i>)

Stan Allen and Bryan Moore reminded the Board that the ACE Act requires Congressional designation for the Fish Habitat Partnerships to continue to receive appropriated NFHP funds. The Board received 20 applications for Congressional designation and formed a small Board team (members include: Steve Perry, Pat Rivers, Adam Ringia, Julie Carter, Carter Kruse, Bryan Moore, Stan Allen) to review and provide feedback to FHPs. Stan reminded the Board that this is a collaborative effort and the Board is supporting the FHPs in the process to seek Congressional designation. We anticipate that the final,

Board-approved applications will be submitted to Congress in late summer 2024. The team will be meeting next week and will be working in collaboration with the NFHP Policy Committee to ensure appropriate timing with reauthorization advocacy efforts on Capitol Hill.

1:35	<p>Policy Update <i>Desired outcomes:</i></p> <ul style="list-style-type: none"> ● Board awareness of Policy Committee activities surrounding ACE Act reauthorization. ● Board awareness of Federal agency responses to the letter requesting information on technical and scientific assistance relative to Sections 206 and 212 of the ACE Act. 		Ian Nakayama (TRCP)
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Ian Nakayma share that the ACE Act reauthorization has been moving on the Senate side. The Senate Environment and Public Works Committee requested amendments from the Policy Committee in January 2024 with a very quick turnaround. The NFHP Policy Committee provided amendments and most changes made it into the base text of ACE Act 2.0. Many of the reauthorization efforts have been led by Senator Carper who is returning at the end of the year (ACE Act will be a part of his legacy). The NFHP Policy Committee is beginning House Natural Resource Committee conversations for companion legislation on the House side. Kurt Thiede was invited to an AFWA awards dinner on April 24 - Tim Schaeffer will be in attendance as well as members of Congress.

The Committee also shared that all Federal agencies responded to the “soft” request to demonstrate the value of their NFHP investments. These will be reviewed and processed further over the coming weeks.

Finally, the Policy Committee is planning a “fly-in” type Hill visit event for May 2. This is an excellent opportunity to raise awareness of NFHP and ACE Act 2.0. Closer to the date, we’ll solidify our advocacy approach. Coordinators attending this Hill event could be effective to help inform key Congressional members (AK, WV).

2:10	<p>Board Vote on Four Vacant Seats <i>Desired outcome:</i></p> <ul style="list-style-type: none"> ● Board awareness of vacant seats and process for voting ● Board will break into executive session for discussion. ● Board will vote to select new Board members to fill the vacant seats. 	Tab 2	Robert Boyles (Association of Fish and Wildlife Agencies, Board Chair)
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After reminding the Board that a 2/3 vote is required to appoint each Board seat and that all voting will be done via Zoom poll, the Board moved into Executive Session. Upon returning from Executive Session, the Board voted to elect:

- Corporate industry seat: John O’Keefe (20 votes)

- Local govt seat: Peter Micciche (20 votes)
- Marine Rec Anglers seat: Ian Nakayama (20 votes)
- “Wildcard” seat: Chris Horton (19 votes)

Time (PM ET)	Agenda Item	Board Tab	Lead(s)
3:05-3:15	BREAK		
3:30	<p>Communications Committee</p> <p><i>Desired outcomes:</i></p> <ul style="list-style-type: none"> ● Board awareness of 2024 Committee Priorities ● Board Discussion regarding NFHP Reports 	Tab 3	Pat Rivers (MN DNR, NFHP Communications Committee Member)
<p>The Communications Committee met in January and welcomed Debbie Hart (SEAKFHP) to the Committee. Video development is beginning February - March 2024 and Waters to Watch will open July 2024 announce in October 2024. The Committee would like Input from the Board related to Board Reports - how can we use those reports beyond the ACE Act requirements (more impact for one report)?</p>			
3:45	<p>Governance Committee</p> <p><i>Desired outcomes:</i></p> <ul style="list-style-type: none"> ● Board awareness and input on the Committee’s next priorities. 	Tab 4	Doug Austen (AFS, NFHP Governance Committee Chair)
<p>Doug Austen reminded the Board that the NFHP Board Bylaws were approved in December - biggest task yet to be completed by this Committee. The Committee has shaped up new priorities to help the Board be successful including developing a NFHP Procedures Manual that will contain a variety of chapters (e.g. Code of Conduct, process for Designation of FHPs, all Committee governance documents, FHP evaluation process [referring to a former process that was established in NFHP 1.0], NFHP staffing plan, and evaluation of proposed, new FHPs). Doug shared that Board evaluation is not in the ACE Act, but the Committee would like to consider adding a 3-5 year Board evaluation. The Committee will come back with more thinking on this at a future meeting.</p>			
4:00	Adjourn		

National Fish Habitat Board 2024 Meeting Schedule

 = in person meeting

Date(s)	Location	Draft Topics to be Covered
April 30 – May 1, 2024	Washington, D.C.	<ul style="list-style-type: none"> • Committee updates • May 2 Hill Visits • National Barrier Inventory • AFWA & USFWS & NOAA presentations • Interagency coordination
June 17, 2024 (2-3 PM EDT)	Virtual	<ul style="list-style-type: none"> • <u>Approve FY25 FHP Fish Habitat Conservation Project list for Sec. of Interior</u> • NFHP Action Plan
July 31 – August 2, 2024	Anchorage, AK	<ul style="list-style-type: none"> • Committee updates • Preview draft of IOP • AK FHP field trip! • FHP Congressional Designation
October 2, 2024 (1-4:30 PM EDT)	Virtual	<ul style="list-style-type: none"> • Committee updates • Approve 2024 Annual report • Finalize the IOP • Prepare for FY26 funding process

Other NFHP Calendar Events

MAY



2024

SUN	MON	TUES	WED	THUR	FRI	SAT
			1 National Fish Habitat Board Meeting (Washington, DC (Hybrid))	2	3	4
5	6	7	8 FHP Coordinators Call	9	10	11
12	13	14	15	16	17	18
19	20 ACFHP Steering Committee Meeting	21	22	23	24	25
26	27	28	29	30	31	

JUNE 2024

SUN	MON	TUES	WED	THUR	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12 NFHP Coordin ators Call	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY



2024

SUN	MON	TUES	WED	THUR	FRI	SAT
	1	2	3	4	5	6
7	8	9	10 NFHP Coordinators Call	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31 National Fish Habitat Board Meeting (Hybrid)			

Communications Committee Report

Committee members: Steve Guertin, Gene Gilliland, Debbie Hart (FHP Representative), Miles Nolte, Pat Rivers, Jake Slager

Communications Committee Charge: Develops guidelines and oversees consistent, effective communication aligned with the NFHP mission and brand. Maintains brand standards and defines the organization's voice and tone. This committee acts as the organization's voice and the messages it sends influence the organization's most important asset: its reputation. Perceptions of its reputation affect the organization's ability to attract funding and enhance its influence.

Committee Update:

- Jake Slager (Coca-Cola) and Miles Nolte (outdoor communicator and marketing professional) have joined the NFHP Communications Committee.
- Website revision for NFHP began in March of 2024 with initial concepts for revision.
- The 2024 Waters to Watch Campaign will kick off with solicitations in early May, with an August deadline for submissions. Projects will be announced in October.

Website Revision Concepts:

[fish habitat site \(adobe.com\)](#)

Waters to Watch 2024 Guidance and Updated Timeline:

Guidance for the National Fish Habitat Partnership Waters to Watch Campaign

Goal of the Waters to Watch Campaign:

The [Waters to Watch](#) campaign, implemented in support of the National Fish Habitat Action Plan, aims to demonstrate that science-based aquatic habitat conservation actions make a difference to benefit aquatic habitats, local communities, anglers, and economies. The Waters to Watch campaign raises the visibility of some of the best on-the-ground aquatic habitat conservation projects implemented by individual Fish Habitat Partnerships (FHPs). The Waters to Watch campaign aims to raise the visibility and support for the National Fish Habitat Partnership (NFHP).

The campaign highlights 10 projects on an annual basis to:

- i) Focus attention on local efforts carried out by FHPs to implement the National Fish Habitat Partnership;
- ii) Garner local and national support for, and raise awareness of, the benefits to aquatic habitat, local communities, anglers, and economies from actions implemented through the National Fish Habitat Partnership; and
- iii) Strengthen existing and develop new partnerships with collaborators who share NFHP's mission and goals to protect, restore, and enhance fish and aquatic communities.

Since 2007, the Waters to Watch campaign has featured over 140 model aquatic conservation projects. These projects have received media recognition across the country, raising public awareness of the activities of the FHPs. The Waters to Watch campaign provides an excellent opportunity for FHPs to publicize the progress, accomplishments, and success within the geographic area of your FHP. It also affords opportunities at the national level to strengthen existing partners and garner national and local support for your FHP and NFHP.

How to Get Involved in the Waters to Watch Campaign:

All FHPs can nominate projects for selection for the 2022 Waters to Watch campaign. Due to the number of Board-recognized FHPs, increased competition is expected for the submission process compared with previous years. FHPs may nominate more than one project and rank their order of preference. However, only one project per FHP (submissions dependent) may be selected in fairness to other FHPs. Not all FHPs will have a project selected for the Waters to Watch Campaign in each year. ***Projects nominated for the 2024 Waters to Watch campaign should have been completed by (August 2023), or be scheduled to be completed by (December 2024).***

Retrospective Waters to Watch

The NFHP Board endorsed the concept of featuring retrospective projects in the Waters to Watch campaign in October 2019. Up to (5) Waters to Watch projects completed in prior years and featured in a previous campaign will be considered for nomination to the current year's projects. If you have a project that has a conservation update that has benefitted fish populations and fish habitat or has other needs for being re-featured, please consider a retrospective submission of a previously featured Waters to Watch project.

Selection Criteria for Waters to Watch Projects:

The original criteria for selecting projects for the Waters to Watch campaign were approved by the NFHP Board in March 2012. The criteria listed below are based on the original criteria and were revised in 2019. Project selection will be based on these criteria, although not all categories may apply to all project nominations. Waters to Watch project nominations will be evaluated by the NFHP Board Partnerships Committee and Communications Committee. Considerations for nominating a project:

- Size and scope of project (projects large in scope and offering the greatest impact to habitat improvement are preferred for selection).
- Media friendly projects (e.g. site tour access & availability, communications/outreach plan or documents, photos available).
- Involvement of charismatic leaders and dedicated partners on the project.

- Strong community support/involvement in the project.
- Volunteer involvement in the project.
- Youth participation and education involved in the project.
- Demonstrable benefits — Upon completion, the project should be able to demonstrate benefits of protection or restoration to aquatic habitats, species, local communities, anglers, and economies. Project submissions should include a monitoring plan to quantify project progress and benefits.
- Funding opportunities — Projects where the probability of strong partnerships and likelihood of multiple funding opportunities are preferred.

Waters to Watch Project Reporting:

Regular reporting and updates are important for future success of the Waters to Watch Campaign. Waters to Watch projects will submit brief reports twice during the year in which the project is featured to the Program Manager, Ryan Roberts rroberts@fishwildlife.org.

Following the year in which a project is featured in the Waters to Watch campaign, project coordinators are also required to submit updates twice throughout the year to the Program Manager to demonstrate the project’s improvements for aquatic habitats, local communities, anglers, and economies. Quality photos of the project that illustrate project benefits must be provided to the Program Manager along the report, which will help to enhance the story of the project.

Waters to Watch reports will be used for the following:

- Potential generation of media attention (articles, news stories).
- Project site visits for partners, members of state and federal agencies, members of state and local governments and members of Congress and staff.
- Developing one-sheet (PDF) documents for each of the projects to document progress.
- General updates – tracking project accomplishments and partner involvement, volunteer opportunities, or educational initiatives.

The 2024 Waters to Watch campaign timeline is as follows:

Deadline	Action
August 16, 2024	Deadline for W2W submissions from FHPs
Week of August 26	Conference call of Partnerships Committee/Communications Committee to discuss project submissions and develop a 2022 W2W project list
October 2, 2024	2024 W2W Projects shared with Board for endorsement/approval (Board mtg.)
October 7, 2024	2024 Waters to Watch Announced

Communicating Waters to Watch:

The marketing of the 2024 Waters to Watch campaign will be coordinated with the FHPs of selected projects and will include:

- A National press release will be developed.
- Targeted social media promotion via Facebook and Twitter.
- Announcement via NFHP newsletter.
- Coordination with public relations contacts within state/federal agencies and conservation organizations to raise awareness of these projects. This could include website features on state/federal agency websites or news-related articles.
- Coordination with other NFHP committees and FHPs to incorporate Waters to Watch announcement into other education and outreach efforts.
- Features of Waters to Watch on <https://fishhabitat.org>

Suggestions for FHPs if your project is selected for W2W:

- **Please provide multiple high-quality images of your projects.**
- Please use the hashtags (#Fishhabitat #W2W24) for your social media posts (if you have an account for your FHP).
- Please try to obtain at least one minute of video of the project site, river, stream, lake, estuary, or conservation work being done on the site.

NFHP Governance Committee Update

Committee Membership:

- Doug Austen (Chair)
- Bryan Moore
- Chris Moore
- Sam Rauch
- Simen Kaalstad (ACFHP)
- Alex McOwen (NFHP staff)

Request: Review the chapters that you/your Committee is responsible for developing and verify that the draft and finalize timing (yellow columns in table below) is feasible and appropriate. Please send any required timing adjustments to Alex McOwen and Doug Austen by **Friday, May 10, 2024.**

Update:

- Governance Committee met on April 4, 2024 to discuss the Committee’s main task of developing a NFHP Procedures Manual (Manual).
 - Agreement that the Manual will be a compilation of documents including bylaws.
 - “Procedures” was term used in ACE Act, so Governance Committee will remain consistent with ACE Act terminology to call this a manual.
- Committee will first develop the **Code of Conduct** as an element of the Manual.
 - Code of Conduct drafting timeline:
 - **July** – draft Code of Conduct shared with the Board.
 - **August** – September – feedback on draft shared with the Governance Committee.
 - **October** – finalize Code of Conduct via Board vote.
- Other chapters of the Manual will be developed by NFHP Committees and Board staff.

Updated Manual Table of Contents (*below*):

- Completed items are highlighted in green
- New components are highlighted in orange
- **Timing columns** requires further review by leads

CHAPTER	DESCRIPTION	RESPONSIBILITY	PRIORITY	DRAFT	FINALIZE
Bylaws	Bylaws for NFHP Board		0	DONE!	
Code of Conduct	Board member code of conduct including policy on conflicts of interest	Governance Committee	1	July 2024	Oct 2024
Designation of FHPs	Description of the process for obtaining Congressional designation of existing FHPs and the process for approving new FHPs	Partnerships Committee	2	July 2024	Oct 2024
Committee Governance Documents	All standing committees of the Board are required to have their own guidance document that describes how they will operate	Each committee develops their own, Governance Committee reviews, and Board approves	3	PC – done! GC - CC - PoIC - SDC -	Oct 2024
FHP Evaluation Process	Description of how the annual FHP evaluation process is to be conducted	Partnerships Committee	4	Oct 2024	Early 2025
Interagency Operational Plan (IOP)	Include the IOP itself in the procedures manual to outline the collaboration of Federal entities within NFHP.	Jason Olive (USFWS)	5	Summer 2024	Fall 2024
National Conservation Priorities	Description of how the Board develops/modifies the National Conservation Priorities	Science & Data Committee	6	Oct 2024	Early 2025

Budget	Description of the annual project funding cycle and how the FHP allocations are determined once USFWS receives its budget	Stan Allen & NFHP Board Staff	7	Oct 2024	Feb 2025
NFHP Staffing Plan	Description of the Board's staffing needs and how the Board will interact with Board staff relative to duties and accountability	EXCOM	8	Feb 2025	Summer 2025