**Steering Committee Meeting**

**Mat-Su Borough, Lower Level Conference Room, Palmer**

**Tuesday, January 10, 2012 1:30 – 4 pm**

**DRAFT Notes**

**In attendance:**

Jeanne Hanson (Facilitator)

Corinne Smith (Notetaker)

Tom Brookover

Sue Rodman

Kim Sollien

Bill Rice

Jeff Davis (via phone)

Cecil Rich (via phone)

**Introduction of Sue Rodman, ADF&G**

Sue Rodman will be representing ADF&G on the steering committee. She recently joined the department in a new position that will work with partnerships under NFHP and Landscape Conservation Cooperatives.

**Steering Committee At-Large Seats**

Six organizations sent letters of interest for the two at-large seats that are open. We did not consider one letter because it was received after the deadline. We re-affirmed that the preference is for local organizations to fill those seats. We also talked about the benefits of having a business on the committee. We discussed the five applicants and decided to hold off on making any decisions until the representatives from the borough and Chickaloon are available to participate. Corinne will email Frankie and Jessica with a summary of the discussion (done). We hope to make a decision by the end of January.

**NOAA Focus on Fish Habitat** (Jeanne)

Jeanne briefed us on a shifting emphasis at NOAA from fishing pressure to habitat; the Alaska region has been focusing more on habitat than the rest of the agency. In Alaska, NOAA will focus on Cook Inlet. They are still developing specifics but can talk with partners about possible projects. Jeanne handed out a factsheet and a presentation to those in the conference room and will email those materials to the steering committee (done).

In related NOAA news, an RFP will come out soon from NFWF seeking coastal and marine protection projects. This will be targeted to FHPs. Proposals will be due May 1st.

**Partnership Website**

NFHP is updating the fishhabitat.org website and will have space available for partnerships to use for their own websites. Corinne and Cecil attended an informational webinar about the websites in December. The advantages of using the NFHP platform are the linkages to NFHP, the uniformity of appearance with NFHP and other FHPs webpages, and the convenience of having a basic design and framework for a website already in place. The costs are $5000 for setup, training, and initial support and then $2500 per year for maintenance. If 5 FHPs sign up, the initial cost would be $4000 per FHP. We discussed how to cover the costs for setup and maintenance. Using the annual NFHP funds is one option. Jeanne will ask Ryan Roberts, NFHP Communications staff, how other FHPs are covering the costs and if we can ‘maintain’ ourselves and save those annual costs (done). Kenai has included the setup costs in their project budget for a symposium.

Bill said that another option for a website is working with Katrina Mueller in the USFWS regional office. She is setting up a site for the Southeast Alaska FHP. Bill will contact Katrina to find out more about that (done).

**National NFHP Update**

* Primary contacts list – Tom Busiahn is using a shorter email list to notify partnerships of some NFHP requests and activities. Corinne and Sue will be the primary contacts for Mat-Su. Corinne will contact Tom (done).
* Waters to Watch – Nominations for 2012 are due on February 20th. Corinne will forward Ryan’s email to the Steering Committee (done) and we’ll see if we can decide on a waterbody by the end of January and put together a nomination by the due date.
* Science and Data Committee – The committee will be working with FHPs to update the data for the 2015 NFHP fish habitat report. We will discuss this more at our March meeting.

**Strategic Action Plan Update Scoping**

Corinne is working on a survey to send to the partnership to get feedback on the need to update or revise the plan and what threats to salmon habitat are most important in the Mat-Su. She has sent the survey to the plan committee (Jeanne and Doug McBride) for review and asked if anyone on the steering committee would like to review it. She will send it to the committee for review by January 20th (done).

Two topics on this meeting’s agenda are included in the draft survey (**Partnership Role in Large Development Projects, Best Use of NFHP & Other Potential Funds)** and we decided to table discussion of these until the survey results are in.

**Upcoming Events:**

* NEXT FHP teleconference call, Thursday January 26, 10 – noon AST

Rest of year: March 29, May 31, July 26, September 27, and November 29

* Alaska Forum on the Environment in February
* National Fish Habitat Board winter meeting, February 12th, 2 hours and can attend via webinar

**Next meeting: March 13th**

 We did not name a Facilitator and Notetaker for this meeting. Any volunteers?