PFA March MAC Meeting

Meeting called by:	Andy Spyrka (Oregon Dept. of Fish & Wildlife)	**Type of meeting:**	General PFA Mitigation Advisory Committee Meeting
Facilitator:	Bob Van Dyk (Chair)	**Note taker:**	Sarah Reif & Andy Spyrka
Attendees:	Bob Van Dyk, Mark Stern, Chrysten Rivard, Heath Curtiss, Andrew Purkey, Jennifer Weikel, Chris Allen, Kate Wells, Fran Cafferata, Sara Gregory.		

Minutes

Agenda item:	1. Call to Order, Roll Call, & Approval of Agenda	**Presenter:**	Bob Van Dyk

Discussion:

General call to order, roll call, and approval of agenda. Bob requested a motion to approve the amended agenda, which removed the OAR adoption from the June MAC meeting to the July MAC meeting.

Conclusions:

Andrew Purkey motioned to approve the agenda, and Chrysten Rivard seconded the motion. No objections, and the agenda was approved.

Agenda item:	2. Consent Agenda	**Presenter:**	Bob Van Dyk

Discussion:

Bob requested objections to the consent agenda.

Conclusions:

No objections, consent agenda approved.

Agenda item:	3. Public Comment	**Presenter:**	Bob Van Dyk

Discussion:

- Andy: No public requested Comment
- Bob: At this time, does anyone from the public request to comment?
  - No response from the public.

Conclusions:

No public comment.

Agenda item:	4. Staff Report	**Presenter:**	Sarah Reif & Andy Spyrka

Discussion:

- Sarah Reif updated the MAC on the general budget and available revenue.
  - Revenue for the 2022/2023 biennium is around 11 million
    - By Sept/Oct of 2023, ~28 million will be in the fund
      - But the expenditure limitation (EL) by Oct 2023 allows only 12 million in EL. With the understanding that we (MAC) may request more EL as needed

- ODFW doesn't anticipate the opportunity to request additional EL until February 2024
  - MAC Discussion
    - MAC Discussion about the EL
    - Heath: Do you believe it's unlikely to need to spend more than 12 million in this first solicitation?
      - Sarah: yes, we believe it's reasonable to target around 10 million if the MAC wants to go that high. But posed the question to the MAC do we want to meter out the funding in the next few years due to the uncertainty of future funds?
    - Discussion about the Harvest Tax Revenue not being what was initially proposed. Conclusion of possible lag.
    - Discussion amongst the MAC for various other questions
    - Mark Stern: Any sense as to how interested applicants there may be? Do we have any idea how interested groups are?
      - Discussion amongst MAC
    - Heath: do we need to decide how much we are funding this fall right now?
      - Bob: Not necessary to finalize how much we will spend, just the ceiling so we know if we need to go to ask for more EL
- Andy Spyrka presented on the MAC Document timeline.

Conclusions:

Continue the discussion on the EL and solicitation offering for the first round of funding in the July MAC meeting.

Action items	Person responsible	Deadline
✓ Create a shared MAC working folder	Andy Spyrka	ASAP

| **Agenda item:** | 5. PFA Oregon Administrative Rules | **Presenter:** | Bob Van Dyk |

Discussion:

- All OAR comments need to make to Andy by June 30 for consideration of incorporation.
- Sarah discussed the process for public comments on the OAR and the procedure.

Conclusions:

MAC adopts PFA OARs in the July MAC meeting.

If comments are submitted, request to review any MAC comments on OARs in the July MAC meeting.

Action items	Person responsible	Deadline
✓ Share the most current draft of OARs	Andy Spyrka	ASAP

| **Agenda item:** | 6. ODFW Information & Education (I&E) Presentation | **Presenter:** | Amanda Solla & Adam Baylor |

Discussion:

- Adam and Amanda (ODFW) present to the MAC regarding outreach and education plans for the PFA Grant Program
  - 4 buckets that are guiding the I&E process
    - Awareness
    - Education
    - Participation
    - Advocacy
  - Where does I&E come in as a guide in this process
    - Developing robust webpage

- Developing communication plans
    - Talking points
    - Elevator speeches
    - Press releases
- Amanda and Adam requested imagery for outreach and education purposes.
- Open discussion with MAC started
    - Mark
        - Question about the communication plan - what is the update and landing in terms of timing
            - Andy will share the working communications draft with MAC once a draft is updated.
    - Bob
        - Need help getting the word out and awareness
        - Add to the outreach and communication plan a sept solicitation anchor target date and update the website

Conclusions:

More work is necessary to plan proper outreach and education.

Action items	Person responsible	Deadline
✓ Share draft communication plan with MAC	Andy Spyrka	August 2023
✓ Continue outreach plan with I&E	Andy Spyrka	ASAP

Agenda item:	7. Grant Review Process	**Presenter:**	Andy Spyrka

Discussion:

- Andy presented to the MAC the entire grant review process
- The first point of discussion was a presentation of the grant review process
    - Presentation of how a grant moves from submission to selection.
    - Draft flow chart presented to the MAC for considerations
- Discussion on the Grant Review Flow chart amongst MAC members
    - Heath
        - Agreed with the process of the review structure
        - Technical Review Team (TRT) composition
            - Maybe they are just regional review teams, not technical
        - Proposed that ODFW packages all the TRT review sheets and summarizes them into a MAC review packet
    - Mark
        - How can we better incorporate services, or more technical reviewers, in the TRT?
        - Are we sticking with only 5 MAC recommendations? What if we get well over 100
            - Discussion amongst MAC concerning prioritizing projects and points vs. opinions, etc.
    - Bob
        - Agrees with Mark that we have a lot to decide
        - Flagging workload and size of proposals
        - Is the character limit too much for the SOW
            - MAC discussion regarding Bob's question
    - Sarah
        - We need to make sure this process is defendable
            - MAC discussion regarding Sarah's point
    - Bob
        - Recommends the MAC has a long- in-person meeting to discuss the project - maybe post-TRT presentations the next day kind of thing?

- Andy presented the proposed Scope of Work documents
    - Mark
        - Request a tracking document shared with MAC of who is on what working group, with status and meeting frequency.
        - Noted that we need to agree on eligible project types
        - Discussed if we require monitoring
            - What does it mean, and how do we convey it

- OARs require short and long-term monitoring
  - Kate Wells: She wants to see long-term monitoring in some capacity
  - Sarah: Asked Jennifer's opinion on monitoring
    - Jennifer doesn't mandate it in the HCP as it stands that monitoring is required.
    - A conclusion is that the MAC needs to address monitoring at a future meeting.
- Bob
  - Seems strong as is
  - Re-examine the character limit throughout and if an intro description is necessary.
- Application Cover Page
  - No comments or questions
- TRT and MAC review Worksheets
  - Discussion amongst MAC
  - Heath: Doesn't want to see working timber lands out of production
    - Chrysten agrees and notes for a more robust discussion

Conclusions:

Continue with working groups on the Grant Review Process.
MAC needs to address monitoring at a future meeting.

Action items	Person responsible	Deadline
✓ Create a shared MAC folder and working group tracking document for MAC.	Andy Spyrka	ASAP

Other Information

This meeting was recorded, transcribed, and posted on the ODFW webpage
https://www.dfw.state.or.us/habitat/PFA/meetings/index.html.