



United States Department of the Interior

OFFICE OF THE SECRETARY

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JUL 18 2012

To: DOI Glen Canyon Leadership Team for High Flow Protocol (HFE) and Non-Native Fish Control (NNFC)

From: Anne Castle, Chair, Glen Canyon Leadership Team
Assistant Secretary – Water & Science

Re: Implementation of Secretarial Directive and Review of July 11, 2012 Meeting

Date: July 17, 2012

I. Background and Purpose

Pursuant to Secretary Ken Salazar's May 23, 2012 Directive on the Implementation of Research to Improve Conditions in the Colorado River in Grand Canyon National Park and Glen Canyon National Recreation Area (attached), I convened an initial meeting of the Leadership Team in Flagstaff, Arizona on July 11, 2012. Thanks very much to those of you who participated. Implementation of the HFE and NNFC programs are important new elements of the Department's Glen Canyon Dam Adaptive Management Program. Together, these programs will provide the foundation to improve operations and benefit downstream resources and it is essential that Interior be prepared to effectively implement both programs. This memo summarizes the discussion and key conclusions among those in attendance to and provides a list of upcoming tasks for the other agency representatives who will be working on implementation of the Secretarial Directive.

During our initial meeting, we focused on ensuring effective and coordinated implementation of the HFE and NNFC Environmental Assessments. Our primary goal in this meeting was to ensure that the various Interior agencies (Reclamation, NPS, USGS, BIA, FWS), as well as the Western Area Power Administration (Western),¹ are appropriately coordinating both our internal activities as well as our external coordination and consultation obligations with Native American Tribes, Colorado River Basin States, and other stakeholders as established under the HFE and NNFC decision documents.

II. Summary of Discussion – Key Points

During our discussion we reviewed the key agency responsibilities that will be involved in implementation of the HFE and NNFC programs. Given the potential for the first high flow

¹ The July 11, 2012 meeting included representation from Western. Although Western is not a party to the leadership team envisioned in the Secretarial Directive, it has statutory responsibilities and interests in the Colorado River Storage Project system and its input was valuable to the leadership team in connection with the implementation of the HFE and NNFC.

release under the HFE protocol to occur this fall during the October/November window if the necessary conditions are present, the Leadership Team primarily focused on the necessary planning steps for the HFE during the July 11 meeting.

The key points of our discussion were as follows:

- Each agency represented on the Leadership Team will have a representative(s) on an interagency team of agency technical experts (Technical Committee), as required by the Secretarial Directive.
- These agency technical representatives will begin a series of meetings later this month in order to ensure that all of the relevant technical issues and implementation steps are identified, discussed among the affected agencies, and ultimately presented to the Leadership Team for consideration and decisionmaking. In order to minimize travel costs and ensure administrative efficiency, discussions among the technical representatives will be integrated, to the extent possible, with other ongoing operational coordination meetings and will occur via conference calls.
- The technical representatives will compile a list of documents that will need to be created and compiled in advance of implementation of a high flow release under the HFE Protocol. During our meeting we referred to this as a “notebook” or “operations manual” consisting of the key decision-support documents. The agency representatives will work together to identify the necessary documents (e.g., public safety/notifications, resource status review, checklist of consultation obligations, fact sheets, Q&As, press releases, etc.) and the officials responsible for preparation of initial drafts of each of the required documents.
- Lori Caramanian will serve as the key point of contact and liaison between the Leadership Team and the Technical Committee. Lori will be sending information to all members of the Leadership Team and the Technical Committee in coming days following up on this memo with additional detail outlining key next steps and priority tasks for the next few weeks.
- It is our understanding that the following individuals will serve as technical representatives on the Technical Committee for this effort:
 - NPS: Mark Wondzell, Martha Hahn, Jan Balsom
 - BOR: Glen Knowles, Dave Trueman, Nick Williams, Dennis Kubly
 - USGS: Jack Schmidt
 - FWS: Lesley Fitzpatrick
 - BIA: Amy Hueslein
 - SOL: Bob Snow
- Among the initial tasks for the Technical Committee, the following were discussed at our meeting:
 - Identifying agency responsibilities, both agency-specific and shared responsibilities, including tribal consultation obligations.
 - Identification and public dissemination of the sediment triggering conditions for implementation of a high flow release: USGS has been working on innovative web-based tools to track sediment conditions in the Paria and Colorado Rivers. The technical team will identify and recommend the appropriate information necessary for triggering and implementation of a high flow release (as well as ensuring public access to such information). See Part II. A. of the Secretarial Directive.

- Ensuring appropriate coordination with Western in advance of a high flow release: Western will work in coming weeks to address the marketing of power resources during the 1-96 hour period of a high flow release. Western will ensure appropriate identification of reserve capacity during periods when Glen Canyon Dam is at peak generation status.
- Summary and status of affected resources: While the HFE decision documents contemplate preparation of an annual “status of affected resources,” in January of each year, we concluded that it is appropriate to prepare this summary now, in advance of a potential Fall 2012 high flow release. Glen Knowles will provide a summary of the current resource conditions and circulate for review and input by the Glen Canyon Secretarial Directive team. Following review and input from the Technical Committee, the status of resources will be reviewed by the Leadership Team in advance of any high flow release.
- Identification and tracking of the various consultation and public outreach requirements identified in the HFE and NNFC decision documents: A list of the source of the duty, as well as the time, place and participating agency for meeting each required outreach element should be captured in a single list. Bob Snow will circulate an initial list of these requirements to the technical team. See Part II. B. of the Secretarial Directive.
- Communication Plan: Members of the technical team will ensure that interagency development and review of public outreach/public safety documents is completed and presented for review by the Leadership Team. It is anticipated that the Communications Plan will include Draft Press Releases, Q&As, Fact Sheets and other information sharing products, as well as logistics for the day of the HFE. Dave Uberuaga and Ann Gold will co-lead development of the Communications Plan.
- Post-HFE reporting and feedback: The technical team will develop a plan for post-HFE reporting on resource conditions/monitoring, changes and improvements.
- Coordination with GCDAMP Stakeholders: In future discussions, the Leadership Team will discuss coordination with other GCDAMP stakeholders prior to implementing a Fall HFE. It was decided that time will be devoted to this topic at the upcoming August AMWG meeting, in addition to any appropriate follow-up after the AMWG meeting, assuming that there is sufficient sediment to conduct a high flow release. Consistent with the HFE decision documents, engagement with the GCDAMP stakeholders will occur prior to any final Departmental decision to proceed with a HFE.

III. Next Steps

There are a tremendous number of details that will need to be coordinated and it is critically important that we establish clear documentation of our efforts so as to ensure that the implementation of this multi-year undertaking gets off to a successful start. The Technical Team should schedule a conference call to discuss next steps and priority tasks in anticipation of providing recommendations to the Leadership Team at its next in-person meeting, which will be in Flagstaff on August 28, 2012. Thank you all for you and your staff’s continued commitment to making this important initiative a success.