

Snohomish-Stillaguamish LIO Progress Report (Jan 1, 2022 to March 31, 2022)

Contract #	2022-23
Agreement Title	Snohomish/Stillaguamish LIO-FFY2022 Funding
Period of the Progress Report	Q2 (Jan-Mar)
Name & Position of Author	Kathleen Pozarycki, Senior Planner II
Due date for progress report	April 15th

When report is complete:	
<input type="checkbox"/>	Upload Progress Report to Box in 'deliverables pending' folder
<input type="checkbox"/>	Email Contract Paypack (invoicing spreadsheet) to PSP Fiscal
<input type="checkbox"/>	Upload completed deliverables to Box 'deliverables pending' folder
<input type="checkbox"/>	Notify PSP Contract Manager via email

Instructions:

- **Task Description column:** Task requirements are summarized here and customized for each LIO contract. Refer to contract statement of work and deliverables table for full expectations.
- **Activity Updates column:** Provide a detailed description of what has happened during the reporting period for each task including deliverables completed or in progress, milestones, lessons learned, outcomes achieved, and any other relevant information.
- **Task Status column:** Complete (drop down menu) for each task. Use Current or Behind Schedule if you have completed some but not all activities in the task.
- **Complication / Issues column:** Add notes as needed. This area can also be used for clarifying notes if more room is needed.
- **Budget Status column:** Complete (drop down menu) for each task.
- Attach additional materials to your report as needed to help describe progress being made and upload to Box.
- If you have questions, please bring them to your ERC.

TASK DESCRIPTION	ACTIVITY UPDATES Update on activities, activities completed this period, progress on deliverables	TASK STATUS	COMPLICATIONS / ISSUES: Description of any complication or issues in accomplishing the task or subtask	BUDGET STATUS
TASK 1				
Subtask 1.01-2 Maintain a local point of contact and local engagement coordination for the LIO.	Attended Monthly LIO Coordinators meetings including Action Agenda Hour and Coordinator Caucus <ul style="list-style-type: none"> • 1-4-22, 2-1-22, 2-2-22, 3-1-22 • PSP check in meetings • 1-5-22, 2-3-22, 2-10-22, 2-23-22, 2-28-22 	Current		On task to spend down

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<p>Subtask 1.03 Arrange LIO meetings, prepare agendas and facilitate meetings.</p>	<p>Facilitated the following meetings:</p> <ul style="list-style-type: none"> • LIO Joint Snohomish & Stillaguamish Implementation Committee mtg as a portion of the Stillaguamish Watershed Council Mtg 1-26-22 • LIO Executive Co-Chairs Prep mtg 1-10-22 • LIO Executive Committee mtg held on 1-13-22 • LIO Exec Committee Follow up/Debrief meeting 1-27-22 <p>Prepared meeting agendas and minutes</p>	<p>Current</p>		<p>On task to spend down</p>
<p>Subtask 1.04 Develop and distribute summary notes and materials to LIO committees and the Partnership.</p>	<p>Draft summary notes completed, and meeting materials provided to LIO Committees and Partnership.</p>	<p>Current</p>		<p>On task to spend down</p>
<p>Subtask 1.05 Update name, organizational affiliation, contact information, and committee(s) role of each LIO member in MiradiShare. Notify ER liaison, and update member roster when there is a change to participation.</p>	<p>LIO members up to date in Miradi.</p>	<p>Current</p>		<p>On task to spend down</p>
<p>Subtask 1.06 Maintain publicly available information about the LIO, including notice of meetings, agendas, summary notes, and opportunities for content review. Maintain up to date LIO information on public website.</p>	<p>The Sno/Stilly LIO Website is up to date and has all information, files, meetings, agendas and meeting notes uploaded.</p>	<p>Current</p>		<p>On task to spend down</p>
<p>Subtask 1.07 Participate in regional</p>	<ul style="list-style-type: none"> • Attended March 17, 2022 WRIA 8 Salmon 	<p>Current</p>		<p>On task to spend down</p>

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meetings.	Recovery Council meeting			
<p>Subtask 1.08 Coordinate with the salmon recovery Lead Entities. As needed, adaptively manage LIO structure to better reflect integration.</p>	<ul style="list-style-type: none"> Held monthly coordinating meetings with Stillaguamish and Snohomish Lead Entities on 1-12-22, 2-23-22, 3-21-22 Attended a portion of Snohomish Basin Salmon Recovery Forum 3-3-22 	Current		On task to spend down
<p>Subtask 1.09 Host local forums at rotating management conference when scheduled.</p> <p>As applicable, prepare and participate on behalf of the LIO at Partnership Board or Council meeting, if requested.</p>	<p>Discussions to prepare for June 2022 Leadership Council Meeting have begun.</p> <ul style="list-style-type: none"> Facilitated 3-7-22 LIO Exec Committee Co-Chairs Planning meeting Meeting with Gregg Farris 3-10-22 Facilitated Sno/Stilly LIO All Committee Chairs Planning meeting 3-23-22 <p>Participated in the following Leadership Council Planning Meetings with PSP Boards Staff on</p> <ul style="list-style-type: none"> 3-8-22 3-22-22 <p>Assisted partnership in securing venue for LC meeting in June provided free of charge by LIO member, Port of Everett</p>	Current		On task to spend down
<p>Subtask 1.10 Assist LIO in the process to nominate the LIO's ECB representative and alternate ECB representative. Communicate nomination to PSP in writing.</p>	On Task.	Current		On task to spend down
<p>Subtask 1.11 Develop an annual work plan for the LIO.</p>	Facilitated Meetings with LIO workplan Subcommittee on: 1-4-22, 1-20-22	Current		On task to spend down

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TASK 2				
Subtask 2.01 Coordinate and catalyze implementation of the 2018-2022 Action Agenda – see <i>contract for specifics</i> .	On Task.	Current		On task to spend down
Subtask 2.02 Engage with SILs, Partnership, and EPA in discussions to outline and plan collaborative planning and implementation processes.	Attended Forum Planning meetings on: <ul style="list-style-type: none"> • 1-21-22, 2-3-22, 2-10-22, 2-17-22, 2-24-22, 3-1-22, 3-10-22 Attended Forum Meeting 3-16-22 and presented on LIO perspective and ideas Attended LIO/EPA Chat 3-2-22 with Island LIO and Hood Canal Coordinating Council LIO	Current		On task to spend down
Subtask 2.03 Prior to each ECB meeting, engage the LIO ECB representative regarding issues and preferences of the LIO.	<ul style="list-style-type: none"> • Held pre-ECB meeting check-in with LIO ECB Rep, Snohomish County Executive Somers and Alternate Gregg Farris on 2-8-22 • ECB Workplan Check in meeting with Gregg Farris 2-28-22 • Attended Whidbey Basin ECB Prep Meeting 2-9-22. • Attended ECB Meeting 2-16-22. • ECB land use meeting with Jillian Reitz 3-9-22 	Current		On task to spend down
Subtask 2.04 Coordinate local contributions and content for the 2022-2026 Action Agenda. Engage with the Partnership and SIL baseline conversations around the development and execution of the 2022-2026 Action Agenda.	<ul style="list-style-type: none"> • Attended Action Agenda Coordinating Group meeting Jan 11 & March 8, 2022 • Provided updates and announcements to LIO list on how to provide input on Action Agenda and to encourage members to sign up for Action Agenda Workshops • Conducted review of Action Agenda and provided comments to PSP in the LIO Google Spreadsheet by March 15th Deadline • Submitted comments on the Zoho form 	Current		On task to spend down
TASK 3				
Subtask 3.03 Support local NTA owners to		Current		On task to spend down

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track implementation status.				
TASK 4				
Subtask 4.01 Update and adaptively manage LIO Plan – see <i>contract for specifics.</i>		Planned		On task to spend down
Subtask 4.02 Develop and distribute an LIO Plan progress report to the LIO committees and the Partnership 1x a year.		Planned		On task to spend down
Subtask 4.03 Review materials and provide feedback on needed materials for Puget Sound Info platform.	<ul style="list-style-type: none"> Feedback provided through LIO Coordinators Quarterly meeting 	Planned		On task to spend down
TASK 5				
Subtask 5.01 Support LIO participation in regional planning and coordination groups.	<ul style="list-style-type: none"> Attended PSP Leadership Council Meeting on March 3, 2021 	Current		On task to spend down
Subtask 5.02 Work with LIO committee members to determine opportunities to inform and educate decision makers on the work of the LIO, including LIO Plan and associated gaps and barriers.	<ul style="list-style-type: none"> In progress 	Current		On task to spend down
Subtask 5.03 Support or reactivate the local ecosystem recovery outreach network.	N/A	Choose an item.	N/A	Choose an item.
Subtask 5.04 Facilitate removal and/or reductions of LIO priority barriers using coordination	<ul style="list-style-type: none"> Attended and helped organize Regional OSS meeting with Snohomish, Skagit, and Whatcom Counties on 1-3-22 Also Listed Under Task 1- Facilitated Meetings 	Current		On task to spend down

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and capacity.	with LIO workplan Subcommittee on 1-4-22, 1-20-22. Subcommittee work has been focused on removal of key LIO barriers to restoration and recovery of Puget Sound.			
Subtask 5.05 Support priority NTAs and Action Agenda implementation by building LIO capacity to efficiently and effectively compete for project funding.	<ul style="list-style-type: none"> • In Progress 	Current		On task to spend down
Subtask 5.06 Use structured decision-making (SDM) process to define LIO Plan priorities.	N/A	Choose an item.	N/A	Choose an item.
Subtask 5.07 Discuss and Integrate principles of Justice, Equity, Diversity, and Inclusion into LIO governance, structure, and/or planning.	N/A	Choose an item.	N/A	Choose an item.