



**KPFHP Steering Committee Meeting  
November 22, 2024 meeting minutes**

**Call to Order**

The meeting was called to order at 10:10 AM (at the Seward Public Library)

**Attendance:**

<b>Jillian J. - USFS</b>	<b>Present</b>	<b>Jess. J – ADF&amp;G</b>	<b>Proxy – Kevin Keith</b>
<b>Maura S. - USFWS</b>	<b>Present</b>	<b>Ben M - KWF</b>	<b>Proxy – Brand Drzazgowski</b>
<b>Emily M. - NOAA</b>	<b>Present</b>	<b>Katherine S. - KBERR</b>	<b>Present</b>
<b>Sam L. – KPB River Center</b>	<b>Present</b>		

**Guests:** Marykate Swenarton - TU

**Approve Agenda**

There were no additions made to the agenda

**Opening Business**

- New Trout Unlimited Representative (Dodson)

Following the resignation of Alexa Millward (representing Trout Unlimited), Dave Atcheson from Trout Unlimited sent a letter of interest to KPFHP to join the Steering Committee. The letter was circulated to the SC prior to the November Meeting. The SC choose to seat Dave in the seat vacated by Alexa. With the addition of Dave, the SC now sits at 8 members, with 3 seats remaining vacant.

**Presentations**

- Trout Unlimited Seward Fish Passage (Marykate Swenarton).

Marykate provided a presentation discussing Trout Unlimited’s project to work with the Seward Community to identify three locations with inadequate fish passage and to provide design for the proper fish passage infrastructure.

- USFWS Small Grants Program (Schumacher)

Maura discussed a few points to note for the USFWS Small Grants Program

- Increase to the cap amount to \$200,000
- Duration of projects will expand from 2yrs to 3yrs
- State agencies and Universities are not eligible
- There is limit on the size for nonprofits

## Reports

- KPFHP Coordinator Report (Dodson)

Trent informed the committee the NFHP board of director's will be submitting a letter of support to the Instream Flow council and the American Fisheries society for establishing a national instream flow and water level conservation training center.

- Committee to Review Policies and Procedures (Dodson/Schake/Lopez/Jablonski)

The Committee to review the Policies and Procedures met on October 31, 2024. The updated document with suggested changes was circulated to the SC on November 14, 2024. Prior to the Nov. SC meeting, Katherine made a few more suggestion and comments. The document with those changes and suggestion (with comments from Trent) was distributed to the SC on November 18, 2024. No other comments or suggested changes were made prior to the meeting.

The SC engaged in a lengthy conversation regarding the process for Steering Committee member selection. At present the P&P states that the 'members' vote for SC members at the annual meeting. However, the process for how that happens is not outlined. Furthermore, it appears that past elections of SC members were performed by the SC itself, where each SC member had 1 vote per open seat. This procedure aligns with how Mat-Su elects their SC members.

During this time the SC decided to replace all mention of "member" with "partner" to better reflect the intent of those positions function within the KPFHP.

The meeting schedule was also discussed. The SC decided to keep the current format of at least 6 meeting per year and meeting 7 times (Jan-April and Set-Nov). We will also determine a set day of the month to hold each meeting (i.e. the third Wednesday at 1:30PM).

- Membership Meeting Planning Committee (Dodson/Mailman)

The planning committee for the "Partnership" Meeting met on Tuesday November 5, 2024. The committee discussed the format of last year's meeting and decided to follow a similar agenda, but replacing the movie/video portion of the meeting with a few more presentations and possibly extending the length of time for the presenter. At the end of the meeting, those intending to

submit a proposal to the KPFHP SC for FY26 funding, will be give some time to ask the SC questions or to get clarification on anything they might be a bit murky on.

The Meeting will be held on February 10, 2024 at the Cook Inlet Aquaculture Association in Kenai. The meeting will start at 10:00 AM with and ending TBD as the agenda is put together...but likely 4:00PM. The committee has already begun to reach out to folks for with requests to present on their KPFHP-funded projects.

### Old Business

- FY26 RFP Updates and Timeline (Dodson)

The FY26 RFP announcement was sent to the KPFHP partners distribution list via email on Wednesday November 20, 2024. Proposals are due February 21, 2025. We will have a Q/A session at the Partnership Meeting (February 10, 2025) available to those intending to submit a proposal.

- Social Media (Dodson)

The SC supported getting KPFHP social media accounts for both Facebook and Instagram.

### New Business

- Sue Mauger retirement/recognition (Mailman)

The SC chose to honor Sue Mauger's upcoming retirement and her contribution to fish habitat in Cook Inlet and the Kenai Peninsula at the forthcoming Partnership Meeting. Emily will work on an award from KPFHP. The SC will allocate \$50 for the Award, and possibly get donations from individuals. Trent will work with the NFHP board for a letter of recognition to present at the Joint Symposium.

### Round Table

- Partner updates

Sam - KPB

- This fall the KPB adopted new waterways in the Southern Peninsula District into their anadromous waters

Kevin - ADF&G

- ADF&G is wrapping up the field season
- Cost Share grant end at the end of this year

Katherine - KBERR

- Working to standardize monitoring data

- Planning support for Cook Inlet Joint Salmon Habitat Symposium in Anchorage (April 21-22, 2025).

Emily - NOAA

- BIL money for fish passage is live
- There will be 2 more announcements for funding
- These will be the final rounds for FP BIL money

Jillian - USFS

- The Forest Service is sponsoring fish passage training for engineers

Brandon - KWF

- 2024 Stream Watch volunteer interacted with 10K+ people
- Currently working on reports and recruitment of 2025 volunteers

**Steering Committee Members:**

Appointed Members

NOAA – Emily Mailman (Appointed 1/1/2024)

USFWS – Maura Schumacher (Appointed 1/1/2024)

ADFG - Jess Johnson (Appointed?)

Elected Members

KPB – Samantha Lopez (Elected?)

USFS – Jillian Jablonski (Elected 4/26/2024?)

KWF – Benjamin Meyer (Elected?)

KBNERR – Katherine Schake (Elected?)

**Advisors:**

Kenai Peninsula Borough – Peter Micciche

USFWS - Mike Daigneault

**Next Meeting:**

TBD

**Upcoming Meetings/Events**

2024

NFHP Coordinators' Meeting – December 11

2025

NFHP Hybrid Board Meeting – January 28-30, Las Vegas

KPFHP Membership Meeting – February 10, Kenai

Cook Inlet Salmon Symposium – April 21-22, Anchorage

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