NORTHWEST POWER PLANNING COUNCIL
851 S.W. SIXTH AVENUE, SUITE 1100
PORTLAND, OREGON 97204-1348

Fax: 503-820-2370
Phone: 503-222-5161 1-800-452-5161
Internet: www.nwcouncil.org

January 7, 2003

MEMORANDUM

TO: **Council Members**

FROM: **Lynn Palensky and Brian Allee**

SUBJECT: **Walla Walla Subbasin Planning Contracts**

Proposed Action

Staff recommends that the Council authorize the Executive Director to negotiate two contracts for the development of the bi-state Walla Walla Subbasin Plan as approved by the Oregon Subbasin Planning Coordination Group (Group) and the Snake River Salmon Recovery Board in Washington (see attachment). The two contracts proposals have the following projected costs for this work:

1. Washington fiscal agent: Walla Walla County -- not to exceed $109,138.
2. Oregon fiscal agent: Walla Walla Basin Watershed Foundation -- not to exceed $83,260.

Background

Washington and Oregon are leading an integrated effort to develop one subbasin plan with one lead entity from each state. The Walla Walla Basin Watershed Foundation is a 501(c) (3) organization acting as the fiscal agent for the Walla Walla Basin Watershed Council (WWBWC); the Oregon designated lead entity. Walla Walla County is serving as the fiscal agent for the Walla Walla Watershed Planning Unit (PU); the Washington lead entity. An integrated Planning Team is being developed drawn largely from PU and WWBWC members and including participants in the Bi-State Habitat Conservation Planning process to assist with developing the assessment and strategies. Both states will be contracting with the same consulting firm for facilitation and coordination in the process. The two states have developed one integrated workplan with two separate budgets. *The proposed workplan and budgets, which have been sent to you electronically, are also available on the Council's website at www.council.org/news/agenda.htm.*

Proposed Schedule and Budget

The Walla Walla workplan proposes to submit a final subbasin plan by May 2004. The level II groups in both states have approved the funding allocations this subbasin and the combined total for the two contracts will not exceed $192,398 for FY03/04.

January 7, 2002

Lynn Palensky
Subbasin Planning Coordinator, NWPPC
851 SW Sixth Avenue, Suite 1100
Portland, OR 97204-1348

The Walla Walla Basin Watershed Foundation, the fiscal agent for the Walla Walla Basin Watershed Council, submitted a work plan for subbasin planning in the Oregon portion of the Walla Walla Subbasin to the Oregon Subbasin Planning Coordination Group (OSPCG) for review before forwarding it to the Northwest Power Planning Council. A similar work plan submitted by Walla Walla County, as fiscal agent for the Walla Walla Watershed Planning Unit, covered the Washington portion of the Walla Walla Subbasin.

This joint work plan has been reviewed and approved by both the Oregon Subbasin Planning Project Manager and the OSPCG. The Project Manager and the OSPCG join the Walla Walla Basin Watershed Foundation and Walla Walla County in requesting Northwest Power Planning Council approval of this work plan.

We appreciate the prompt attention by the Council and look forward to working together to complete the subbasin planning process in the Walla Walla Subbasin.

Sincerely,

Gene Derfler
Oregon Member
Northwest Power Planning Council

Melinda S. Eden
Oregon Member
Northwest Power Planning Council

Attachments

_____
_____
_____
_____
_____
_____

Walla Walla River Subbasin Plan Workplan
Washington Portion and Oregon Portion

Cathy LaRoque and Brian Wolcott, Subbasin Coordinators
January 2003

Letter from Council

Letter from CTUIR

Letter from WDFW *Letter from ODFW*

Letter from WWBWC *Letter from WWPU*

APPLICATION CERTIFICATION AND TRANSMITTAL

To: Northwest Power Planning Council
851 SW Sixth Avenue, Suite 1100
Portland, OR 97204
Attn: Contracts Officer

From: Walla Walla County
310 West Poplar, Suite 001
Walla Walla, WA 99362
Contact Person: Cathy LaRoque, Watershed Planning Coordinator
Phone: 509-527-3285

Request:

Walla Walla County, serving as the fiscal agent for the Walla Walla Watershed Planning Unit, is designated as the lead entity and requesting funding from the Northwest Power Planning Council for the development of the Walla Walla Subbasin Plan, Washington Portion, and in accordance with such funding conditions as required by the Council.

Project Name: Walla Walla River Subbasin, Washington Portion
Subbasin: Walla Walla
Province: Columbia Plateau

Certification:

I certify that to the best of my knowledge, the information provided in this application is true and correct and that the financial assistance requested will be utilized only for the purpose of carrying out the activities described in the attached statement of work.

Authorized Representative_____
Signature Date
Printed Name and Title: Cathy LaRoque, Watershed Planning Coordinator, Walla Walla County

APPLICATION CERTIFICATION AND TRANSMITTAL

To: Northwest Power Planning Council
851 SW Sixth Avenue, Suite 1100
Portland, OR 97204
Attn: Contracts Officer

From: Walla Walla Basin Watershed Foundation
P.O. Box 68
Milton-Freewater, OR 97862
Contact Person: Brian Wolcott, Watershed Coordinator, Phone 541-938-2170

Request:

Lead entity, Walla Walla Basin Watershed Foundation, acting as fiscal agent for the Walla Walla Basin Watershed Council, is requesting contract funding from the Northwest Power Planning Council for the development of the Walla Walla Subbasin Plan, Oregon Portion, and in accordance with such funding conditions as may be required by the Council. This application is prepared with full knowledge and understanding of the Council's practices and procedures described in the attachments 1-3 of the request for funding materials provided.

Project Name: Walla Walla River Subbasin, Oregon Portion
Subbasin: Walla Walla
Province: Columbia Plateau

Certification:

I certify that to the best of my knowledge, the information provided in this application is true and correct and that the financial assistance requested will be utilized only for the purpose of carrying out the activities described in the attached statement of work.

Authorized Representative_____
Signature Date
Printed Name and Title: Brian Wolcott, Walla Walla Basin Watershed Foundation Coordinator

APPLICANT/ORGANIZATION INFORMATION

Province name: Columbia Plateau Subbasin name: Walla Walla

Organization name: Walla Walla County

Type of organization: County Government

Mailing Address: 310 West Poplar, Suite 001
City, State, Zip: Walla Walla, WA 99362

Telephone: 509-527-3285 Email address: claroque@co.walla-walla.wa.us
FAX: 509-527-1892

Organization purpose and legal status:

Walla Walla County is a quasi-municipal corporation formed by the State of Washington. The County works closely with Washington Department of Fish and Wildlife, Washington Department of Ecology, and other agencies to conduct watershed planning in the bi-state Walla Walla River subbasin. Examples include the WDFW Habitat Conservation Planning-NEPA and the DOE Walla Walla Valley Watershed Management Plan. The County formed the Walla Walla Watershed Planning Unit in 2001 and serves as its fiscal agent. The County is legally authorized to receive federal and state funds under various statutes including RCW 36. Walla Walla County will act as the lead entity and fiscal agent for the Walla Walla River Subbasin Planning effort for the Washington portion.

Contract contact information:

Project Contract Administration Representative: Cathy LaRoque, Watershed Planning Coordinator, Walla Walla County
Mailing Address: 310 West Poplar, Suite 001
City/Town: Walla Walla
State, Zip: Washington 99362
Email address: claroque@co.walla-walla.wa.us Telephone: 509-527-3285

APPLICANT/ORGANIZATION INFORMATION

Province name: Columbia Plateau Subbasin name: Walla Walla

Organization name: Walla Walla Basin Watershed Foundation

Type of organization: Oregon Plan Watershed Council 501c3

Mailing Address: P.O. Box 68
City, State, Zip: Milton-Freewater, OR 97862

Telephone: 541-938-2170 Email address: brian.wolcott@wwbwc.org
FAX: 541-938-2170

Organization purpose and legal status:

The Walla Walla Basin Watershed Foundation serves as the Walla Walla Basin Watershed Council's fiscal agent. The Walla Walla Basin Watershed Council is a local community organization formed by state legislation and recognized by Umatilla County to implement the Oregon Plan for Salmon and Watersheds. The Watershed Council formed in 1994 and has been working closely with Oregon Department of Fish and Wildlife, Oregon Department of Environmental Quality, The Confederated Tribes of the Umatilla Indian Reservation, Oregon Department of Agriculture, and the U.S. Army Corps of Engineers. The Watershed Council has continued to serve a public outreach role and project development and implementation role for several planning processes, including the Walla Walla Subbasin Summary, the SB 1010 Plan for Agriculture and Water Quality, the TMDL for Temperature, the Bull Trout Recovery Plan, and the Corps Feasibility Study for Instream Flow Improvements. The Watershed Council established the Walla Walla Basin Watershed Foundation as our 501(c)(3) non-profit to receive state, federal, and foundation funds. The Walla Walla Basin Watershed Foundation will act as the lead entity and fiscal agent for the Walla Walla River Subbasin Planning effort for the Oregon portion.

Contract contact information:

Project Contract Administration Representative: Brian Wolcott, Coordinator, Walla Walla Basin Watershed Foundation
Mailing Address: P.O. Box 68
City/Town: Milton-Freewater
State, Zip: Oregon, 97862
Email address: brian.wolcott@wwbwc.org Telephone: 541-938-2170

TABLE OF CONTENTS

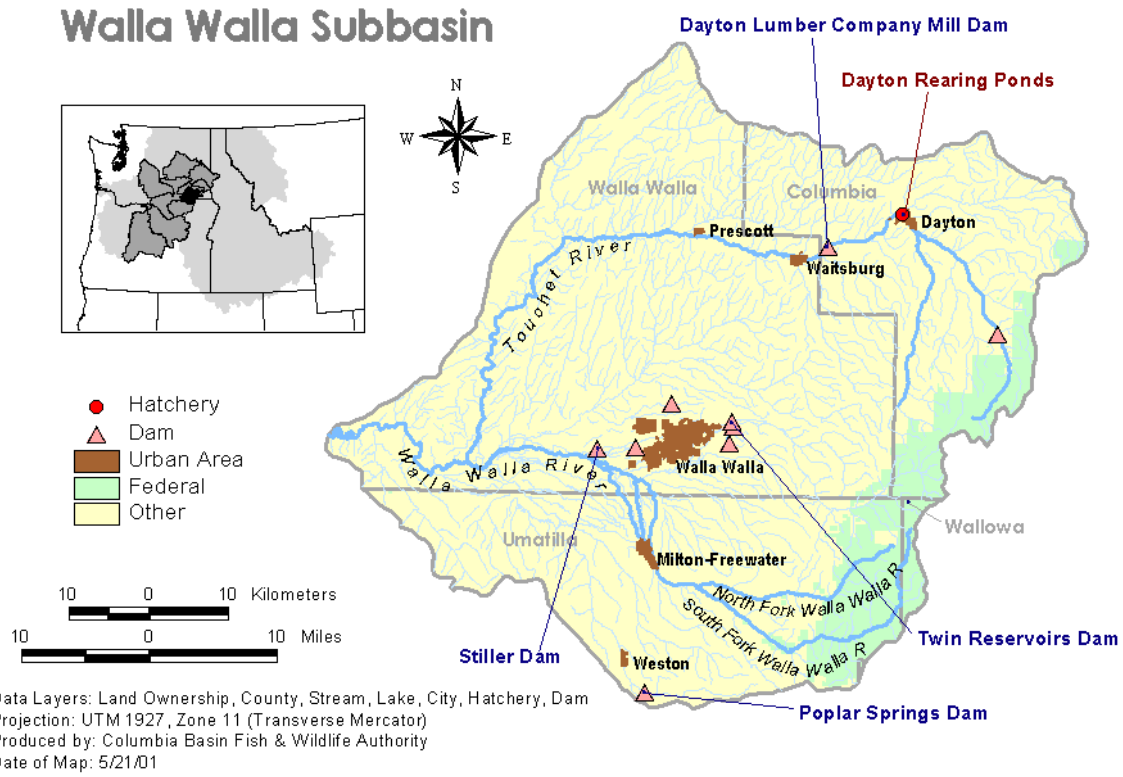


Figure 1. The Walla Walla River subbasin.

Walla Walla River Subbasin Plan Workplan
Washington Portion and Oregon Portion

Project Overview

The Northwest Power Planning Council (Council) was directed by the Northwest Power Act of 1980 to develop a program to protect, mitigate, and enhance fish and wildlife of the Columbia River Basin and make annual funding recommendations to the Bonneville Power Administration for projects to implement the program. The purpose of subbasin planning is to document subbasin conditions and evaluate and define strategies that drive the implementation of the Council's Fish and Wildlife Program at the subbasin level. Ultimately, the subbasin plan will be used by NOAA Fisheries and U.S. Fish and Wildlife Service (USFWS) to help recovery planning efforts for threatened and endangered species. The plan will be evaluated for consistency with the Clean Water Act, federal treaty and trust responsibilities with the basin Native American Tribes, and the Council's 2000 Fish and Wildlife Program. The plan will also contribute to the Snake River Region Salmon Recovery planning process and other planning efforts in the Walla Walla watershed. The final subbasin plan will be submitted to the Council for adoption into its 2000 Fish and Wildlife Program. The Council will use the procedures and criteria required by the Northwest Power Act in evaluating the proposed plan.

Located in the Columbia Plateau province, the Walla Walla River Subbasin is currently home to more than 300 wildlife species and over 30 species of fish, including Endangerd Species Act (ESA) listed stocks of summer steelhead (*Oncorhynchus mykiss)* and bull trout (*Salvelinus confluentus*). Spanning both southeastern Washington State and northeastern Oregon, the Walla Walla River Watershed occupies approximately 1,758-square miles in five Counties: Walla Walla and Columbia Counties in Washington and Umatilla, Union, and Wallowa Counties in Oregon. Within the Subbasin the Walla Walla River, Touchet River, and Mill Creek all originate in the Washington/Oregon Blue Mountains and flow north and west throughout the basin to drain into the Columbia River at Wallula. Seventy three percent of the watershed is located in Washington State (1,278-square miles) and is known as Watershed Resource Inventory Area 32 (WRIA 32). Twenty seven percent of the watershed is located in Oregon State (473-square miles).

The lead entities intend to develop the Walla Walla River Subbasin Plan in accordance with the "Technical Guide for Subbasin Planners" as recommended by the Council, and the "Oregon Specific Guidance" prepared by the Oregon Subbasin Planning Coordination Group, and will be developed in collaboration with fish and wildlife managers, local governments, and other local interest groups and stakeholders and resource managers. The lead entity for the Washington portion of this shared subbasin will be Walla Walla County, serving as the fiscal agent for the Walla Walla Watershed Planning Unit (PU). The County will work closely with its Oregon counterpart, the Walla Walla Basin Watershed Council (WWBWC) to create an integrated plan. The lead entity for the Oregon portion of this shared subbasin will be the Walla Walla Basin Watershed Foundation, serving as the fiscal agent for the WWBWC. The Walla Walla Basin

Watershed Foundation will work closely with its Washington counterpart, Walla Walla County, to create one integrated plan.

An integrated Planning Team is being developed drawn largely from PU and WWBWC members and including participants in the Bi-State Habitat Conservation Planning (HCP) process currently underway to establish a mitigation strategy for in-basin impacts to ESA listed bull trout and steelhead. The Walla Walla Subbasin Planning process will utilize a bi-state group of technical experts from state, federal and tribal resource managers and subcontractors to analyze the data, develop the plan based on current scientific understanding of the Walla Walla River Subbasin, and explicitly identify the underlying data, assumptions, and rules. The creation of the plan is also intended to explicitly document the underlying data, assumptions and rules used in making recommendations. These recommendations will be the strategies of our bi-state subbasin plan. In addition, because the plan is to be developed locally and adopted with as much support as possible, public involvement will be a fundamental part of the process.

As a starting point, the Planning Team will utilize the *Draft Walla Walla River Subbasin Summary* (August 2001), *Draft Walla Walla River Subbasin Assessment* (October 2002), and additional plans from local and regional efforts as the basis for the subbasin plan. The information in the studies provides a comprehensive scientific assessment of subbasin conditions and status of focal aquatic and terrestrial species, as well as preliminary subbasin-wide management priorities and strategies that can be adapted or modified to develop the vision, objectives, and strategies for the subbasin plan.

An adopted subbasin plan is intended by both the Council and the lead entities to be a "living" document that increases analytical, predictive, and prescriptive ability to restore fish and wildlife. Our bi-state coordinating committee and respective planning bodies in each state will continue to operate to ensure implementation of the plan. We are planning to utilize our local existing web sites and the Council web site to share information during and after the subbasin planning process. These web sites will facilitate public involvement in the planning process.

Purpose

The purpose of the subbasin planning process is to conduct a thorough scientific assessment, develop a comprehensive inventory of fish and wildlife activities and programs, define a vision and goals for fish, wildlife, and habitat in the Walla Walla River Subbasin (Figure 1), define objectives that measure progress toward those goals, and establish strategies to meet the objectives. The purpose of this scope of work is to outline a plan of action for the Walla Walla River Subbasin Planning process.

The Subbasin Planning Team will seek to coordinate with all organizations and agencies in the planning area that have an interest in or responsibility for watershed and natural resource concerns. The Planning Team will be the main vehicle for coordination, and the Technical Team will be the source of ongoing coordination with the NOAA Fisheries and the US Fish and Wildlife Service as they develop the assessment and contribute to the planning process. We intend to use this Plan as a building block for ESA recovery planning, using the NOAA Local Recovery Plan Guidelines. The Walla Walla Basin Watershed Council intends to submit this

Subbasin Plan to OWEB for adoption as the goals and restoration priorities for watershed restoration under the state watershed council program. Data and information will be obtained from the Planning and Technical Teams as required. Draft plan sections will be circulated by mail or email for comment, and Planning and Technical Teams meetings will be convened as needed.

Overall Project Timeframe

The planning process is expected to begin at the beginning of January 2003 and will conclude approximately sixteen months later in April 2004. This includes the final two-month period set aside for Council and ISRP review and adoption following the response, comment and revision process.

Project Milestones

- By January 2003 we will have initiated our public process.
- Approximately fourteen months from the start date we will have completed the public review draft of the plan. The public review draft will also be sent to the statewide Coordinating Groups for each state.
- Approximately fourteen months from the start date the draft will go through revisions from ISRP if necessary and final adoption by the Council.
- Approximately sixteen months from the start date we will have completed the final and locally adopted version of the Subbasin Plan.

Organization

The organization for developing the Walla Walla River Subbasin Plan is comprised of the lead entities, subcontractors, the Planning Team, the Technical Team, and other governmental and non-governmental organizations that will provide local input. The roles of each member group are described below:

Lead Entities
Washington and Oregon are leading an integrated effort to develop one subbasin plan, with a lead entity from each state.

Washington: The lead entity is Walla Walla County, fiscal manager and contract administrator for the Walla Walla Watershed Planning Unit. Walla Walla County's primary responsibility will be to initiate the process, ensure that the subbasin planning process is open and inclusive with proper outreach to subbasin stakeholders, and oversee work of the subcontractor. The Northwest Power Planning Council will be contracting with Walla Walla County for the Washington portion of the subbasin.

Oregon: The lead entity is the Walla Walla Basin Watershed Foundation, fiscal agent for the

Walla Walla Basin Watershed Council. The Walla Walla Basin Watershed Foundation's primary responsibility will be to initiate the process, complete the Oregon portion of the assessment and inventory, ensure that the subbasin planning process is open and inclusive and that there is proper outreach to subbasin stakeholders, and oversee work of the subcontractor. The Northwest Power Planning Council will be contracting with the Walla Walla Basin Watershed Foundation for the Oregon portion of the subbasin.

Bi-State Integration: The two lead entities will be responsible for coordinating the assessment and planning work and overseeing the completion of the final integrated Subbasin Plan. Both Washington and Oregon will be contracting with Economic and Engineering Services, Inc. (EES) to facilitate and coordinate during subbasin planning strategy development, although they will have different scopes of work for each state and other subcontractors may be used for specific portions.

On the Oregon side, the Walla Walla Basin Watershed Foundation, with assistance from local agencies and subcontractors, will be responsible for completing major elements of its portion of the workplan including the assessment of existing fish and wildlife habitat in Oregon including EDT and IBIS/SITES modeling. In Oregon, the Level II technical funding will be used to oversee the modeling process. On the Washington side, Walla Walla County will receive WDFW assistance funded at $32,334 from the Council's Level II Statewide Technical Funding for the Snake River Region to execute the EDT and Nature's Conservancy SITES data collection, modeling and analysis. Additional Level II funds will provide technical assistance from CTUIR to provide data collection and the integration of IBIS modeling with SITES and EDT. The Oregon and Washington modeling processes will be integrated.

The two lead entities will each subcontract with EES to complete the shared development of vision, objectives, and strategies for the plan, along with the creation of a coordinated final Subbasin Plan. We are sole sourcing with EES based upon the fact that they are already doing watershed planning and assessment work in the basin. EES was originally chosen in a competitive public selection process and we have been satisfied with their performance. The Bi-State Habitat Conservation Plan Budget Committee oversaw the selection process.

Subbasin Coordinators

The Subbasin Coordinator in Washington is Cathy LaRoque, Watershed Planning Coordinator for Walla Walla County. Her responsibility is to provide leadership throughout the process, to serve as a contact point, and to coordinate communication between the various members and participants. The Subbasin Coordinator in Oregon is Brian Wolcott, Coordinator of the Walla Walla Basin Watershed Council. His responsibility is to provide leadership throughout the process, to serve as a contact point, and to coordinate communication between the various members and participants.

Planning Team

The Subbasin Planning Team will seek to coordinate with all organizations and agencies in the planning area that have an interest in or responsibility for watershed and natural resource concerns. Drawn from the Walla Walla Watershed Planning Unit (developed under Washington

HB2514), the Bi-State Habitat Conservation Plan Coordinating Committee (HCPCC), and the Walla Walla Basin Watershed Council in Oregon, a bi-state Planning Team will be organized by the Washington and Oregon lead entities.

This group will be composed of representatives from government agencies with jurisdictional authority in the subbasin and quasi-governmental groups. These individuals will be the most active members of the subbasin planning process. Their primary responsibility will be to coordinate the process, but they will also take the lead in developing the vision, the biological objectives, and prioritization of subbasin strategies. Regular communication and input between these team members at the inception of and throughout the planning process is critical. Planning Team meetings will be held regularly on a schedule to be established with the planning team. All planning team meetings will be open to the public.

Technical Team

The Technical Team will be comprised of scientific experts, including tribal, state, and federal fish and wildlife managers, as well as key members of the Planning Team, and may also include technical consultants. Their responsibility will include the compilation and analysis of scientific data as part of the subbasin assessment. They will have the biological, physical, and management expertise to refine, validate, and analyze data that will inform the development of the management plan. The Technical Team will meet several times during the development of the assessment and modeling, assist with completing the inventory, and contribute throughout the development of the management plan (see Strategies Section). All Technical Team meetings will be open to the public.

Working Groups

One or more Working Groups representing key interests and/or geographical areas will be organized to focus on water quality, habitat and instream flows to further discuss key concepts identified through the general public involvement efforts. The Working Groups will assist in further defining critical issues, recommending guiding principles, and identifying and analyzing alternative solutions. All Working Group(s) meetings will be open to the public.

Subcontractors

Walla Walla County will subcontract the following functions: (1) facilitation, (2) public involvement, (3) GIS work, (4) compiling/analyzing data and modeling, (5) report preparation, writing/editing, and technical assistance. It is expected that the subcontractor will facilitate and assist as needed with the coordination of Technical and Planning Team and Working Group meetings, open houses, and all public meetings. The subcontractor will submit summary reports after key meetings and public involvement milestones and will assist with the analysis and synthesis of all public input, the design and writing of the newsletter, and content of the web site. The subcontractor will also assist the technical team with the technical aspects of the Subbasin Plan development. The subcontractor will work closely with the Technical and Planning Teams and the Working Group and will compile, edit, and write (as appropriate) various sections of all draft and final versions of the assessment, inventory, management plan, subbasin plan, and newsletter. The subcontractors will also work closely with the Subbasin Coordinator to develop phases one and two of the web site and to convert the final subbasin plan into a "living" electronic document.

The Walla Walla Basin Watershed Foundation, with support from agency staff, will complete the Oregon portions of the assessment and inventory components of the project. The Watershed Foundation will subcontract the following functions: (1) facilitation, (2) public involvement, (3) GIS work, (4) compiling/analyzing data and modeling; the Oregon TOAST will assist local managers with this task, (5) report preparation, writing/editing, and technical assistance. The subcontractors may be part of one contract or individual contracts. It is the expectation of the lead entities that the subcontractors will assist as needed with the coordination of Technical and Planning Team and Working Group meetings. The Walla Walla Basin Watershed Foundation and it's subcontractors will submit summary reports after key meetings and public involvement milestones and will assist with the analysis and synthesis of all public input. The Watershed Foundation and it's subcontractors will work closely with the Technical and Planning Teams and the Working Groups and will compile, edit, and write (as appropriate) various sections of all draft and final versions of the assessment, inventory, management plan, and subbasin plan. The subcontractors will develop interface meetings with the public and public review process. The Watershed Council will post frequent subbasin planning updates to the Watershed Council web site and will ultimately post the final subbasin plan into a "living" electronic document.

Commissions and Boards
County commissions and citizen boards can offer tremendous insight and knowledge about the community and the complex issues facing the subbasin. Presentations will be made to boards and commissions by the Subbasin Coordinators to keep them informed and an integral part of the process.

Other governmental and quasi-governmental groups will also play a role in the planning process. These include but are not limited to:

The Confederated Tribes of the Umatilla Indian Reservation (CTUIR) Tribal Council
The Tribal General Council and Board of Trustees (BOT) govern the interest of ceded subbasin lands. The Tribal General Council and BOT will be kept informed on the process and plan development through their designated representatives. Their staffs will play a key role as co-managers of fish and wildlife and participating on the planning and technical teams.

Snake River Salmon Recovery Board
The Snake River Salmon Recovery Board is in the process of developing a Southeast Washington Regional Recovery Plan. The fisheries portion of the Walla Walla River Subbasin Plan will be coordinated regionally with the Snake River Salmon Recovery Plan.

Federal Land Management Agencies
The U.S. Forest Service (USFS) has management responsibility for thousands of acres in the Subbasin. It is recognized that the involvement of the Federal land management agencies, predominantly the USFS and the USDI Bureau of Land Management is critical for ensuring a successful planning effort. Participation includes providing technical support and data as well as providing information to ensure subbasin plan compatibility with the land use management plans for the basin. The Forest Service is already actively involved in this process and the BLM has been invited to join the technical team and work groups formed to work on fish and wildlife habitat. This collaboration will avoid duplication of planning efforts as well as promote

integration and coordination in project planning.

NOAA Fisheries and USFWS
Both NOAA Fisheries and USFWS are participating in the development of a basin-wide Habitat Conservation Plan for steelhead and bull trout. Communications and coordination efforts with these agencies will be expanded to include the subbasin plan. NOAA Fisheries' Interior Columbia Technical Recovery Team will also be identifying independent populations and recovery goals (or interim recovery goals) for listed steelhead. As these products become available, they will be incorporated into the subbasin plan. NOAA Fisheries will also be working with the Council to provide out-of-subbasin assumptions for use in subbasin analyses.

U.S. Army Corps of Engineers (Corps)
The Corps has been participating in habitat, passage, and flow improvement efforts in the basin and will participate and contribute to the subbasin planning process.

The Washington State Departments of Fish and Wildlife, Ecology and Natural Resources
These state agencies have an interest in subbasin planning. As with the Tribes and the federal agencies, their participation will be key, and the agencies that want to participate will be kept informed through their designated representatives.

The Oregon State Departments of Fish and Wildlife, Environmental Quality, Water Resources, Forestry, and Agriculture
These state agencies have an interest in subbasin planning. As with the Tribes and the federal agencies, their participation will be key, and the agencies will be kept informed through their designated representatives.

Umatilla County
Umatilla County Planning staff will participate on the Technical and Planning teams.

Subbasin Plan Components

This workplan identifies six major components in the process of developing the subbasin plan: (1) Pre-planning and Public Participation in the Assessment and Inventory process – confirm the planning groups and their roles; (2) Assessment – review and analysis of existing assessments and scientific data; (3) Inventory - review of existing programs and projects for species and habitat protection; (4) Management Plan - develop vision, objectives, and strategies; (5) Writing/Editing – the consolidation of information and merging of Washington and Oregon portions of the plan; and (6) Maintain Public Involvement during the review and adoption process. These major components conform to the substantive parts of the subbasin plan requirements presented in the Technical Guide for Subbasin Plans (Council 2001). Table 1 summarizes the general subbasin plan outline presented in the Technical Guide.

Table 1: Subbasin Plan General Table of Contents (adapted from Council 2001)	
Chapter Title	**Description**
I. Introduction	Introduction to the plan and subbasin overview
II. Subbasin Assessment	Overview, Focal Species, Key Habitats, Environmental Conditions, Hydrosystem Operations, Ecological Relationships, Limiting Factors, Synthesis
III. Inventory of Existing Activities	Summary of existing projects and programs
IV. Management Plan	Development of subbasin vision Development of subbasin biological objectives Development and prioritization of subbasin strategies Integration of Lower Snake River Compensation Plan Operations Plan Research, Monitoring, and Evaluation plan Endangered Species and Clean Water Act considerations
V. Technical	Appendix Assessment data, references, maps, supporting documentation

Component 1. Pre-planning and Public Participation in the Assessment and Inventory process

This component involves preliminary meetings among the lead entities, watershed groups, and subcontractors to review the workplan, review guidance documents, identify and recruit Planning and Technical Team members and finalize a detailed schedule. Once the organizational groups have been identified and formed, the resulting Planning and Technical Teams will meet with the subcontractors to define roles, expectations, and assignments, and agree to a final schedule. Finally, the Planning Team will meet with the subcontractors to begin the public involvement process. Stakeholders will be identified and an open-house will be held to inform the public about the process, invite citizen involvement, and to identify stakeholders to contribute their knowledge and time to the process.

The subcontractors will assist the Planning Team in designing and managing the public involvement component and will summarize the outcomes of all meetings. The primary public involvement tools will include a Working Group(s), presentations and open-houses, public meetings, public hearings, mailers, and a web site. The primary public involvement tools will be three or more working groups that will focus on water quality, habitat and instream flows to develop locally acceptable strategies to achieve recovery in the Walla Walla subbasin.

- Working Group(s) —a selected group of individuals will be organized into three or more working groups based on their particular interests in subbasin issues. Meetings will be designed to involve specific interests more actively in the planning process and develop their ownership in the plan. Representatives from the Planning Team will attend these meetings to ensure there is an exchange between the two groups. The Technical Team will also provide the Working Group(s) with periodic updates of its work. Individuals within the Working Group(s) will work collaboratively to identify issues, create recommended guiding principles, develop goals and objectives, and brainstorm and analyze alternative strategies for addressing particular problems. The Planning Team will then use this information as stakeholder input.

- Presentations and Open-Houses—informal meetings targeting the public at large or specific public gatherings (i.e., organizations, service clubs, etc.)—will enable individuals to hear and see information, talk to Planning and Technical Team members one-on-one, ask questions, and provide input into the planning process (although their primary purpose will be to provide the public with information about the planning process and invite public participation). At an open-house, the public will be invited to drop in and view plans, data, and maps and visit with Planning Team members. Presentations and open-houses will be well advertised (personal invitations will be sent to key stakeholders), limited to about four hours, and held at a time thought appropriate for the community (such as an evening or weekend afternoon). Refreshments and printed information will be available, as will knowledgeable participants (Planning Team Members) who can talk informally with visitors about the planning process. There will be an opportunity for participants to provide input directly to team members or through written comment forms or surveys.
- Public Meetings/Hearings—Public meetings/hearings will be held at 50% completion and 75% completion with an opportunity for Level II review and public comments of the draft plan at those points. These meetings will be more formal than the open-houses or presentations, and their primary purpose will be to solicit public input and gather comments on the public review draft of the subbasin plan.
- Mailers will offer opportunities to those who want to be informed and stay involved through the mail rather than meetings. They will be used throughout the process as interactive communication tools.

The basic assumptions that will be employed for the public involvement component include the following:

- The process will be collaborative and inclusive (i.e. everyone works together to develop acceptable solutions).
- A common sense of purpose and a definition of the problem will be developed.
- Meetings will be documented with meeting notes available on the web site so people will be kept informed throughout the process.
- When people are invited to participate, their roles, anticipated time commitment, and the proposed meeting outcomes will be clearly outlined.
- Meetings, open-houses, and other public events will be designed and organized to produce results. Next steps will be clearly outlined.
- Milestones in the process will be appropriately acknowledged. Individual and group efforts and accomplishments will be recognized.
- To resolve competing interests, positions and priorities coming from the public involvement process, we will rely on Operating Principles to guide participants. If a conflict goes unresolved, we will have a facilitated discussion to resolve any conflicts to ensure this planning process continues to completion.

The guidelines that will be followed in order to ensure successful public events include:

- Meeting Sites: 60-person-capacity facility within the project area will be utilized for community-wide meetings.

- Public Advertisement: News releases will be submitted to selected media.
- Letters of Invitation: Letters will be written and transmitted to local officials and individuals who have shown an interest or attended previous meetings.
- Meeting Preparation: A strategy session with the Planning Team will be held to reach consensus on the meeting format, agenda, exhibits, and handout materials before the public event. Subsequently, agendas, display graphics, and handout materials will be prepared.
- Meeting Record: Meeting notes will be prepared by the facilitator. Meeting results will be discussed with the Planning Team.

Component 2. Assessment: Analysis of existing assessments and scientific data

The Subbasin Assessment is a key element of the plan. It will be based on instructions from the Technical Guide for Subbasin Planners and the Oregon Specific Guidance. In this phase of the project, the Subbasin Coordinators will utilize the resources available through the Council's Level II Statewide Technical Support for Washington and Oregon to (1) ensure that the Technical Team develops all the information that the Council requires (Table 2) for the subbasin assessment; (2) capture data and technical reports used for the assessment into accessible regional archives (e.g. StreamNet or other), (3) help the team to address, and where appropriate, incorporate public input and recommendations; (4) ensure that the process works for all of the various experts involved, given that different agencies often bring different interests to the table; and (5) ensure that subcontractors help the team members with the synthesis and interpretation process.

The Walla Walla River Subbasin Summary and Draft Subbasin Assessment provides a description of the habitat conditions in the basin and includes significant detail on upland wildlife and their habitats. The Subbasin Summary also contains detailed information about the watershed, including climate, geography, hydrology, water quality, vegetation, land use and the fish and wildlife resources in the basin, both current and historic. The Walla Walla Watershed Planning Unit has completed a comprehensive review of water quantity, water quality, and habitat for the Washington portion of the basin. This review contains extensive data on local stream flows, climate, land use, soils, groundwater, vegetative cover, crops, water quality and noted impaired stream segments, habitat, and fisheries limiting factors, as well as a comprehensive review of water rights, historic and future water demands and a hydrologic water balance for the area. The Temperature TMDL process will provide additional data and descriptions on water quality, hydrology, canopy closure, and geomorphology issues.

The strategy for this component is to utilize fully the information already compiled from the existing assessments and incorporate data and analysis provided by the Council, including out-of-basin effects. The Planning Team will work with the Technical Team to review the Subbasin Summary and Level 1 Assessment along with other assessments identified by the planning group to ensure that all the information required by the Council is refined, validated, and analyzed by the Technical Team for the development of the management plan. The Technical Team's focus will be on synthesizing available information, filling data gaps, and providing the technical link with NOAA Fisheries' and USFWS' endangered species recovery planning. The technical team will meet with the planning team and working groups, if necessary, to allow input and feedback

during the review process. The Technical Recovery Teams assigned by NOAA Fisheries will provide key information about population groupings and viability criteria for listed salmon and steelhead to the planning process. The Technical Team will coordinate with the TOAST, Council, and NOAA Fisheries on appropriate out-of-subbasin effects to apply to all anadromous fish populations.

Table 2: Content of Subbasin Assessment (from the Council's *A Template for Subbasin Assessment*, April 2000)

Assessment Section	Content
A. Background and Introduction	Purpose of the assessment
B. Subbasin description	Province/ESU context Basin-scale (HUC-2) context Subbasin characteristics
C. Habitat condition and trends; historic habitat types and current*[what?]	Distribution of species and habitat types Geologic characteristics Hydrologic characteristics Water quality Riparian condition Wetlands Land ownership and land use Biological information by species
D. Synthesis and interpretation	Coarse-scale association of habitats Characteristics and population attributes of species Estimation of viability of species Assessment of current and potential biological performance

*Biological information by focal species will be derived using Technical Guide criteria for determining what the focal species are. We will be including ESA listed bull trout and summer steelhead and other species to be determined.

Direct technical assistance for planning and technical assistance on aquatic, wildlife, and land management issues will be provided from WDFW and CTUIR in the Snake River Region's Technical Assistance Team, using the Council's Level II Statewide Technical Funding. The Technical Team will assemble the database for the Ecosystem Diagnosis and Treatment (EDT) model, and provide information regarding forest management, watershed restoration plans and assessments, and fish and wildlife biology. The Statement of Work and deliverables to be completed by WDFW, with significant involvement by the Technical Team, is detailed in Appendix A. The Technical Team will also compile wildlife information using the Nature Conservancy's SITES model and on-going IBIS regional modeling efforts to link terrestrial wildlife and aquatic habitat plans. The Technical Recovery Teams assigned by NOAA Fisheries will provide key information to the planning process, while the Technical Team will coordinate with the TOAST, Council, and NOAA Fisheries on appropriate out-of-subbasin effects to apply to all anadromous fish populations.

The Walla Walla Basin Watershed Foundation will contract as necessary with ODFW and CTUIR (or their assigns) for planning and technical assistance on fisheries, wildlife, and land management issues. Direct technical assistance will also be provided from the Oregon Coordination Group's TOAST. The Technical Team will assemble the database for the EDT model and IBIS/SITES model, and provide information regarding forest management, watershed restoration plans and assessments, and fish and wildlife biology. The Technical Recovery Teams assigned by NOAA Fisheries will provide key information to the planning process, while

the Technical Team will coordinate with the TOAST, the Council, and NOAA Fisheries on appropriate out-of-subbasin effects to apply to all anadromous fish populations.

The Technical Team will hold three meetings during which information will be compiled, gaps identified, and assignments made. Findings will be presented to the Planning Team and the public for review and input. During the first meeting, the Technical Team will review Council expectations for the Subbasin Assessment, discuss the data set provided by the Council, identify data gaps, and agree to an action plan for filling the gaps and completing the subbasin assessment; referencing the Technical Guide from the Council and the Oregon Specific Guidance sections on Technical Assistance and the Appendix C: Outline for Subbasin Plan. During the remaining comment period and subsequent meetings, Team members will work to fill the gaps and complete the interpretation and synthesis for the assessment. The Technical Team will meet as needed to complete the assessment within the time allotted.

The writer/editor will submit summary reports and document analysis and synthesis of all inputs and conclusions from the review process. The writer/editor in conjunction with the Technical Team will prepare the Subbasin Assessment, which will be used for "Chapter 2: Subbasin Assessment" of the subbasin plan.

Component 3. Inventory: Review Existing Programs and Projects for Species and Habitat Protection

This component is intended to summarize fish and wildlife protection, restoration and artificial production activities and programs within the subbasin that have occurred over the last five years or are about to be implemented. An Inventory Subcommittee may be formed from the Technical Team and Planning Team to focus on this review.

The writer/editor will work with the technical subcommittee and other groups and individuals in the subbasin to update the subbasin summary by identifying all programs, projects, and locally developed regulations and ordinances that provide fish, wildlife and habitat protections. One to two meetings will be held during which program and projects will be presented to the larger team and the public for review and input. Compiling this information will help demonstrate: 1) current management directions, 2) existing and imminent protections, and 3) current strategies implemented through specific projects. This inventory will involve an iterative gap analysis process once objectives (Component 4) have been identified.

This review--gap analysis--should identify gaps between actions taken and actions needed to achieve the goals of the plan and provide context and provide context to the needs within the subbasin, the types of projects underway to address them and the relationship between the activities. In addition, the inventory, reviewed in conjunction with the technical assessment, should help indicate the value and efficacy of current activities. The writer/editor will submit summary reports and document analysis and synthesis of all inputs and conclusions from the meetings. The writer/editor in conjunction with the subcommittee will prepare the Subbasin Inventory, which will be used for "Chapter 3: Subbasin Inventory" of the subbasin plan. The gaps analysis should include an evaluation of the ability of existing regulatory and conservation programs to achieve NOAA Fisheries' interim recovery goals, updated as possible with any new

information from the Technical Recovery Team or the TOAST. The evaluation will be explained in the management section of the plan, and may influence the development of strategies.

Component 4. Management Plan: Develop Vision, Objectives, and Strategies
Once the overall assessment of subbasin conditions has been finalized and the existing programs have been identified, the vision, objectives, and strategies can be developed. This component is the core portion of the subbasin plan. The management plan will consider a 10- to 15-year planning horizon. The outcome of this component will be the Management Plan, and the strategy will be similar to that of Component 2 except that the focus will be on developing the vision, goals, objectives, strategies, and Endangered Species Act and Clean Water Act, and Tribal requirements. A description of each component is provided below. At the end of each section, the team or teams responsible for that component is identified in parentheses.

- Vision and Goals: The vision describes the desired future condition for the subbasin in terms of common goals. The vision is qualitative and will reflect the policies, legal requirements, and local conditions, values and priorities of the subbasin; however, the vision will also be consistent with the Council's program goals. The vision directs the development of the biological objectives and strategies for the subbasin. (Planning/Technical Teams)

- Biological Objectives: The biological objectives describe the physical and biological changes needed to achieve the vision in a quantifiable and measurable fashion. The objectives will (1) describe and quantify where possible the degree to which the limiting factors within the subbasin will be improved; and (2) quantify where possible changes in biological performance of populations resulting from actions taken in the subbasin to address the limiting factors. (Technical Team)

- Strategies: Strategies that will accomplish the biological objectives will be directed at addressing the within-subbasin limiting factors. . There may be several strategies with a subbasin that are selected to meet the objectives that will vary depending on the condition of the population and habitat. Some of these strategies may be described in the existing assessments reviewed under Component 2 and will be evaluated under this component. To maintain consistency with prior planning activities, consideration will be given to strategies developed through the Bull Trout Recovery Planning Process, the Agricultural Water Quality Management Plan (Oregon SB1010), Walla Walla Watershed Level 1 Assessment (Washington HB2514), the WDFW Limiting Factors Analysis, past Council Subbasin Planning and Summaries and the Upper Walla Walla Subbasin Action Plan. The strategies will include alternatives that stakeholders will evaluate considering economic, political, and social aspects. (Planning/Technical Teams and Work Groups)

- Endangered Species Act and Clean Water Act Requirements: The management plan will develop the objectives and strategies to be consistent and integrated with the species and population recovery goals within the subbasin and the water quality management plans for the State. To accomplish this, coordination will take place with NOAA Fisheries, USFWS, Washington State Department of Ecology, Oregon Department of Environmental Quality, and State Departments of Fish and Wildlife (Oregon and Washington). (Technical Team)

- Research, Monitoring and Evaluation: This component also involves developing a monitoring plan that describes how strategies to be implemented are achieving the stated biological objectives. The monitoring plan will consider the collective effects of the individual actions resulting from implemented strategies. The monitoring and evaluation plan will (1) determine whether implemented strategies are addressing the limiting factors; and (2) verify that the limiting factors are accurately accounted for. The plan will not include project-specific monitoring. Findings will be presented to the larger team and the public for review and input. (Planning/Technical Teams)

The Planning Team will work closely with the Working Group and Technical Team and will ensure there is a good flow of information among all groups. Once the Technical Team's work has been completed, the Planning Team will hold two meetings to develop the management plan, utilizing the assessment and the products of the Working Group. Findings will be presented to the larger team and the public for review and input.

Team members will have a period of time to review the objectives and strategies and will then reconvene to finalize their work. The writer/editor will submit summary reports and document analysis and synthesis of all input and conclusions from the meetings. The writer/editor in conjunction with the Technical Team will prepare the Subbasin Management Plan Part 1 (Vision, Goals, and Strategies), which will be used for "Chapter 4: Subbasin Management Plan" of the subbasin plan.

The writer/editor will submit summary reports and document analysis and synthesis of all input and conclusions from the single meeting dedicated to the monitoring and evaluation program. The writer/editor in conjunction with the Technical Team and state Level II technical staffs will prepare the Subbasin Management Plan Part 2 (Monitoring and Evaluation), which will be used for "Chapter 4: Subbasin Management Plan" of the subbasin plan.

Component 5. Writing/Editing: Consolidation of information and merging Washington and Oregon portions of the plan

This component involves consolidation of much of the work conducted in Components 3 through 5 into a draft subbasin plan for review by the Planning Team, the Technical Team, and the public. The final draft will be submitted to the Council once all Planning Team and public comments have been considered. All production work for the draft and final versions of the plan as well as posting of the plan on the web site and public distribution will occur under this component.

Once the Subbasin Assessment, Subbasin Inventory, and Subbasin Management sections of the draft subbasin plan are completed, the writer/editor will prepare an Internal Draft of the subbasin plan for review by Planning and Technical Team members. After their comments have been received, a Public Review Draft will be prepared. A public comment period will be announced, and one to two public meetings will be held. At the end of that period, the final subbasin plan will be prepared. An electronic version of Public Review Draft of the plan will be available for downloading at the web site and hard copies will be made available to interested parties.

The lead entity will receive, organize, and summarize written comments submitted via the web site, e-mail, or mail. The writer/editor will also submit a summary report from the public meeting(s). The lead entities and Planning Team will then review comments, finalize the plan and submit the plan to the Council. The lead entities will prepare an electronic version of the plan and develop and submit phase two of the web site to the Planning Team for review and approval. Once approved, the plan will be posted on the web site and a press release will announce the posting.

Component 6. Maintain Public Involvement during the review and adoption process
The maintenance of Public Involvement will include continued efforts as described in Component 1. Information will be distributed to the public using local newspapers, web sites, email and paper mailing, and community meetings.

Budget

A budget for Oregon and Washington planning in the Walla Walla subbasin is included as Appendix A.

Schedule

A timeline and critical tasks are included as Appendix B.

Bibliography

Bilby, B. and Bisson, P.A. 2000. Template for Subbasin Assessment. Prepared for the Columbia Basin Fish and Wildlife Authority. Portland.

Council. 2001. Technical Guide For Subbasin Planners. Northwest Power Planning Council, Council document #2000-19, Technical Appendix to 2000 Fish and Wildlife Program Council. Portland.

Oregon Subbasin Planning Coordinating Group. 2002. Oregon Specific Guidance.

Saul, D., C. Rabe, A. Davidson, and D. Rollins (Ecopacific). 2001. Draft Walla Walla Subbasin Summary. Council. Portland.

Economic and Engineering Services, Inc. 2002. Draft Walla Walla River Basin Watershed Plan – Level 1 Assessment.

Appendix A – Walla Walla Subbasin Budget

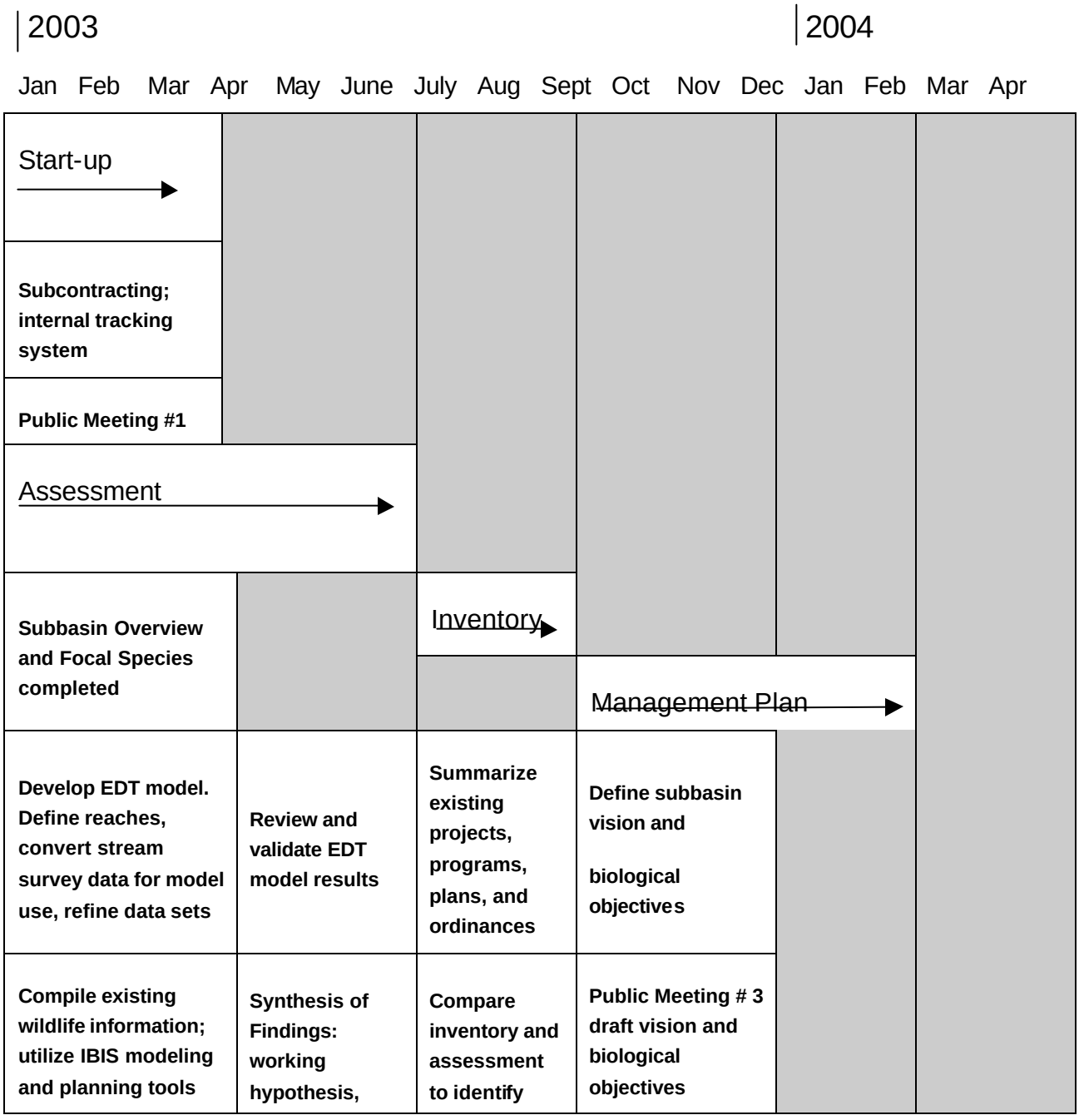
	Oregon Planning Budget			Washington Planning Budget			Subbasin Total
Task	Rate	Hours	Total	Rate	Hours	Total	
Assessment							
Project Coordinator/ planning staff/ writer editor/ maps	30	280	8,400	30	150	4,500	12,900
Other agency involvement(including facilitation/data production)	40	255	10,200	-	-	-	10,200
Consultants: Assist with compiling/assessing data/modeling	80	100	8,000	100	200	20,000	28,000
Subtotal Assessment			26,600			24,500	51,100
Inventory							
Project Coordinator/ planning staff/ writer editor/ maps	30	80	2,400	30	50	1,500	3,900
Consultants	80	10	800	100	90	9,000	9,800
Other agency involvement	40	25	1,000	-	-	-	1,000
Subtotal Inventory			4,200			10,500	14,700
Management plan							
Project Coordination/ communication	30	200	6,000	30	140	4,200	10,200
Other agency involvement.	40	100	4,000	-	-	-	4,000
Consultants: Plan development (facilitate/outreach/writing)	80	250	20,000	100	400	40,000	60,000
Subtotal Management Plan			30,000			44,200	74,200
Travel Expense							
	Days	Rate	Total	Days	Rate	Total	
Per diem (local rate/with Portland rate for meetings)	15	33	495	65	35	2,275	2,770
Lodging (attend pertinent regional meetings and consultants having multi-day tasks requiring overnight stay)	15	75	1,125	40	75	3,000	4,125
Air travel (attend pertinent regional meetings and consultants having multi-day tasks)	3 trips		800	3 trips		900	1,700

Car travel (mileage to attend meetings within the subbasin and region)	32 trips, 4,500 miles, 0.365 per mile	1,643	35 trips, 5,000 miles, 0.365 per mile	1,825	3,468
Subtotal Travel		4,063		8,000	12,063
Services and supplies					
Advertising ($ per ad x # of ads)	$50/ad x 14	700	$50/ad x 10	500	1,200
Computer support (GIS, web site)	$71/mnth x 14	1,000	$143/mnth x 14	2,000	3,000
Meeting expenses (room rate x # of mtgs)	$80/mtg x 10	800	$110/mtg x 10	1,100	1,900
Postage ($ per month x months)	$64/mnth x 14	900	$54/mnth x 14	750	1,650
Printing/copying ($ per copy x copies)	$.15/copy x 40,000	6,000	$.15/copy x 45,000	6,750	12,750
Supplies ($ per month x months)	$45/month x 14	630	$29/mnth x 14	400	1,030
Telephone ($ per month x months)	$57/month x 14	798	$37/mnth x 14	516	1,314
Subtotal Services and Supplies		10,828		12,016	22,844
	SUBTOTAL	75,691	SUBTOTAL	99,216	174,907
	+ BPA Indirect	10%	+ BPA Indirect	10%	
	TOTAL	83,260	**TOTAL**	109,138	**192,398**

***** The Technical Budget for the Washington half of the Walla Walla is $32,334. The Technical Budget for the Oregon half of the Walla Walla will be services provided by the technical support staff funded through the $923,000 in statewide technical funding.

Appendix B – Timeline and Critical Tasks

Project Timeline



<table>
<tr><td></td><td>species abundance/productivity, desired future conditions, opportunities, challenges</td><td>gaps between actions taken and actions needed</td><td>Monitoring, evaluation, and research plan</td><td></td><td></td></tr>
<tr><td colspan="3">Compile references, documentations and maps</td><td colspan="2">Develop and prioritize subbasin strategies</td><td></td></tr>
<tr><td rowspan="3"></td><td>Draft assessment review by advisory group</td><td rowspan="3"></td><td colspan="2">Public Meeting # 4</td><td rowspan="2"></td></tr>
<tr><td colspan="2">Coordination to seek consistency with ESA and CWA</td></tr>
<tr><td>Public Meeting #2

EDT and IBIS results</td><td>Draft management plan reviewed by advisory group and interested public</td><td>Subbasin Plan Finalized and submitted for Council and ISRP review</td><td>Council and ISRP review, comments, revisions and adoption</td></tr>
</table>

Adoption →

Critical Path and Tasks

The planning process is expected to begin January 2003 and will conclude approximately sixteen months later in April 2004. Specific planning tasks are described in detail below.

1. Lead Entities Initiate Process

Lead entities meet to review and comment on the work plan, identify and recruit Planning and Technical Team members, develop a proposed meeting schedule, and comment on planning web site design.

2. Convene Planning and Technical Teams

The two teams meet together to review and finalize the work plan and schedule to discuss roles, responsibilities, and expectations, make preliminary assignments and adopt our operating principles.

3. Public Involvement Process Begins

- Identify stakeholders: The Planning Team meets with facilitator to identify stakeholders and analyze how to involve each.

- Open-houses held; Working Group organized and meetings held

4. Posting of Planning Web Site
Lead Entities have planning web site finalized and posted on the Council web site.

5. Technical Team Begins Work
Technical Team meets to review Council expectations for the Subbasin Assessment, discuss the data set provided by the Council, identify data gaps, and agree on an action plan for filling the gaps and completing the subbasin assessment. Technical Team meets as needed to complete the assessment within the time allotted.

6. First Stage of Public Involvement Process Ends, Content Analysis is prepared on public comments. Lead Entities submit a summary report.

7. Technical Team Submits Draft Assessment
Technical Team and writer/editor complete a preliminary draft of the Subbasin Assessment and submit it to the Planning Team. Data and documents used in the assessment are submitted to state Level II technical teams for archiving and regional access.

8. Technical and Planning teams Conduct Inventory
Writer/editor works closely with technical and planning teams and other groups and individuals in the subbasin to complete the inventory of existing programs and activities.

9. Planning team Begins Work on Management Plan
Planning Team meets to review the Subbasin Assessment and develop a vision statement, goals, objectives, and strategies. As these are completed, the Planning Team develops a monitoring plan and research agenda and discusses the compliance of the plan with ESA and Clean Water Act. Planning Team meets as needed to complete the management plan within the time allotted.

10. Planning Team Submits Draft Management Plan
Planning Team and writer/editor complete a preliminary draft of the Management Plan and submit it to the Technical Team members for review.

11. Preliminary Review Draft of Subbasin Plan Completed
Planning Team works with the writer/editor to merge the Washington and Oregon portions and complete a preliminary review draft of the Walla Walla River Subbasin Plan. This draft is submitted to the Technical Team for comments.

12. Public Review Draft made Available to Public and Comment Period Announced
Electronic versions of public review draft of the plan are available for downloading at web site and hard copies are made available to interested parties. Public comment period announced. Public meeting is held.

13. Comments Received and Public Meeting Summary Submitted
Writer/editor receives, organizes, and summarizes written comments submitted via the web site, e-mail, or mail. Writer/Editor submits summary report from public meeting.

14. Hard Copy of Subbasin Plan finalized and submitted to Council
Lead Entities and Planning Team review comments, finalize a Walla Walla River Subbasin Plan, and submit it to the Council.

15. Electronic Version of Plan Prepared and Posted
Lead Entities will post electronic versions of the draft plan for Council and public review. Press releases announce the posting.

16. Response to review and comment period 1-3 months.
Lead Entities respond to review/comments and produce the final Walla Walla subbasin plan.

---

w:\lp\ww\packet materials\january 03\walla walla workplan.doc