

EBTJV Coordinator 2013 Work Plan

1. Coordinate the efforts of the EBTJV Work Groups and Committees
 - a. Ensure the Conservation Strategy remains current, relevant, and realistic and is representative of available data and information.
 - i) Activity: Review current version of the Conservation Strategy and identify the components that need to be addressed during 2013. A briefing and recommendations will be prepared for the EBTJV Steering Committee for decision-making purposes. **(This activity was completed on 3-12-13 and the recommendations were accepted, as presented, by the EBTJV Steering Committee on 3-19-13.)**
 - ii) Activity: Review the EBTJV's strategic priorities, and the ways the partnership is tracking progress and measuring success in achieving these priorities, to determine if revisions are necessary. A briefing and recommendations will be prepared for the EBTJV Steering Committee for decision-making purposes. **(This activity was completed on 4-22-13.)**
 - b. On a periodic basis and in concert with the Conservation Strategy/Habitat Committee and Northern and Southern Work Groups, compile progress toward range-wide and regional objectives.
 - i) Activity: Work with the Northern and Southern Work Group Chairs to establish the current status of the progress towards achieving regional habitat objectives, which will then be rolled up to determine the progress towards meeting range-wide habitat objectives. Results will be presented to the EBTJV Steering Committee.
 - ii) Activity: Work with the Conservation Strategy/Habitat Committee to determine whether there is a need to revise the range-wide habitat objectives, particularly in the context of the catchment scale assessment that is underway; climate change modeling; and, brook trout genetics. Present recommendations for revisions of the range-wide habitat objectives to the EBTJV Steering Committee for decision-making purposes.
 - c. Oversee update of range-wide assessment of status and threats.
 - i) Activity: Determine if the methodologies and results of the catchment scale assessment completed for the southern portion of the EBTJV range are described in a written document and if so, make it widely available to EBTJV partners.
 - ii) Activity: Assist the EBTJV's Assessment Update Team in determining the approach and costs of completing the catchment-scale assessment in the partnership's northern states. Work to obtain the resources needed to complete this portion of the assessment.
 - iii) Activity: Work with the Conservation Strategy/Habitat Committee to determine if the approaches Mark Hudy (USGS) presented during the EBTJV Workshops held in November, 2012 relative to climate resiliency (i.e. vulnerability classification modeling), genetic patch sampling (to determine

N_b trends), and brook trout population monitoring design and methods (sentinel and panel samples) need to be incorporated into the EBTJV's Conservation Strategy.

- d. Working with Science and Data Committee, develop protocols for partners to input data to range-wide database; and, oversee compliance with established data-related protocols.
 - i) Activity: Work with the Science and Data Committee Chair to initiate the development of protocols for data input into the partnership's database.
- e. Coordinate with Science and Data Committee to maintain a current list of science and data needs.
 - i) Activity: Review the list of identified science and data needs and develop options for meeting these needs.
- f. Work with Outreach and Communication Committee on development of annual outreach and communication plans.
 - i) Activity: Work with the Outreach and Communications Chair to broaden and strengthen the EBTJV's community of support by developing strategies and actions that will meet the draft Vision & Outreach goal the EBTJV Steering Committee Chair and EBTJV Coordinator identified during the recently held Fish Habitat Partnership Excellence Workshop.
- g. Provide input to Grants and Development Committee on capacity needs and potential sources of support to effectively meet expectations of EBTJV partners.
 - i) Activity: Work with the EBTJV Steering Committee to re-establish the functionality of the Grants and Development Committee. **(EBTJV Steering Committee to action to transform the Grants and Development Committee into the Business Planning Committee; appointed a new Committee Chair; and recruited five EBTJV members to join the Committee)**
 - ii) Activity: Develop a fundraising strategy, using the guidance provided at the Fish Habitat Partnership Excellence Workshop, for review and actions by the EBTJV Steering Committee. **(This activity has been folded into the business planning initiative)**
 - iii) Activity: Explore the issues related to allowing advertisements on the EBTJV website.
2. Serve as Liaison with other Fish Habitat Partnerships, appropriate Landscape Conservation Cooperatives, and other pertinent regional conservation initiatives.
 - a. Coordinate joint efforts with SARP and ACFHP
 - i) Activity: Plug into the White Water to Blue Water grant activities and assist with achieving the pertinent deliverables associated with this grant.
 - ii) Activity: Interact regularly with the SARP and ACFHP coordinators to identify the common needs among the three partnerships and assist in developing strategies that address these common needs.
 - b. Serve as lead for participation in the Chesapeake Bay Program

- i) Activity: Participate in the Chesapeake Bay Program's regularly scheduled conference calls for its Habitat Goal Implementation Team (GIT) and Brook Trout Action Team.
- c. Provide timely input to Appalachian LCC and North Atlantic LCC relative to identifying science, data, and information needs and in the development of RFPs to address those needs.
 - i) Activity: Assist the EBTJV Steering Committee with responding to opportunities to coordinate and collaborate with the Appalachian and North Atlantic LCCs. (**Website development and data management; Downstream Strategies**)
 - ii) Activity: Participate in monthly calls between the Appalachian LCC and the EBTJV.
 - iii) Activity: Reach out to the North Atlantic LCC Coordinator to determine how the EBTJV can best be engaged with this cooperative.
3. Serve as liaison with National Fish Habitat Partnership (NFHP) efforts.
 - i) Activity: Participate in bi-monthly NFHP conference calls.
 - ii) Activity: Participate in National Fish Habitat Board meetings.
 - iii) Activity: Provide EBTJV-specific information for incorporation into NFHP outreach efforts.
4. Promote EBTJV to resource professionals and conservation interests nationwide.
 - i) Activity: Make presentations highlighting EBTJV programs/accomplishments at annual meetings of relevant organizations. (**Northeast Fisheries Administrators Association**)
 - ii) Activity: Provide regular updates to the EBTJV website.
 - iii) Activity: Develop periodic updates for distribution via the EBTJV social media outlets.
 - iv) Activity: Produce quarterly newsletter, generate a distribution list and distribute the newsletter. (**This activity was completed by distributing the initial quarterly newsletter on May 1, 2013**)
 - v) Activity: Write articles for popular angling/conservation publications.
5. Serve as Business Manager for EBTJV.
 - i) Work with the EBTJV Steering Committee to develop an annual operations budget. (**An annual operations budget was approved by EBTJV Steering Committee on June 12, 2013**)
 - ii) Identify strategies for meeting the funding needed to support the EBTJV operations budget. (**EBTJV Steering Committee approved establishing a Business Planning Committee tasked with developing a 5-year Business Plan for the partnership on June 12, 2013**)

- iii) Work with the FWS NFHP Region 5 Coordinator to schedule/arrange accommodations for EBTJV meetings and to produce and distribute minutes of meetings and conference calls.