

Snohomish-Stillaguamish LIO Progress Report (April 1, 2022, to June 30, 2022)

Contract #	2022-23
Agreement Title	Snohomish/Stillaguamish LIO-FFY2022 Funding
Period of the Progress Report	Q4 (Jul-Sept)
Name & Position of Author	Kathleen Pozarycki, Senior Planner II
Due date for progress report	September 30th

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 LIO Coordinator Retreat and participated on Retreat Planning Committee <ul style="list-style-type: none"> • 7-5-22, 8-14-22 & 8-22-22 Retreat Planning and LIO Mapping Meeting, 8-30-22- LIO Retreat Part 2, Caucus Hour- 9-6-22 	Completed		On task to spend down

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	<p>PSP check in meetings 8-9-22, 8-11-22 (Hannah) 9-14-22, 9-21-22 (Erin R-P), 9-22-22 (Hannah), 9-29-22 (Hannah)</p> <p>Quarterly LIO Coordinator Meetings- 7-26-22</p> <p>Draft LIO Coordination Scope of Work- finalized 9-23-22</p> <p>Attended LIO Only Coordinator Meetings on 7-18-22, 9-20-22</p> <p>Attended and supported 7-27-22 Stillaguamish Watershed Forum Meeting</p> <p>Attended the Snohomish Forum meeting and tour of Thomas's Eddy Restoration Project 9-1-22</p>			
<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 Funding Update to SWM Director 7-7-22, 7-19-22, • LIO Funding Update to County Exec 7-18-22 	Completed		On task to spend down
<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>	Completed		On task to spend down
<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>	Completed		On task to spend down

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<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>Completed</p>		<p>On task to spend down</p>
<p>Subtask 1.07 Participate in regional meetings.</p>	<p>Attended Strait ERN LIO meeting on 9-23-22</p>	<p>Completed</p>		<p>On task to spend down</p>
<p>Subtask 1.08 Coordinate with the salmon recovery Lead Entities. As needed, adaptively manage LIO structure to better reflect integration.</p>	<p>Held monthly coordinating meetings with Stillaguamish and Snohomish Lead Entities on 7-18-22, 7-26-22 (Snohomish LE only), 8-31-22, 9-22-22</p>	<p>Completed</p>		<p>On task to spend down</p>
<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>Supported the Island LIO Leadership Council meeting that was held September 14th</p> <p>Participated in the following Leadership Council Planning Meetings with PSP Boards Staff on</p> <ul style="list-style-type: none"> • 7-26-22, 8-11-22 <p>Facilitated Meetings with Regional Partners with Island LIO including:</p> <ul style="list-style-type: none"> • PWR LIO- Aligning Msgs on Grant Admin Streamlining 8-14-22 <p>Attended the Island LIO Forum at the September 14th Leadership Council meeting</p> <p>Debrief with Island LIO 9-19-22</p> <p>Attended 9-27-22 Island and Sno/Stilly LIO Forum Debrief with PSP Staff and Dennis McLaren and Laura Blackmore</p>	<p>Completed</p>		<p>On task to spend down</p>

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<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>	<p>On Task.</p>	<p>Completed</p>		<p>On task to spend down</p>
<p>Subtask 1.11 Develop an annual work plan for the LIO.</p>	<p>Will be developing a workplan for the next year (Oct 2022-Sep 2023) to submit with the next progress report per 7-27-22 Communication with ERC Hannah Liss. Draft Plan elements are included below.</p> <p>Draft Elements</p> <ol style="list-style-type: none"> 1. Implement Sno/Stilly LIO Capacity Grant 2. Prioritize staff participation in LIO Collective Projects including the Septic Project, the Shoreline Armoring Project, and working on projects address a local and/or regionally shared barrier. 3. Advise other members and partners on NEP-funded RFP and other funding source grant application opportunities. 4. Consult LIO partners and develop approach for LIO re-engagement and to increase diversity and inclusion, potentially in coordination with PSP and other LIOs. 5. Participate in the new Forum and/or with all LIOs to develop lines of work 6. Work with PSP and all LIOs to prioritize the 26 Strategies in the Action Agenda to guide implementation 7. Participate in the Action Agenda Coordination Group (AACG) 8. Work with EPA/Peter Murchie on a strategy for how to maximize BIL funding through transportation projects <ul style="list-style-type: none"> • Review Snohomish County Transportation Planning processes and look for ways to provide a "fish review" for salmon recovery 9. Provide input to contract amendment if needed for 	<p>Completed</p>		<p>On task to spend down</p>

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	FFY2024 (Quarter 4 July-Sept, 2023)			
TASK 2				
Subtask 2.01 Coordinate and catalyze implementation of the 2018-2022 Action Agenda – see <i>contract for specifics</i> .	Offered support to local NTA owners by sharing funding opportunities and assisting in identification of funding opportunities, as requested and as time allows.	Completed		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: 7-19-22, 8-16-22, 9-7-22, 9-15-22	Completed		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.	Attended Whidbey Basin ECB Prep Meeting 8-8-22. Attended ECB Meeting 8-10-22.	Completed		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.	Attended SIL All Boards Webinar on Investment Plan on 7-21-22 Scheduled and facilitated meeting 8-18-19 with Shellfish SIL, Audrey Coyne to share progress on LIO Collective Project Options to date	Completed		On task to spend down
TASK 3				
Subtask 3.03 Support local NTA owners to track implementation status.	Currently supporting remaining NTA projects with funding. Unfunded NTAs have been eliminated moving forward in the Action Agenda.	Completed		On task to spend down
TASK 4				

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Subtask 4.01 Update and adaptively manage LIO Plan – see <i>contract for specifics</i> .	Awaiting guidance from PSP to ensure appropriate linkage to the current Action Agenda.	Completed		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.	Created a new LIO Webpage called “Year in Review” and sent out annual review summary via gov-delivery.	Completed		On task to spend down
Subtask 4.03 Review materials and provide feedback on needed materials for Puget Sound Info platform.	Feedback provided through LIO Coordinators Quarterly meeting on 8-22-22	Completed		On task to spend down
TASK 5				
Subtask 5.01 Support LIO participation in regional planning and coordination groups.	Attended a portion of the Salmon Recovery Board Meeting 7-28-22 for BIL funding presentation and Comp Plan presentation Attended AACG Meeting on 9-28-22	Completed		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.	See Task 1.03 Also Facilitated the following meetings: <ul style="list-style-type: none"> • LIO Funding Update to County Exec 7-18-22 	Completed		On task to spend down
Subtask 5.03 Support or reactivate the local ecosystem recovery outreach network.	N/A	Cancelled	N/A	Choose an item.
Subtask 5.04 Facilitate removal and/or reductions of LIO priority barriers using coordination and capacity.	Attended LIO Collective Project Meetings <ul style="list-style-type: none"> • 7-7-22, 7-19-22, 7-27-22, 8-11-22, 8-18-22, 9-1-22, 9-8-22, 9-15-22, 9-22-22, 9-29-22 Revised Project Description	Completed		On task to spend down

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	<p>Provided input into SOW for consultant</p> <p>Provided Project update to Snohomish Health District on 9-20-22</p>			
<p>Subtask 5.05 Support priority NTAs and Action Agenda implementation by building LIO capacity to efficiently and effectively compete for project funding.</p>	<p>Created a new LIO Webpage to share funding opportunities through the new Bipartisan Infrastructure Legislation Funding and linked to the Beta version of the new PSP Database summarizing federal funding opportunities.</p>	Completed		On task to spend down
<p>Subtask 5.06 Use structured decision-making (SDM) process to define LIO Plan priorities.</p>	N/A	Cancelled	N/A	Choose an item.
<p>Subtask 5.07 Discuss and Integrate principles of Justice, Equity, Diversity, and Inclusion into LIO governance, structure, and/or planning.</p>	N/A	Cancelled	N/A	Choose an item.