

Southern Resident Killer Whale Task Force work plan for 2018

May 1, 2018

This work plan covers the Task Force meetings planned for 2018, leading up to the development of the first report.

Per the Executive Order, the Task Force is charged with preparing a comprehensive report and recommendations for recovering Southern Residents, with a full draft due by October 1, 2018, and a final report by November 1, 2018. A second report shall be completed by October 1, 2019.

The initial 2018 report should detail ongoing and new actions that will address all of the major threats to Southern Residents, including prey availability, legacy and ongoing toxic contaminants, and disturbance from noise and vessel traffic. Three Working Groups—focusing on those key threats—will support the Task Force during this process by identifying, researching, and analyzing potential actions for consideration. The Task Force will be considering and winnowing potential actions over the next several months to arrive at a consensus package of recommendations.

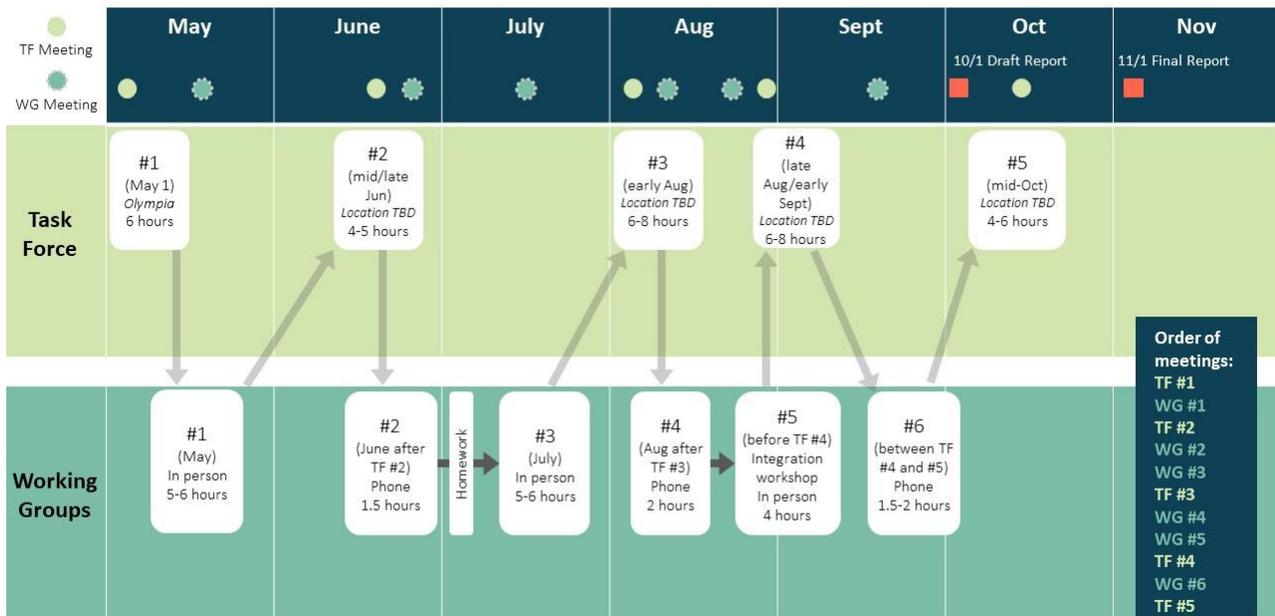
The Task Force will also be supported by a Steering Committee comprising representatives from the Department of Ecology, Department of Fish and Wildlife, Office of Financial Management, Puget Sound Partnership, and Governor’s office. The Working Group leads sit on the Steering Committee. The Steering Committee plans to meet biweekly. It is charged with ensuring and enabling a smooth and effective process that meets the goals and timelines of the Executive Order.

The Cascadia Consulting Group team will be providing facilitation services; preparing meeting agendas, materials, and summaries; and writing the draft and final reports on behalf of the Task Force.

Key milestones for completing the 2018 report:

1. Initial list of draft recommendations at Task Force meeting #3 in August.
2. Refined list of draft recommendations at Task Force meeting #4 in September.
3. Draft report by October 1 for discussion at Task Force meeting #5 in October.
4. Final report completed on November 1.

SRKW Task Force & Working Groups: Proposed Work Flow for 2018



Task Force meetings

The table below outlines the Task Force’s work flow, with the important outcomes needed from each meeting and the inputs that the Task Force can expect from the Working Groups and consultants.

Meeting	Date & location	Agenda & outcomes
TF meeting #1	May 1, Lacey Community Center	Review the problem statement. Understand the charge to the Task Force and the work plan. Identify initial information needs and questions for the Working Groups to consider.
		<ul style="list-style-type: none"> Between May 21 and May 29, Working Groups will have their first in-person meetings and identify a range of actions to be considered. These outcomes will go to the Steering Committee to inform development of the agenda for Task Force meeting #2. The Steering Committee and consultants will develop draft criteria for analyzing potential actions. These will be provided to the Task Force for discussion at their second meeting and then provided to the Working Groups to guide their work.
TF meeting #2	June, Location TBD	Hear from Working Groups about a range of actions that could address the key threats. Send questions back to the Working Groups for clarification or elaboration, as needed. Vet and agree on criteria for Working Groups to use in analyzing actions and providing the necessary context for Task Force deliberations.
		<ul style="list-style-type: none"> The Working Groups will receive Task Force-vetted criteria for analyzing actions. They will meet twice in June/July—once by phone and once in person—to refine a list of potential actions and context/analysis for the Task Force to review at its third meeting.
TF meeting #3	Early/mid-August, Location TBD	Review the suite of potential actions provided by the Working Groups, and begin developing a draft list of recommendations. Send additional questions back to the Working Groups for clarification or elaboration, as needed.
		<ul style="list-style-type: none"> Each Working Group will have a phone call to review questions and input from the Task Force. Working Groups will all come together for an integration workshop in late August to determine high-potential opportunities, identify conflicts, and align potential actions across threat areas. They will deliver a refined set of potential actions to the Task Force for discussion at the Task Force meeting #4.
TF meeting #4	Late August or early September, Location TBD	Review a refined set of potential actions provided by the Working Groups (draft package). Send final questions back to the Working Groups for clarification or elaboration. Add to and refine the draft list of recommendations initiated at the previous meeting.
		<ul style="list-style-type: none"> Each Working Group will have a phone call to develop responses to final Task Force questions. The consultants will deliver a draft report to the Steering Committee by the end of September. The consultants will deliver a draft report to Task Force members in advance of the final meeting.
TF meeting #5	Early/mid-October, Location TBD	Discuss the draft report and Working Group responses to Task Force members’ questions. Agree on a final package of recommendations that will form the core of the final report.
		<p>After this final 2018 meeting:</p> <ul style="list-style-type: none"> There will be an opportunity for public comment on the draft report in early October, although the public is encouraged to submit their input earlier in the process. Public comments will be shared with the Task Force and Working Groups throughout the process.

- Based on the outcomes of the final Task Force meeting, the consultants will deliver a draft final report to the Steering Committee before the end of October. The consultants will then incorporate Steering Committee feedback and produce a final report by November 1.

Looking ahead to 2019

There will be up to four additional Task Force meetings in 2019. The first meeting will likely be in January.

The Task Force will use the 2019 meetings to discuss additional potential actions that were not resolved in time for inclusion in the first report, and to monitor progress on immediate actions. A second report outlining the progress made, lessons learned, and outstanding needs shall be completed by October 1, 2019. With the submission of its second report, the Task Force will have completed its work and will dissolve.

Working Group meetings

This table outlines the work flow from the Working Groups' point of view, with the important outcomes needed from each meeting and the timing of Task Force meetings.

Meeting	Date & location	Agenda & outcomes
WG meeting #1	Toxics: May 21 Vessels: May 24 Prey: May 29 In person, locations TBD	Review initial questions and information needs from the Task Force, as discussed at the first Task Force meeting. Prepare an initial list of potential actions to address the threat, and identify background readings for Task Force members that want to learn about the threat in more depth.
<ul style="list-style-type: none"> The Task Force will have meeting #2 in June. 		
WG meeting #2	June, by phone	Receive an update and questions from the Task Force as discussed at the June Task Force meeting. Receive and review Task Force-vetted criteria for analyzing potential actions. Divvy up tasks/homework to prepare for the next in-person Working Group meeting in July, to make the most of that meeting time.
<ul style="list-style-type: none"> Working Group members will do self-assigned homework to prepare for an in-person meeting in July. 		
WG meeting #3	July, in person, location TBD	Meet to refine lists of potential actions and context/analysis for the Task Force to review at its August meeting.
<ul style="list-style-type: none"> The Task Force will have meeting #3 in early August. 		
WG meeting #4	Mid-late August, by phone	Review questions and input from the Task Force, and discuss goals for the in-person integration workshop.
WG meeting #5	Late August or early September, in person, location TBD	Come together with the other Working Groups for an integration workshop to determine high-potential opportunities, identify conflicts, and align potential actions across threat areas. Prepare a refined set of potential actions to send to the Task Force for discussion at the September meeting.
<ul style="list-style-type: none"> The Task Force will likely have meeting #4 in late August. 		
WG meeting #6	Mid-late September, by phone	Develop responses to final Task Force questions, as raised at the September Task Force meeting.
<p>After this final 2018 meeting:</p> <ul style="list-style-type: none"> There will be an opportunity for public comment on the draft report in early October, although the public is encouraged to submit their input earlier in the process. Working Group members may provide comment in early October as well. Public comments related to each threat will be shared with the respective Working Groups throughout the process The Task Force will have meeting #5 in October. Based on the outcomes of the final Task Force meeting, the consultants will deliver a draft final report to the Steering Committee before the end of October. The consultants will incorporate Steering Committee feedback and produce a final report by November 1. Additional Working Group meetings will be scheduled for 2019, with a first one likely in January. 		