

# FEDERAL AGENCIES FISHERIES SUMMIT PARTICIPANT GUIDEBOOK

February 22-24, 2023

National Conservation Training Center, 698 Conservation Way, Shepherdstown, WV

12/28/22 Version



## WELCOME TO THE 2023 FEDERAL AGENCIES FISHERIES SUMMIT!

On behalf of the entire Summit Planning Team, we are excited to have you participate in our 2023 *Federal Agencies Fisheries Summit*! This event is intended to be a milestone for the federal government fisheries programs in crafting a shared foundation, vision, and generate material that can be used to develop a long-term collective roadmap for our future. We have prepared this FAQ document as a companion to the Summit Summary Document (available on the participant website) that you should also review closely.

We look forward to seeing you soon!

*Summit Planning Team*



## WHO IS ON THE SUMMIT PLANNING TEAM?

- The Summit is being cooperative led, developed, and hosted by the following representatives. Working together we have conceptualized and designed this event.
  - American Fisheries Society: *Doug Austen*
  - Bureau of Indian Affairs: *Ira New Breast and Ryan Portalatin*
  - Bureau of Land Management: *Sharmila Jepsen, Scott Miller, Laura Van Riper and Pat Johnston*
  - Bureau of Reclamation: *Art Coykendall and Michael Horn*
  - National Oceanic and Atmospheric Administration: *Kara Meckley and Nick Anderson*
  - National Park Service: *John Wullschleger*
  - US Fish and Wildlife Service: *Nate Wilke, Teresa Lewis, and David Miko*
  - US Forest Service: *Kimberly Conley*
  - US Geological Survey: *Dave Hu, Jenn Malpass, Kevin Pope, Melanie Steinkamp and Scott Vanderkooi*

## WHAT IS THE PURPOSE AND SCOPE OF THE FEDERAL AGENCIES FISHERIES SUMMIT?

- The Summit is a is an immersive, in-person, 3-day training event for federal agencies staff.
- Summit participants will not be making any agency decisions or establishing any new guidance. The Federal Agencies Fisheries Summit is intended to be a foundational step to develop and outline a modern, inclusive, and shared federal agencies vision; and initiate the design and build up of this vision by better outlining how we interface and work with each other as federal agencies and within the larger aquatic conservation community
- The Federal Agencies Fisheries Summit will advance federal relationships though assembling agency folks like you to explore, generate and collect new and diverse ideas, input, and conduct discussions that can be used to provide the foundations of a shared, collective, federal agencies-wide vision for federal fisheries resources.
- The Summit will focus on management and conservation of freshwater, estuarine and near-shore resources. Ocean fisheries management issues are just too much to include at this time.

## WHEN AND WHERE IS THE SUMMIT TAKING PLACE?

- The Summit will be conducted as an in-person only event at the National Conservation Training Center, 698 Conservation Way, Shepherdstown, WV 25443
- Sessions will be held from 8am Eastern Time on Wednesday, February 22, 2023 and end at noon on Friday, February 24, 2023

## WHO WILL BE ATTENDING?

- Summit is limited to a combined total of 125 participants and each agency has an agreed upon number of seats allocated to them.
- Each agency has developed their own internal agency participant nomination and selection process.
- Expect to find a diverse mix of local, regional, and national fisheries-management-related professionals that are representing many different geographic or resource program areas. We have intentionally tried to keep it diverse and not too “top heavy” to provide the most diverse collective experience in federal government fisheries programs.

## WHERE CAN I FIND THE MOST UP TO DATE INFORMATION?

- We have created a Summit Participants Website
- <https://necoopunit.unl.edu/fedfishsummit>
- This website has been established for participants and guests to find and access Summit participant materials and information. Please refer to this site for up-to-date information for participants.



## WHY ARE EXPECTATIONS OF ME AS A PARTICIPANT OF THE SUMMIT?

- The point is not to champion your work/your agency. As a participant of this event, your task is to generate and contribute constructive thoughts, ideas, and vision towards improving agency relationships and practices under a federal-wide shared vision.
- Participants are expected to attend all summit sessions and actively participate and contribute and be present throughout the summit and provide independent, creative ways of thinking that create new value for the federal government.

- Our focus is to provide the venue for you to be ready to try to forge ideas into something new and different regarding relationships among federal agencies.
- Facilitators will lead multiple group exercises during which participants are expected to provide input, listen to and build upon the ideas of others, and work together as interagency teams to complete session tasks.

### **CAN I PARTICIPATE VIRTUALLY?**

- Nope. Virtual/remote participation options will not be available. In-person interactions and discussions are critical to the intent of the Summit.

### **WHAT ABOUT TRIBAL INVOLVEMENT?**

- We will have an all-hands half day session led by BIA (with other agencies support) with representatives from Intertribal Fish and Wildlife Organizations and panel of federal agencies Native American Liaisons staff.
- This session intended to be a key foundational step among federal agencies to help develop and outline a compelling shared federal agency vision specific to Tribal treaty rights and Tribal co-management of fisheries resources

### **WHAT ABOUT STATE AGENCIES INVOLVEMENT?**

- Summit Planning Team has worked with state agencies representative and AFWA to identify best strategy for inclusion of state agencies involvement and interests. It was decided by state agencies representatives that AFWA would attend and provide an informational presentation and report.

### **HOW IS THIS EVENT DIFFERENT FROM THE RECENT BIL FISH PASSAGE WORKSHOP?**

- The recent Bipartisan Infrastructure Law (BIL) Fish Passage Workshop July 18-20 hosted by the FWS at the National Conservation Training Center was a landmark event bringing together many federal state agencies and NGOs together who received funding in the BIL to remove instream barriers and restore and improve fish and wildlife passage. The purpose to this event was to coordinate delivery of this funding among the federal agencies and a suite of non-federal partners involved.
- There is now support among agency leadership to stand up a Fish Passage Federal Interagency Task Force. This task force would be the primary mechanism for coordination and strategic decision-making across federal agencies involved in fish passage/barrier removal work. Two of the early actions of the Fish Passage Federal Interagency Task Force will be (1) the creation of a single external-facing portal and (2) a geospatial project dashboard. These public tools will include all Bipartisan Infrastructure Law federal fish passage program funding opportunities and funded projects, respectively. The portal will assist potential applicants with understanding the landscape of funding opportunities and, in so doing, increase the likelihood of successful funding requests, encourage local and regional collaboration among applicants, and reduce burden and duplication for applicants. The project dashboard will facilitate effective communication to the public and other stakeholders on the status of project accomplishments and the coordinated effort across the federal family.
- The Summit is not specific to immediate BIL fish passage needs but is intended to complement these efforts made under federal agencies coordination work through improved relationships, communications and administration between agencies.

### **WHAT SHOULD I DO TO PREPARE FOR THE SUMMIT?**

- Confirm your participation with your agency Summit Planning Team contact(s) to make sure you are an approved participant and that your name is listed on the NCTC approved names list before attempting to book lodging.
- Book your travel arrangements, NCTC lodging, and if needed, *request airport shuttles ASAP* while arranging your NCTC lodging (details below under “What arrangements do I need to make?”).
- Request any reasonable accommodations by emailing Jenn Malpass ([jmalpass@usgs.gov](mailto:jmalpass@usgs.gov)) no later than February 1.
- Participants are asked to submit responses to series of focused questions ahead of the event [via this online form](#). This should take about 15-30 minutes. Please review, take a moment to reflect upon them and then submit responses. These responses will be used for final Summit preparation and summarized in the post event write-up.
- Before you arrive, check and review the [Summit Participants Website](#) and review information including overview summaries that will be posted for each agency. These overview documents are key documents that will be referred to throughout the event. Hard copies will also be provided in your registration packet when you check in.

- *OPTIONAL - Share Your Pictures.* Send us your favorite fish or fieldwork pictures to be displayed as part of evening networking events. Email images with captions to Jenn Malpass ([jmalpass@usgs.gov](mailto:jmalpass@usgs.gov)) by February 8.
- *OPTIONAL - Prepare a Poster.* Create, print, and bring poster highlighting case examples of your interagency work. Posters will be on display in classroom halls throughout the event. Poster should be no larger than 36" x 48" and can be rolled or mounted on a display board.
- Agency Summit Planning Team members have additional responsibilities prior to and during the Summit and may reach out for assistance.

## WHO SHOULD I CONTACT IF I HAVE QUESTIONS?

- Contact your agency Summit Planning Team contact(s) with questions regarding your agency's attendance list, internal agency approval, and travel/funding support.
- Contact Dave Hu ([dh@usgs.gov](mailto:dh@usgs.gov)) or Jenn Malpass ([jmalpass@usgs.gov](mailto:jmalpass@usgs.gov)) with questions regarding the logistics of the event, pre-work, or reasonable accommodations.
- Contact NCTC with questions about the facility, accommodations, and airport shuttle.

## WHAT ARRANGEMENTS DO I NEED TO MAKE?

- Book shuttles ASAP
- All participants are encouraged to stay overnight at NCTC on Wednesday, February 22 and Thursday, February 23 to take full advantage of evening networking events.
- Once you have been approved by your agency point of contact to attend, book accommodation at NCTC.
- Call NCTC to make a reservation at 877-706-NCTC (6282) or 304-876-7900 or email [hotel\\_reservations@fws.gov](mailto:hotel_reservations@fws.gov). Costs include all meals and snacks, internet and gym access, and parking. *Note: only approved attendees will be able to make a hotel reservation. If you cannot make a reservation and have been asked to attend, contact your agency point of contact to be added to the approved attendance list.*

## WHAT ABOUT COVID?

- All attendees must adhere to [NCTC Covid-19 facility guidance and restrictions](#).

## WHAT SHOULD I PLAN TO PACK/BRING WITH ME?

- The dress code for the Summit is informal/business casual.
- Be sure to pack weather-appropriate clothing and footwear as you will need to walk outdoors between the lodges, classrooms, and meal areas.
- Your NCTC reservation fee includes access to indoor fitness facilities (volleyball and basketball courts, exercise equipment, etc.).
- *OPTIONAL – Bring Your Fish Shirt.* Bring your favorite fish shirt and compete for a prize as part of Wednesday's evening networking event.
- *OPTIONAL – Social Activities.* Several activities that will be open to all participants include:
  - Tuesday- NCTC archives tour in afternoon, trivia in evening
  - Wednesday- Volleyball/basketball before dinner (bring your gym clothes/shoes!)
  - Thursday- Fire pit

## HOW SHOULD I PLAN TO TRAVEL TO SUMMIT?

- Participants from out of town are encouraged to travel to NCTC on Tuesday, February 21. Dinner is included in your reservation and is available 5:30 PM to 7:30 PM. Note NCTC will not be open before noon Tuesday due to the federal holiday on Monday.
- Local or commuting participants should plan to arrive in and meeting locations by 8 AM each day in order to participate in all sessions.
- Airport shuttles from Dulles (IAD) to/from NCTC can be requested when you book your lodging. Space may be limited.
  - Scheduled shuttle times are Tuesday, February 21 at 100 PM, 4:00 PM and 7:00 PM Eastern Time; and Friday February 24 at 1:30 PM.
  - Shuttles at other times on Friday may be arranged if there is enough demand.
  - Shuttle cost is \$100 flat fee (round trip or one way).