

Advisory Body Name: Contra Costa County Fish and Wildlife Committee

Advisory Body Meeting Time/Location: 3rd Wednesday of every month, 3 – 5 pm

2475 Waterbird Way County Public Works Department Road Maintenance Division lunch room

Chair: Daniel Pellegrini

Staff: John Kopchik and Maureen Parkes

Reporting Period: January 2012 – December 2012

1. Activities and Accomplishments: *Describe your accomplishments for the past year, particularly in reference to your work plan and objectives.*

The Fish and Wildlife Committee (Committee) met monthly to discuss matters related to fish and wildlife issues in Contra Costa County. The Committee is responsible for running a grant program that expends the Fish and Wildlife Propagation Funds (funds that are collected by the CA Department of Fish and Game for code violations). The Committee also hosts an annual Fall Forum to raise awareness among people working in law enforcement, environmental restoration, education and outreach about fish and wildlife issues.

Grant Program: The Committee received 16 proposals for funding during the regular grant cycle. The Committee reviewed the proposals, interviewed applicants and selected 10 proposals to recommend to the Board. Grants ranged from \$1,060 to \$10,000. The Committee reviewed progress reports and extended invitations to grantees to give presentations.

Outreach: The Committee hosted the annual Fall Forum that is open to the public and encourages people involved in Fish and Wildlife law enforcement issues in Contra Costa County to attend. Invited attendees included representatives of the California Department of Fish and Game, Sheriff's Department, District Attorney's Office, Superior Court, Public Defender's Office, the East Bay Regional Park District Police and the Board of Supervisors. Participants have indicated that the Fall Forums have been helpful in raising awareness and fostering cooperation on fish and wildlife issues and law enforcement. More than 75 people attended.

Committee members were regularly updated on activities related to Fish and Wildlife in Contra Costa County and had presentations which included:

- Presentation on the East Contra Costa County Historical Ecology Study
- Update on the Raptor Perch Project
- Presentation at the Fall Forum on rattlesnake rescues
- Presentation on LiDAR surveys at Fernandez Ranch
- Presentation on trends at Lindsay Wildlife Museum

2. Attendance/Representation (1/4 page): *Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.*

The Fish and Wildlife Committee consists of ten members. Each supervisor appoints a member and the Internal Operations Committee appoints four members and one alternate. The term for a member is two years. The Committee meets monthly. They met ten times at which a quorum was always present. There were two cancelled meetings due to lack of items. There were three seat vacancies during portions of 2012 which were filled. The members were: Martha Berthelsen (D-I), Susan Heckly (D-II), Kevin McIlvenna (D-III), Brett Morris (D-IV), Daniel Pellegrini (D-V), James Hale (At-Large), Kathleen Jennings (At-Large), Jeff Skinner (At-Large), Webb Johnson (At-Large) and Scott Stephan (At-Large Alternate).

3. Training/Certification (1/4 page): *Describe any training that was provided/conducted and/or any certifications received either as a requirement or on an elective basis by committee members.*

At monthly meetings committee members were regularly updated on activities related to fish and wildlife in Contra Costa County and had five presentations (see Activities/Accomplishments). Committee members were provided with the 2012 Advisory Body Handbook. Each of the new members (Webb Johnson, Scott Stephan and Kevin McIlvenna) viewed the required videos "The Brown Act and Better Government Ordinance – What You Need to Know as a Commission, Board or Committee Member" and "Ethics Orientation for County Officials" and submitted certification that they viewed both videos (attached). Certifications are on file for all of the members.

4. Proposed Work Plan/Objectives for Next Year (1/2 page): *Describe your work plan, including specific objectives to be achieved for the following year.*

(1) Fish and Wildlife Committee Operations:

- Develop and refine Work Plan (working document in constant development).
- Maintain FWC membership by advertising vacancies and forwarding applications to the Internal Operations Committee.
- Seek to coordinate with other Fish and Wildlife Committees on regional matters.
- Coordinate with Contra Costa Watershed Forum.

(2) Make recommendations to the Board of Supervisors via the Internal Operations Committee for the appropriation of funds from the Fish and Wildlife Propagation Fund to support fish and wildlife projects in the community:

- Conduct grant program to solicit proposals, evaluate their relative merits, and recommend funding for projects which will contribute most to the fish and wildlife resources of the County.
- Develop and advertise FWC grant program by: 1) Reviewing past Request for Proposals (RFP), funding applications; and 2) Developing new RFP, funding application deadline, and funding priorities and distributing these materials to the media, to the FWC mailing list and RFP mailing list, and to anyone else who request them.
- Develop an enhanced marketing plan to increase outreach to schools in the future.
- Work with agencies, organizations, and individuals to help them plan and develop projects suitable for support from the Fish and Wildlife Propagation Fund.
- Review funding applications received. Make recommendations to the Board of Supervisors via the Internal Operations Committee for the awarding of grants.
- Follow-up on projects that receive funding to assure that projects proceed as proposed. One way the FWC will do this is to extend invitations to prior Fish and Wildlife Propagation Fund Grant recipients to future meetings to give status reports, outcomes and presentations regarding their projects.
- Send out a letter to grant recipients requesting project status reports.

(3) Fish and Wildlife Committee projects (develop and prioritize a list of projects for potential FWC involvement; select projects for FWC involvement and provided appropriate support, including: initiation, planning, consultation, and/or funding):

- Make recommendations to the Board on awarding Certificates of Appreciation for significant contributions to the fish and wildlife resources of the County.
- Consider a possible Wildlife Forum

(4) Improve enforcement of fish and game laws and regulations; increase flow of money into the Fish and Wildlife Propagation Fund:

- Review status reports on Fish and Game Code enforcement in Contra Costa County. Consider advising the Board on trends.
- Help assure that, when appropriate, a portion of fines from violations of laws designed to protect fish and wildlife resources is deposited in the Fish and Wildlife Propagation Fund. Promote awareness of the harm caused by violation of fish and wildlife regulations and the value of enforcement.
- Host a Fall Forum with law enforcement officials (CA Dpt. of Fish and Game, Sheriff's Dpt., District Attorney's Office, Superior Court, Public Defender's Office, the East Bay Regional Park District Police) to discuss fish and wildlife issues and enforcement.

(5) Monitor and advise the Board on projects that may affect fish and game resources in the county:

- Attend field trips to see major restoration projects and prior Fish and Wildlife Propagation Fund Grant recipients' projects in the County.
- Consider tours of ECCCHC properties, Marsh Creek Fish Ladder, Walnut Creek Drop Structure, Dow Wetlands and Chelsea Wetlands at Pinole.

(6) Develop policy recommendations ("white papers") on fish and wildlife issues:

- Update FWC's "Wildlife in Your Backyard" pamphlet.
- Discuss wildlife and human interaction / interface.
- Discuss public education on reducing the impact of cats on wildlife.
- Discuss the Bay Delta Conservation Plan and proposal for water conveyance tunnels under the Delta.



Training Certification for Member of County Advisory Body

By signing below, I certify that on 12.21.11, I watched the entire training tape: **"The Brown Act and Better Government Ordinance—What You Need to Know as a Commission, Board, or Committee Member."**

By signing below, I certify that on 12.22.11, I watched the entire training tape: **"Ethics Orientation for County Officials."**

A handwritten signature in blue ink, which appears to read "Scott W. Stephan", is written over a horizontal line.

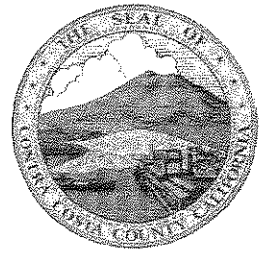
(Name of Member of Advisory Body)

SCOTT W. STEPHAN

12/22/11

(Date)

Return this Certification to the chair or staff of your advisory body. Your Certification that you have completed these training activities will be included in your advisory body's annual report to the Contra Costa County Board of Supervisors. The chair or staff to your advisory body must keep all certifications on file.



Training Certification for Member of County Advisory Body

By signing below, I certify that on 4-2-12, I watched the entire training tape: **"The Brown Act and Better Government Ordinance—What You Need to Know as a Commission, Board, or Committee Member."**

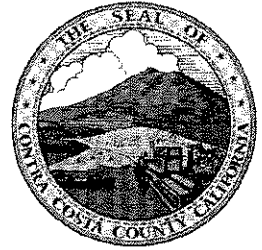
By signing below, I certify that on 4-2-12, I watched the entire training tape: **"Ethics Orientation for County Officials."**

WEBB JOHNSON
(Name of Member of Advisory Body)

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4-2-12
(Date)

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Training Certification for Member of County Advisory Body

By signing below, I certify that on 6/27/2012, I watched the entire training tape: **"The Brown Act and Better Government Ordinance—What You Need to Know as a Commission, Board, or Committee Member."**

By signing below, I certify that on 6/27/2012, I watched the entire training tape: **"Ethics Orientation for County Officials."**

KEVIN L. McIVENNA
(Name of Member of Advisory Body)

6/27/2012
(Date)

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