

United State Department Interior

BUREAU OF LAND MANAGEMENT

Oregon State Office

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Portland, Oregon 97208



In Reply Refer to:

6840 (OR-931) P

June 2, 2004

EMS TRANSMISSION 06/03/2004
 Instruction Memorandum No. OR-2004-080
 Expires: 9/30/2005

To: District Managers: Burns, Prineville, Spokane, and Vale

From: State Director, Oregon/Washington

Subject: Direction for Implementation Monitoring for PACFISH/INFISH and the 1998 DD: 12/01/2004
 Biological Opinions for Salmon, Steelhead, and Bull Trout

Program Area: 1150 Threatened and Endangered Species, 1120 Fisheries

Purpose: To provide direction for implementing FY 2004 Interagency Implementation Team (IIT) monitoring.

Policy/Action: This letter explains the IIT Monitoring Program requirements for 2004. Grazing is the only element of the module that is required to be centrally reported in FY 2004. Field managers are strongly encouraged to continue using the monitoring module for all activities; to meet local monitoring requirements, reduce redundancy, maintain consistency, and assess trends over time. Field Managers and field unit Monitoring Coordinators should contact Al Doelker (503-808-6067), State Office IIT Monitoring Core Team member, with questions or for orientation and training needs. A more formal training program to orient field managers and to update field practitioners in recent advances in the range monitoring component is anticipated to occur next year.

Compliance/Noncompliance Feedback

The monitoring program was developed to provide field unit line officers with a mechanism for implementing the monitoring requirements of PACFISH, INFISH, and the 1998 Biological Opinions for salmon, steelhead, and bull trout. Line officers are accountable to ensure that actions they take are consistent with these requirements. Accordingly, you should receive and act upon the results of implementation monitoring. The monitoring module contains a "Noncompliance" questionnaire and report which you can use to evaluate the need to modify or refine management actions. In addition, the module contains a "Local" questionnaire with comment fields that can be used to track and report monitoring results based upon local monitoring requirements of land use plans and/or National Environmental Policy Act of 1969 (NEPA) decisions resulting from local Endangered Species Act (ESA) consultations.

Sampling and Reporting for 2004

The sample scheme for 2004 is as follows:

Field units will use the IIT Implementation Monitoring Module for all authorized livestock grazing activities that have already

been started on the ground or that have been completed during the current year and fall within *AT LEAST* the following sample set:

- 1) All grazing activities within the 6th field Hydrologic Unit Codes (HUC) selected for monitoring by the Effectiveness Monitoring (EM) Team. The EM Team's 6th field HUCs can be found at the IIT Monitoring website:
http://www.fs.fed.us/rm/boise/teams/fisheries/pac_infish/2003_em_hucs.htm
- 2) All prior year's noncompliance activities in the grazing program.
- 3) Other grazing activities:
 - a. At least 20 percent of Module Category I pasture use areas per year, based on field unit priorities with input from the Level 1 Team
 - i. Field unit decides where to focus although every Module Category I pasture use area must be sampled at least once within the life of the ten-year grazing permit.
 - b. Any local implementation monitoring requirements for livestock grazing about which local ESA consultation requires reporting through the IIT Implementation Monitoring database.

The 20 percent sample of Category I pasture use areas, identified in 3)a., may be inclusive of samples collected for item: 1) pastures in the EM Team's 6th Field HUCs, 2) all prior-year's noncompliance activities in the grazing program, and 3)b. any local implementation monitoring requirements for grazing about which local ESA consultation requires reporting through the IIT Implementation Monitoring database.

Data should be entered into the IIT Implementation Monitoring database by **December 1, 2004**. The Oregon/Washington (OR/WA) BLM version of the database resides on a server in the Oregon State Office to provide centralized access by BLM OR/WA users. Directions for installing the system are found in Attachment 1. If you have problems with the Implementation Monitoring Database system installation, contact the Oregon Help Desk at 503-808-6111. If you have problems with the database application, contact Al Doelker at 503-808-6067.

Field units are also encouraged to use the IIT Implementation Monitoring database to record and report all stream/riparian-related implementation monitoring requirements. It has been designed to accommodate requirements other than PACFISH or INFISH standards.

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Training

A formal training program is under development. It will include a general session for managers and staff, and a field component on monitoring livestock grazing. Training will be conducted across the PACFISH and INFISH area, and will probably occur next year. In the meantime, field units are encouraged to address any questions or training needs to Monitoring Core Team member Al Doelker. Additional training presentations, the Implementation Monitoring database and manual, and the monitoring support documents, including protocols, are all contained on the IIT Monitoring web page at: http://www.fs.fed.us/rm/boise/teams/fisheries/pac_infish/pac_infishhome.htm

A PowerPoint presentation has been prepared to help address inconsistencies between field units and questions that have recently been raised. The PowerPoint presentation describes how to select Designated Monitoring Areas (DMA), how to enter and report data in the database system, and basics on the IIT Monitoring Program. This is designed to fine-tune current understanding of the program, but any DMA changes should not be made until more detailed field training has been received by the field unit.

As in previous years, the Implementation Monitoring Program will rely on coordination between the Implementation Monitoring Task Team members and Field Unit Coordinators. Field Unit Coordinators are the local point of contact for those aspects of the monitoring program, including training, which are not activity specific. Implementation Monitoring contacts are listed in Attachment 2.

Please notify your Implementation Monitoring Task Team member if your Field Unit Coordinator's phone number has changed.

Timeframe: Implementation monitoring data will be collected this field season using the Module. Data should be entered into the system by December 1, 2004.

Budget Impact: Only base funds are available to complete Implementation Monitoring for PACFISH/INFISH and the 1998 Biological Opinions for Salmon, Steelhead, and Bull Trout.

Background: This Module is designed to accommodate implementation monitoring of any federally authorized action that may affect ESA listed salmonids.

Manual/Handbook Sections Affected: None

Coordination: This Instruction Memorandum (IM) has been coordinated with members of the IIT and the IIT Monitoring Task Team.

Contact: If you have questions about the Module and its implementation in 2004, please contact Al Doelker at 503-808-6067.

Districts with Unions are reminded to notify their unions of this IM and satisfy any bargaining obligations before implementation. Your servicing Human Resources Office or Labor Relations Specialist can provide you assistance in this matter.

Signed by
Cathy L. Harris
Acting Associate State Director

Authenticated by
Cindy Fredrickson
OSO Records Manager

2 Attachments

[1- Version Description Document for the PACFISH/INFISH Implementation Monitoring System \(4pp\)](#) [Database](#)

[2 - Implementation Monitoring Contacts \(1p\)](#)

Distribution

OR-057 (Ronald Wiley)

OR-930 (Mike Mottice, Paula Burgess)

OR-931 (Mike Haske, Joe Moreau, Dorothy Mason, Hugh Barrett, Miles Brown)

Version Description Document
For The

**PACFISH/INFISH IMPLEMENTATION
MONITORING DATABASE SYSTEM**

September 08, 2003

Prepared for:
Al Doelker
Georgia Bosse

BLM Oregon State Office
PO Box 2965
Portland, OR 97208-2965

With Contracted Support From:

Titan Systems Corporation

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1.0 SCOPE

1.1 IDENTIFICATION

System Name: PACFISH/INFISH Implementation
Monitoring Database
Project Office: US Forest Service
BLM Point of Contact: Al Doelker-primary contact (503) 808-6067, Oregon/Washington BLM
Tim Burton (208) 373-3819, Idaho BLM
System Users: Oregon/Washington BLM
USFS System Developer: Scott Vuono (208) 373-4395
USFS Application Support: Kerry Overton (208) 373-4357

1.2 SYSTEM OVERVIEW

BLM acquired a copy of the PACFISH/INFISH system, an access database application written by the USFS. The BLM version of the database resides on a server in the Oregon State Office to provide centralized access by BLM Oregon/Washington users.

1.3 DOCUMENTATION OVERVIEW

PACFISH/INFISH Version Description Document

2.0 REFERENCED DOCUMENTS

User Manual for PACFISH/INFISH Implementation Monitoring Database
Located on the USFS web site at:
http://www.fs.fed.us/rm/boise/teams/fisheries/pac_infish/pac_infishhome.htm

3.0 VERSION DESCRIPTION

3.1 INVENTORY OF MATERIALS RELEASED

Distributed data entry modules to participating Oregon/Washington users.

3.2 BLM OREGON/WASHINGTON INSTALLATION INSTRUCTIONS

If you have problems with the BLM PACFISH/INFISH system installation, contact the Oregon Help Desk at (503) 808-6111.

If you have problems with the PACFISH/INFISH application, contact:

Al Doelker (503) 808-6067

Tim Burton (208) 373-3819

A. System Documentation

1. Workstation Requirements

Microsoft Windows XP
Microsoft Office 2000 Suite (includes Access)
Pentium IV Processor with 128 MB RAM
+ 17 MB virtual memory

2. PACFISH/INFISH Application System Components

The application system accesses a centralized Microsoft Access database instance, administered by the Oregon State Office, residing on a Windows XP Server in Portland, Oregon.

B. Requesting Production System Access

The BLM Point of Contact will open an Oregon Help Desk ticket to add a new user or remove an existing user. The following information must be included in the request:

The user's first and last name.

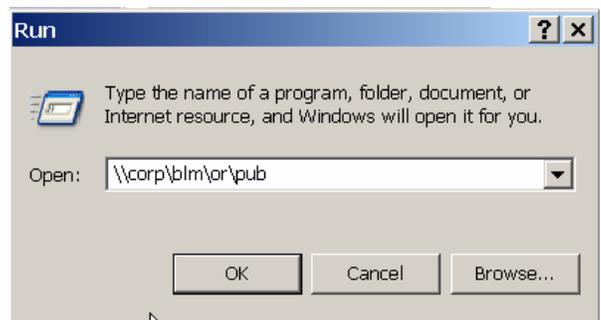
The user's current valid Network login id.

Notification will be sent to the BLM Point of Contact when the request is complete.

C. Installing the System

To copy the database to your desktop:

Choose Start>Run and enter: \\corp\blm\or\pub

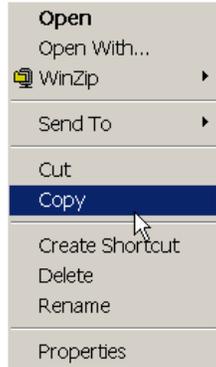


Double Click on the Pac-In-fish folder.



Right mouse click on the pacfish-infish database.

Choose: Copy

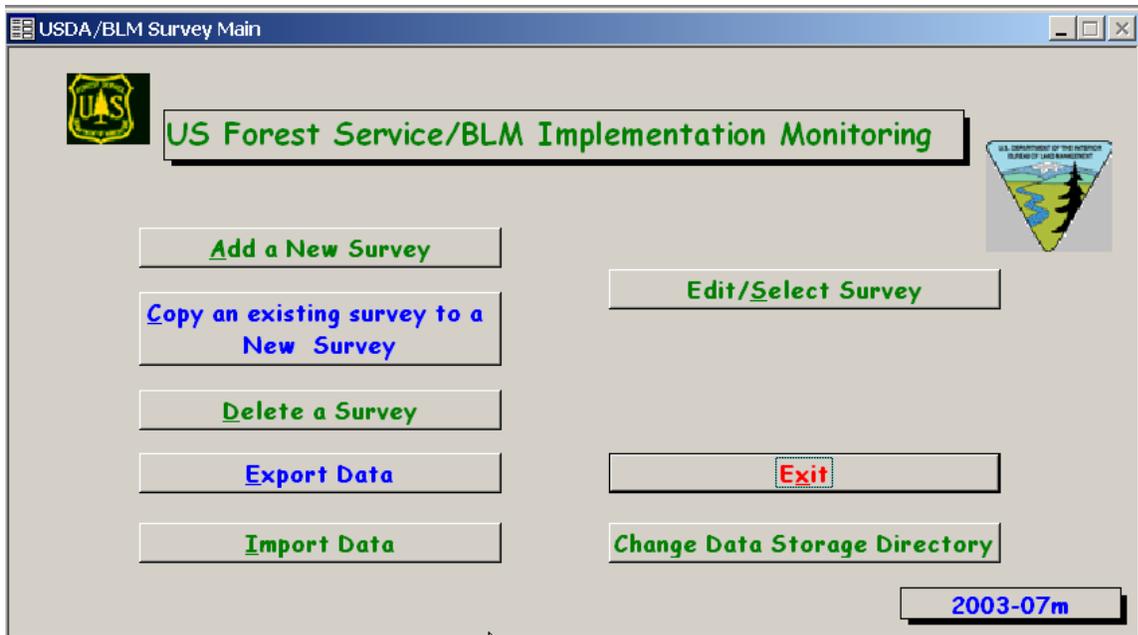


Right click on your desktop where you want the icon placed.

Choose: Paste to place the pacfish-infish icon on your desktop.



Double click on the pacfish-infish icon to open the database:



Implementation Monitoring Contacts.

I. Interagency Implementation Team

OFFICE REPRESENTED	NAME	PHONE
USFS Region 1	Eric Johnston	406-329-3164
USFS Region 4	Bill LeVere	801-625-5669
USFS Region 6	Al Christensen	503-808-2922
USFS Line	Jeff Blackwood	541-278-3752
USFS CRB Anadromous Fish Coordinator	Linda Ulmer	503-808-2929
BLM ID and BLM MT	John Foster	208-373-3813
BLM OR/WA	Paula Burgess	503-808-6525
	Dorothy Mason	541-523-1308
NOAA Pacific Northwest	Russ Strach	503-231-6266
USFWS Region 1	Susan Martin	509-893-8015
EPA Region 10	Don Martin	208-665-0458

II. Implementation Monitoring Task Team

OFFICE REPRESENTED	NAME	PHONE
USFS Region 1	Ann Carlson	406-329-3164
USFS Region 4	Gina Lampman	801-625-5669
USFS Region 6	Nancy Phelps	503-808-2922
USFS CRB Anadromous Fish Coordinator	Linda Ulmer	503-808-2929
BLM ID and BLM MT	Tim Burton	208-373-3819
BLM OR/WA	Al Doelker	503-808-6067
NOAA Pacific Northwest	Kim Kratz	503-231-6266
USFWS Region 1	Paul Moroz	509-893-8015
EPA Region 10	Don Martin	208-665-0458
Interagency Implementation Team	Al Christensen	503-808-2922

III. OR/WA BLM Field Unit Coordinators

OFFICE REPRESENTED	FIELD UNIT COORDINATOR	PHONE
Burns District Office	Cynthia Weston	541-573-4418
Prineville District Office	Jimmy Eisner	541-416-6753
Wenatchee Field Office	Joe Kelly	509-665-2118
Baker Field Office	Jackie Dougan	541-523-1436
Vale District Office	Cynthia Tait	541-473-6246