



- Accountability Report

May - June

Reporting Guidelines (questions to consider as you prepare your report)

Describe what you did, when and how you are supporting your partners? What was the end product? How did you share the product with local and external basin partners? How would those partners describe the value and their satisfaction of the services provided? Please list specific examples as outlined below.

The Executive Director supervises and directs all activities of the GRMWP staff including accomplishment of all of the work elements delegated to various staff. The Director accomplishes Work Element "Regional Coordination" which includes coordination, committee participation, task force participation, recovery planning and other participation. Agencies, groups and processes the Director is involved in include the OWEB Rules Advisory Committee, OWEB Outreach Program Committee, Title II Resource Advisory Committee, the Oregon Governor's office, regulatory agencies, NPCC and NPCC staff.

Narrative Summary: (Describe how GRMW as an organization is meeting its contractual milestones & deliverables including watershed coordination, Atlas development, project review & selection, etc in collaboration with Basin Partners and BPA)

Challenges/Risks: (Identify any major challenges/risks, how you are addressing them and if you need BPA assistance)

Lessons Learned: (Describe organizational successes and/or opportunities for improving GRMW performance including support of your partners)

List Monthly Training & Travel:



Staff - Accountability Report

May - June

Reporting Guidelines (questions to consider as you prepare your report)

Describe what you did, when and how you are supporting your partners? What was the end product? How did you share the product with local and external basin partners? How would those partners describe the value and their satisfaction of the services provided? Please list specific examples as outlined below.

Staff

Alex Towne, Kayla Morinaga, Mary Estes, Ian Wilson

A. 165: Produce Environmental Compliance Documentation

(A. 165) 1. Biological Assessments for 2018-19 and out-year projects

- Ian Wilson - Week 2 of June: Reviewing Biological Assessment for Upper Wallowa River Restoration.

(A. 165) 5. Cultural Resource surveys and reports

- Ian Wilson - Week 1 of June: Meeting with Anna Neuzil for cultural resource work on Wilson Haun.
- Ian Wilson - Week 2 of May: Coordinating archeology site visit with BPA for Wilson Haun.

B. 191: GRMW Grande Ronde & Imnaha Basin Watershed Coordination

(B. 191) 1. Coordination with state and federal agencies, tribes, county governments, Soil Water Conservation District's (SWCD's), environmental organizations and landowner groups within the Grande Ronde Basin

- Kayla Morinaga - Week 5 of June: First seasonal employee started work this week and started by tidying up data and lingering questions from 2020 survey work that she had participated in and then worked on preparing for the upcoming field season. Coordinated with Lauren Burns from CRITFC to talk about summer monitoring plans, training and priorities.
- Kayla Morinaga - Week 4 of June: Talked with a Nez Perce Tribe employee about feasibility of installing piezometers on a project in Wallowa County and major barrier, cost being the biggest. Piezometers seem to be a reliable and straightforward way to monitor floodplain restoration projects but is cost prohibitive. Had an additional discussion with USFS employees about piezometers and requested data from CTUIR employees to see results from their floodplain monitoring. Prepared for updates to the board for our meeting in Wallowa.
- Kayla Morinaga - Week 3 of June: Attended a meeting with CRITFC staff and other partners about their work on the Life Cycle Model and how to incorporate restoration into it. Another meeting will be scheduled to discuss

this with a larger group later in the year. Participated in a UGR Mine Tailings project check in. At the request of the FS I helped refine the budget for the USFS Effectiveness Monitoring grant.

- Kayla Morinaga - Week 2 of June: Helped with summer fish salvage updates and partner coordination on helpers and gear. Attended a USFS Mine Tailings objectives meeting with key partners and discussed where the project stands, what is in the works and follow-up items. Many key partners were in attendance. Worked on summer monitoring plans with CRITFC and tried to identify stream segments by looking at old USFS Level II reach breaks. I was contacted by an ODFW employee that is performing the flow assessment on Catherine Creek and they requested the Aquatic Inventory data for CC that we collected with the OWEB supplemental monitoring funds in 2020 as well as landowner outreach information. Went out to Catherine Creek Hall Ranch project site to download the 5 stage loggers within the project area for the contracting firms use.
- Kayla Morinaga - Week 1 of June: Worked on fish salvage sign up for partners to help in summer planning efforts. Made progress on new employee paperwork and purchasing gear for the crew.
- Kayla Morinaga - Week 4 of May: Attended a meeting with USFS staff to access remaining high priority fish passage barrier in the basin the need to be replaced. Coordinated with USFS to get a shapefile of streams they'd like surveyed with the CRITFC Tributary Habitat Assessment Protocol this field season and provided them to CRITFC for planning purposes. Attended a Lamprey Restoration webinar that spoke about the importance of lamprey passage at potential barriers, how to relocate them when dewatering an area for restoration, and other fascinating information.
- Kayla Morinaga - Week 3 of May: Spoke with Levi Old from Trout Unlimited about potentially taking on high school interns for the summer but he turned down the opportunity due to difficult logistics and plans for the summer. The internship program is a paid program for La Grande High School students that is sponsored by the GO STEM program. Prepared for OWEB virtual site visit. Attended a coordination call with CRITFC for summer effectiveness monitoring activities.
- Kayla Morinaga - Week 3 of May: At the request of NOAA fisheries we reviewed the proposed Snake River Chinook salmon critical habitat layers in GIS and provided them with feedback. Prepared for OWEB virtual site visit and gathered partners to attend the meeting to show support for the grant application. Talked with staff at CRITFC to coordinate monitoring efforts in the upper Grande Ronde for the summer field season. Worked on coordinating fish salvage efforts for the summer 2021 construction season and shared with local partners to sign up for slots.
- Kayla Morinaga - Week 1 of May: Attended Power Council Performance Strategy and Objectives meeting. Called Coby Menton of OWEB to schedule a virtual site visit for my Gage Station Grant Application and asked questions for clarification. Attended a coordination call with some GRMW staff and BPA to talk about the project list and funding. Attended a webinar by Tim Beechie titled "Can habitat restoration increase salmon resilience to climate?" Attended a webinar sponsored by the the Nez Perce Wallowa Homeland and Slow Foods Wallowas titled "Caretakers of the land." CFLRP Meeting to discuss watershed monitoring plan.
- Alex Towne - Week 4 of May: -Meeting with staff and partners to discuss possible barrier projects on USFS land -Meeting with Jesse and Sean to look at change detection output from lidar (coordinate with Shauna at QSI to address concerns/issues with results)
- Alex Towne - Week 3 of May: Call with Adam Baylor (ODFW) to discuss drone videography for Wallowa Lake dam reconstruction

- Alex Towne - Week 2 of May: Meet with Sean W. to discuss landscape analysis (lidar) and measuring LWD on the Woodlee project.
- Alex Towne - Week 1 of May: -Share survey123 forms with Kaylyn at CTUIR to help with their survey development -Zoom with Story Gorge and PBP groups to view videos
- Ian Wilson - Week 5 of June: Reviewing ISRP proposal presentation. Updating Nils on site visit with United States Fish and Wildlife Service for Upper Wallowa River Restoration Project. Sending information to NOAA intern regarding Chinook distribution layers. Speaking with Lynn Price about funding sources for aquatic invasive species program and sharing grant funding sources with NPT for aquatic invasive species. Working on concepts for Mike Wood project opportunity. Review of volunteer waiver form for Grande Ronde Model Watershed program.
- Ian Wilson - Week 4 of June: USFS culvert coordination for upcoming IT meeting. Scheduling site visit with Mike Wood and ODFW. Site visit to Mike Woods with ODFW. Upper Wallowa coordination for site visit tomorrow. Upper Wallowa River site visit with USFWS biologist and fish passage engineer. Coordinating/sharing information with NPT in preparation for upcoming ISRP presentation.
- Ian Wilson - Week 3 of June: Updating Executive Director on activities of Wallowa County project coordinator and weekly staff meeting in La Grande. Coordination among GRMW staff facilitates project development, monitoring and coordination for partners. Staff meeting notes are captured for weekly meetings and relevant information are shared with basin partners. Value of weekly coordination is important to ensure GRMW can deliver important services to basin partners. Communicating with planning director about FEMA policies and floodplain projects. Drone flight coordination with Wallowa County partners.
- Ian Wilson - Week 2 of June: Welcome and schedule NOAA intern. Site visits with NOAA intern to restoration projects. Picking up hats from Moonlight Graphics and dropping off hats to Sports Corral. Coordination with WR2 for site visit to Wilson Haun next week.
- Ian Wilson - Week 4 of May: Updating Executive Director on activities of Wallowa County project coordinator and weekly staff meeting in La Grande. Coordination among GRMW staff facilitates project development, monitoring and coordination for partners. Staff meeting notes are captured for weekly meetings and relevant information are shared with basin partners. Value of weekly coordination is important to ensure GRMW can deliver important services to basin partners. Uploading and sending photos from Chesnim site visit. Communicating with WLT and landowner about conservation easement value. Lathrop and Wilson Haun visit with BOR to discuss design and rapid site assesment. Lamprey webinar. Upper Wallowa site visit with NRCS.
- Ian Wilson - Week 3 of May: Updating Executive Director on activities of Wallowa County project coordinator and weekly staff meeting in La Grande. Coordination among GRMW staff facilitates project development, monitoring and coordination for partners. Staff meeting notes are captured for weekly meetings and relevant information are shared with basin partners. Value of weekly coordination is important to ensure GRMW can deliver important services to basin partners. Meeting with ODOT to discuss trees for river restoration. BOR tour of projects in Wallowa County. Meeting with Dana to discuss Forest Service passage projects.
- Ian Wilson - Week 2 of May: Kickoff meeting with BOR & TU to discuss Lathrop's. USFS culvert priorities. Letter of support for Wallowa Resources congressional funding. Site visit coordination for BOR and partners. Checking with Dana on feasibility of passage projects on FS ground.
- Ian Wilson - Week 1 of May: NPCC proposal. Coordinating site visit to Lathrops with BOR for rapid site assessment. Project update meeting with BPA.

Chesnimnus site visit and discussion with landowner/managers about restoration opportunities. Working on NOAA intrinsic potential layer for potential updates to Chinook distribution.

(B. 191) 2. Participation on various working groups, committees, task forces, stakeholder groups and advisory committees within and outside of the Grande Ronde Basin.

- Kayla Morinaga - Week 4 of May: Participated in and help plan Lower Valley Subcommittee meeting with a presentation by the Water Quality Assessment team on their water quality findings to date.
- Ian Wilson - Week 5 of June: Finished review of Wallowa Land Trust Conservation Easement document.
- Ian Wilson - Week 4 of June: Wallowa Lands Trust Lands Committee meeting. Reviewing conservation easement language for WLT committee. Coordinating a time to meet with Mike H. and Christina to discuss the formation of a beaver working group.
- Ian Wilson - Week 3 of June: Forming beaver working group with regional partners.
- Ian Wilson - Week 4 of May: East Morraine management plan review for Wallowa Land Trust lands committee.
- Ian Wilson - Week 3 of May: Lands Committee meeting (Wallowa Land Trust).
- Ian Wilson - Week 2 of May: Tamkalik site tour with NRAC and review of Bear Cr./Wallowa River bridge.

(B. 191) 3. Organize and conduct monthly information sharing/coordination meetings for basin partners.

- Kayla Morinaga - Week 3 of May: Helped organize, conduct, and took notes for the monthly Union County IT meeting.
- Ian Wilson - Week 2 of May: Coordinating meeting with ODOT to explore using trees removed for bridge project.

(B. 191) 5. Coordinate with BPA, state and federal agencies, tribes and landowners as needed to plan and implement restoration projects in the Grande Ronde Basin.

- Ian Wilson - Week 2 of June: Drone flight coordination for Wallowa County projects.

(B. 191) 6. BPA - USFS Headwaters Initiative (HWI) coordination and facilitation.

- Kayla Morinaga - Week 2 of June: Attended a meeting and discussed Headwaters Initiative related work and monitoring.

(B. 191) 7. Produce reports as required by NPCC, ISRP, BPA, OWEB and others.

- Kayla Morinaga - Week 4 of June: Worked on new BPA Gauge Station Contract for water year 2022.
- Kayla Morinaga - Week 4 of June: Completed and submitted the OWEB completion report for the FIP Monitoring grant that provided equipment and PIT tag arrays to the FIP partnership.
- Kayla Morinaga - Week 3 of June: Worked on OWEB completion report for Gauge Station grant that covered water years 2019/20.

D. 114: Identify and Select Projects

(D. 114) 5. Coordinate with Opportunity Lead to incorporate Site Visit Report recommendations and contingencies into final project proposals.

- Kayla Morinaga - Week 1 of May: Talked with Levi Old about Sheep Creek Stewardship project proposal and some contingencies that came about and how to address them.

(D. 114) 8. Facilitate monthly coordination Implementation Team meetings to track development of restoration opportunities identified in the Atlases with project partners and opportunity leads.

- Ian Wilson - Week 5 of June: Preparing draft agenda for monthly Implementation team meeting with Wallowa partners to track project opportunities identified in the Atlas planning framework. The end product is coordinated communication with basin partners and documented status of project development. Meetings are shared in person, over the phone and in high level notes captured. Monthly IT meetings are necessary to accomplish restoration with basin partners in terms of communication and coordination.
- Ian Wilson - Week 2 of June: Disseminating high level notes from the monthly Implementation team meeting with Wallowa partners to track project opportunities identified in the Atlas planning framework. The end product is coordinated communication with basin partners and documented status of project development. Meetings are shared in person, over the phone and in high level notes captured. Monthly IT meetings are necessary to accomplish restoration with basin partners in terms of communication and coordination.
- Ian Wilson - Week 1 of June: Preparing and sending out draft agenda for monthly Implementation team meeting with Wallowa partners to track project opportunities identified in the Atlas planning framework. The end product is coordinated communication with basin partners and documented status of project development. Meetings are shared in person, over the phone and in high level notes captured. Monthly IT meetings are necessary to accomplish restoration with basin partners in terms of communication and coordination. Facilitating monthly Implementation team meeting with Wallowa partners to track project opportunities identified in the Atlas planning framework. The end product is coordinated communication with basin partners and documented status of project development. Meetings are shared in person, over the phone and in high level notes captured. Monthly IT meetings are necessary to accomplish restoration with basin partners in terms of communication and coordination.
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- Ian Wilson - Week 2 of May: Disseminating high level notes from the monthly Implementation team meeting with Wallowa partners to track project opportunities identified in the Atlas planning framework. The end product is coordinated communication with basin partners and documented status of project development. Meetings are shared in person, over the phone and in high level notes captured. Monthly IT meetings are necessary to accomplish restoration with basin partners in terms of communication and coordination.
- Ian Wilson - Week 1 of May: Preparing draft agenda and working on follow-up action items for monthly Implementation team meeting with Wallowa partners to track project opportunities identified in the Atlas planning framework. The end product is coordinated communication with basin partners and documented status of project development. Meetings are shared in person, over the phone and in high level notes captured. Monthly IT meetings are necessary to accomplish restoration with basin partners in terms of communication and coordination. Facilitating monthly IT meeting to track restoration work and identify new opportunities. High level notes from the

meetings identify action items and are disseminated to partners. Partners appreciate monthly meetings for coordination of restoration work.

E. 114: Identify and Select Projects

(E. 114) 1. Continue development of the Restoration Atlas with core partners in accordance with the implementation guidelines, the Atlas User's manual and terms and conditions within this contract.

- Ian Wilson - Week 3 of June: Working with Connor on moving Wallowa Atlas data from spreadsheet to website.
- Ian Wilson - Week 4 of May: Sending Atlas summary on Lathrops to BOR in preparation for site visit. Project teams and Atlas info for Geo and partners.
- Ian Wilson - Week 3 of May: Assimilate Atlas information for Chesnimnus projects Birkmaier and Williams.

F. 122: Provide Technical Review and Recommendation

(F. 122) 1. Assist partners with project activities and provide technical assistance, review and comments (as requested) for the above projects and other requests from basin landowners and partners as they arise. Assistance may include guidance, recommendations, GIS products and/or remote sensing data to assist in environmental compliance and permits.

- Ian Wilson - Week 5 of June: Reviewing Green Valley Ranch design alternatives. Wilson Haun 30% call with Levi.
- Ian Wilson - Week 5 of June: Review of Wolf Water comments on the Wilson Haun project.
- Ian Wilson - Week 4 of June: Check in with partners on 30% review of Wilson Haun. Green Valley Ranch check in call with project manager.
- Ian Wilson - Week 3 of June: Design review and site tour with Wolf Water Resources. Wilson Haun design check in call with team. Collating comments for Wilson Haun and sending to project lead.
- Ian Wilson - Week 2 of June: Poley Allen 30% review.
- Ian Wilson - Week 1 of June: 30% BPA HIP call with Wolfe Water and TU.
- Ian Wilson - Week 1 of May: 30% review of Wilson Haun Project. Green Valley Ranch kickoff meeting.

(F. 122) 4. GRMW Staff will conduct site visits of sponsor projects to verify implementation and deliverables. Effectiveness monitoring may include aerial photos/videos to demonstrate action effectiveness. GRMW will also coordinate site visits with the Atlas Implementation Team, Board of Directors and other stakeholders to completed projects to verify whether implementation objectives are being met.

- Ian Wilson - Week 2 of June: Monitoring report for Loop Road project.
- Ian Wilson - Week 1 of June: OWEB monitoring report for Wallowa Mountain Loop Road project.

G. 115: Produce Inventory or Assessment

(G. 115) 1. Coordinate collection, dissemination and storage of GIS data to support partners per request process

- Alex Towne - Week 3 of May: -Share updated tax lot layer with Casey J. - Convert map from small to large format for printing for Sarah B.

(G. 115) 2. Create/modify/prepare map products and process data in support of project partners, opportunity leads and Atlas assessment, implementation activities per request process

- Alex Towne - Week 4 of May: Work on creating temporal map animation showing completed passage barrier projects and habitat above each
- Alex Towne - Week 3 of May: -Create shapefile of LWD on Woodlee (digitize using drone imagery from May 2021) -Run raster calculator subtracting 09 lidar from 2020, preprocessing to match coverage from both datasets -Join and export raw substrate data with shapefile for Kayla
- Alex Towne - Week 2 of May: -Finish wild and scenic maps -Make interactive PDF maps for partners to review NOAA's proposed critical habitat layer -Start landscape analysis by looking at differences in 2009 and 2020 lidar -Start researching temporal map animation for barrier projects
- Alex Towne - Week 1 of May: -Make shapefile with 1 to many join of substrate data for Kayla -Export top 5 priority barriers from ODFW 2019 list that fall within USFS mgmt boundary -Start wild and scenic existing streams v. proposed streams v. all streams map

J. 99: Outreach and Education

(J. 99) 1. Coordinate GRMWP participation in the Union and Wallowa County Educational & Volunteer activities

- Kayla Morinaga - Week 3 of June: Helped finalize and turn in a flyer for the take home Woodlands & Watershed Festival event in Wallowa County. We focused on the Seek app by iNaturalist and encouraged people to use it in areas around the county.
- Kayla Morinaga - Week 1 of June: Was invited to and went to La Grande High School to meet and interview some students that were interested in an internship with GRMW. There were four students and they were all interested in pursuing a science career of some sort. I worked with Carrie our Community Science Project contractor on curriculum development for this years pilot program with classes in La Grande and Imbler.
- Ian Wilson - Week 3 of June: Dropping off flyers to Wallowa Resources for Woodlands and Watershed Festival.
- Ian Wilson - Week 2 of June: Working on flyer for Woodlands and Watershed festival.
- Ian Wilson - Week 4 of May: Seek app development for Woodlands and watershed festival. Visting local ponds, testing seek app and developing activity brochure for Woodlands and Watershed Festival.

(J. 99) 3. Provide informational and educational materials to organizations and schools

- Kayla Morinaga - Week 2 of May: Outreached summer field technician position through EOU, OSU, the local IT and GRMW board. I have one returning summer employee so I only have to hire one new one this season.

(J. 99) 4. Promote the program's mission and activities through the media (newspaper, radio).

- Ian Wilson - Week 3 of June: Dropping off GRMW shirts to Sports Corral.

(J. 99) 6. Assist other agencies in their educational/volunteer activities.

- Kayla Morinaga - Week 4 of May: Received freshwater mussel outreach booklet from Alexa Maine at CTUIR for our use in restoration and information to the general public.

K. 99: Outreach and Education

(K. 99) 2. Ripples - Summer

- Mary Estes - Week 4 of June: Folded, mailed and delivered locally our Ripples in the Grande Ronde newsletter.
- Alex Towne - Week 4 of May: Received final article and sent all to editor. Start work on layout and formatting.

(K. 99) 4. Ripples - Spring

- Ian Wilson - Week 5 of June: Delivering Ripples publications to businesses in Wallowa County.

L. 119: Manage and Administer Projects

(L. 119) 1. Manage and administer this BPA contract, includes: SOW renewal package - budget and property inventory, and invoicing as well as submitting final invoice 90 days after expiration of previous contract for close out purposes.

- Mary Estes - Week 5 of June: Changed GRMWF information in Grants.online. Checked online banking for deposits. Wrote checks out to vendors. Fixed addresses on a few of our mailing lists. Entered transactions into QuickBooks and on spreadsheets. Deposited funds into the donation bank account.
- Mary Estes - Week 4 of June: Went to the post office to purchase stamps. Checked online banking for new transactions. Wrote checks out to vendors. Entered transactions into QuickBooks and on spreadsheets.
- Mary Estes - Week 3 of June: Wrote checks out to vendors. Checked online banking for new transactions. Entered transactions into QuickBooks and on spreadsheets. Billed BPA 79905-012 GRMWF Admin contract. Mailed out Board meeting packets to the Board. Jesse and I met with Kyle from Wheatland Insurance to go over GRMWF's insurance policies.
- Mary Estes - Week 2 of June: Updated our profiles on SAM and ASAP. Checked online banking for new transactions. Entered transactions into QuickBooks and on spreadsheets. Entered vehicle mileage on GSA website. Changed information on VCSS website. Prepared invoices for approval. Signed a letter of confirmation for Jensen and Spratling on the checklists for audit purposes.
- Mary Estes - Week 1 of June: Deposited the McNary funds for the McDaniel project in the bank account. Checked online banking transactions. Wrote checks out to vendors. Entered transactions into QuickBooks and on spreadsheets. Closed out BPA 79905-006 GRMWF Admin contract. Submitted the single audit submission. Worked on the Board meeting agenda and notice flyer. Copied contracting policy for Board.
- Mary Estes - Week 4 of May: Sent out Audit report and the June 3rd meeting agenda to Finance Committee. Wrote checks out to vendors. Checked online banking for new transactions. Entered transactions into QuickBooks and on spreadsheets. Reserved conference room for June Board meeting. Checked VCSS and Drive-thru, vehicle websites, for invoices, mileage and changed information. Emailed Yvonne about our 2020 990 for information needed by Network of Oregon Watershed Councils' survey. Took the survey. Went to post office to send mail out.
- Mary Estes - Week 3 of May: Worked on the April Board Meeting Minutes. Worked on my April accountability report. Wrote checks out to vendors. Entered transactions into QuickBooks and on spreadsheets.

- Mary Estes - Week 2 of May: Checked online banking for new transactions. Wrote checks out to vendors. Entered transactions into QuickBooks and on spreadsheets. Deposited funds into the donation account. Emailed Finance Committee on their June 3rd meeting. Billed BPA 79905-006 GRMW Admin on the final billing. Entered information into our NPCC proposal.
- Mary Estes - Week 1 of May: Participated in the Annual Audit on May 4th with three CPAs.
- Mary Estes - Week 1 of May: Sent BPA grants to Yvonne for audit. Subscription/membership to American Fisheries Society. Made purchases of office supplies. Prepared invoices for approval. Wrote checks out to vendors. Contacted Eagle Office Concepts on the status of our new copier. Entered transactions into QuickBooks and on spreadsheets. Changed our information on several websites: ASAP, SAM and Grants.gov. Took Explorer to Les Schwab for new tires. Reconciled all accounts in QuickBooks.

(L. 119) 2. Perform all administrative office support for the GRMW

- Mary Estes - Week 5 of June: Opened a bid from Columbia Helicopters with Jesse for the Middle Fly Creek Helicopter project. Billed OWEB 219-5037-16535 Lostine River 5.7. Sent draft volunteer waiver to staff to review. Emailed Susan Roberts on the August Project Tour.
- Mary Estes - Week 4 of June: Had business cards made up for Jesse and Ian. Took meeting minutes at our June 22nd Board meeting. Emailed contracting policy and bylaws to a few Board members. Billed BPA 79905-011 Greenvalley contract. Searched for volunteer waiver forms on the web.
- Mary Estes - Week 3 of June: Billed BPA 79905-007 Technical and Assessments contract and BPA 79905-008 Bowman. Gathered educational information for a middle schooler on stream restoration. Checked OWEB's OGMS site for the extension approval on the 219-5037-16535 Bowman grant.
- Mary Estes - Week 2 of June: Sent Winston Morton information on the 216-8205-15451 Bowman project.
- Mary Estes - Week 1 of June: Emailed folks on completion reports and extensions on OWEB 216-8205-15451 Bowman, 219-5037-16535 Lostine River 5.7, and 219-5043-16511 Gauging Stations grants. Emailed Ian on the monitoring reports for OWEB 219-5024-16570 Wallowa Loop Road project. Forwarded charts to the Finance Committee from Norm Cimon. Sent the Finance Committee meeting agenda to the committee and Jesse. Emailed BPA on the payment status on 79905-005 Wallowa McDaniel contract. Emailed Jesse and contacted Jason Hedgepath regarding payment to Hanging Rock Excavation. Emailed Tracy and Karen at BPA regarding changing the net payment to 15 days instead of 30 days. They approved the change.
- Mary Estes - Week 4 of May: Made amendment changes to OWEB grant for the Grande Ronde Monitoring Network Coordinator. Sent out reminders to partners regarding when reports were due.
- Mary Estes - Week 3 of May: Billed BPA 79905-007 Technical and Assessments. Invoiced ODFW for the funds for the Wallowa River McDaniel project.
- Mary Estes - Week 2 of May: Billed BPA 79905-005 and the McNary NOAA on the Wallowa River McDaniel project.
- Mary Estes - Week 1 of May: Billed OWEB 218-8205-16561 Catherine Creek Hall Ranch. Emailed Andrew Dutterer at OWEB regarding the status on the Grande Ronde Basin Monitoring Grant.

M. 141: Produce Other Report

(M. 141) 1. Prepare bi-monthly accountability reports and submit to BPA GRMW Project Team (Sean Welch & Tracy Hauser) via e-mail. Several

months may be combined for efficiency when warranted. Once PM has reviewed, the reports will be uploaded to PISCES

- Mary Estes - Week 5 of June: Finalized my June accountability report.
- Mary Estes - Week 1 of June: Completed my May accountability report.
- Kayla Morinaga - Week 3 of June: Worked on accountability report
- Alex Towne - Week 3 of May: February/March accountability report
- Ian Wilson - Week 3 of June: Preparing bi-monthly accountability report to be submitted to BPA pm by updating weekly duties. End product will be a completed bi-monthly report for review. Final document will be uploaded to PISCES. Review is primarily internal in nature and not from partners from my understanding.
- Ian Wilson - Week 2 of June: Preparing bi-monthly accountability report to be submitted to BPA pm by updating weekly duties. End product will be a completed bi-monthly report for review. Final document will be uploaded to PISCES. Review is primarily internal in nature and not from partners from my understanding.

N. 132: Produce Annual Progress Report

(N. 132) 1. Coordination within and outside activities of the GRMWP during the contract period

- Kayla Morinaga - Week 2 of May: Populated annual report with information about partner projects for the previous year.
- Ian Wilson - Week 3 of May: BPA annual report.

(N. 132) 3. Atlas BiOp restoration project accomplishments

- Kayla Morinaga - Week 2 of May: Worked on populating the BiOp project spreadsheet. Had to ask partners for much help to complete this task.

(N. 132) 6. Education and outreach activities

- Kayla Morinaga - Week 2 of May: Wrote much of the section for the annual report related to education and outreach activities.