

February 2018 VSP Newsletter

This is the monthly installment of a Voluntary Stewardship Program (VSP) newsletter. Please sign up to receive the newsletter [here](#). Feedback is welcome - please direct it to [Bill Eller](#).

VSP QUARTERLY REPORT: The [VSP quarterly report](#) is due every quarter as a deliverable in the contract between the Commission and each of the 27 VSP Counties. If you are the responsible party for the VSP contract in your county, please remember to set a reminder for yourself to timely submit the quarterly report.

The quarterly report and schedule for submittal can be found on the "[Counties and Work Groups](#)" [page](#) of the Commission's VSP web page, under the tab called "Reporting." It can also be found on the [quarterly report form](#) itself.

For your convenience, the remaining quarterly report schedule is reproduced below:

Period of January 1 - March 31, 2018 - **Due April 10, 2018**
Period of April 1 - June 30, 2018 - **Due July 10, 2018**
Period of July 1 - September 30, 2018 - **Due October 10, 2018**
Period of October 1 - December 31, 2018 - **Due January 10, 2019**
Period of January 1 - March 31, 2019 - **Due April 10, 2019**
Period of April 1 - June 30, 2019 - **Due July 10, 2019**

The quarterly report serves to inform the Commission as to the progress each county has made on certain contract deliverables. It should be filled out as a summary of activities, not a list of every conceivable activity that the county has undertaken with regard to VSP.

After you submit the quarterly report, you will receive back a confirmation email of the data you provided. You will see that some of the sections in the reply email are blank - that is because the quarterly report has been updated so that there are slightly different questions depending on if your county has an approved VSP work plan from the Technical Panel.

The quarterly report form is intended to be responsive to where a county is at in the VSP process - planning or implementation. Certain questions will only appear if a county has checked the box on the form for having an approved plan. So, depending on how that box is checked, certain questions are not asked, but still appear in the reply email that goes back to the person who filled out the report.

Please make sure your county has completed the report on time at the end of each quarter.

VSP REIMBURSEMENT FOR LIGHT REFRESHMENT: Please remember to submit a receipt, meeting attendee list, **AND a meeting agenda** in order to receive reimbursement for light refreshments as part of a VSP meeting. All requests for payment should be emailed to sccgrants@scc.wa.gov. There is a specific A-19 form that needs to be sent in for VSP reimbursements, it can be found on our website at this link: <http://scc.wa.gov/vsp-counties-workgroups/>. For other details of the changes, please see the updated Billing FAQ [here](#) on the [VSP County and work group web page](#). If you have any questions, please contact [Karla Heinitz](#) at the Commission.

VSP TECHNICAL PANEL CHANGE IN MEMBERS: Please welcome a new member to the VSP Technical Panel, representing the Washington Department of Fish and Wildlife (WDFW) - Terra Rentz. Terra is the Ecosystem Services Division Manager for WDFW and will be taking over for Matt Muller. The [Technical Panel agency member list](#) has been updated. Terra can be reached at the following address: Washington State Department of Fish and Wildlife, mailing: 600 Capitol Way N., Olympia, WA 98501-1091; physical: Natural Resources Building, 1111 Washington St. SE, Olympia, WA 98501; Main Line: 360-902-2200; Office - (360) 902-2555, terra.rentz@dfw.wa.gov.

UPCOMING MEETINGS OF THE VSP TECHNICAL PANEL AND STATEWIDE ADVISORY COMMITTEE: The VSP Technical Panel and Statewide Advisory Committee continue to update their meeting schedules. The most complete and up-to-date meeting schedule and meeting agendas can always be found on the [Technical Panel web page](#) and the [Statewide Advisory Committee web page](#). All meetings will be held at the Farm Bureau building, 975 Carpenter Rd NE #101, Lacey, WA 98516, unless otherwise noted. Each meeting is also available by webinar. The VSP Statewide Advisory Committee and the Technical Panel will meet jointly at the end of each month. To register for a webinar, please use the links below:

Technical Panel meeting: **Friday, February 9, 2018**, 8:00 am - 3:00 pm. To register for this webinar, use this link: <https://attendee.gotowebinar.com/register/9093657540383916803>

Joint Technical Panel and Statewide Advisory Committee meeting: **Friday, February 23, 2018**, 8:00 am - 3:00 pm. To register for this webinar, use this link: <https://attendee.gotowebinar.com/register/1649200759270645763>

Technical Panel meeting: **Friday, March 16, 2018**, 8:00 am - 3:00 pm. To register for this webinar, use this link: <https://attendee.gotowebinar.com/register/9060408308759984899>

Joint Technical Panel and Statewide Advisory Committee meeting: **Friday, March 30, 2018**, 8:00 am - 3:00 pm. To register for this webinar, use this link: <https://attendee.gotowebinar.com/register/839468719529904387>

SUBMITTAL OF VSP WORK PLANS TO THE COMMISSION: The Commission has set up a schedule for the formal submittal of VSP work plans. Counties wishing to formally submit work plans must contact [Bill Eller](#) at the Commission before submitting their work plans so that the plan can be assigned in the schedule. [Bill Eller](#) can be reached at 509-385-7512 or by email at beller@scc.wa.gov.

Action by Work Group on Work Plan: Remember, the action the VSP work group needs to take in sending the work plan to the Commission is that the work group should move to submit the work plan to the Commission and VSP Technical Panel, not “approve” the work plan.

Technical Panel Review Process: The Technical Panel typically has at least two meetings during the review process. The first meeting is the first time the Technical Panel has an opportunity to discuss the work plan amongst themselves as they can only talk about the plans amongst themselves during an open public meeting. They also make oral comments on the work plan during that initial meeting. A representative from the submitting work group is asked to attend and make a brief presentation (30 minutes) on the work plan goals and benchmarks. After that initial meeting, the Technical Panel members work to craft written agency comments that are compiled by the Commission and supplied back to the work group that submitted the plan. Then, at the next Technical Panel meeting on the work plan, the Technical Panel considers the work plan in light of the written comments the members made. Sometimes more than two meetings are needed to complete the review process.

SPECIAL NOTE ON SUBMITTING VSP WORK PLANS TO THE COMMISSION: If the work plan references other materials contained in appendices of the work plan, please remember to submit those additional appendices with your work plan submittal to the Commission. A link in the work plan to other materials contained in additional appendices isn’t sufficient - the Technical Panel needs all of the appendices to be submitted with the work plan at the time of submittal.

CRITICAL AREAS MONITORING AND ADAPTIVE MANAGEMENT WORKSHOPS - 2018: The Department of Commerce, the Department of Ecology and WDFW will be conducting a series of workshops around the state in early 2018 to provide tools for and get feedback from counties and cities on how to build local and state monitoring and adaptive management programs for protecting critical areas. A Department of Commerce [survey](#) revealed that many local governments don’t have systematic ways to follow through on implementation of their permit processes and the on-the-ground results of critical areas regulation. It also showed many have an interest in building adaptive management programs but have limited resources. These workshops will review a new draft chapter in the Critical Areas Handbook, show how state High Resolution Change Detection Data can help local governments, share local approaches, and explore challenges and solutions to implementing such a program. Please see the [project web site](#) for the draft chapter and updates on the workshop details.

Hold the Dates:

Mount Vernon

Feb. 5, 2018

Seattle

Feb. 27, 2018

South Sound Planners Forum, Olympia

March 12, 2018

Southwest Planners Forum, Vancouver

April 11, 2018

Eastern Planners Forum, Moses Lake

April 25, 2018

For more information, please contact Heather Ballash or Scott Kuhta at the [Department of Commerce](#).

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