**ANNUAL SBEADMR TIMELINE AND ROLES**

**(revised draft: October 2020)**

**February**

**February 1 - Science team** provides:

* Updated ***Science Team Monitoring Matrix***. Includes current findings and interpretation based on most recent season of field work. New content/interpretation will be highlighted for AMG. (Sibold coordinates)
* Updated ***Science Team Summary*** to be included in December 15 annual report. This will include new work and results from FY that ended in Sept (Battaglia)
* A financial report summarizing spending tied to specific monitoring items from previous FY (Perovich)

**Late February - Mid-winter stakeholders meeting**. Beginning 2021, will combine Taylor and SBEADMR AMGs and alternate locations between Gunnison and Montrose. See next page for roles and responsibilities. *Science Team attends*.

* 30 day informal comment period begins the day after the stakeholder meeting (*Hutt)*

**March**

**AMG Monitoring subcommittee meeting**

Meets to write first draft of ***AMG Annual Adaptive Management Report***; including updates of AMG matrix based on latest Science Team matrix.

**April**

**AMG meeting (*late April*)**

Review and approve draft ***AMG Annual Adaptive Management Report***; finalize recommendations for adaptations prior to FLT management review.

GMUG will summarize & respond to comments from 30 day informal period *(Hutt)*

Discuss date for field trips (BMP review and treatment review).

* Scheduled by ***Susan Hansen***
* Attended by ***Speas, Hutt, Perovich, K. Phillips***
* *Science Team available by phone*

**May**

FLT management review (***Speas***)

Post outcomes of management review on SBEADMR website (***K.*** ***Phillips*)**

**July/August**

Interdisciplinary Team/AMG BMP review of a project (internal review first, then AMG review 1-2 weeks later)

* Organized by ***Hutt***

Stakeholder Treatment Review (Annual Field Trip)

* Organized by ***Hutt***
* *Science team attends*

**October**

**AMG meeting**

Share BMP review from summer field trip (**Speas/Hutt**)

General discussion/check-in

**November**

**Science team** meeting in Fort Collins (***Perovich*** organizes, ***Perovich, Speas, Hutt & Science Team*** attend)

* Finalize workplan & budget for that FY (including following summer’s field work)
* Select date for February meeting

**December**

**December 15 – *SBEADMR Community Report*** complete

Includes:

* SBEADMR Science Team updates (material covered in previous February meeting, from field work done the year prior to that) This will have been completed in February. *Science Team*
* SBEADMR checklist changes from previous FY. *Speas/Hutt*
* List & map of treatments awarded through previous FY *Hutt/Perovich*

***Communication as needed:***

Provide regular updates through website posts, newspaper, radio spots, etc. on operations, roads used for hauling, road construction and re-construction and trails that could be impacted by operations etc.

Engage with Chambers of Commerce and Visitor Bureaus, congressional and local officials.

***(K. Phillips/Public Affairs)***

Notify special use permit holders, outfitter guides, and range permittees.

***(Duties shared by District specialists)***

**Annual Reports** *(noted in blue in timeline above*)**:**

***Science Team Monitoring Matrix*** – annual update due Feb 1. Science team authors (Sibold lead)

***Science Team Summary*** – Layperson summary of previous summer’s field work and new results. Science team authors (Battaglia lead)

***AMG Annual Adaptive Management Report***– New version annually, final draft complete by April 30. Includes AMG matrix and SBEADMR checklist changes. Monitoring committee drafts the AMG matrix, Speas drafts the checklist changes, and entire AMG edits and approves the draft.

***SBEADMR Community Report***– New report annually, completed by December 15 and available at the subsequent Feb Stakeholder meeting.

Sections and authors:

 Science Team Updates: Pulled from *Science Team Summary*. Perovich authors.

Adaptive Management Section: Pulled from AMG Annual Adaptive Management Report. Speas authors

SBEADMR cumulative treatment table & map. Hutt authors table; Perovich creates map.

**Roles and Responsibilities:**

Clay Speas – FLT point of contact, general support as needed

Kim Phillips – public affairs and engagement, website updates

Carlyn Perovich – science team point of contact; agenda coordination for Feb meeting

Nicole Hutt – timber point of contact; coordination of summer field trips

Susan Hansen – facilitation and scheduling of AMG and monitoring subcommittee meetings

**February stakeholder meeting details:**

***Perovich*** – schedules meeting (in coordination with science team)

Coordinates with science team for their presentations

Sets meeting agenda

Sends initial save the date to District staff, Rangers, Contacts Cande to get it on Chad’s calendar

***Hutt ­***– Coordinates posters and handouts for timber/zones

Presents response to comments from 30 day comment period

Ensures that ***Tony*** has info he needs for maps

***Districts* –** TMA/Fuels/Wildlife Bio create a poster to facilitate discussion with public

***Tony Smith* –** makes poster-size maps (1 for entire GMUG, 1 for each zone) with 3 years of planned treatments (incl noncommercial)

 Tony’s needs:

 Names of sales, complete filepath to each shapefile, FY of each sale

If boundaries are not clean, Tony needs files **3 weeks** before meeting. Otherwise, **2 weeks** lead time is sufficient.

***K. Phillips/Public Affairs*** –meeting outreach on GMUG social media; handles sign-in desk; videotapes meeting

***Speas*** – presents on SBEADMR accomplishments