

To: *Joe Margraf, President*

From: *Cleve Steward; President, Western Division AFS*

Date: *August 13, 2017*

Note: This is a more detailed compilation of information that what was submitted online using the new Governing Board Reporting Tool.

I. Motion Report

A) Recommended Motion: None

B) Minority View: N/A

C) Background for Motion: N/A

II. Activity Report

Charge or Annual Program of Work

A) Mission: The mission of the Society is to advance sound science, promote professional development, and disseminate science-based fisheries information for the global protection, conservation, and sustainability of fishery resources and aquatic ecosystems.

Program of work for 2016-2017 focused on 1) ~~increasing travel scholarships to attend WDAFS2016 annual meeting;~~ 2) ~~updating the Division Procedures Manual regarding Professional Fisheries Certification reimbursement program and funding book projects;~~ 3) ~~drafting MOU between the WDAFS and co-host Chapter for annual meeting.~~

B) Financial Summary (see attached)

Period of Record (Fiscal Year 2017: October 1, 2016 – July 31, 2017 (the financial summary will be updated to September 30, 2017 when information becomes available))

Balance at beginning of FY17 \$ **267,956**

Assets

 Checking \$ 54,381
 Savings \$ 25
 CDs \$ 40,769
 Endowment Fund \$ 172,781

Income \$ **56,367**

Expenses \$ **48,387**

Balance at end of FY17 \$ **310,544**

Assets

 Checking \$ 71,188
 Savings \$ 25
 CDs \$ 40,788
 Endowment Fund \$ 193,542
 Loans outstanding \$ 5,000

Net gain or loss in FY17 \$ **42,587**

C) Summary of Outcomes and Accomplishments (*fill in tables below as applicable to your unit; based on 2015-2019 Strategic Plan*)

Strategy 1. Organize and sponsor forums to present new findings and exchange ideas

Activity	Description	Number of Attendees
Annual WDAFS meeting - see Montana Chapter's 2017 annual report to the GB	Co-hosted by Montana Chapter in Missoula, MT, May 22-25, 2017 # symposia—17 # Oral presentations—206 # Posters—41 # Field trips—5 # Continuing Ed courses (see Strategy 2)—4 Gross revenue—\$23,669 (WDAFS) \$33,003 (Cal Neva) Committee chairs/members—27 Volunteers—66 Student mentor lunch—12 # Professional travel awards—12 recipients; \$8,157 # Student travel awards—10 recipients; \$7,304 Registration—\$300 Early bird (members)—316 Late registration—56 Early bird (students)—55 Late registration—8	~475

2017 WDAFS annual meeting site visit - see Montana Chapter's 2017 annual report to the GB	Planning committee met in Missoula on June 2016 to tour meeting venue and discuss 2017 annual meeting	~25
2017 WDAFS Student Annual Colloquium	See Strategy 11 below Hosted by the Univ of Wyoming's AFS student subunit in Lander WY, April 13-16, 2016 # Oral presentations - 7 # Workshops - 5	24~40-50 students

Strategy 2. Provide continuing education opportunities with an emphasis on training and courses that are not commonly offered by academic institutions and/or that will be essential tools in the future.

Name of Course	Description	Number of Attendees (Students/Professionals)	Length of Course
See Montana Chapter's 2017 annual report to the GB			
Section 7 Endangered Species Act Consultation	WDAFS2016 Reno, registration - \$25	7	1 day
Fish Passage	WDAFS2016 Reno, registration - \$50	13	1 day
PIT tagging	WDAFS2016 Reno, registration - \$50	12	1 day
R for Biologists	WDAFS2016 Reno, Registration - \$50	19	1 day
CV/Resume	2016 Student Colloquium	24	2 hr
Writing improvement	2016 Student Colloquium	24	2 hr
In-Stream flow program and western water policy	2016 Student Colloquium	24	1 day

Strategy 3. Develop communication products and publicly accessible information to promote the value of fisheries, aquatic habitat, and fisheries sciences.

Type and Method of Communication	Description	Target Audience	Number of People Reached
WDAFS Tributary Newsletter – quarterly (Tracy Wendt, editor)	Four issues were published during the 2017 reporting period: <ul style="list-style-type: none"> • Summer 2017 (Vol 41 Issue 02) • Spring 2017 (Vol 41 Issue 01) • Winter 2016 (Vol 40 Issue 04) • Fall 2016 (Vol 40 Issue 03) 	AFS members in general, WDAFS members in particular. Also, interested parties who do not belong to AFS	~2500
Booth/exhibit at 2016 WDAFS annual meeting in Reno, NV	Promoted 2017 annual meeting in Missoula (also, the Montana Chapter President made a presentation at the 2016 WDAFS Business Meeting)	WDAFS 2017 meeting attendees	~500

Strategy 4. Develop relationships, partnerships, and collaborations with other professional societies, conservation organizations, decision makers, and stakeholders to establish and promote mutual goals of fisheries science, education, and stewardship. *[examples: Hosting kid fishing tournaments, Trout in the Classroom, bi/tri Society meetings; etc.]*

Type of Relationship	Description of Development	How Relationship Advances AFS Priorities?
See info already entered online		

Strategy 5. Publish high quality scientific journals, books, and proceedings that present recent advances, reviews and syntheses of fisheries and aquatic science and management.

Type of Publication (e.g., manuscript, book, symposia)	Number published	Summary	Impact factor/ Number Citations
See info already entered online Book – Proceedings of a Special Workshop on the Evolutionary Biology and Taxonomy of Cutthroat Trout	In preparation	Western Native Fishes Committee continues to work on publication, expected in fall of 2017.	TBD

Book: Fishes of Colorado	N/A	Awarded Andrew Treble and George Schisler (eds) \$1,000 to fund the revision and publication of book (see Strategy 11 below)	
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Strategy 6. Develop and disseminate scientifically-based communication materials that represent and reflect the mission of the Society to political leaders, decision makers, stakeholders, and the public.

Type and Method of Communication (e.g., letters, briefings, workshops)	Description	Target Audience	Number of People Reached
Booklet: “Future of the Nation’s Fisheries and Aquatic Resources”	Major policy document prepared by AFS for incoming US administration. WDAFS members contributed technical information.	US President, agency heads, elected officials, policy makers, etc. Sent electronic copies to US congressional delegates.	N/A

Strategy 7. Provide online resources of value and interest to members and non-members to be the leading source of online fisheries science.

Online Resource	Number of Visits During Reporting Period	Time Spent per Visitor	Other
WDAFS website	# pages viewed: TBD # unique IP addresses: TBD	Average time spent viewing website: TBD N/A	% of visitors from: <ul style="list-style-type: none"> • USA: TBD • Canada: TBD • Other countries: TBD
Newsletters visits/downloads	Summer 2017 Tributary: TBD Spring 2017 Tributary: TBD Winter 2016 Tributary: TBD Fall 2016 Tributary: TBD	N/A	N/A
Facebook	# Facebook members: TBD	N/A	# posts during reporting period
List serve	# Listserv members: TBD # messages sent: TBD	N/A N/A	N/A N/A
Other media	N/A	N/A	N/A

Strategy 8. Support, manage, and promote a fisheries professional certification program that is recognized as a distinguished mark of scientific excellence and expertise within and outside the Society.

Type of Outreach to Promote Certification Among Members	Number of People Reached	Outcome;	Comments
Communication to AFS members via WDAFS Chapter representatives; also, WDAFS officers touted benefits of certification in presentations given at Chapter meetings	Certification program was topic of discussion at ExCom retreat in Nov. 2016. ExCom members urged to set example by becoming certified.	Some interest/response, but results are not yet available	Predict slight increase in the rate of applications submitted or certifications obtained.

Note: Actual numbers of Certified members within a Unit can be provided by AFS staff; report should focus on the type of activity being conducted to promote certification among Unit members.

Strategy 9. Use innovative techniques such as surveys, focus groups, social media, and other means, to determine and respond to the needs, interests, and opinions of Society members.

Technique Used (e.g., survey, focus group, social media)	Number of Entries	Outcome
Survey Monkey – The WDAFS Student Representative compiled questions to assess student and early-career professional members' needs and interests	Students and ECP: 48 responses (26 students, 26 ECP)	Results disseminated and used to inform 2017-2018 President's Work Plan, student/ECP outreach and communication; and planning of Unit/SubUnit meetings and Student Colloquium activities.

Strategy 10. Embrace and adopt new technologies to enhance and expand the Society's education, communications, networking, and advocacy activities.

Type of Technology	Description of AFS Activities Enhanced or Expanded	Other
Survey Monkey – vote for WDAFS student rep	Larger than usual number (5) of candidates are running for 2017-2018 Student Representative position (a good sign); voting by WD student members is currently underway.	Results will be reported at AFS meeting in Tampa (August 21)h
Survey Monkey – sought feedback on several meeting apps	Identified needs and potential benefits/use of phone app that could be used to access meeting program; reviewed and rated	Decided not to purchase app due to high cost to benefit ratio.

	features, cost, etc.of apps that could be used at 2017 annual meeting	
WDAFS website	Migrated content of existing WDAFS website to the AFS website hosting service.	Conversion/migration successfully completed.
AFS Publications Workshop	WDAFS representatives participated in special meeting convened in Reno to discuss AFS publications and procedures	Workshop completed; awaiting report from facilitator

Strategy 11. Enhance participation of students and professionals at all levels of the Society to assure member recruitment, retention, and leadership development into the future.

Level of Participation	Type of Activity	Number of People reached	Comments
AFS (all levels)	Worked on and distributed “Benefits of AFS Membership” brochure to WDAFS members	~2000	Advocating value to membership
Subunits	Updated Subunit information and contacted current officers; compiled (Oct. 2016) list of existing WD Subunits, officers, advisors, website addresses, etc.). Re-contacted Student SU’s (July 2017) to disseminate WDAFS information and update list of contacts and websites.	25-30	Information used to engage with student leaders and seek feedback from students and faculty advisors.
WDAFS; Chapters; Subunits	Survey of students and early-career professionals regarding membership benefits, level and type of participation, needs and opportunities, etc. (See Strategy 9)	~350	In consultation with other ExCom members, the WDAFS Student Representative compiled and distributed a multi-question survey; 48 people responded. Results will be used to plan activities, communicate and engage with students and ECPs.
Subunits (Students)	Planning of 2017 WDAFS Student Colloquium. WDAFS Student Representative	~30-40	Event will occur during next year’s (2018) annual reporting period.

	and members of the Idaho Chapter and the University of Idaho Subunit are organizing and raising funds for this year's event, to be held in McCall, ID in October.		
WDAFS; Chapters	Unit Leaders Roundtable: "Telling your Story"; annual meeting of AFS Unit leaders at 2017 AFS meeting in Tampa.	~50	WDAFS representatives helped plan and run 2-hour session comprising presentations and breakout group discussions devoted to AFS education, orientation and networking issues.

Note: Actual numbers may be provided by AFS staff; report should focus on the type of activity being conducted to improve participation in Unit activities

Strategy 12. Promote ethnic, socio-economic, generational, and disciplinary diversity within the Society and the fisheries profession.

Target Group	Level of Participation	Comments
Advocacy initiatives	WDAFS (ExCom; WA/BC Chapter)	Reviewed and discussed AFS advocacy policy document. ExCom rejected President's request that WDAFS endorse the March for Science (May 22, 2017) and encourage members to attend. It was deemed too political and divisive an issue.
Diversity and inclusion initiatives	WDAFS (ExCom; Oregon and Idaho Chapters)	Key topic of discussion at full-day ExCom meeting in Missoula; further discussions at June and July meetings. Considering formation of Division level D&I Committee; asked Chapters to report back on D&I initiatives.
Participation and financial support of international AFS members	WDAFS (Individual)	Muhammad Naem (Pakistan) and Ryszard Traczyk (Poland) were awarded travel funding (\$500 each) to attend the WDAFS meeting in Missoula.

Strategy 13. Recognize and acknowledge the achievements and contributions of members and partners through awards, special conference sessions, and other activities.

Type of Award/Activity	Recipient(s)	Comments
Small Grant Award	Five small project grants were awarded (out of 13 applicants): 1) Andrew Treble and George Schisler – Rewrite of Fishes of Colorado 2) Jim Reynolds – Purchase of hand–held oscilloscopes for use in AFS electrofishing CE courses 3) Greer Maier – Sharing the importance of cold water refuges 4) Mike Lance – Smith River Fish Movement 5) Katherine Dale – The secret life of larval fish	Variable amounts awarded totaling \$5,000.
Eugene Maughan Scholarship	1) Chelsea Clawson (MS student at University of Alaska, Fairbanks) 2) Stephen Klobucar (PhD student at Utah State University)	Each awarded \$2,000.
Sustainable Fisheries William Trachtenberg Scholarship	Bryan Maitland (PhD student at the University of Wyoming)	Awarded \$1000
Outstanding Chapter Award	Oregon Chapter AFS	Won the award for the 14 th time
Outstanding Subunit Award	Santa Cruz – Monterey Bay Area Subunit	Won competitive race
Conservation Achievement Awards	1) California Department of Fish and Wildlife 2) Colorado Parks and Wildlife Native Aquatic Species Restoration Facility	1) Propagation and conservation of several at-risk salmonid populations 2) Native Aquatic Species Restoration Facility conservation of rare aquatic native species

Special Recognition Award	<ol style="list-style-type: none"> 1) Hilda Sexauer (Wyoming Game and Fish Department and past WDAFS officer) 2) Dave Lentz (California Department of Fish and Wildlife; Fisheries Branch; Past WD Time and Place Committee Chair; current WDAFS listserv manager) 3) Jane Sullivan (Alaska Sea Grant Fellowship program and past WDAFS Student Representative) 	<p>Outstanding leadership and service to the WDAFS</p> <p>Long-standing and substantive contributions to the WDAFS</p> <p>Outstanding contribution to the WDAFS</p>
Award of Merit	Jim Reynolds (University of Alaska – Fairbanks; USFWS retired)	Recognized for long-standing (and ongoing) contribution to WDAFS
Award of Excellence	<ol style="list-style-type: none"> 1) Dr. Jason Dunham (Forest and Rangeland Ecosystem Science Center, U.S. Geological Survey) 2) Dr. Peter Moyle (University of California, Davis) 	<p>Recognized for outstanding achievements and contributions.</p> <p>Renowned researcher, educator, and mentor in fisheries profession</p>
Riparian Challenge Award	<ol style="list-style-type: none"> 1) BLM : Tres Rios (CO), Uncompahgre (CO), Grand Junction (CO) and Moab (UT) BLM Field Offices 2) USFS: McKenzie River Ranger District, Willamette National Forest (OR) 3) Other Entity: Sandy River Basin Partners 	<p>Dolores River Restoration Program</p> <p>Deer Creek Floodplain</p> <p>Enhancement Project Salmon River Restoration</p>
Student travel to WDAFS annual meeting (See online report)	WDAFS students	Execom approved \$4000 for WDAFS student travel to attend Reno2016
Professional travel to WDAFS annual meeting (See online report)	Kevan Urquhart Leanne Roulson Jackie Watson Leslie Nyee Patrick Saffle	\$3,342
WDAFS annual meeting professional travel to Reno	Tracy Wendt Anna Steel Dylan Stompe Stacey Alexander	\$2,955

	Alyssa Benjamin Nate Cathcart	
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Strategy 14. Hold elections and convene regular meetings of elected officers to plan activities that advance the mission of the Society and provide sound financial management of assets, revenue, and expenses.

Type of Activity (e.g., leadership meeting, financial status, elections)	Description and Status	Comments
Election of WDAFS officers	1) Vice-President: Elected Daniel Dauwalter (Idaho Chapter; Trout Unlimited) 2) Secretary-Treasurer: Elected Tracy Wendt (Colorado Chapter, Big Thompson Watershed Coalition) 3) Student Representative (election underway)	One candidate (# people voted) One candidate (# people voted) Five candidates (wrote position description and solicited candidates)
Monthly WDAFS Executive Committee meetings	Met on second Wednesday of each month for 1.5 – 2 hrs; consistently high level of attendance (8-14 people) by WDAFS officers and Chapter Presidents	Meeting agendas, minutes, WDAFS financial summaries, and other material were distributed prior to meeting. Meetings often included invited presentations
Mid-year WDAFS Executive Committee meeting (Nov. 5, 2017)	Met for entire day (Saturday) in Vancouver, WA (Smith-Root meeting facility) for full day retreat.	Well-attended (15 people); sustained discussion and follow up; social outing afterwards
Full-day WDAFS Executive Committee meeting held in conjunction with 2017 WDAFS meeting in Missoula	Met entire day (Sunday) at the front end of the 2017 WDAFS meeting.	Excellent attendance (20 people); good exchange and discussion of WDAFS and Chapter activities and issues
“Meet your AFS Leaders” special Q&A session at the 2017 WDAFS meeting in Missoula	Arranged for interested attendees to meet and ask questions of AFS President Joe Margraf, AFS Executive Director Doug Austen, and WDAFS officers in a 2 hour-long session on the second day of the WDAFS meeting	36 people attended; lively discussion and feedback; will continue holding similar bull sessions at future WDAFS meetings

Annual WDAFS business meeting at the WDAFS meeting in Missoula	Held annual business meeting (luncheon) on third day of the WDAFS meeting. Included (1) update from AFS President Joe Margraf; (2) report on WDAFS finances; (3) presentation on future WDAFS annual meetings; (4) report on WDAFS committee activities; (5) presentation of WDAFS awards and scholarships; (6) update on AFS membership status and benefits.	Meeting was attended by approximately 150 people.
Financial Audit of WDAFS2016 meeting	Delayed; incomplete	Accounting is 95% complete, but some info requested from Cal/Neva Chapter was not provided.

Strategy 15. Periodically review constitution, bylaws, and procedures manual and revise using appropriate procedures as necessary.

Type of Review	Frequency	Comments
Bylaws	As needed	WDAFS Vice-President led effort to review and edit bylaws; changes included reassignment of responsibilities among officers; revised bylaws are currently under review by Division members, and will be voted upon in September 2017.
Procedures Manual	Annually	WDAFS Vice-President led effort to review and edit PM
Annual meeting MOU	Annually	Updated MOU for WDAFS annual meeting for the 2017 WDAFS meeting.