

# 2025-2026 Amendment Process Update

May 2025 Council Meeting

Pasco, Washington

Council staff



Northwest **Power** and  
**Conservation** Council

# Upcoming important dates (extended)

- **May 19, 2025** – Close of **recommendation** period
- **May 20, 2025** – Open public comment on the recommendations
- **July 3, 2025** – Close of comment period



**Columbia River  
Basin Fish and  
Wildlife Program**

Month	Council meeting agenda items	What should members be doing?
May 13-14 (Pasco)	<ul style="list-style-type: none"> <li>• Program briefing, 2-3 hours</li> <li>• Recommendation period closes May 19, Immediately release for public comment</li> <li>• Begin reading recommendations, staff will prepare syntheses/summaries</li> </ul>	<ul style="list-style-type: none"> <li>• After May 19, read all recommendations, staff will share summary of recommendation for June meeting.</li> <li>• Talk with people, capture in administrative record</li> </ul>
June 10-11 (Missoula)	<ul style="list-style-type: none"> <li>• Amendment work session, 5 hours at June meeting</li> <li>• Extra work session June 26, half day webinar</li> <li>• Comment period closes July 3</li> </ul>	<ul style="list-style-type: none"> <li>• Continue reading recommendations</li> <li>• Talk with people, capture in administrative record</li> </ul>

## Today's topics:

- Administrative record responsibilities for members and staff
- Untangling strategies guiding mitigation for fish and wildlife
- Hydro ops intersection of fish and power (Fish and Wildlife & Power divisions)



# Fish and Wildlife Program amendment process: Administrative Record

Section 4h(5) describes what constitutes the administrative record on which the Council will base its program decision:

“The Council shall develop a program on the basis of such [program amendment] recommendations, supporting documents, and views and information obtained through public comment and participation, and consultation with the agencies, tribes, and customers referred to in [section 4h(4)].”

# Capturing comment

- The original Program amendment recommendations
- Formal written comments at formal comment steps in the process – on the recommendations and on the draft Program
- Public testimony at official public hearings on the draft Program – we use various methods to capture these comments, and produce transcripts for circulation to all Council members and for the administrative record
- Comments made during “consultations” with the Council as referenced in Section 4(h)(5) – someone on the Council staff will be designated to take notes of these consultations for the record

# Capturing comment (cont'd)

- Public testimony and comments made at Council meetings. Captured in recordings, notes, minutes, sometimes transcripts. Can happen during formal comment processes or at other times.
- Informal written comments and communications – such as an email comment directed to one or more members – if relevant to the recommendations or to the draft Program *or* to the issues in the amendment process (even if not explicit referring to the recommendations or draft Program). Even if coming to the Council outside of the formal comment periods. Should be forwarded to administrative record and circulated to all members and relevant staff.
- Informal oral comments made by phone or in person on the recommendations, the draft program, or the issues in the amendment process. To be summarized in a short note by the recipient of the comment and forwarded to the administrative record/members/staff.