

## Lower Fraser Fisheries Alliance Emergency Planning Secretariat (EPS) Work plan 2021/22

ACTIVITIES	OUTPUTS / RESULTS	FISCAL YEAR												RESPONSIBLE PERSON(S)  THE EPS HAS A LEADERSHIP TEAM, AND REPORTS TO FUNDERS AND THE LFFA EC
		2021										2022		
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
1. Manage Staff	1. Hire additional staff members for communications and outreach													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
2. Refine Governance Structure	1. Revise and ratify Terms of Reference													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	2. Develop Terms of Reference for Individual Committees													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
3. Develop a workplan and Secretariat Policies	1. Create a workplan, and review as needed													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	2. Continue creating policies needed for current Secretariat and for becoming independent													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	3. Create an organizational strategic plan and review as needed													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
4. Engage Mainland Coast Salish Communities	1. Work with contacts and Leadership Committee to create an engagement plan													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	2. Finalize a Leadership Committee													

	3. Hold regular Working Group Meetings													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	4. Hold Leadership Table Meetings													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	5. Hold regular meetings with Mainland Coast Salish Communities to continue building relationships													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	6. Attend meetings, forums and do community visits													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	7. Identify areas of concern or interest in all-hazards management, and priorities for the region and next steps for EPS													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
5. Advocate for Operationalization of DRIPA, and Mainland Coast Salish Communities Involvement in Regional Emergency Planning and Improved Capacity	8. Work to secure proactive flood management planning that eliminates or reduces emergency authorized mitigation so proper consultation can occur													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	9. Work to ensure that all emergency work (both mitigation and response) has full consultation and inclusion of First Nations													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	10. Attend meetings for all-hazards management and advocate for Mainland Coast Salish First Nations													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	11. Continue holding Collaboration Meetings													<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC

	12. Review incoming legislation and initiatives, and assist with ensuring Mainland Coast Salish values are included, and produce coordinated responses as desired by communities																<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
6. Refine Communications Strategies	13. Work with all contacts and Leadership to refine the communications strategy																<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	14. Manage a contact database that is continually updated																<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	15. Identify a plan for managing a database of available studies, data, projects, best practices, and initiatives, and begin implementation																<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
7. Continue Ensuring First Nations Participation in the LMFMS	16. Participate in remaining LMFMS committees																<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	17. Continue assisting FBC with engagement for the LMFMS																<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	18. Liaise and collaborate with communities on committees and LMFMS broadly																<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	19. Communicate information from the LMFMS Phase 1 and 2 to First Nation communities																<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC

	20. Review LMFMS and new governing entity committee structure and determine First Nations leadership able to participate															<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	21. Participate in the LMFMS Implementation Process															<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
8. Continue and Finish Mainland Coast Salish Flood Plan	22. Hold community-based engagement to share/improve information about flood hazards, vulnerability, and mitigation approaches															<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	23. Perform additional flood hazard, vulnerability assessments and climate change risk assessments as needed															<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	24. Engage consultants to review and identify innovative flood mitigation techniques at different scales															<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	25. Hold subregional and regional scale engagement to identify common priorities, concerns, and next steps															<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	26. Provide support for flood response and recovery planning, and post-incident review and evaluation															<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC
	27. Perform cost-benefits and jurisdictional analyses of mitigation options from the LMFMS and communities															<b>Lead:</b> EPS Staff <b>Review/Ratify:</b> EPS LC and LFFA EC



