$Staffing \ chart \ on \ google \ drive \ (let \ Barb \ know \ if \ you \ don't \ have \ access) \ at: \\ \underline{https://docs.google.com/spreadsheets/d/1s5Lw_WLzPcmZKzWUhEBKTq9npi3inm3WeRCSMhon4ig/edit?usp=sharing}$

Consultation Component	Sub-section	Lead Staff	Backup	Coordinators	Notes
Key Roles and Sections of the Consultation Process and Package including consultation lead biologist, CVO and WCR review and clearance, BA coordination, BIOp sections, EFH, etc	Major Sub- components of the BiOp	is the primary person responsible for production (or coordination, where indicated) of assigned sections; will manage assisting staff who provide specialty expertise and support.	Expected to work closely with lead writer to produce notable quantity of text and assist in compiling contributions from specialty staff.	Will review section in draft form to ensure solid foundation and identify issues/concerns. Is expected to be consulted during draft development to provide early guidance on document objective and structure. (Note: Naseem will review all sections for Division clearance; Chris Keifer, NOAA GC will review all sections for GC clearance)	
Lead Biologist/Scientist		Barb	N/A	N/A	
Branch Chief Review/Clearance		Garwin	N/A	N/A	
ESA Section 7 Review/Clearance		Naseem	N/A	N/A	
NOAA GC Review/Clearance		Chris K	N/A	N/A	
ARA Review/Clearance		Maria	N/A	N/A	
WCR ESA Policy Support		Rosalie	N/A	N/A	
Administrative Record Support		Norma	N/A	N/A	
Technical Editor		TBD - Contractor			
Version Control Editor		TBD - Contractor			
Section 7 and EFH Consultation					
Cover Letter		Garwin	NA	Barb	
Introduction		Garwin	Barb	Howard	
Consultation History		Garwin	Barb	Howard	
Proposed Action		Evan	Naseem	Howard, Barb	Short 3-4 page summary with full description as appendix
Not Likely to Adversely Affect Determinations					
Action Area		Evan	Naseem	Howard	
Analytical Approach		Cathy	Evan	Barb, Howard, Rosalie	Howard, Barb and Rosalie to crosswalk between the Anaylitical Approach and Integration and Synthesis to make sure that we anlalyzed what we said we would Also, we need to make sure that anyone who is working on the effects anlalysis read, understands and applies the Analytical Approach.
Status of the Species and Critical Habitat		Kristin, TBD for Killer Whale	Brittany	Howard	Kristin will coordinates with Killer Whale POC
Environmental Baseline		Brian	Naseem	Howard, Barb	Absolutely need to fully coordinate this with USFWS
Effects Analysis - Deconstructed Action		Evan	Naseem	Howard, Rosalie	See NMFS 2001 White Paper for guidance See CWF and Yuba Deconstructed Action for examples

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Effects Analysis by Division	Trinity River Division	Seth (Arcata)	Justin	Garwin, Barb, Howard	Garwin to review and advise for clearance, Barb to review for integration and synth
	Shasta Division	Evan (Shasta), Sarah (Clear Creek)	Cathy and Science Center (Eric)	Garwin, Barb, Howard	Joe review for sturgeon
	American River Division	Brian/Joe	Joe/Brian	Garwin, Barb, Howard	Joe review for sturgeon
	Delta Division	Jeff, Kristin	Cathy and Science Center (Eric)	Garwin, Barb, Howard	Joe review for sturgeon
	East Side Division	Barb, Kristin	Erin	Garwin, Barb, Howard	Joe review for sturgeon
	Feather River	Brian/Joe	Joe/Brian	Garwin, Barb, Howard	Joe review for sturgeon
	Fish Passage Program	Jon	NA	Garwin, Barb, Howard	Nothing proposed by Reclamation
	Future Conditions/Climate Analysis	Cathy	Cathy and Science Center (Eric)	Garwin, Barb, Howard	
	Hatchery Analysis	Amanda (Nimbus) Seth or other (Trinity River)	Brian	Garwin, Barb, Howard	Nimbus
Cummulative Effects		Brittany	NA	Howard	
Interrelated and Interdendent Effects		Amanda	Naseem	Howard, Rosalie	Nimbus/Trinity River Hatchery
Integration and Synthesis		Barb	Naseem, Rosalie	Howard, Rosalie	
	Recovery Analysis	Barb	Brian and Joe backup	Howard, Rosalie	Visit GGSA CWF points from litigation to make sure we do this correctly
	Effects by Species	Brian (WR, SR) Joe (Sthd, Green sturgeon) TBD (Killer Whale)	Back up for spring-run (Erin)	Howard, Rosalie	
Incidental Take Statement		Division Leads with Howard and Barb	Garwin to cross walk with 2009 BiOp for consistency	Howard, Rosalie	Develop Google Doc or Sheet for staff to add ideas on amount and extent of take, RPMs and T&Cs as they work through the effects analysis
MSA/EFH		Division leads	editor to bring together		
FWCA		TBD	TBD		
Data Quality Act		Barb			
References		Division leads	editor to bring together	Barb	Work with Cathy and sit down with team on process
Appendices		Barb	editor to bring together	Howard	
Memo to record that we are in compliance with NOAA QA/QC Policy		Cathy	Garwin	NOAA GC/ARA/Rosalie	