

SEAN sea otter monitoring SOP 12: Resource brief (deliverable SO_B)

Revision History Log:

Previous SOP version	Effective Date	Revised By	Changes Made	New SOP version
-	September 2018	Jamie Womble	Initial version	1.0

Summary

The resource brief is an unpublished report used for outreach to park staff (particularly interpreters) and the public. It contains information regarding sea otter population status, distribution and, possibly, trends. It is written in plain language, contains graphics and figures, and should not exceed two pages. The main source of its content is the set of SO_F abundance and distribution reports and SO_G periodic trend reports.

Detailed Steps

1. Project leader tasks
 1. Determine that the latest published SO_F and SO_G reports are available to serve as source material.
 2. Draft resource brief content
 1. Draft in MS Word.
 2. Use the IMD template available at https://science.nature.nps.gov/im/reports/docs/IM_Brief_Template_basic.docx as a starting point.
 3. The preferred Rawlinson font is available at <https://www.nps.gov/hfc/services/identity/type-rawlinson.cfm>
 4. Include at a minimum one figure or graphic image per page.
 5. Do not exceed two pages.
 6. Appendix SOP-12.B shows a representative resource brief from another monitoring program.
 3. Submit to program manager for review.
2. Program manager
 1. Determine level of review required.
 2. Conduct review.
 3. Send review comments to Project Leader.
3. Project leader tasks
 1. Update report to satisfy review comments.
 2. Resubmit to review manager.
4. Program manager
 1. Approve final report.
 2. Arrange for final copy editing, formatting, and PDF generation.

3. Forward PDF to data manager for dissemination.
5. Data Manager
 1. Create a record in the submission database using the application at http://sean-dm.glba.nps.gov/0_submission_update.aspx.
 2. Copy the candidate file to a directory in [\\sean.glba.nps.gov\Data\SEAN_Data\Staging\SO\SO_B\ssss](\\sean.glba.nps.gov\Data\SEAN_Data\Staging\SO\SO_B\ssss) where *ssss* is the submission number in the log generated by the application.
 3. Validate against criteria stated in the Appendix.
 1. Use a Section 508 application such as PAC-2 (<http://www.access-for-all.ch/en/pdf-lab/pdf-accessibility-checker-pac.html>) to report on compliance issues.
 2. Get final acceptance from Program Manager – or obtain a revised PDF for revalidation.
 4. Generate a Data Store reference of type “Unpublished Report”.
 5. Upload PDF to Data Store repository.
 6. Activate reference.
 7. Install PDF and web links in development web site and test.
 8. Propagate to the integration and production environments, and retest.
 9. Update and distribute deliverable tracking sheet.
 10. Update deliverable submission database.
6. Program Manager
 1. Disseminate to park staff and others having interest in the subject.

Appendix SOP-12.A: Resource brief – detailed deliverable definitions

Purpose of Deliverable

Inform interpreters, other park staff, and the public regarding the status and trends of the sea otter population in Glacier Bay using non-technical language.

Frequency Produced

SO_B is produced occasionally, when new significant information (such as population trends) is developed by the program.

Prerequisites

Content comes mostly from the accepted SO_F and SO_G published reports.

Data Flow

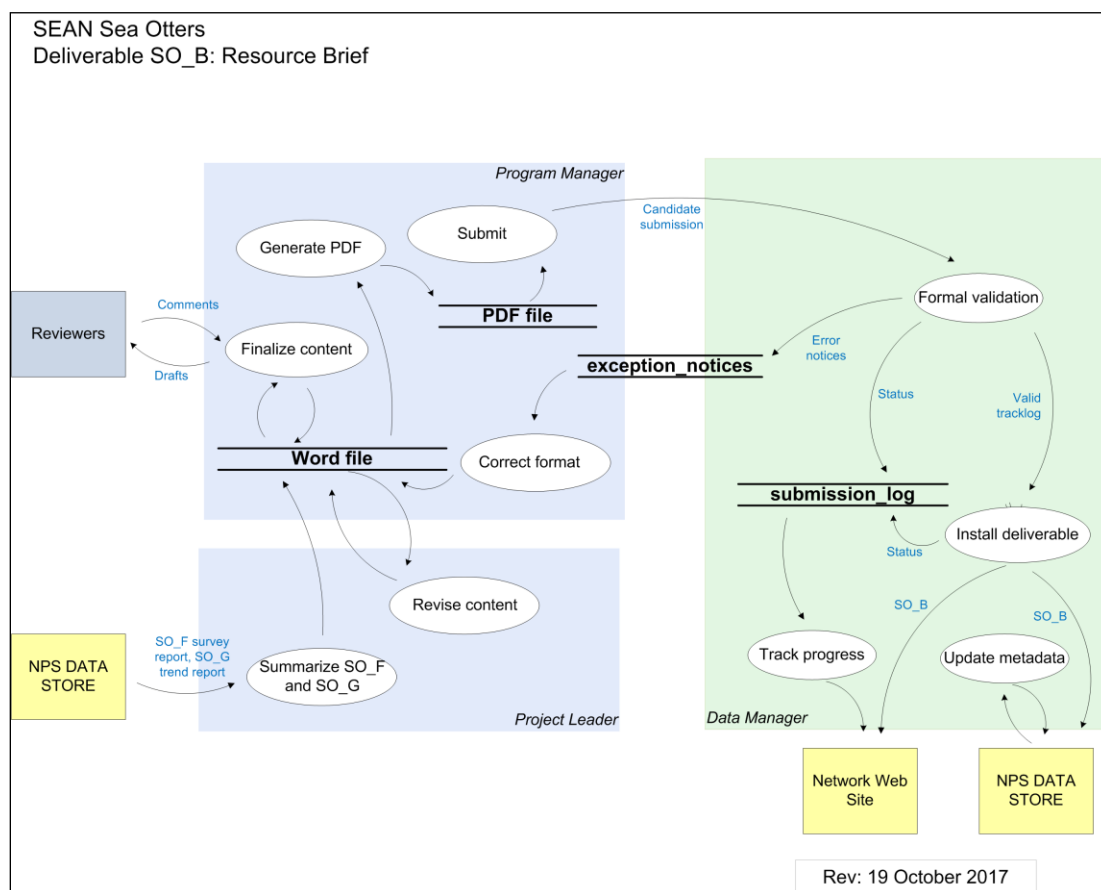


Figure SOP-12.A.1 Data flow required to generate final deliverable SO_B, resource brief.

Deliverable Definition Forms

Form A: Non-tabular Information Deliverable

<i>Vital Sign:</i> SO Sea Otters	<i>Deliverable ID:</i> SO_B	<i>Deliverable Title:</i> Resource brief
<i>File Format:</i> PDF	<i>Associated Software and Version:</i> MS Word. Adobe reader DC version 12 or greater.	<i>Revision Date:</i> 10-19-2017
<i>Expected Frequency:</i> Occasional - as needed	<i>Submission Unit:</i> n/a	<i>ID of first protocol this applies to:</i> SO-2017.1
<i>What purpose does this deliverable serve?</i> Inform interpreters, other park staff, and the public regarding the status and trends of the sea otter population in Glacier Bay in non-technical language. This is booked into NPS Data Store under reference type Unpublished Report.		
<i>Summary of content:</i> A few major points obtained from the set of SO_F and SO_G reports. The brief must contain at least one figure per page illustrating a point from the text. The brief should occupy no more than two pages.		
<i>Mandatory validation criteria:</i> 1. The final PDF file must be fully readable using Adobe Reader DC. 2. It must contain at least one figure/graphic per page.		
<i>Optional validation criteria:</i> 1. Should meet all Section 508 compliance requirements. 2. Should generally follow the IMD brief template. 3. Should not exceed two pages.		
<i>Deliverable ID of any other SEAN data products required to create this product</i> Past versions of SO_F, the abundance and distribution report. SO_G trend report, if available.		
<i>Description and source of any outside data required to create this product:</i> None.		

Appendix SOP-12.B: Example resource brief (from another program)

Resource Brief

Southeast Alaska Network

National Park Service
U.S. Department of the Interior

Inventory & Monitoring Program



Streamflow

Glacier Bay National Park and Preserve

Klondike Gold Rush National Historical Park

Sitka National Historical Park

Importance

Streamflow refers to the volume of water flowing through a stream or river at a particular location at any given time. It is the pulse of the damp and productive landscape of Southeast Alaska. The annual discharge of freshwater entering the Gulf of Alaska exceeds that of the Mississippi River and is four times greater than the Yukon. Across the Southeast Alaska Network (SEAN), streamflow is influenced by surface runoff from rain and snow, glacial meltwater, and groundwater input from wetlands and other aquifers. In turn, streamflow influences water quality, nutrient loads, stream-dwelling organisms, and coastal marine ecosystems. In a 2012 climate change scenario planning workshop conducted for Southeast Alaska national parks, long-term changes to the timing and magnitude of streamflow emerged as a top environmental concern for NPS staff, external agency partners, and community leaders. As such, the primary objective of this program is to monitor current streamflow in all three SEAN parks and to quantify long-term trends in annual and seasonal streamflow patterns.

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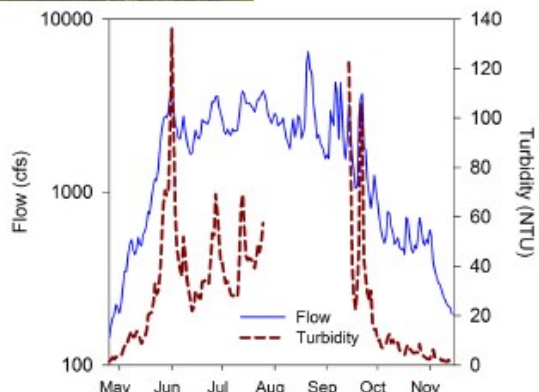
Coordinator: Brendan Moynahan,
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A chum salmon digs an egg pocket, also called a redd, in the Indian River in Sitka. Along with many other effects on aquatic organisms, variations in streamflow affect the availability of clean substrates needed for salmon spawning and the survival of salmon eggs.

Program Design and Status

Streamflow gages continuously measure the stage, or height, of a stream's water surface. Measurements of stream discharge, or flow, are taken at various stages to create a stage-discharge relationship. This relationship is then used to report flow in real-time based on stage measurement. A collaborative funding effort between the United States Geological Survey (USGS), National Park Service (NPS), and the city of Skagway maintains the streamflow gage in the Taiya River, which flows through Klondike Gold Rush National Historical Park (KLGO). Since 2007, NPS has operated two streamflow gages on the Indian River in Sitka National Historical Park in cooperation with the city. USGS operates gages on the Alsek River along the outer coast of Glacier Bay National Park and Preserve. At this time, the SEAN has adopted USGS protocols for national streamflow monitoring and plans to continue its existing streamflow monitoring partnerships into the future.



Streamflow is tightly linked to many commonly measured water quality parameters. In this graph of 2011 data, decreased water clarity (turbidity) in the glacially-influenced Taiya River corresponds to increases in streamflow. Glacial runoff during high-flow events carries sediments that reduce water clarity, and the timing and frequency of these events are likely to be influenced in the future by climate change.

Reports, Data Access, and References:
http://science.nature.nps.gov/im/units/sean/SF_main.aspx

Updated March 2012