

Action Items
RLAT January 2006

1. **Action Item – Each MSC should go back and look at their submittals and provide an MSC recommendation for the entrance fee policy. Send it back to Judy. Due – in 3 weeks**
2. **Action Item – have a team work on this to quickly determine how to proceed in absence of authority.**
3. **Action Item – Judy will send information on the other 2 proposed discount passes to RLAT members. Group is in agreement to go with new program.**
4. **Action Item - Kathy Carlson is going to help us look at all our different permits under Rec program and work to minimize the number of permits (generic, multi-use permit?). Each MSC will be asked to provide input on what they are doing so that a national request can go forward to OMB.**
5. **Action Item – Develop a small team to begin work on a Recreation 5-Year Development Plan.**
6. **Action Item – Need a small team to look at feasibility of establishing minimum service levels and how that would work. MSC regionalization efforts could be a starting point. Not a hard and fast number, but need to look at minimum health and safety plus an increment above that that needs to be closed if it falls below. May be able to add elements to measures or look at an entire suite of measures – occupancy rate, etc. to help make decisions. Need to determine how these decisions should be made. Judy will send out an E-mail for action items that folks can sign up for. This is RIPPII. Why doesn't the new guidance already cover this with the exception of adding some performance measurement info? Example: may be able to take Nashville Drill and create some standardized tools to make this easier and more uniform. Can have acceptable levels, example 2% occupancy, 50 visitors.**
7. **Action Item – Need to get dispersed use visitation included/highlighted in OMBIL so it is obvious as to what is being done. Maggie, Sammy, Mike, Judy.**
8. **Action Item – RLAT members need to update smart book entries for MSC and districts for VERS contacts. Also need project contacts.**
9. **Action Item – Need to get Los Angeles district into the visitation system. May not have recreation site names. If so, they will need to put recreation site names into OMBIL. Once it is in OMBIL, visitation can work on. Mike Owen, Maggie Moses and Phil Turner will work on. Once areas are in the system, Sammy can help with visitation.**
10. **Action Item – Need to add visitor center visitation included/highlighted in OMBIL just like dispersed visitation so it is obvious what the visitation is. Maggie, Sammy, Mike, Judy Action Item – Need to decide when to stop direct input of visitation into**

- OMBIL, enter only into VERS. – Might want to include that in VERS memo – 60-day sunset clause. Hope to go live by 1 March 2006. Send in backups and then deploy new url.**
- 11. Action Item – Julie should send BEST’s Best to RLAT members for comment – what to leave in, what to take out, what to separate out as a separate program, etc. Will also share with CATT members for comments.**
 - 12. OMBIL Action Items – Review OMBIL data fields for those items where NA might be applicable – OMBIL Recreation user’s group. Also need to consider implications of additional confusion for field personnel. Recommendation – This will be the only way to enter Recreation annual update. Action Item – Provide both the full manual and a Cliff Notes version of guidance/how to use tool. Action Item – Add a date stamp to the database – when data was entered. Action Item – Do initial roll out and then try to make some tweaks based on suggestions with NA issue sorted out so folks can begin using it and save a lot of time.**
 - 13. Action Item – Consider using St Louis retired Programs contact to develop a method for highlighting “shadow budget”.**
 - 14. Action Item – Begin re-energizing use of partners to help our program. Don Dunwoody will help with this. Are we knocking on doors and looking for new opportunities? Are our policies too restrictive?**
 - 15. Action Item – 5 Year plan may want to consider some of this information – where do we want to be in the future?**
 - 16. Action Item – Spend time at next meeting looking at futures – recreation trends and demands – key industry reps. They would be brought in to stimulate thinking and look for how it ties into our strategic goals. Someone could also mine NRPA presentation data to look for related presentations. – Abstract down to what we need to work with/what components we want to pursue.**
 - 17. Action Item – Post Judy’s handout of changes made in Rec-BEST.**
 - 18. Action Item – Julie needs to further refine the environmental element of FCI for Rec-BEST.**
 - 19. Action Item – Judy will send recreation EC out final (as part of overall Budget EC). Will now be called an Appendix versus an Annex and will look slightly different.**
 - 20. Action Item – Post Rec-BEST timeline chart on Gateway.**
 - 21. Action Items – Need to identify tasks for that team leader if one is needed**
 - 22. Action Item – Prepare a budget breakdown of funds for Central funding – how being used within a category for next RLAT meeting.**
 - 23. Action Item – Wen will provide a list of Increment 3 funded items from last year to RLAT members.**
 - 24. Action Item - Wen needs to change 10% of visitation total for “area” versus “project” on focus item.**

25. **Action Item – Wen needs to add project level funding from last year to roll up/summary report for comparison purposes.**
26. **Action Item – In roll up report, Wen needs to add a column for service level.**
27. **Action Item – We need to send out a list of projects showing current owner prior to deployment so corrections may be made.**
28. **Action Item - Judy – said could look at for improving process, liability, etc., but not for increasing fees.**
29. **Action Item – Jim will send guidance on emergency response for posting behind castle.**
30. **Action Item – Suggestion for Janice to see if the memo could be joint (Ops and HR) for encouraging 401 ranger conversions.**
31. **Action Item - Need to process for using landscape value for tree cutting fines on Gateway. Mike Loesch will provide a disk with this information.**
32. **Action Items – Someone needs to give Kathy 401 conversion coursework requirements so she can share through NRPA to help ensure students have correct coursework.**