

PAC Meeting Minutes
13 May 2011
1:00 Eastern Standard Time

Attending:

Attending

Chris Gallagher, SPN

Mike Hosey, SAW

Jamie, Gyolai, MVP

Alana Mesenbrink, NWS

Allen Gwinn, NAD

Chris Rapenchuk, LRL

Heather Burke, HQ National Partnership Program Manager

1. Minute approved for 8 April -will be posted on the Gateway. **Action Officer Chris R.**
2. APPL Housekeeping
 - a. Thank you letter received from HQ. Thank you Alana & Heather.
 - b. APPL Topics for 2012 General Session are being requested by APPL. Send your list to Heather before 20 May. **Action Officer Heather and Team.**
 - c. Participant Evaluations for the USACE session were received and distributed to the PAC.
3. NRMG Gateway Corrections
 - a. Travel arrangements to Caesar Creek Lake were finalized for the sub-committee consisting of Alana, Heather, Jamie, Allen, Chris R. and Ginny.
 - b. We will be making live changes and most likely will split into teams to review specific pages.
 - c. Please bring a CPU if available.
 - d. Chris R. will forward a detailed consolidated travel list with contact info. **Action Officer Chris R.**
4. Handshake Update -Mike
 - a. Past Handshake Recipients have been posted on the Gateway.
 - b. All but one of the 2009 and one 2008 Handshake Progress/Completion has been received. They will be posted on the gateway once Mike receives them. **Action Officer Mike.**
 - c. No new agreements have been received a reminder message will be sent out to all recipient's. **Action Officer Mike.**
 - d. Handshake for 2011 – Mike will forward a draft application before 20 May to the PAC. We will need to decide on the incentive categories for this year. **Action Officer Mike.**

- e. We plan to release the applications to the field in July/August 2011.
5. Status of accomplishments or milestones.
- a. Where possible monetary values will be assigned to the items and Heather proposes to use it as part of the training session. **Action Officer Chris R.**
6. OMBIL Update - Alana /Heather
- a. Open to Field. Since Ombil was reopened, an additional 1 million dollars has been captured. Hats off to Alana and Heather!
 - b. Real Estate Leases were separated from OMBIL Partnerships due the complexity and values that are difficult to determine.
 - c. New wizards have been developed for Leases & Licenses and Law Enforcement Agreements which will be used for the first time this update period according to Dena Williams.
7. Outdoor Programs Relationship Workshop - Boy Scout - **Action Officer Jeff Boutwell**
- a. BSA leadership is tentatively planning for the workshop September 20-23, 2011 at the Philmont Training Center (PTC) in Cimarron, New Mexico and requests a representative to learn more about the BSA and to develop joint programs that will benefit youth across the country. Jeff Boutwell will represent the PAC with Chris R. as a backup.
8. PAC Funding-Heather
- a. We have \$27,567 from FY10 carry-over, and another \$45,000 for FY 11. Here are the foresee with ballpark estimates:
 - b. Projected Financial Needs - July 25-28 NRM Gateway workshop: Travel for Jamie, Allen, and Alana = \$6,000 Sep 12-16 Potential APPL workshop in Portland: Travel for 2 team members \$5,000 Sep 20-23 Boy Scout Workshop: Travel for one PAC member = \$2,000 Oct 3-7 PAC team meeting: Travel for 7 PAC members = \$21,000. The excess funds are going to be returned to HQ as no one has additional fund request except Heather who will make the adjustments.
9. Cooperative Management Update– None
10. Contribution Plans – Jamie
- a. Jamie developed a template for a District Contribution Plan that includes all the plan components or requirements. Please review and comment back to Jamie before 27 May. Once we all concur the document will be forwarded to HQ for review and approval. **Action Officer – ALL**
11. Progress on USACE Recreation Strategy/Outdoors - Allen & Jamie
- a. Jamie and Allen Plan to have a conference call 31 May to discuss.

- b. Heather recommends that they contact Greg Miller, SAD and Lynn Neher, MVS as they have been assigned as the team leader or champions to implement partnership goals as outlined in the Strategy.
- c. Heather reports that the HQ tools to implement the plan (Public Web Page, New Releases, Meeting with Stock holders, etc.) is to be completed by the end of May

13. Cooperating Associations – Heather

- a. Update to National List –please examine and update for your division Suspense is 20 May. Forward the update to Heather. **Action Officer All.**
- b. The list will be used in OBMIL as a drop down list to remind users that they are selecting a specific Cooperating Association and should help eliminate the random use of Cooperating Association as the partnership type.

14. Face-to Face Meeting Dates/Place –Chris R

- a. Date - the first week in October was finalized.
- b. Travel on Monday 3 October, meet Tues, Wed, and the morning on Thursday, then travel home in the afternoon on 6 October or 7 October.
- c. The following projects were contacted as potential sites

PhilpotLake	Greensboro, NC	276-629-2703	Yes
Tully Lake	Boston	978-3188282	Yes
Carlyle Lake	St. Louis	618-594-2484	Yes
Lucky Peak	Boise	208-343-0671	Pending
Blue Marsh	Philadelphia (Reading)	610-376-6336	Yes
Executive Management Training Center	Boston	http://www.cpms.osd.mil/lpdd/southbridge/emtc_homepage.aspx 508-765-6333	Yes

Action Officer Chris – will provide the list by 20 May for a team vote on the location once all potential sites have confirmed. The Army Training site will also be contacted for availability in the New England Area.

15. Corps Foundation Update –Chris G/Heather

- a. The Foundation will be provided feedback on the APPL participant evaluations - **Action Officer Heather**
- b. They are accepting Credit Cards for memberships.

16. Training Update- Webinar for Partnership 101

- a. Heather is currently examining the processes to set up a webinar and plans to conduct 7 sessions during August/September that will last about 1 hour. Each PAC will participate for their respective Division.

- b. Dates will need to be established soon.
- c. There was recommendation to have session recorded and made available on the gateway for those who missed the webinar.

17. National Environmental Foundation Update –Heather

- a. She met to discuss the potential for developing a USACE Health Care prescription program similar to the USFWS Program.
 - 1. Intention is to develop on-line training program like other federal agencies who provide funding; however due to USACE authority issues we can not provide funding as this time.

18. Legislative Changes

- a. Mary Coulombe prepared a letter to General Grisoli for the ASA (CW) to transmit the proposal to OMB for consideration as an FY 13 Administration proposal. If OMB accepts, it will be a formal Corps approved/endorsed proposal that can be shared freely with the public and legislators.

19..Next Call - June 10 at 1:00 est

ASSIGNMENTS/Due Dates:

- **May 18: Send draft webinar PPT to team for review (Heather)**
- **May 20: Send APPL topics for presenters to Heather (ALL)**
- **May 20: Mike sends team 2011 Handshake Application for review and input (Mike/ALL)**
- **May 20: Send updated cooperating associations list to Heather for each MSC (ALL)**
- **May 20: Chris will send meeting location options to team (Chris R)**
- **May 27: Team sends votes to Chris on meeting location (ALL)**
- **May 27: Send comments on Contributions/Recognition plan to Jamie (ALL)**
- **May 31: Send potential Aug/Sep webinar dates for your respective MSCs to Heather (ALL)**
- **NRMG workshop travel logistics to sub-team (Chris R)**
- **Handshake Program follow-up (Mike)**
- **PAC team accomplishments/values (Chris R)**
- **Confirm PAC team participation at Boy Scout workshop (Jeff/Chris R)**
- **July 1: Send comments to Heather for webinar PPT (ALL)**