

PAC Minutes
14 October
1:00 Eastern Standard Time

Participants: Chris G, Mike H, Allen G, Alana M, Heather B
Absent: Titus H, Chris R, Jaime G

1. Charter Review/Acceptance: Edited 1-year and 5-year work plan matrices and selected start/end dates for all actions. Added Handshake webinars and meeting with OC/RM/RE for all team members. Allen sent revised version to team after the call. Heather shared with Mary Coulombe for her comments/approval. The new charter will be posted on the NRM Gateway. **Actions: All team members work on their action items.**
(**Actions for Oct/Nov:** Handshake application review-All; Training Cost Analysis-Jeff; EIP award-Allen, Chris, Chris; Budget letter to ERDC-Chris R; Contribution Plan-Heather; Military links-Alana)
2. APPL 2012- Las Vegas: Discussed draft 1 ½ day Corps workshop plan. Some concern was expressed about whether the cooperative management topic has enough content to fill 4 hours. A suggestion was made to add a session to assist participants with developing Handshake proposals and agreements if Titus determines he will not need all 4 hours for cooperative management. Heather sent the draft schedule to Claudia from APPL to assist with workshop logistics. Either the new SAD or SPD team member will take the lead on organizing Corps participation at APPL.
Action: New team member coordinate with Claudia
3. SPD/SAD team member recruitment: Recruitment emails were sent to Scott Strotman and Phil Smith on October 11 requesting new team member recommendations. Nominations are due November 11. **Action: Heather will compile nominations and share with team to make selection (with Mary's approval)**
4. Handshake program:
 - a. Mike provided an update on FY12 applications received. As of this morning, there were 31 applicants. Mike will develop a spreadsheet to score the applications and send to all team members to review and rank the nomination packages. **Action: All**
 - b. Changes to policy on every other year eligibility: The team discussed removing the restriction currently included in the handshake program which only allows a project to receive handshake funds every other year. The team agreed that a change in the policy is acceptable and will work out the details in the next few months to include guidelines for projects that apply every year. **Action: Allen**
5. Contributions Plan MFR: Received OC approval of sample contributions plan on October 12. One of the items of concern is in regards to accepting construction services by non-federal entities. Heather and Mary will be discussing this with HQUSACE OC to develop more specific guidance and clarification before sharing the MRF with the field.
Action: Heather
6. Discussion with CHM government services for Grants and other partnership training: Heather and Mary had a conference call with Margaret Bailey of CHM on October 7. CHM is interested in working with the Corps to meet our training needs. Heather has provided the PAC Charter to CHM. They will develop a proposal of services they may be able to offer the Corps.
7. Campers 4 a Cause update: Corps operated campgrounds will not work directly with Campers 4 a Cause, but we will be providing the non-profit with a list of our outgranted campgrounds/marinas so that they can make contact and determine if any would like to be involved in their fundraising campaign. Heather will send a message to the outgrantees/concessionaires to let them know that C4AC will be contacting them and that it is completely voluntary if they would like to participate in the program. **Action: Heather**

8. FITV meeting: Heather will be meeting with the Federal Interagency Team on Volunteerism on October 27. Potential topics to discuss include: America the Beautiful Volunteer passes/development of Corps volunteer passes, lawsuits against friends groups (BLM), expenditures on volunteer recognition items and celebrations, training needs, etc. A request was made to also add security clearances as a topic item to find out how the other agencies are handling that process.

9. Partners Outdoors planning: Partners Outdoors will be held in Williamsburg, VA Jan 8-10. The Corps will be given between 10-12 slots for participants. The team has been asked to provide their suggestions for PAC team members to attend, Corps employees to attend, and Friends groups/cooperating associations or partners to invite. **Action: All members send recommendations to Heather**

Next Call: November 15 at 1:00 pm Eastern