



**US Army Corps
of Engineers®**

PAC Fall Meeting Minutes

Location - Table Rock Visitor Center
2-5 October 2012



Business Meeting 3-4 October 2012: Table Rock Visitor Center

1. Prospect Course

PowerPoints were reviewed to insure that contents are in alignment with the pre & post test, are accurate in accordance with policies, and are all formatted in a similar fashion. Two of the course PowerPoints were not available during the meeting, but have been submitted and accepted.

Pending Action Items for Course #328

- a. Heather will finalize edits to the power point presentations, class reporting instructions, quiz questions and send to Connie.
- b. Heather will check on whether Huntsville will provide class supplies (flip charts, markers, etc) or if we need to get that from the hosting district.
- c. Heather will contact NWP Office of Counsel to see if a representative might be able to assist with the ethics section of the class.
- d. Jamie will draft partner exercise scenarios and get team input.

Pending Actions for Dallas Class

Heather will contact Doug/Jeff/Chad to develop Dallas class field trip.

Pending Actions for FY13 Class (28 Oct to 1 November 2013)

Heather will contact LRN to request assistance to hold October 2013 class in Nashville District office.

Pending Actions

All – Inform OC, RM, and RE in each MSC and District about the course.

2. Natural Resource Management Gateway - Partnership Page

Pending Actions

Heather will update Contribution FAQs to match message in PowerPoint presentation.
Chris R. will send Ginny a copy of a signed Law Enforcement Agreement as a Cooperative Agreement example.

3. Public Resource Management Gateway - Partnership Page

Pending Actions

Jamie will develop "hello" message for the landing page.
Heather will draft a hierarchy of sub-pages for team input
Chad will work on a short partner outreach video and share with team for comment.

4. Water Safety Partnership

The PAC would like to coordinate a joint group meeting with the National Water Safety Team.

5. PAC Charter

The work items and five year plan has been updated and pending final review from the team.

Pending Action

Chris R. and Heather will match text in charter with new action plan/calendar and forward to team upon completion. Team review for final edits.

6. Partnership Outreach Page

The team edited the document and SWL ACE-IT graphic artist will assist with finalizing “Why Partner with the Corps” information sheet.

Pending Actions

The document was sent to the SWL ACE-IT graphic artist by Titus and pending is the revised product.

If SWL needs funding the PAC can MIPR funds to SWL.

7. PAC Replacement for SAD

Heather contacted Ryan and Miriam to determine if either is interested in replacing Chad. Miriam has accepted and will be the new representative for SAD. Chad will remain a silent member to complete remaining assigned task and to assist with the February and April Prospect Course.

8. CNREF

The team discussed priority actions for recommendation to the CNREF and decided to proposed they focus on assisting lakes with applying for grants. Request that the CNREF conduct research to determine a list of specific grants that the Corps or the Foundation can apply for and provide descriptions of the eligibility factors and criteria. Once a list is developed they can assist lakes in applying for grants.

Pending Actions

Heather has communicated the grant assistance priority with CNREF and they will discuss on their next monthly call.

Jamie will participate in next monthly phone call.

Will also request for CNREF to list priorities so that the PAC can provide comment.

9. Rotation of Talking Points

The team agreed to conduct quarterly conference calls with their Division/District/Project partnership POCs to provide updates on the partnership program and action items/accomplishments made by the PAC

Pending Actions

One member from the team will develop the talking points for all to use on each quarterly call. This will rotate among team members each quarter. Need a volunteer to develop first call's talking points.

10. SharePoint Site is proposed for the PAC

A Share Point site will be set up to share all files among PAC members

Pending Actions

Jamie contacted ACE-IT to create Share Point site. Heather will be the administrator/owner of the site.

11. Partner Outdoors in CY 13 – West Virginia

Currently the proposal is to send two PAC members to be named.