

PAC Minutes 25 June 2013

1:00 pm EDT

Attending:

Allen Gwinn, NAD
Heather Burke, HQUSACE
Chris Rapenchuk, LRD
Greg Miller, CENERF
Titus Hardiman, SWD
Joel, Miller, SPN

Absent

Jamie Gyolai, MVD
Alana Mesenbrink, NWS
Debbie Chenoweth, CENERF
Miriam Fleming, SAM

PAC Personnel Changes - Jamie Gyolai, MVD PAC team member since 2011 will be leaving the Corps at the end of August. He and his family are moving to Africa. He brought a business perspective as a team member which was priceless and has coordinated many significant partnership opportunities to his project and USACE.

A. MVD has been asked to provide a nomination for the position the week of 15 July, thus the team can review the nomination(s) during the next meeting.

Corrections and Approval of the 31 May Minutes- Accepted and will be posted on the NRM Gateway.

1. Prospect Courses Review Update

A. Nashville Class Prospect Update

1. PAC Instructor Heather, Alana, Miriam, and Allen. Funding currently is not available for Chris R. to assist, but a final determination will be made after the Sacramento travel orders are processed and residue funds are returned.
2. Hotels are blocked out for the students and the hotel is directly across the street from the Training Center.
3. Heather and Nashville personnel have developed a field trip agenda that supports the objectives of the class.
4. The Foundation will contact a local member to present- Avis Kennedy was recommended by Debbie, who will follow up with Avis. **Action Officer Debbie.** If Avis is not available Heather will present the curriculum associated with the Foundation.
5. Revised material for the class is due in Huntsville by 1 September 2013. A revised schedule was drafted based on four instructors. If Chris R. can assist then the number of session will be reduced.
6. Student Survey which identifies the number of students for the class sessions will be provided from Connie and Heather will check with her in July. If there are not a sufficient number of students registered (Greater than 15 for each class) the two classes in FY14 may be combined, and the Atlanta class would be cancelled. Connie reports the enrollment in prospect class is down due to the current financial situation.

Action Officer Heather

B. FY 2014 Atlanta Prospect Update

1. Miriam is to add a podium, microphone, and table to the GSA reservation. **Action Officer Miriam.**
2. Miriam with try to block 40 rooms at the Embassy Suites or Hilton Garden Inn. **Action Officer Miriam**

2. CNREF Update – Debbie/Greg

1. The USACE Partnership Video will be utilized on the Foundation Web Page until they can produce their own video.
2. The Foundation Web site is under development and will look similar to the National Park Foundation web site.
3. They plan to facilitate a strategy retreat in Seattle (TBD) with stakeholders to develop a strategy for the Foundation to involve partners like the Our Lands & Water foundation, friends groups, cooperating association and businesses.
4. The Foundation was asked if they could provide funding to purchase volunteer recognition items like coins, pins, or similar items for USACE. Projects currently do not have the authority to utilize funds to purchase recognition items. The Presidential Volunteer Service Award program is another option for the CNREF too look into funding. There is a nominal fee for the coins.

Greg will follow up that their next meeting.

Action Officer - Greg

5. Lake Cochiti was in contact with the Foundation requesting assistance in developing a Cooperative Joint Management (CJM) Plan.
6. The Foundation asked that they be included in the USACE Webinar as participants. Heather will provide the dates via e-mail. **Action Officer- Heather**

3. PAC Funds –Chris R.

1. PAC Balance \$ 16,119.61 as of 23 June. (Accounts for all of July Travel Cost)

4. Public NRM Gateway Update

1. The site is almost ready once Ginny imbeds the video. Heather will check on progress later this week. **Action Officer Heather**

5. Quarterly Talking Points Report

1. 4th Quarter Talking Point Dates - please set a date.
 - A. Titus hosted a session on 24 June with 11 topics.
 - B. Joel also hosted a session with focus on Sacramento and San Francisco Districts working with the Our Lands and Water Foundation to develop CJM parks in their respective districts.

6. Handshake Update

1. A total of 3 of the 2013 Handshakes are pending funding and Allen is coordinating with the projects.
2. Final Reports Status – Two received for 2012 and two received for 2011. The two remaining reports from 2010 are expected in May/June and Allen is tracking and sending reminders to respective projects.
3. Handshake Webinar dates are 9 July 11:00 EDT and 10 September 11 EDT. Heather will send out a reminder to the field on 1 July. **Action Officer Heather**

7. Strategy for the Development of a Partnership Handbook.

1. Joint Prospect Instructor/PAC team business meeting request submitted to HQ was approved on 16 June 2013. Travel will be Monday July 15 and Friday July 19. If you have a USACE/ District/Lake

Polo shirts please pack them.

2. Travel Logistics

- a. Allen will may be renting a vehicle if needed for transportating personnel to the Project. Both Joel and Heather will have limited use of personal vehicles .
- b. The Hotel does offer a complimentary roundtrip airport shuttle with limited hours.
- c. Chris will send an e-mail to consolidate arrival and departure times. **Action Officer - Chris**

3. Draft Agenda

Tuesday 16 July – Prospect Teleconference Instructor Meeting.

Wednesday 17 July - Finalize video script for Thursday filming.

Select MVD replacement for Jamie on team.

Joel - Outline on the Volunteer and Partnership handbook and assignments.

Review of Forest Service Handbook.

RLAT response letter on CJM.

PAC position on Alcohol and Tobacco Partnerships.

Concept of a USACE National Volunteer Award.

Review of Ribbon Cutting Ceremony at Raystown.

Thursday 18 July Field trip out to a lake site with the videographer.

3. Hotel Reservations – Please confirm your reservation at the Embassy Suites Sacramento Riverfront Promenade, 100 Capitol Mall Sacramento. 1-916-326-5000
4. All MIPRS have been submitted.
5. Jamie will not be attending.

8. Volunteer Webinar Comments – Heather.

1. Should we ask each District on how they plan on obtaining Background Checks? Heather will contact the field after the 4th of July Holiday. **Action Officer Heather**

9. Feedback from Fishing Derby Sponsorship.

1. The issue of Alcohol and Tobacco sponsorship for events will be added to the RLAT September Agenda.
2. The PAC should provide a position paper for the September RLAT Meeting.

10. Awards – Pac Paid Travel Cost

Rachel Garren was selected as the winner for the 2013 Legends Award.

John Wargo, Park Ranger in LRD was selected as the winner for the 2013 Beacons Award.

11. New Business

1. Bass Pro and USACE met to discuss Fisheries Improvements utilizing the 1135 authority in Planning Division.
2. Proposals from the Reservoir Fisheries Habitat Partnership. RFHP has approximately \$90,000 available for grants and we anticipate funding 5-8 projects in the \$10,000-\$20,000 range. The deadline for proposal submission is 15 August 2013. Projects should be submitted electronically to Jeff Boxrucker at jboxrucker@sbcglobal.net
3. The Fall meeting will be in Concord, MA with a Per Diem of lodging - \$111 M&IE - \$71

not Boston.

Action Items

~~Chris R. — Post 31 May Minutes on Gateway and Shared Site.~~

Heather - Student Survey for Prospect Class – will the classes be combined?

Debbie - Foundation instructor for the Nashville Class- Avis Kennedy was recommended.

Greg – Can the Foundation provide funding to purchase volunteer recognition items like coins, pins, or similar items for USACE.

Heather – E-mail the Foundation the dates of the USACE Partnership related Webinars.

Chris R. – Consolidation of Arrival and Departure Times for Sacramento.

Joel – Outline for Partnership & Volunteer Handbook for July Meeting.

Heather – NRM Public Gateway follow up with Ginny.

Heather – Handshake reminder to field on 1 July.

Heather – Volunteer Background check processes in each District.

Chris, Allen, Miriam and Joel - Pending are photos from NAD, SAD, LRD, and SPD. Please work with your respective projects to secure copies for Heather.

Miriam is to add a podium, microphone, and table to the GSA reservation for the Atlanta Class.

Miriam with try to block 40 rooms at the Embassy Suite or Hilton Garden for the Atlanta Class.

Chris R. – Located high quality video to replace the YouTube posting.

Allen - Handshake Webinar dates are 9 July and 10 September.

Team - Alcohol and Tobacco sponsorship position paper.