

WINTER 2018 PAC TEAM MEETING MINUTES
JACKSONVILLE DISTRICT
27 - 29 NOVEMBER, 2018

TUESDAY, 27 NOVEMBER

0830 – 1700 St Lucie VC

- **EIP Award/Spring Meeting - Taylor**

- Award presentation plans and spring meeting- select tentative dates
- Packets due Dec 9th
- Reviews due and scores to Taylor by Jan 4- ALL
- Phone call for review: Jan 8th 1400 EST
- Meeting/awards dates:
 - First Choice: April 29-May 3
 - Second Choice: May 20-24 (Tennille and Allison's preference)
 - Third Choice: April 22-26 (Taylor not available)

- **NRM Assessment/OMBIL Review - Allison**

- Walk through screens with team
- Data status
- Issues/changes for Ginny- Heather will send request
 - Add a column for the number of partners (instead of in the same cell)
 - Have description and address separated
 - Can header be fixed so they can be seen as you scroll through the page (is this even possible in oracle?)
 - Add an "undo" on terminate function in case someone hits it on accident
 - When spreadsheet reports are pulled, can we have the partnership type in a separate column
 - When we do Step 2 and enter all of our data by each line, do we have to hit "update" for every line? Is there a reason there's a button for each partnership, or can we click "update" once for the entire page? Or is there a way we can do a notification that says "you have unsaved changes?" Just seek clarification on why it is set up this way, or if an "update all" would be more useful.
 - Follow up: what's the point of the "submit" button if we have to "update" every row? It looks like you can even click "submit" before all the data is entered, giving a false 100%
 - Print Report button from NRM assessment (or "save to Excel spreadsheet")
 - How can PAC team members get access to review data for our division/nation? Or at least Heather/Allison?
- Data Review – Heather will have Ginny pull spreadsheets. Module closes at the end of Dec. We'd like 2 weeks (mid Jan) for review.

- Side convo: **Reece Nelson** in Omaha is great with EDW. Can maybe help us figure out how to pull NRM (esp Partnerships) data out of EDW, understand how to edit and how to use it well for our purposes.

- **Newsletter – Scott/Tennille**

- Next issue: March
- Focus districts for stories: LRB/LRH; MVN/MVP; POH; SAS; SPA; SWG
- FY 18 OMBIL data- Heather
- Handshake winner story- Heath
- EIP/VOY winner story- Taylor
- Webinar schedule- Heather
- Add a new section to the newsletter to showcase where to find resources and encourage staff to use them (highlight NRM gateway section in each issue, webinar recordings, info sheets, etc)
- Articles due to Scott: 31 January
 - Scott/Tennille will edit in Feb.
- Note: we've never done a military or health partnership
- Changing template: Does anyone have any objection to switching to a format that looks like the Stewardship's newsletter
 - Things we like about stewardship's newsletter: subtle color, professional look
 - Things we like about ours: Arial font, short articles
 - Tara is the lead on the stewardship newsletter and will likely be on the rec newsletter. If we can get the layout from Tara, we can make the partnerships newsletter look similar and have a product consistent with other similar products in the NRM program. **Scott will contact Tara for template**

- **Upcoming Conferences/Trainings**

- Corps Foundation and Partnership program briefing for HQ- what should we focus on? Most important issues?
 - Lively
 - Partnerships aren't just a "nice thing the Corps does", but a management strategy at the field level.
 - Limitations of federal funding and why it's important to have public-private partnerships
 - Critical issues regarding regulations, and increased visitation
 - CF treasury account that projects could compete for with partnerships that have a match requirement
 - Try to keep it surface level and let questions drive if it needs to get into the weeds
- ES 101 class- Jan 28-Feb 1
 - If you have any ideas of ES prospect-like things that can be incorporated into these courses?

- Public Lands Alliance- Denver, Feb 24-28. **Anyone going?** Requests need to be sent through division
- Division/District workshops/trainings
 - SAD ranger conference- Feb 25 – Mar 1
 - LRD FY20 Ranger Conference has requested a Partnerships presentation (details still being planned)
 - Others?
- **Mini-partner training for Lake O staff**
 - Partnerships – Heather
 - Handshake – Heath
 - Cooperative Agreements – Sig
 - Universities and Schools – Miriam

WEDNESDAY, 28 NOVEMBER

0830 – 1200 St Lucie VC

- **NRM Strategy- Heather**
 - Review RLAT/SAT notes/comments
 - AAR of what all the different goals accomplished
 - Breakout sessions to discuss specifics
 - Team input on what needs to go in new strategic document
- **Handshake Program - Heath**
 - Discussion of this year's winners
 - This year has a good mix of ES and Rec
 - Changes for next year
 - Checkbox on scoring for deductions/incomplete scoring
 - Any initiatives on the horizon that we want to focus on? None known now, but we will see in the future.
 - Bonus points? If Jeff K doesn't have anything, then maybe we don't have to add bonus points
 - Add an example for the handshake funding breakdown... make sure how we know how \$\$ is spent. (use Saylorville as an example of a good cost breakdown). Insert into Section D of application/instructions.
 - Status of existing awardees and reports
 - All the agreements are done. Some need to be added to the Gateway.
 - Three Handshake webinars/seminars a year. Might be useful to move one to January/February/March, to get folks started
 - Miriam frequently hears interest right close to the due date. More of an opportunity for discussion/wrap up than a full blown "what is a partnership"? Could call the last webinar "tips for finalizing" and have some of the slides like in the OMBIL webinar "frequent errors"

- **Volunteer Reg Status:**
 - Pull up comments and look at them. Most of the comments seem to be about background checks
 - Need HQ security to buy in to regs and inform counsel & PAC of the current regs, etc that pertain to background checks.
 - Section about commander may delegate down to the field. Not everyone is operating under a delegation memo. Heather can talk with Brandon Pitcher about how/why this is in there and what the best way to address it is.
 - It would be great to say “a bond for volunteers is no longer required”
 - Now that we’ve got everyone’s comments, go back and look at the comments and cross-reference between the proposed reg and see what stands out as misinterpretation or better ways to read the reg.
- **Example:** photo calendar from Blue Marsh
- **Selection of new PAC chair, SAD nominee – Francis Ferrell**
 - New PAC Chair: Stacy Sigman
 - Continued Secretary: Allison Walker

1300 - 1700 Field

- **Manatee Protection Program**
- **Economy Act – Lake O**
- **Boat tour**

THURSDAY, 29 NOVEMBER

0830 – 1700 St Lucie VC

- **Test webinar system-** try with multiple logins as host
- **Calendar – set dates**
 - EIP award/spring meeting – TBD based on Partnership OTY awardee location.
 - Fall meeting – Oct 7 week, Omaha
 - Prospect teams
 - Boise – May 6-9, 2019
 - Tennille, Scott, Allison, Heather (Francis audit)
 - W Kerr Scott – Oct 27-Nov 1, 2019 – pick teaching assignments at spring meeting
 - Heath, Sig, Taylor, Heather, Francis
 - Seattle – June 7-12, 2020 – same teaching assignments as Boise for now
 - Tennille, Scott, Allison, Heather
 - Next monthly call (Jan 8th)

- **PROSPECT – Heather**

- Map exercises – Where is everyone from exercise
 - Is this valuable, and how do we incorporate it?
 - Bring printed/laminated map (fabric map that can be folded?)
 - Second day divisions presentation?
- Review of Saylorville class- changes needed
 - Run through all presentations for interactive opportunities
 - Intro to Partnerships – none
 - Building partnerships capacity – have everyone make a list of partners that they think they have at the project
 - Gateway exercise – no changes needed
 - Contributions –
 - Volunteer scenario type thing... “organization X wants to donate X, can we accept?” do it like the volunteer cards. 5 or 6 yes or no scenarios
 - Action item: Each person on the team come up with at least 1 acceptable and 1 unacceptable contribution scenario – due by Jan 8 phone call
 - Remove test questions slides? in place of the cards activity
 - Create a pitch (ex: national public lands day) pitch your partnership exercise – how to sell without soliciting. Allison will take the lead
 - MOU/MOA – which is which → students go through the list.
 - Find an example of a MOU and an MOA with the same/similar agency and show how they may be different. Scott will spearhead this task
 - Cooperative Mgmt – no exercise? General open conversation about ideas for opportunities... and thoughts as it may apply to their lake.
 - Non-Profit and For Profit culture
 - Exercises – talk to a neighbor and make a pitch?
 - Corps Foundation – no exercise
 - Cooperating Associations – no exercise?
 - Grants - lots of applications would require lots of printing. Youtube video showing successes?
 - Possibly provide example applications for RFHP, FPS, NEEF grants so they can see what they look like (maybe a resource sheet that points to examples on the gateway)
 - Tennille – video showcasing a grant winner in TX (yes for future classes, but not enough progress for next class)
 - Francis – get with Miriam and Chad to do a video @ W. Kerr Scott – Have something ready by the Boise class
 - Handshake – update with the most recent selectees.

- Remove money and numbers by division slides – interesting info... but maybe gets long for students? Or combine into one slide.
- Economy Act –
 - film Fenton talking about Economy Act at fish facility (Heather)
 - Miriam – update info on iguana removal
- Cooperative Agreements – no exercise needed
- Field Trip – discussion for every stop? Or general terms? What kinds of partnerships did we see? Start with “what stands out to you the most” and then lead into the other questions. (put questions on the projector and have classmates talk through these questions briefly with each other. (see Heather’s worksheet for discussion on field trip review discussion))
- Volunteer Program – exercise on volunteer management. Only use 5 or 6 scenarios. Just like 5 minutes. Miriam will send these out. Exercise consists of someone handing our scenarios while leader explains. Students talk about how they’d handle the scenario amongst their team. After the few minutes are over, each group explains their scenario, then instructor asks if the rest of the class agrees or disagrees with how it was handled.
- Military – no exercises needed? Video from west point? Supply drop video at Ouachita?
- Water Safety – hit on various slides throughout. Did all the questions and facilitate conversation. Keep it like it is for next class and make modifications after that. Prizes for best drawing of someone in a life jacket.
- University – video! Everyone’s favorite!
- Special Events – quick presentations. Don’t need to be as lively.
- NRM Assessment – Ginny may be able to work a test site for us, but probably not during the NRM-Assessment Open Season. Suggestion that if the instructor has access to it, they can do a live demo and navigate around the site.
 - Allison – modify slides so there’s not so many EDW slides – just enough for folks to know that the data can be pulled from that system
- Review of topic assignments for Boise – Heather’s xlsx spreadsheet for details
- Will select FY 20 instructors - see calendar conversation in bullet point earlier in the day
- **Work Plan Updates – Miriam**
 - Changes to charter:
 - Change OMBIL to NRM Assessment

- Goal 3.1a change to “continue to request funding...”
- Remove goal 3.1b – funding process doesn’t allow us to influence the way the budget process is identified
- PAC operation to include district funded, travel, per diem, AND labor
- Change Heath’s phone number
- Changes to workplan to update for CY19

[illegible]