

PAC Meeting Minutes
13 DECEMBER 23, 1300 ET

Team Introductions to welcome Jared: Cameras on, everyone (including Greg) introduce themselves

Corps Foundation Update-

- Selected Tioga Hammond for \$5k bonus on Handshake. Will send them a letter.
- Getting ready to order new coins
- Membership Plan -Under consideration
 - Ambassador Program
 - Survey of current members
 - Free membership for new employees
 - Retiree recognition
- Meeting with Lieutenant General Spellmon -Talking points?
- Enduring Service -Due 15 February 2024 to Marilyn Jones at jones_mk@yahoo.com.

PAC Team Discussion

- **Prospect Classes update**
 - **UPDATES Needed:**
 - Update Volunteer Slide notes (Taylor)
 - Volunteer tracking and Volunteer.gov (Heather)
 - Update Grant Slides #20- Check list for current availability (Heather)
 - Update Handshake with examples from FY 24 (Heather)
 - GENERAL: Update Volunteer Poster and Volunteer Brochures (Add this to the Charter)
 - All: Add location, district, state to all slides in your assigned topics
 - All: Add origin story for all examples in your assigned topics
 - All: Add placeholder slide to link to the Gateway before the last question slide for examples of agreement documents (For those who have a document to review – please link to the gateway page to pull up the template doc for the students to see.)
 - New England- **Date May 13-17** (Heather, Scott, Jennifer, Keith, *Jared*)
 - All Instructors will need to make hotel reservations - Hilton Garden Inn Boston/Waltham, Gov rate \$168
 - list places to eat for lunches and class dinners- Jared work with Natalie McCormack to develop
 - Mark Twain- 24-27 June 24 (Heather, Mike, Francis, Jennifer, **Phil**, *Jared audit*)
 - Phil will reach out to Mark Twain to start finalizing plans
 - All Instructors will need to make hotel reservations - Holiday Inn Express Hanibal Medical center, GOV \$107
 - OPM provided for list places to eat for lunches and class dinners-
 - **Phil: Field Trip Development-** Forest Council-Cooperative Assoc and EIP winner
 - Handshake Projects (archery, equestrian, trails, pond)
 - Examples of MOU, FLTP, University's?
 - Lunch- Pre-ordered lunch from Subway- Need order forms
 - Falls/Jordan- 16-19 September 24 (Heather, Taylor, **Francis**, Keith, Jared)
 - All Instructors will need to make hotel reservations- Embassy Suites by Hilton Raleigh Durham Airport Brier Creek
 - Francis: list places to eat for lunches and class dinners
 - Francis: Field Trip Development-

- Falls Lake is 30 min drive: YCC, FMST, Handshake Fishing Pier, Pollinator Garden, Volunteers, Forest Ridge Park – Leased Area
 - Jordan Lake is 45 min drive: Clean Lake Jordan, Bald Eagle Monitoring Vols ,Safe Kids, NCSU Aquatic Vegetation CESU
 - Lunch- Stop at shopping center near Falls with a number of options
- FY 25 PROSPECT classes- select potential locations/dates, select instructors
 - Possible Locations Include:
 - Rend Lake- Oct 21-24, 2024
 - Kansas City District April 28-May 2, 2025
 - Raystown Sep 21-24, 2025
- **FY 24 Handshake program – short discussion on scoring and timeline for selection**
 - Winners memo will be sent out by Jeff Krause this week
 - Corps Foundation will contribute \$5k to Tioga Hammond
 - Philip will work on getting an email sent to all the winners
 - Any changes to next years application/scoring?
 - Time frame for submittal – Keep SEP 31
 - Time frame for CPA – Change to JULY 30
 - No net gain
 - Revisit Bonus Points
- **Volunteer of the Year/EIP award program**
 - Review scoring submissions and go through scoring process **DUE JAN 8th**
 - Team will discuss and finalize winners in the January Meeting.
- **Corps Lakes partner webpage and handout** -Keith, Taylor, Mike, Francis, Jared
 - Francis, Keith, Taylor, Mike, Scott, -download 20 recent partnership photos to include in the photo carousel to the PAC Teams site by Nov PAC call
 - Next Steps- Ginny is working on an updated template, once she is done we can start filling in with pictures and content
 - Handout-
 - Taylor will update the 2nd page with success stories
 - Mike will update the charts/graphs
 - Keith will update the text on the first page and Corps Foundation
 - Provide a template for projects to create a local version
 - Look at updating the volunteer handout in the future.
 - Add Jared to this team
 - Update Volunteer Posters and Handouts
- **CWBI-OPS**
 - Final status of reports
 - Team suggestions for improvements next year
 - PAC has access until 31 Dec.
 - Heather will work with Tara to develop summary sheet- more volunteers this year, slight dip in overall partnerships and value
- **New National Youth Conservation Corps**
 - Update from Heather and Jennifer
 - Funding is available.
 - Jennifer will reach out about the new agreement

- **Spring Newsletter-**
 - **Articles Due to Heather by Jan 31 2024**
 - NAD – Possible 5 Volunteer Coins handed out recently?
 - SAD – SAW Ranger Podcast episode about Partnerships
 - LRD – 2021 Handshake Project completion
 - MVD-Mark Twain Lake 2021 Handshake (file sent to Heather)
Also reached out to Saylorville Lake about FLTP Funds received
 - SWD – Volunteer App?
 - SPD – Cooperative Agreement
 - HQ - Vol.gov updates, FY 23 accomplishments, NRMG page, Handshake, EIP and NVOY winners, any new MOUs
 - Everyone should be looking for articles- look at FY 22 NRM Assessment data for ideas and POCs at the projects to reach out to

- **National volunteer week outreach material development April 21-27 2024**
 - Use VOY nominees, coin recipients, enduring service nominees (Promote in advance to field to encourage recognition. – Each team member assigned one day of the week for their MSC
 - **Provide a template to projects of the Volunteer Week cards to allow coordinators to Draft volunteer highlights within the correct format.**
 - **Team members start thinking about or putting feelers out for volunteer recognition in your division.**
 - **Due date for submissions: 1 April**

- **National NRM workshop planning**
 - Waiting on planning committee to finalize schedule/date/location. Looking at 1st three weeks of March 2025. Exact date and location TBD.
 - Presentation assignments will be made once schedule is finalized.

- **Upcoming District/Division Ranger Conferences**
 - SAD- January 22-26. Heather is presenting several sessions

- **Update on MOU progress-**
 - Girl Scouts- Phil has reached out to the national page without a response, however, has two local contacts (StL and Wappapello) hopeful that this may lead to conversation.
 - 4H- Jennifer Nothing New at this time
 - Pheasants Forever and Boy Scouts- Scott – Connected with BSA and will provide draft MOU for their editing.
 - Ruffed Grouse – Scott should have more info this fall. (working on draft)
 - NWTF- Mike Has a POC and plans to be in contact soon. (have been in contact with their Federal Liaison to update their MOU, possibly have drafted by end of the year)
 - Paralyzed Veterans Association (PVA)- **Keith Has a POC and will reach out**

- **Webinar schedule development-**
 - **Ruffed Grouse- Jennings Randolph and Tionesta projects, NAE projects to spotlight, Scott will set up**

- **Regular weekly PAC working hour- (Virtual Study Hall)**
 - **Francis will schedule more for Jan**

- **Qlik-**
 - Ashleigh has implemented requested updates, system will be changing platforms (Power BI)
 - Ashleigh is adding a new column to the data view module that will link to each agreement type on the NRM Gateway.

- Next Meeting- Jan 11, 12, 18, 19 Doodle Poll was sent

- Gateway updates –

NRMG Page	Lead	Last Review/Update
Awards	Francis	March 22
Challenge Cost Share Coop Management	Francis	Sep 23
Challenge Partnerships	Keith	
Contributions	Phil	Sep 23
Cooperating associations	Mike	
Cooperative agreements	Jennifer	
Economy Act	Keith	
GETS	Jared	Sep 23
Grants	Taylor	
Handshake	Phil	On going
Health/Fitness/Medical	Mike	
Military	Keith	
MOU/MOA	Jared	Sep 23
National Partners	Jared	
CWIBI-OPS	Taylor/Jennifer	Sep 23
PAC	Jared	Sep 23
SCA	Jennifer	
Schools/Universities	Francis	
Special Events	Taylor	
Volunteers	Jennifer	
Water safety	Mike	