

PAC Meeting Minutes
17 NOVEMBER 23, 1100 ET

Corps Foundation Update-

- Membership Plan -Under consideration
 - Ambassador Program-Attend event and represent CF (Looking for 1 POC from each Division – would this be feasible?)
 - Free membership for new employees (Challenge – keeping track of all new NRM employees?)
 - Sticker Design Contest Update
 - Retiree recognition (Foundation give a pin or cert to hopefully get newly retired employees to become members) (Other ideas may be coffee mug or water bottle with CF logo)
- Meeting with Lieutenant General Spellmon (Jan 2024)
- Enduring Service -Due 15 February 2024 to Marilyn Jones at jones_mk@yahoo.com.
- Recreation Economic Data Webinar today

PAC Team Discussion

● **FY 24 Handshake program – short discussion on scoring and timeline for selection**

- Review/discuss team scores
- Review notes from Ryan and Roseana
- Select recommended list of winners
 - Phil will work up winners MEMO
 - Corps Foundation will contribute \$5k to Tioga Hammond

● **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- 13-17 May 24 (Heather, Scott, Jennifer, Keith)
 - Heather: updated schedule of instruction file on sharepoint with instructor assignments
 - 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 NAE staff to develop
- Mark Twain- 24-27 June 24 (Heather, Mike, Francis, Jennifer, Phil, Jared audit)
 - 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:

 - Raystown (Scott will check availability- Proposed Sep 21-24, 2025)
 - Rend Lake- Oct 21-24, 2024
 - Kansas City District (Keith will check availability- Apr 28 or May 5th?)

- **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**
 - Data entry for the field closes today.
 - Discuss current list of issues and prepare for team review
 - Deadline for final partnership and volunteer data is Dec 1 at District/MSC level. PAC has access until 31 Dec.

- **New National Youth Conservation Corps**
 - Update from Heather and Jennifer
 - Jennifer to check with Roseanna on funding

- **Volunteer of the Year/EIP award program**
 - Applications are due DEC 1st.
 - Team will review during DEC
 - Francis will set up a call with Jared to discuss details of the scoring process
 - Team will discuss and finalize winners in the January Meeting.

- **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**
 - NAD- Dec 4-8. Scott will present on partnerships. Heather assist with slide development
 - 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 reached out to find a POC.
- **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)**
 - Next one scheduled for 30 November at 11:00 ET
- **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-** DEC 11, 12 (between 11-1 eastern), 13, 14, 18, 19, 20, 21. Francis will send out Doodle poll

- 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	