

**PAC Meeting Minutes**  
**19 January 24, 1100 ET**

**Corps Foundation Update-**

- Meeting with Lieutenant General Spellmon
- Enduring Service -Due 15 February 2024 to Marilyn Jones at jones\_mk@yahoo.com.
- American Park Network proposal
- FICOR transportation proposal
- Replacement administrator for the Corps Keep in Touch

**PAC Team Discussion**

- **Prospect Classes update**
  - **UPDATES Needed:**
    - Update Volunteer Slide notes (Taylor)
    - 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*)
    - Heather has updated all slides and posted to Sharepoint. Each instructor needs to review and make any of their own edits
    - All Instructors will need to make hotel reservations - Hilton Garden Inn Boston/Waltham, Gov rate \$168
    - Please make your travel arrangements and provide to Heather. Will need to get a Rental Car.
  - 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 Hannibal Medical center, GOV \$107. May also want to book Thurs night hotel near STL airport for early Friday flights. GOV available at Hilton St. Louis Airport
    - OPM provided for list places to eat for lunches and class dinners- Phil follow up for daily lunch options
    - Jared will select one session to teach after attending NAE class
    - **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, **Sig?**)
    - 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
- Instructors welcome to travel prior Fri/Sat for Raleigh/Durham fun.

- FY 25 PROSPECT classes- Select instructors  
Locations submitted to ULC:
  - Rend Lake: Oct 21-24, 2024
  - Kansas City District: April 28-May 2, 2025
  - Raystown: Sep 21-24, 2025

- **Volunteer of the Year/EIP award program**

- Review scoring submissions and select recommended winners.
  - Top Three included Tim and Pam Harrison, Randy and Debbie Connor, Steve Baker.
  - Team Selected: Tim & Pam Harrison.
- Discuss program changes for next year: Will discuss at FEB meeting
  - Combine criteria to avoid some repetition
  - Make sure all our score reference questions are on the application- Support section “how did service raise public awareness”
  - Revisit the volunteer hours points scale- most volunteers land b/w 500 and 1000 hours
- Discuss annual meeting/EiP ceremony dates- Francis will send a doodle and need to coordinate with partners
  - Top Three included Mississippi River Trail, Missouri Feral Hog, Phillips 66
  - Team Selected: Missouri Feral Hog Elimination Partnership
- Francis draft winner memo and send to Heather

- **FY 24 Handshake program –**

- Changes to next years application/scoring. Will discuss at FEB meeting
  - Time frame for submittal – Keep SEP 31
  - Time frame for CPA – Change to JULY 30
  - No net gain
  - Revisit Bonus Points- possibly make one focused on partnerships with Tribes

- **Corps Lakes partner webpage and handout -Keith, Taylor, Mike, Francis, Jared**

- Need to schedule a sub-team meeting, look at upcoming study hall dates or do a new doodle
- Team- keep putting new pictures into the Teams folder
- 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
- Improvements for next year- see Jan 5<sup>th</sup> email/doc from Heather
- Summary sheet will be sent out next week

- **New National Youth Conservation Corps**

- Update from Heather and Jennifer
  - First meeting held with SWF contracting on 11 Jan. First TEB meeting will be 29 Jan.
  - Hoping to set up a 5 year 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 1<sup>st</sup> 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
  - NWD- Mar 5-7. Heather is presenting partnership session
  - MVS-FEB. Phil has provided info to Rosie Lemons to present partner info
- **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- Jared work with Scott – Connected with BSA and will provide draft MOU for their editing.**
  - 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 without any luck so far**
- **Webinar schedule development-**
  - **Ruffed Grouse- Jennings Randolph and Tionesta projects, NAE projects to spotlight, Jared work with Scott will set up**
- **Regular weekly PAC working hour- (Virtual Study Hall)**

- Francis will schedule more – dedicate one to the CorpSlakes and Volunteer websites, handouts, and poster

- **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- Feb 22

- **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	
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