

**Fall 2024 PAC Team Meeting and  
Excellence in Partnerships Award Ceremony Agenda  
Kansas City, MO  
11-13 June 2024**

**Monday, 10 June:** travel day

**Tuesday, 11 June: Jefferson City – EIP Ceremony**

8:30: Travel to Jefferson City, MO -approximately 2 ½ hours travel time

12:00 – 1:00: EIP award presentation and refreshments

1:30: Travel back to Kansas City (Visited Blue Springs Lake and Longview Lake, part of the Kansas City District. Both projects are 8972 projects.)

**Wednesday, 12 June: NWK District Office**

PAC team business

- FY 24/25 PROSPECT class revisions:
  - Assign instructors for FY25 Classes
    - Rend Lake: Oct 21-24, 2024
      - Heather, Phil, Jennifer, Mike
    - Kansas City District: April 28-May 2, 2025
      - Heather, Keith, Jared, Taylor, (Project-funded: Mike)
    - Raystown: July 21 – 24, 2025
      - Heather, Jared, Taylor, Mike, (Project funded: Francis, Phil)
  - Discuss field trip itineraries for FY25 classes- Phil (Rend), Keith (KC), Jared (Raystown)
    - Class leads work on logistics and partners to meet with
  - Reviewed classroom presentations that are difficult to instruct, reviewed slides and made improvements to CCSCMA presentation
  
- FY 25 Handshake program – short discussion on scoring and timeline for selection
  - All PAC look through previous handshake winners from your division and report back to Phil with good examples of NO-Net Gain examples.
  - All PAC- follow up with division staff to remind them about handshakes and upcoming webinars.
  - Jared to send email to New England class participants for feedback.
    - FY26 changes: Applications will be due in AUG 30 and CPA due JUNE 30
    - FY27 possible changes: Applications will due JULY 31 and CPA due May 31
  
- Discuss Partnerships Photo Contest
  - Heather reached out to the Corps Foundation to support an incentive to the partner (\$100-\$500) in the picture and a free membership to the ranger who submitted the photo. Foundation is amenable to the idea and would like a proposal.

- Keith will champion- reach out to Pam Doty, draft announcement and reference materials
  - Need to develop criteria, examples of what we are looking for, the picture should tell a story
  - Piggyback on the Water Safety Contest as an additional category
  - Develop any criteria or scoring reference material that may be needed
  
  - Corps Foundation sticker artwork competition development
    - Taylor will lead- draft an announcement and develop any criteria or scoring reference materials
    - Get CF feedback- logistics of printing and distribution
  
  - Annual work plan update of tasks for team members
    - Francis send updated Charter to team
      - See charter for individual assignments and responsibilities.
        - MOUs to continue pursuing
          - Girl Scouts- Phil
          - Pheasants Forever and Boy Scouts- Jared
          - NWTF- Mike
          - PVA- Keith
  
  - Volunteer program
    - Volunteer Coins: PAC members should request volunteer recognition from their division.
      - Include a picture of the coin.
      - Heather to add volunteer recognition to the newsletter.
      - Mike will create a nomination form to include criteria for small coin vs large coin. (Also needs updated on Gateway)
  
  - Boy Scouts
    - Heather and Mike look for a new POC
    - Jared to work on a draft MOU
  
  - Contributions presentation slide update with Photos or photo contest
    - Taylor will take the lead on updating the slides
      - Include info about documenting partnerships via pictures
      - Take before and after pictures
      - Take pictures that tell a story
        - “Best photos are staged”
  
  - Consider creating a webinar about building partnerships
    - Heather will start creating some slides and work with the team to create a presentation.
    - Show examples of successful partnerships and how they started
    - Utilize a modified version of the speed dating presentation
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- Succession Planning- Francis and Jennifer rotating off the PAC this year
  - Select next PAC chair.
    - Nominations are Phil and Taylor
    - The next chair will be Taylor

- Potential nominees to fill SAD and SWD seats
  - New Division POC for PAC Nominations:
    - Heather send email in July to division POCs asking for nominations
    - Request a 30 Sep response from each division
    - PAC team vote on candidate at October meeting
    - Announce the new PAC members in November.
  
- NRM Gateway- Team evaluation of current partnership pages/content to determine how pages are used, relevancy, priority, need for reorganization, what needs to be added, etc
  - All- Review assigned pages and link functionality
  - See Updated Charter for progress
  - PAC Gateway example outreach – members can review CWBI-OPS and then reach out to their division projects for their specific partnership examples. (Copy of MOU)
  
- Corps Lakes Gateway partner webpage – additional improvements and adding a couple of videos. Francis coordinate with Ginny on the following:
  - Remove the white space and white background
  - Randomizing the photos that rotate
  - Would like to add/update video
    - Shelbyville Corps Day
      - <https://youtu.be/QiqQo7v7Fx0>
    - NRAC (Summersville Lake)
      - <https://vimeo.com/474696297>
  - Disable the map link
    - Possible use a different map or map to different link
    - Heather Follow up with Ashley on possibilities
  
- “Partnering with the Corps” handout sheet
  - Finalized edits, published and shared via email on June 21
  
- Volunteers
  - Kieth mentioned finding a way to better advertise and show the different ways to recognize volunteers. (National Award, Coins, Showcase Volunteers with rack cards during National Volunteer Week)
  
- Prospect slide updates-
  - All PAC work on adding locations, origins of example slides.
  - Prospect Slide Updates-
    - Keith will look at Drafting some changes to a slide deck. Changes will include consistencies, redundancy, bullets, etc.
    - Designate 2 people for each prospect class to have all the downloaded slides/presentations.
      - Mark Twain: Heather and Mike
      - Falls Jordan: Heather and Francis
      - Rend Lake: Heather and Phil

- Kansas City: Heather and Keith
- Raystown Lake: Heather and Jared

## Thursday, 13 June: NWK District Office and Smithville Site Visit

8:30 – Introduction to NWK and district wide Partnership/Volunteer issues (Melissa Bean)

9:00am – Meeting with Tara Whitsel

- Review the design and content of NRM Partnership Flyer
- Review the Corps Lakes Gateway website for suggestions on what can and can not be done visually.
- Fall newsletter- topic brainstorm, partnerships to focus on **DUE by 31 JULY**
  - SAD- Allatoona Lake CCSCMAs
  - MVD Rend Lake partnership recognition example
  - SWD Tribal Outreach
  - NAD Technical School adopt a park in Cape Cod? Or partnership with Americorps
  - LRD
  - NWD
  - SPD Lake Mendocino Trail Program?
  - Everyone should be looking for articles- look at CWIBI-OPS data for ideas and POCs at the projects to reach out to
  - Continue looking for ways to highlight tribal partnerships and those that are reducing O&M costs
- Volunteer Poster and Handout
  - **All PAC will review current text content in the volunteer brochure and volunteer poster. Found on the gateway. DUE at AUG meeting.** New members to the PAC will be POCs to work with Tara on new design and refresh.
- **CWBI-OPS partnerships and volunteers module – team review of user manual and class presentation screens**

11:30 Lunch and Depart for Smithville Lake

1:00 Smithville Lake Site Visit

- Understanding the distinction between partnership contributions versus outgrant requirements.
- Discussion on authorities and methods for proposed joint-use of the project visitor center with the City of Smithville (currently 100% USACE O&M) – potential to include OC, RE offices to discuss paths forward.
- Renewal of the sponsor's 50-yr lease this year- review of partnership authorities

- The OPM will be a branch chief from PM on a 120 detail- provide a better understanding of NRM Partnership program.
- The staff have active and historical relationships with communities in the area- Potential to meet local partners and look at successful projects.

**Friday, 14 June:** travel day