

PAC Meeting Agenda 13 September 2024

Corps Foundation Update-

- Search for possible communications/marketing contractor – investigate sharing of contractor that works for a Cooperating Association. **Heather will send list of recommendations**
- Traveling Miss T's Math Maps -Forwarded to our webmaster who is on vacation.
- Rends Lake class, 22 October 2024. Rachel has expressed interest, not sure of status.
 - **Heather will reach out to Rachel to confirm.**
- Question for next Bd meeting– Does this Lake Sidney Lanier Challenge Cost Sharing cooperative management agreement with local governments require them to have their own reservation service and fee collections?
- Scott Sunderland will not be available to present at the Falls/Jordan course.

PAC Team Discussion

• **Prospect Classes update**

- **UPDATES Needed:**
 - **All:** Add location, district, state to all slides in your assigned topics***
 - **All:** Add origin story for all examples in your assigned topics
 - Taylor: Update Contributions slide to announce photo contest/request pictures that tell a partnership story
 - Designate course host to download all slides for a backup computer:
 - Rend (Phil),
 - KC (Keith),
 - Raystown (Jared)
 - Collect new videos- especially Economy Act– Francis follow up with Chad on SAJ Invasives video. Mike will follow up on Challenge Partnership video- CCSCMA video already included
- Falls/Jordan- 16-19 September 24 (Heather, Taylor, **Francis**, Keith, Jared, Sig, ~~Scott~~)
 - Presentation schedule is posted on SharePoint
 - Francis: Field Trip Development- draft agenda complete, **Francis finalize sheets with partners**
 - Scott isn't available for CF presentation. Heather will present.
- FY 25 PROSPECT classes-
Locations submitted to ULC:
 - Rend Lake: Oct 21-24, 2024 - Phil Lead
 - Heather, Phil, Jennifer, Mike
 - Field Trip Development- Complete
 - Lunch and Dinners- Subway or buffet stop for the field trip
 - Confirm bus for field trip- Heather
 - Enter MIPR info into FMS when open for FY 25- Heather
 - Need to add to the slide house keeping info. Location of restrooms, Buffett lunch price, etc

- Kansas City District: April 28-May 2, 2025- Keith Lead
 - Heather, Mike*, Keith, Jared, Taylor
 - Classroom confirmed- 1st floor conference room
 - Field Trip – in past visited 3 sites.
 - Huntsville Paperwork
 - Lunch and Dinners
 - Instructor Travel
 - Heather booked hotel at same place as the KC PAC meeting downtown. Heather will send out info

- Raystown: July 21 – 24, 2025 – Jared Lead
 - Heather, Phil*, Jared, Taylor, Mike, Francis*
 - Classroom- VAC
 - Field Trip
 - Huntsville Paperwork
 - Lunch and Dinners
 - Instructor Travel
 - Jared promising a boat ride- Juneata college
 - Heather will reach out to Allen and then send out info on hotel info

- FY26 Prospect Courses:
- Bay Model (Taylor lead)
 - Field Trip to Sonoma Hatchery, friends group, tribes / Mendocino economic development / After hours kayak trip or sail
 - Time Frame: March/April 2026 – Taylor set up

- New England District Office (Jared lead)
 - Field Trip: Cape Cod Canal
 - Time Frame: July/Aug

- **Volunteer program**

- Volunteer Coins: PAC members should request volunteer recognition from their division.
 - PAC members should send out the volunteer recognition form to your division reps
 - Include a picture of the coin.
 - MVD sent out 2 coins in AUG . Will send pictures to Foundation once I get them back from projects.
 - Mike created a nomination form to include criteria for small coin vs large coin- updated on Gateway and ready for use when the field reaches out for coins

- Volunteer Poster and Handout
 - PAC discussed current text content in the volunteer brochure and volunteer poster. Found on the gateway.
 - New members to the PAC will be POCs to work with Tara on new design and refresh for brochure.
 - PAC will all send Francis 2 volunteer photos due by Oct Meeting
 - Add project location caption to photos
 - Brochure- Heather created and sent word doc of current text for editing

- **FY 25 Handshake program –**
 - \$125k set aside for FY 25
 - FY24 Challenge Partnerships agreements. (All received)
 - **Missing final reports from 1 project from FY22 Projects (Perry)**
 - Received email on 9-5-24. 60% reduction in staff and management plan change. Working to get Final Report
 - **Missing final reports for 2 projects from FY 23 (Shelbyville (July) Dale Hollow (Aug))**
 - **All PAC look through previous handshake winners from your division and report back to Phil with good examples of NO-Net Gain examples.**
 - Applications due 30 Sep
 - **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

- **Corps Lakes partner webpage and handout**
 - **Team- keep putting new pictures into the Teams folder**
 - Latest updates to the webpage and new map completed

- **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 is the champion- Francis talked to Pam Doty- they are on board with eventually merging with the water safety photo contest, but we may announce separately the first year.
 - **Need to develop criteria, examples of what we are looking for, the picture should tell a story**
 - The water safety photo contest is held every two years, announced in the fall and pictures due in January. They have a safety officer review all photos.
 - The water safety team will eventually do away with Volunteers in Water Safety category and the PAC will announce and judge two photo contest categories; Partnerships and Volunteers
 - Heather sent copy of the WS photo contest guidelines that we can modify.
 - **Winner prizes- some ideas and support from Corps foundation- still need to finalize.**
 - Printed photos- possible enlarged and/or printed on nice paper or metal
 - Corps Foundation membership to the winners
 - Prize or \$\$ from Corps Foundation to the winning partnership?
 - Hang winning photos at the project winner location or some other location?
 - Other ideas?
 - Will need certificates for all submittals (could be electronic certificates)
 - **PAC need to finalize and be specific on what our “ask” is for prizes. Finalize our criteria and send CF what we want regarding prizes.**
 - **Will need to create a certificate from the Corps Foundation to present as well.**
 - **The cert could be emailed as a PDF and printed by the employees supervisor**

- **Corps Foundation sticker artwork competition development**
 - **Taylor has lead- PAC may put this effort on hold while other new initiatives are being developed**
 - Corps foundation is pursuing their own sticker for new members. The PAC may wait on this to proceed. (Taylor said it best – need her notes. Lol
 - **CF developed member stickers- check in with Greg on status**

- **Fall/Winter Newsletter-**
 - Multiple articles from several Divisions- double Fall editions
 - Sep edition has been published and sent out.
 - **Second fall issue will go out in DEC**

- **Update on MOU progress-**
 - **Girl Scouts-** sent example from MOU with NPS. **Phil will draft updated USACE MOU and share with GS. Phil is working on edits to the MOU. Has a example of the NPS and Girls Scout MOU**
 - Pheasants Forever -Jared
 - Boy Scouts- **Jared work on draft MOU**– POC identified and contacted, waiting for a response
 - 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)

- **Webinar schedule development-**
 - Building Partner Capacity Webinar- Sep 27, 1200 eastern
 - EiP and NVoY- Francis and Mike- Oct 17th and Oct 30th
 - CWBI- Jennifer and Taylor:
 - Thursday, September 26, 2024 from 8:00 – 9:00 PST
 - Tuesday, October 15, 2024 from 11:00 – 12:00 PST
 - Friday, November 1, 2024 from 9:00 – 10:00 PST S
 - **Emphasize choosing existing partners/locations instead of adding new orgs**
 - **Update user manual**

- **New SAD/SWD Division Reps**
 - Heather sent email on 5 July to division POCs asking for nominations
 - **Request a 15 Sep response from each division- SAD got one nominee and SWD just made the announcement- selection could get bumped to Nov.**
 - PAC team vote on candidate at October/November meeting
 - Announce the new PAC members in November.
 - **Heather will include spotlight in Dec newsletter issue**

- **Regular weekly PAC working hour- (Virtual Study Hall)**
 - **Francis will schedule more**
 - May schedule a few days prior to PAC monthly meetings.

- **Qlik-**
 - Ashleigh has implemented requested updates, working on transfer to new Power BI platform.

- **Corporate Giving spreadsheet-**
 - **All team members have made updates, 15 corporations each**

- National Public Lands Day- Sep 28th, 2024
 - Anything interesting planned in your areas?

- National Youth Conservation Corps coop agreement – received multiple proposals (3). Evaluation team will be reviewing and may selection by 15 OCT. Then will make a selection.

- CWBI- working on consolidating duplicate organizations. Data entry dates:
 - Projects: Oct 1 – Nov 15
 - District/MSC: Oct 1 – Dec 13
 - PAC/user group: Oct 1 – Dec 31
- R1S Donations- Questions arising about how those funds are actually dispersed back to the project.
 - 46k has been collected nationally so far, but none of that has been dispersed.
 - HQ is working through some issues on how to collect larger donations/corporate sponsorships.
 - Hildenbrand at Bay Model has figured out how to receive disbursement and is writing and SOP
- PLA Invite- They need presenters, especially for the USACE Forum- Taylor - Feb 2-6
- MVD Ranger Conf – Feb 2024 – Heather and Phil will present
- EiP and NVoY announcement memo went out, due to Francis by 29 November
 - PAC will review and score in DEC, announce winners in January
 - Mike will take over in Jan and will send out certificates and plaques
 - Francis and Mike will share files
- Next Meeting- Week of 14 Oct are generally open for Francis and Heather. Also week of Oct 28 for Heather
- Gateway updates – All review assigned pages for link functionality, re-organization, relevancy, priorities, new content

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	