

**Partnership PDT
Conference Call Minutes
December 14, 2004**

Attending:

Chris Gallagher, SPN
Dick Otto, MVP
Mike Hosey, SAW

Cori Brown, NAB
Debra Stokes, HQ
Jeff Boutwell, PM, SWF

Greg Miller, NWK
Gene Davis, LRH

1. 2005 Handshake Application – Instructions have been provided to those who inquired about modifying the application for multiple partners. HQ has received inquiries about the availability of Handshake funds for other partnering efforts not related to environmental stewardship, however, the funding is not available for efforts outside of the Challenge Partnership arena.

2. Show Stoppers – Show stoppers for the Handshake program should be reviewed on a case-by-case basis. The team needs to be aware of patterns of problems that may develop and head them off before they occur. Partnerships should be included in OMP work plans. They should also be coordinated with other district elements as needed. The team needs to be aware of situations where agreements do not get signed after funding is received. Problems identified need to be specific and in writing. HQ has received 2004 handshake agreements that are not Challenge Partnership agreements as required.

3. Partnership Evaluation Tool – Team member Hosey will distribute a revised evaluation tool for everyone to review by 3 January 2005.

4. Partnership Cards Distribution – There are 13 boxes of cards, 12,000 cards per box. The team decided that each USACE employee needs a copy of this card, including all senior leaders. It was suggested that LTG Strock sign a letter with a message explaining what the card is. Team members Gallagher and Davis will draft the letter for his signature. Another idea was to introduce the card and the partnership CD at the upcoming DE meeting in HQ so that the message comes from the top down.

5. Handshake Scenarios – Five to six scenarios have been completed. A matrix/definitions summary needs to be developed by team members Brown and Miller. It also needs to be written in layman terms. Development of the definitions should follow how the partnership is funded. More scenarios should be added. Types of agreements outside of the NRM arena should not be included.

6. SWD Recreation Partnership Alliance Communications PDT – This is a new initiative in SWD to improve partnering opportunities. Similar activities are taking place in other divisions at the congressional level although it is not necessarily specific to NRM.

7. Gateway Pages Update – Team members need to review the pages to update POCs and definitions. A potential Partnership in Action story from Lake Sidney Lanier should also be reviewed for posting on the Gateway. The team also needs to collect samples of agreements we

have in our own districts for MOUs, MOAs, challenge partnerships, and cooperative agreements to post to the Gateway.

8. NAI Conference – A team member attended this year’s NAI meeting where NPS talked about their junior park ranger program. The Best Buy Foundation has committed \$200,000 to the program. They have millions in funds to distribute. The team needs to explore how we can take advantage of such opportunities.

9. PDT Travel Funds – HQ did not receive funding for 2005 to pay for the PDT’s travel expenses. Team members will have to pay for travel on their own. HQ would like to know the impact and whether members will be able to continue to travel for meetings.

10. Next Scheduled Conference Call – The next conference call is scheduled for 19 January at 11 am EST.