



# National Water Quality Monitoring Council

Working together for clean water



## Meeting Minutes – National Water Quality Monitoring Council (Council) Web Meeting March 6, 2019

(Agenda and list of participants on pages 2-3, presentations posted on Council website at: <http://acwi.gov/monitoring/>)

### Actions, Decisions and other Information

1. **Department of Interior (DOI) funding update:** Tim Oden notified members that the conference approval package was approved by DOI. We are now able to send about 175 USGS staff as well as invitational Council members. USGS received notification of this action on March 4<sup>th</sup> and staff are working hard to get USGS personnel informed of the conference and registered. Other bureaus outside of USGS are not likely to be constrained by the same personnel limit that USGS was.
2. **Status of the Agenda:** Monty Porter reviewed the current agenda and gave the Council an overview of the week (see presentation "[NMC CPC Update 190306](#)"). Two extended sessions were identified for live-cast as webinars. We are expecting about 110 posters at the Conference. The program agenda is now in final draft, and a few last-minute changes are being made. Moderators will be send new instructions from Kristen Perry regarding the finalized agenda. Kristen and Monty plan to get a finalized copy of the program to NALMS by March 15<sup>th</sup>, so all changes are due to Kristen by that day.
3. **Expectations for Council Members:** Susan Holdsworth reminded Council members and friends that they are ambassadors for the Council and need to serve several roles at the Conference. Susan recommended Council members staff the Council booth, volunteer for the networking session, serve as a moderator, and help with the flow and success of the Conference. In addition, Susan reminded people to sign up for volunteer positions.
4. **Volunteer Spreadsheet:** Candice Hopkins reviewed the various volunteer positions that will be available at the Conference. These are all available for viewing in the volunteer spreadsheet. Council members are expected to sign up for several slots, as well as encourage colleagues to sign up as well. If everyone pitches in, the Conference will run smoothly.
5. **Networking Session:** Danielle Donkersloot reviewed the Networking Session that will happen on Tuesday afternoon (see presentation "[Networking Session 2019](#)"). Council members are request to show up and offer to lead or facilitate the discussion. Networking round will happen with about 3 minutes of sharing per person; the course of follow-up from the session is up to participants.
6. **Code of Conduct:** Mike McHale has finalized the current Code of Conduct for the conference, but per USGS rules, he cannot be the point of contact.
  - Action item: Jeff, Susan, Gary, and Mike will discuss next steps in bringing the Code of Conduct to the conference
7. **Overview of the Sheraton Facilities:** Philip Forsberg reviewed the Sheraton facility (see presentation "[NMC NALMS Update\\_030619js](#)"). There will be 700 attendees moving between four floors, so Council members will need to help people get to their destinations and encourage people to squeeze into rooms.

MEETING AGENDA

Wednesday, March 6<sup>th</sup>, 2019

<b>Topic</b>	<b>Speaker</b>
DOI funding update (registration and travel)	Tim Oden
Expectations for Council Members	Susan Holdsworth
Networking Session	Danielle Donkersloot
Volunteer spreadsheet	Candice Hopkins
Status of the Agenda	Monty Porter
Code of Conduct	Mike McHale
Overview of the Sheraton facilities	Philip Forsberg
Council Social Activity	Candice Hopkins

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