



National Water Quality Monitoring Council

Working together for clean water



Collaboration & Outreach Workgroup Minutes National Conservation Training Center, Shepherdstown, WV December 5, 2013

Participants: Cathy Tate, Barb Horn, Jeff Schloss, Greg Piniak, Mike Eberle, Alice Mayo, Curtis Cude, Martha Clark Mettler, Greg Pettit, Mike Higgins, Dave Neils, Dan Sullivan

Conference Planning Discussions

- **Action:** Program committee/review team leads will set up a Dec 17th to finalize program and resolve issues.
- Awards:
 - **Action:** Cathy will send out a reminder about nomination for Council Awards in early January.
- Networking Block:
 - **Action:** Questions for grouping people for the networking block need to be finalized to be included in Registration.
 - **Action:** Council members and others need to sign up to volunteer as facilitators of groups
- Tweeting:
 - Participants will be able to follow us on Twitter and tweet during meeting.
 - **Action:** Need to set up a strategy for tweets. For example, have a contest on who has the most tweets about the content of the Conference and recognize them?
- Written feedback for Council (questions that Council might want to ask): Jeff Schloss suggested that the Council might want to put up flipcharts or some other means of communicating with the Council throughout the Conference.
- **Action:** Council should sponsor webinar on 2014 Conference providing general information about registration, venue, program, 5k, field trips, etc., to promote attendance at Conference. Need volunteer to put this together!
- Plan for C&O State/Regional/Tribal Council Workshop – Cathy Tate and Barb Horn will be organizing this workshop which has been very successful at past Conferences.

Calling Card

- Different formats and audiences
- Business card/bookmark/one pager – something small to hand out.
 - **Action:** Martha Clark Mettler will try to come up with a business card example
- Audience
 - Upper Management
 - Staff and Peers
- Potential Messages
 - What can the Council provide that can help managers? Why the Council?
 - Message needs to be unified

Newsletters

- **ACTION:** Call for assistance/lead on Spring 2014 newsletter version

Webinars

- Proposed Webinars Topics

- "r" statistical training
- GW lag times affect surface-water quality and the implications to water-resources management. Ward Sanford
- 2014 National Monitoring Conference Webinar to attract participants
- WIS Index webinar
- Council should sponsor a webinar to increase collaboration between Agencies and Academics
- Webinar Logistics:
 - **ACTION: Call for Council members or someone to lead** webinar effort
 - **Action:** Cathy Tate will define procedure for running a webinar for Council members and colleagues.
 - Wendy Norton or Sheri Alcalde can help with logistics.

Webpage

- Still being worked on by Dan Sullivan and colleagues
- Updates will be incremental
- Currently working on a redesign of National Monitoring Network for Coastal Watershed Group

Other ideas/information:

New member packet

- Provide a "job description" for Council members
- What does it mean to be a Council Member?
- Set expectations for new members (and current members)
- **Action:** Co-Chairs and Executive Secretary need to put together a packet to help new members.

Water Tool Box Initiative:

- Mike Eberle pointed out that the USACE have created a Water Tool Box Initiative (watertoolbox.us) that might be relevant/overlap with Council information.
- The contact person is Ada L. Benavides, PMP, Assistant Director of Civil Works and Senior Water Resources Policy Advisor Headquarters, USACE, Ada.Benavides@usace.army.mil, (W) 202-761-0415, (C) 202-367-5571.
- **Action:** Dan Sullivan or Kim Martz will create a link on the Council website to the Water Tool Box Initiative.