

# Western Regional Panel Monthly Executive Committee Conference Call

November 25th, 2019 at 1:00 pm mountain time

Call number: 712-770-5581

Passcode: 770367#

John Wullschleger, Mason Parker, Elizabeth Brown, Allison Zach, Blaine Parker, Glenn Dolphin, Stephen Phillips.

## Agenda

**A) Approval of October Minutes Stephen moves to approves, Blaine Seconds, October minutes finalized.**

B) Legislative update – Stephen Phillips

- a. 30-day extension to leave federal government open. Agreed on the spending levels for 2020 bill – 302Bs are set. Try to get done by Dec. 20. There could be a budget before Christmas. WRDA 2020 there has not been much concerning language, etc.

C) Panel Business

a. QZAP 2.0 – Elizabeth Brown

- i. Lots of comments from FWS. There are a number of thoughts from other sources. Nothing paramount across the board. FWS recommended a number of other recommendations. Need a special call focused on QZAP. Send out poll for a special QZAP session.

b. WRP Website – Mason Parker

- i. The old FWS website will be shut down at the end of November, and all website traffic will be redirected to the new website. There was a website planning meeting in November, and there will be another in January to work out some of the details for the website (language, graphics, etc.) now that the larger structuring has been reviewed.

ii. Website Transfer Agreement Finalize

1. Include language that the Ex Comm will decide who it is transferred to. This allows for Ex Comm to decide on ownership of the website if there is an interim period between coordinators.

c. Post-Annual Meeting Survey Analysis - Mason Parker

- i. Only eight people said that they would not attend if the livestream was an option due to a relatively low sample size. The benefits outweigh the downsides.

d. Next Steps for 2019 Streaming Material – Mason Parker

- i. Include videos on the past meetings page on website. There are concerns about listing it on YouTube for access by those who may have bad intentions. If there is simply access on the website, then that may be well-hidden, limiting access to those in the know. With permission means permission from the speakers, but there are also people in the audience who should be included. Keep some level of restriction on the current one. There could be a disclaimer at recorded meetings that discussions will be recorded and

made publicly available. Elizabeth gave permission to use her presentation on the website. We can share presentations with those who request them. Give access to the playlist? We could send link to WRP members. It was a public meeting. If someone is set on misappropriating, they will find a way to do it.

Landing page: agendas, minutes, and videos. **Vote to post link to Annual Meeting page on website, email link to WRP Members, and keep videos unlisted on YouTube. Blaine motions to approve, Glenn seconds. Motion carries.**

e. Bylaws – Elizabeth Brown

- i. Bylaws should be complete in the coming year under the current ex comm. Bylaws are on the Google drive under business operations. Note if there is anything that is unclear or should be added. Committee will likely be focused on the ex comm and officers sections of the bylaws. According to the bylaws, they should be updated every four years which would be for 2021, however ex comm can change bylaws whenever they. Could possibly have special session for bylaws. Leah began work on SOPs last year. It includes details on how ex comm does business both historically and currently. Questions about how a non-member create a WRP committee. The bylaws and the SOPs go together, so details from bylaws can be included in the SOPs. It is the role of the ex comm to guide and govern the organization. Everyone should be familiar with the bylaws to discuss them on the midyear call, as has been promised to the WRP members.

f. Annual Awards – Elizabeth Brown

- i. Other organizations tend to do awards. One award that has come about in the last couple of years is the retirement award. This is could be done by the membership committee or there could be another committee created for awards, which could make decisions on who gets awards. It is important to honor retirees, but responsible should go to membership committee. Little interest in creating awards committee.

g. Standard Operating Procedures – Leah Elwell

h. Budget report – Leah Elwell

- i. Income from annual meeting was \$13320. Total cost of meeting \$10912.35 for a net income of \$2,407.65. Total expenses were \$4233.01 for 2019. The savings account has \$8,329.55.

There is separate funding for the Annual Meeting through sponsorships. There were concerns that the Annual Meeting would have to be canceled, but turning to sponsors was the alternative.

Used to be funded by CO off and FWS but has turned to headquarters.

Looking at duties of the chair and vice chair. Look at funding for additional duties listed in bylaws. As fiscal agent, ISAN signs hotel contract.

D) WRP Standing Committee – Roundtable for Chairs/Liaisons

a. 2020 Annual Meeting – Mason Parker

- i. We have received four offers from hotels in Anchorage for hosting the 2020 Annual Meeting. Still looking around for other possible venues. Will have more options together

for December Ex Comm call. Will begin assembling the planning committee for our first meeting in January. Going to send out Doodle poll in December.

- b. Coastal Committee – Chair Chris Scianni; Glenn Dolphin liaison
  - i. The recreational boat card was developed by the committee and something similar is in the works for commercial boats and marine infrastructure. Next meeting is in January.
- c. Decontamination Think Tank Committee – Chair Robert Walters; Elizabeth liaison
  - i. After another committee meeting, discussion went over protocol and updating the training curriculum if no one is using currently it. D believes the protocol works well, so the focus shifted toward finetuning protocol, but focusing more on inspection and decon protocol. Also working on updating photographs in training document.
- d. Membership and Communication Committee – John Wullschleger
  - i. No update
- e. Outreach Committee – Chair Allison Zach
  - i. MTs outreach is going to be joining Outreach committee for next meeting.

E) WRP Workgroup Updates – Roundtable for Chairs/Liaisons

- a. Building Consensus – Next Steps
  - i. It was Recommended that BC committee be dissolved. Two items left on the BC to-do list. 1.) complete participant list. This should be completed at the WISCE meeting. 2.) There is a webpage for BC in the West. There are a couple options with website: it could be aligned with or get rid of website and keep the content for new WRP webpage. Should the BC workgroup be dissolved?  
If the BC workgroup returns it would likely need to be called something else.  
**Stephen Motions to discontinue BC committee and to flatten BC website. Allison seconds. Motion approved.**
- b. eDNA – Chair Adam Sepulveda; Need a liaison
  - i. Workgroup is in need of liaison. **Martha is designated as the new liaison for eDNA committee.** Has not been a committee meeting since Missoula. There will be a call in December. Missouri river Basin had eDNA webinar schedule for early 2020. Next month the global eDNA team is meeting in Florida. USGS will be doing an eDNA webinar for each panel.
- c. Lab – Chair Yale Passamenek; Elizabeth liaison
  - i. No update
- d. Seaplane Inspection and Decontamination – Chair Elizabeth Brown – On hold until USFWS completes national risk assessment.
  - i. No update
- e. Fire Equipment Decontamination Procedures – Need a chair and liaison
  - i. In need of new chair and liaison. Follow up with coordinator to figure out next steps for fire equipment decon procedures. Review of Tacoma ex comm discussion. There should be an update for committee and workgroup templates. Dennis recently collected reviews and workplans from committees before the Annual Meeting.

F) ANSTF

a. Debrief on November ANSTF Meeting – Elizabeth

- i. QZAP presentation was well-received and garner productive feedback. There was positive feedback for WRP webinars. WRP brought in many recommendations. NMMA and National Aquaculture Association are no longer members of the task force. Limited to governmental organizations and NGOs that represent government organizations. There are a number of organizations to keep on listserv because they are no longer receiving information from the task force.

Decision was made that task force committees must be chaired by a voting member rather than panels.

They would like people to be involved with their committees. Requested that those involved with WRP eDNA committee be involved with ANSTF early detection committee. Draft bylaws were presented, membership was solidified. A state can apply to be a voting member. In July, USDA submitted motion to reorganize and restructure, but this was not responded to until the end of agenda. This was met with some vocal concern. After a recess, the final decision was made by NOAA to create a committee to review USDA 9-point motion and then come back in May with recommendations for the task force. Group and leadership not yet formed.

VIDA recommendations- EPA and Coast Guard claim not to have the bandwidth or timeline to engage. These recommendations will not be enacted in the short-term. Their focus is an action plan to enact new strategic plan. Create new procedures to address the USDA's 9-point motion.

No plan to talk about VIDA until a year from now. Concern about western representation. Searching leadership for ANSTF committees, so what is the best way to coordinate?

b. ANSTF Committee Participation Discussion

- i. In December there should be a discussion about the how the WRP will participate in ANSTF committees.

G) Coordinating the Coordination update

a. PNWER – Stephen Phillips

- i. July meeting in MT.

b. NAISMA – Leah Elwell

- i. Meeting in MT next fall.

c. NMMA – Dennis Zabaglo

- i. Informal phone call. Looking for ideal way to communicate and link into decon think tank

d. ABYC – Dennis Zabaglo

e. WSIA – Elizabeth Brown

f. DOI Safeguarding the West – John Wullschleger

- i. No update

g. WGA - Elizabeth Brown

- i. Had first WISC meeting. CO is the only stat governs staff on the council. There are a number of AIS coordinators, fish chiefs, and directors on the group. Elizabeth will send out a list of participants.
- h. AFWA – Elizabeth Brown
  - i. The model MOU never went through AFWA approval. Conversation concerning whether this needs to happen. Next meeting will be in March.
- i. WAFWA – Elizabeth Brown
  - i. Next meeting in winter.
- j. WISCE – Elizabeth Brown
  - i. James is continuing to coordinate for WISCE. There will be an in-person meeting in Denver Feb 4-6. The goals are tied to what the WRP has going on.

H) Announcements – ALL

- a. QZAP documents in the drive for review.