

**Middle Rio Grande Endangered Species Collaborative Program  
Public Information and Outreach (PIO) Workgroup Meeting  
04 October 2011, Tuesday  
9:00 – 11:00 am at Bureau of Reclamation**

**Actions**

- Mary Carlson will get an editable version of the Open House flyers from Julie Maas so that some last minutes edits can be implemented before the flyers are distributed. **Completed 10/1/11**
- Mary Carlson will email PIO members to get a comprehensive list of give-aways for the Passport Station Stamps during the Program Open House.
- Ali Saenz will develop parking passes based on the previous Program Open House permits for for this year's Open House. **Completed; emailed to Mary and Julie for approval on 10/4/11**
- Ronnie Schelby will find out if other staff from the Corps will be available to volunteer at the Program Open House.
- Mary Carlson will verify the number of volunteers from SWCA that will be participating in the Open House in order to see where they can be placed in the schedule.
- Ali Saenz will keep the PIO work group updated as she finds out more information on who will be giving the *Evolution of Habitat* presentation. **Completed; Rick Billings will present**
- Ali Saenz will reserve a meeting room for the October 19, 2011 joint PIO/PMT meeting. **Rio Chama conference room has been reserved**
- Tom Buckley will find out what topics FWS staff are interested in or have already suggested. *(continued from July 12<sup>th</sup>)*
- Julie Maas will to work on creating more “nature” or “educational” face painting options. *(continued from July 12<sup>th</sup>)*
- Tom Buckley will see about providing “generic” coloring books and other give-aways. *(continued from July 12<sup>th</sup>)*
- Tom Buckley will try to schedule several FWS volunteers to staff the Program's Open House tables on October 22<sup>nd</sup>. *(continued from July 12<sup>th</sup>)*
- Ronnie Shelby will email the final Open House flyer to home school contacts. *(continued from August 22<sup>nd</sup>)*
- Mary Carlson will check with Beth Dillingham on waiving parking fees for Open House volunteers. *(continued from August 22<sup>nd</sup>)*

**Decisions**

- The September 12<sup>th</sup> PIO meeting notes were approved with a correction to the spelling of Ronnie Schelby's name.

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04 October 2011, Tuesday  
9:00 – 11:00 am at **Bureau of Reclamation****

**Draft Notes**

**Agenda Approval**

- Mary Carlson brought the meeting to order and the agenda was approved with no changes.

**Approve September 12<sup>th</sup> Meeting Notes**

- The September 12<sup>th</sup>, 2011 Public Information and Outreach (PIO) work group meeting notes were approved with a correction to the spelling of Ronnie Schelby's name.

**Action Item Review**

- Meeting attendees reviewed the September 2011 and ongoing/continued action items.
  - **Mary Carlson will determine the correct "titles" for the Rolling River trailer and Living Stream trailer.**
    - This action item is no longer needed
  - **Ali Saenz will re-send the draft workshop brochure to PIO members.**
    - Completed on September 12<sup>th</sup>, 2011.
  - **Julie Maas will re-draft the Open House flier to be more similar to the color scheme and/or layout of the workshop brochure.**
    - Complete.
  - **Lisa Lockyear, Julie Maas, and Marta Wood will all look through their records to find a copy of the 2009 Open House volunteer scheduling spreadsheet.**
    - Complete; a copy of the 2009 Open House volunteer scheduling spreadsheet was emailed to work group members on September 12<sup>th</sup>, 2011.
  - **Mary Carlson will invite the Wildlife Rescue group to voluntarily attend the Open House with the clear stipulation that the Program will not be paying for their participation.**
    - This action item is no longer needed.
  - **Lisa Lockyear will inform Ronnie Shelby of the next PIO meeting scheduled for October 4<sup>th</sup> and that the November meeting will be replaced with the work group appreciation brunch on Tuesday, November 15<sup>th</sup>.**
    - Complete.
  - **Mary Carlson will talk to Yvette McKenna about how important a press release would be to the Program and if PIO should proceed.**
    - Complete. Julie Maas has drafted a press release; it will be reviewed and issued in the next week or so. The news release will be released through the Program.
  - **Tom Buckley will find out what topics FWS staff are interested in or have already suggested. (continued from July 12<sup>th</sup>)**
    - The status of this action item is not known.
  - **Mary Carlson will ask Joe about having the rolling river trailer available at the Program's Open House. (continued from July 12<sup>th</sup>)**
    - Complete. Joe has requested the rolling river trailer for the Program Open House.

- **Mary Carlson will check with Ross Morgan about having the NM Department of Game and Fish (NMDGF) fish prints available at the Program’s Open House. (continued from July 12<sup>th</sup>)**
  - Complete. The NMDGF fish prints will be available at the Program’s Open House.
- **Julie Maas will to work on creating more “nature” or “educational” face painting options. (continued from July 12<sup>th</sup>)**
  - Ongoing; Julie continues to work on this action item.
- **Tom Buckley will see about providing “generic” coloring books and other give-aways. (continued from July 12<sup>th</sup>)**
  - The status of this action item is not known.
- **Tom Buckley offered to get small prizes (water bottles, floating key chains) for give-aways with the Passport Station Stamps during the Program Open House. (continued from July 12<sup>th</sup>)**
  - The status of this action item is not known.

**Action:** Mary Carlson will email PIO members to get a comprehensive list of give-aways for the Passport Station Stamps during the Program Open House.

- **Tom Buckley will try to schedule several FWS volunteers to staff the Program’s Open House tables on October 22<sup>nd</sup>. (continued from July 12<sup>th</sup>)**
  - The status of this action item is not known.
- **Reclamation will produce the Open House flyers once approved by PIO (continued from August 22<sup>nd</sup>)**
  - Julie has the developed the flyers and they will be distributed once they are approved by the PIO.
- **Ronnie Shelby will email the final Open House flyer to home school contacts. (continued from August 22<sup>nd</sup>)**
  - Ongoing; Ronnie continues to look for the list of home school contacts.
- **PIO members will ask whether or not agency mascot could be in attendance for the Program Open House. (continued from August 22<sup>nd</sup>)**
  - Complete.
- **Mary Carlson will check with Beth Dillingham on waiving parking fees for Open House volunteers. (continued from August 22<sup>nd</sup>)**
  - Ongoing. Mary has emailed Beth regarding parking fees for Open House volunteers. Mary will email the work group once she receives an answer from Beth on whether the parking fees for volunteers can be waived.

### **Program Open House and Technical Session Updates**

- Meeting attendees reviewed the Open House flyers. Some last minutes edits to the flyers were presented to meeting attendees.

**Action:** Mary Carlson will get an editable version of the Open House flyers from Julie Maas so that some last minutes edits can be implemented before the flyers are distributed.

- Attendees viewed parking passes that were used by volunteers at the previous Program Open House in 2009; new permits will need to be developed as only hard copies are available.

**Action:** Ali Saenz will develop parking passes based on the previous Program Open House permits for for this year’s Open House.

- Meeting attendees reviewed the current sign-up sheet for staffing booths at the Open House.
  - It was shared that Stacey Kopitsch has volunteered to help with face painting.
  - Two people will be needed to staff the entry/exit table(s).
  - Ronnie Schelby volunteered to assist at the minnow origami table.

**Action:** Ronnie Schelby will find out if other staff from the Corps will be available to volunteer at the Program Open House.

- It was shared that SWCA, Tetra Tech, and GenQuest have offered volunteers for the Open House. Marta Wood and Beth Hemmerich will assist with staffing the origami and face painting booths. The number of volunteers from SWCA will need to be verified so that the work group can determine where to place them in the schedule.

**Action:** Mary Carlson will verify the number of volunteers from SWCA that will be participating in the Open House in order to see where they can be placed in the schedule.

- Volunteers should meet at the Nature Center at 8:00 AM on October 22<sup>nd</sup> for setup. The booths will open at 9:00 AM and the first nature walk is scheduled for 9:30 AM.
- Meeting attendees will continue working on the sign-up sheet via email.
- Attendees reviewed the current list of presentations for the Technical Sessions on October 21, 2011.
  - The *Evolution of Habitat* presentation has been confirmed but it is not yet known exactly who will be giving the presentation.

**Action:** Ali Saenz will keep the PIO work group updated as she finds out more information on who will be giving the *Evolution of Habitat* presentation.

- The PIO has not been notified that any congressional members will be attending the Program Technical Presentations/Open House but a couple of congressional members have asked to send staff to the event.
  - The Technical Session will be in the new classroom at the Nature Center.

#### Any other upcoming events?

- Meeting attendees were unaware of any upcoming events other than the Program Open House.

#### Upcoming meetings

- All day Coordination Committee meeting on October 26, 2011 to review and discuss the LTP.
- Executive Committee meeting on November 3, 2011 and November 4, 2011 to discuss the LTP and Biological Assessments/Biological Opinion.
- Joint workgroup meeting/brunch on November 15, 2011 from 9:30 AM to 12:00 PM at City of Albuquerque Open Space Visitor's Center on Coors to discuss workgroup concerns/issues and possible solutions. *The CABQ Open Space Visitor's Center is too small for the size of the group – new location to be announced*
  - The November 15, 2011 joint workgroup meeting will replace the regularly scheduled November PIO meeting.

**Next Meeting:** Joint PIO/PMT meeting on October 19, 2011 from 9:00 AM to 11:00 AM at Reclamation to finalize the Program Open House details.

**Action:** Ali Saenz will reserve a meeting room for the October 19, 2011 joint PIO/PMT meeting.

**Public Information and Outreach Workgroup  
October 4<sup>th</sup>, 2011 Meeting Attendees**

<b>NAME</b>	<b>POSITION</b>	<b>AFFILIATION</b>	<b>PHONE NUMBER</b>	<b>EMAIL ADDRESS</b>	<b>PRIMARY, ALTERANATE, OTHER</b>
Ali Saenz	Admin Assistant	Reclamation	462-3600	asaenz@usbr.gov	O
Mary Carlson	PIO Member Co-Chair	Reclamation	462-3576	mcarlson@usbr.gov	P
Ronnie Schelby	PIO Member	USACE	342-3353	ronna.t.schelby@usace.army.mil	P
Christine Sanchez	Admin support	Tetra Tech, EMI	881-3188 ext. 139	christine.sanchez@tetrattech.com	O