Minutes

Attendees: Laura Laumatia, Allen Isaacson, Brent Leonard, Denna Grangaard, Kristin Larson, Marie Pengilly

Call to order
Adopt minutes-12/16/14 Allen motioned to approve minutes, Marie second. Minutes approved.
Treasurer’s report – Allen No money spent last month, except the University charges. No major expenses for this year’s courses except for food and instructor costs.

Old Business
- Business Plan – There was talk of a subcommittee to work on this. Changes/move to U of I has changed direction and we in a sense fit under the U of I matrix. Looking at the big picture and producing a plan is not a priority now.
- Update from Powerpoint Review Committee – this committee met and came forth to the steering committee for items for approval. No changes to current slides – add a couple of slides for limnology, eutrophication, and algae blooms. No committee approval necessary for these changes.
- New Course - The subcommittee wants approval to develop a new course that would serve as an advanced class and would also serve as a recertification option. The course would be 2 hours limnology, 2 hours stormwater, and a few hours for the class to solve a limnology problem where they would have to go out in the field (in Kootenai County it would be Fernan Lake) to understand the problem better. There was no determination on fee structure, but it was determined that it would be a full-day course with lunch included.

There was talk whether we should check with employers, such as highway districts, as to whether they would support such a course and send their employees. The new course would be developed right away and offered in the Spring. We will develop a poster for the regional lakes conference.

Allen made a motion to develop one new class for recertification credits that are 1 day in duration with 2 hours limnology and 2 hours storm water with a field problem-solving component. It would be developed by the subcommittee. Most of the content is already developed: from a recent realtor training, from the Spokane River Forum, and we will ask Aimee N-B to assist with the stormwater component. It would be in Kootenai County and maybe in Sagle. Class size would be limited to 20-25 students. Kristin seconded the motion. Motion passed.
Expenses of the new course were then discussed, but it was decided we would leave this open-ended to work out a budget. We will allow the new course committee to set up a fee and expense budget. Allen motioned we allow the committee to move forward here; Denna seconded the motion. Motion passed.

- **Update on potential merge with CESCL** – Allen followed up on this. CESCL is run by WA DOE out of Olympia. Their class is very similar to ours, but they go to a construction site with no BMP installation. We would have to put together a class and send it in to WA DOE and it has to be based on Eastern WA stormwater manual and we would have to reference it in our course. We are already using the Eastern WA stormwater BMPs in Idaho, so it shouldn’t be too difficult to work this into our course. The contractors are charging $400-600 to give a course. Idaho people are taking this course so they can be certified in WA. It would be good to get approval of our course so those people would get a CESCL certification. Allen got three people’s contact information to work though the details of getting us approved by WA DOE. Allen will try to get approval for our Spring courses. Our recertification course would not qualify for this certification.

Montana has no equivalent. There was short discussion as to getting our course in MT.

- **Course in Moscow area:** Allen talked with Terry Leigh and there is interest down there for a course. If we get the WA DOE CESCL accreditation, it would probably spark more interest. Marie and Allen are going to try to work on getting a course down there.

- **Program Feedback by Participants:** There was discussion on calling some past participants and employers and ask for feedback on how we are doing and how we can better meet their needs. Highway districts, utility companies, big excavation contractors are examples. It would also help to talk to city officials to ask for this course to be mandatory. There are examples in the city that could be brought to their attention. Denna offered to make some calls to ask for feedback and get the word out that we are developing a new course.

- **Stormwater outreach/education:** Jim Ekins is putting together a grant for stormwater education and outreach program in CDA. He sent a draft of what he has put together so far. West of 4-corners is space for WQ education, and BMP installation. He would like a letter of support stating the program would be a valuable asset to our program, and we could use some of their BMP sites for our field tours. Allen motioned that Marie would write a letter of support with Jamie signing the letter. Laura seconded the motion. Motion passed.

- **Advertisement:** We have brochures, posters, and a public access channel advertisement. We only have 40 brochures left. These will probably be out after the regional lakes conference. It was suggested we don’t print more until we update it for new course and CESCL accreditation is approved. It was suggested we do a press release this Spring. This would be a good way to get the word out for the new course and CESCL.

### New Business

- **SEEP Steering Committee officer positions:** Brent was nominated at the last meeting for Vice-Chair; Kristin was nominated for Secretary, and Allen for Treasurer. Allen made the motion that we accept the nominations from the last meeting. Laura seconded the motion. Motion passed.

- **Set Spring class dates and locations**
  - We don’t really know what the need is until we put the word out. So it was decided to offer to all the counties, then adjust as the demand arises. However, we’ve had no interest in Benewah County in 2 years. Laura will email Norm Sunkel and see if there is interest. Proposed dates are:
**Basic Course** (Start time 8:30 for classroom, 8:00 for field)
Kootenai: March 24-25
Bonner/Boundary: April 7-8
Moscow: April 15-16
Shoshone: April 21-22
Kootenai: April 28-29
Fall Class: in September

**Recertification Course**
Kootenai: March 19
Bonner/Boundary (in Sagle): April 9th

Marie will send out a list of potential dates to all our trainers. Marie will approach Aimee on the Recertification Course.

- **CEU credits for recertification/CEU form.** Certification expiration: Recertification would be better to keep track of if we just keep track of the year they took the course. Laura motioned that we make recertification based on calendar year, not certification date. Marie seconded the motion. Motion passed.

  The new course committee suggested we redo the recertification form. Currently, a person is required to earn 10 points over 3 years. It was recommended we keep the same rubric for CEU, but change our point system. For example, a minimum CEU credit is 1 point on the form.

  Class work: 1-3 hours is 1 point, 4-6 hours is 2 points, over 6 hours is 3 points, and a 7 point maximum. They would have to submit the agenda of the conference and a paragraph of what they learned. Webinars should be added as an option.

  Home study: Add viewing videos in addition to reading articles. 1 point per article or video, minimum one page, and a maximum of 5 points. We should provide links to resources. Email Marie resources that she can add to the form.

  Public service: leave the same except strike “session contents must be reviewed and approved by the SEEP committee . . . “ Instead, the person should submit an outline or a copy of the presentation.

  SEEP Related Meetings: There name has to be on the attendance sheet. 1 point per meeting and 7 point maximum. WAG meeting attendance required; strike name has to be on sigh-in sheet.

  Job Experience: leave the same.

  Renewal: Instructors – there is an instructor form that should be combined into the general CEU form. If you are an instructor and you stay for both days of the class, you get full credit. This might encourage people to instruct or assist.

Marie will send the revised copy of the CEU form to the group for approval.

**Other business –**
- **Facebook material** – Anyone that wants to post to the Facebook page, contact Denna to be set up so you can post your pictures.
- **Upcoming SEEP CEU opportunities**
- **Revisit SEEP monthly meeting dates:** Meetings will be the 2nd Tuesday of each month.
- **Set next meeting date and time:** February 10th 9:00 – 11:00