

MINUTES
PWV BOARD OF DIRECTORS' MEETING
January 19, 2017 – 6:30 – 9:00 p.m.

ATTENDANCE

Board Members: Janet Caille, Jeff Dean, Jim Greuel, Shannon Keigan, Bob Meyer, Wendy Nicastle, Mike Reynolds, Margaret Shaklee, Celia Walker, Holly Young and Kevin Cannon (USFS Liaison).

Board Members absent: Gerry Cashman, Judy Jacks and Alan Meyer.

Advisory Board Members: Fred Allen, Mike Corbin, Sandy Erskine, Jerry Hanley, Bob Manuel, Jacques Rieux, Karl Ritters, Jim Shaklee and Mike Smith

PWV Members: Randy Ratliff

PWV Guests: None

AGENDA. The agenda was adopted as presented.

MINUTES. The December minutes were approved.

REPORTS OF OFFICERS

A) CHAIR REPORT. Margaret Shaklee thanked the Web Team for their teamwork in getting the PWV.org website updated to the new system and for their continued support of PWV. She thanked Daryl Smith as outgoing Poudre Trails Newsletter Editor, welcomed Beth Keller as the new editor and is looking forward to the next edition. Margaret thanked committee chairs who are working tirelessly on Recruiting, Application, Public Outreach, Strategic Plan, Recertification, Supplemental Training, Field Guide and Winter Patrolling. She has continued to meet with Committee Chairs about updating Handbook, Strategic Plans and Statements of Purpose.

The Chat with the Chair yielded four visitors this month to discuss the Field Guide, Photo/Video committee and Meet-up hikes. At the January 9 Affiliation Gathering Margaret held the first Mini Chat by visiting at each table, entertaining questions and comments.

Margaret sent out a New Year message to all PWV members to announce the initial plan for recertification and other PWV news and is now receiving responses and feedback. Winter patrols began on Jan 13. Applications for 2017 were launched on Jan. 15. Janet Caille, Mike Reynolds and Margaret will go to Cheyenne to talk with the Pole Mountain group about PWV on January 26. Margaret continues looking for a Chair-Elect.

B) USFS REPORT. Kevin Cannon reported that Highway 14 just past Archers but before the fish hatchery will be worked on this summer and down to one lane in that area. Kevin's office received a grant for a Presidential Management Fellow whom Kevin will be overseeing. They will be working on the wilderness character baseline modeling for the 10 wildernesses the USFS has in the area.

Kevin reported that Round Mountain is closed because the City of Loveland is using the Round Mountain parking lot to start staging for the rework of Viestenz-Smith. Kevin has received 180 PWV Volunteer forms. A new Deputy Forest Supervisor, Terry Baker from the

Willamette National Forest in Oregon, will be starting work in the office soon.

C) TREASURER'S REPORT. Bob Meyer discussed the Balance Sheet and Income Statement for 2016, stating that PWV and Endowment had a great year. Bob showed the 2016 Budget vs Actual. He explained a few specific accounts on the expense side and capitalized accounts (Website Redesign and GPS-Trimble & Accessories). For 2016, Net Ordinary Income was \$10,905.39 and Endowment was \$14,196.38 for a total of \$25,107.77 income for PWV.

Bob went thru PWV Assets and Liabilities showing cash position versus budget for 2017. PWV has unrestricted cash of \$27,984.72 plus un-deposited funds of \$260 and our Vanguard Reserve Account of \$25,568.22. Budget expenditures for 2017 expenditures are \$52,560, which includes a contingent \$30,000 for Trail Restoration. Unrestricted funds needed for 2017 are \$20,810. PWV current cash balance is \$27,984.72, plus the reserve amount. PWV could potentially subsidize a partial contingent line item for Trail Maintenance.

For PWV Income and Expense for 2016, corporate and non-profit donors are at \$11,457.46, including donations from the Bohemian Foundation and the Clinton family. Of individual donations, 99% of those are in house, PWV members. In 2016, we had government grants from NWSA and NFF. Some discussion was held on matching funds. Bob will consider a separate line item for NWSA grants. Administrative expenses were an estimated 9.05% of total expenses. Total expenses for 2016 were \$32,470.26.

REPORTS OF COMMITTEES

A) RECERTIFICATION. Wendy Nicastle reported that the Recertification Committee, Wendy, Margaret Shaklee, Kevin Cannon, Jeff Dean and Butch Kasubick, had their first meeting. Recertification is required by the USFS and therefore not optional. The committee's mission is to establish a process that's simple and sustainable. The current plan is to take 40 members from 1996-2006 as our recertifying members and 40 new recruits and run them all through the Spring Training Trail. We are limiting our number of new recruits to achieve our recertification. Wendy will draft a letter and with committee approval, will send the letter by the end of this month inviting the first 40 to be our first recertifying members. If a current member can't recertify in 2017 due to prior commitments, they will be moved to the 2018 list and the next members from 2007 will be invited to fill the gaps.

The Requirements for Recertification will be attending Kick Off Night on May 3 and patrolling the Spring Training Trail Saturday, May 20th. Bob Manual is extending the Training Trail so that it will be 3.25 miles. Gerry Cashman is working on AGLs for Recertification members, getting more experienced AGLs for the recertifying group to head off questions for more experienced patrollers. AGLs receive a 5-year extension for recertification. Recertifying members will be in separate animal groups (F,G,H,I) from new members (A,B,C,D). Recertifying members will start after new members in the second phase on the TT.

The stock members must also hike. When asked if they have to go back through the stock recertifying, Wendy replied that they are trying to get some written parameters from USFS on what is required. There is a possibility we will need another recertification for the Stock Group.

If unable to hike 3+ miles, all patrolling (hike and stock) members can bring a note from

their doctor. Worker's comp for PWV only covers the distance they can hike and if exceeded in riding, the member is not covered. Kevin is looking at the Field Guide to make sure this is clearly stated. Non-patrolling recertifying members must still attend KON. KON will have one scenario for the new recruits and a separate scenario for recertifying members. Only 12 current members have indicated they cannot do the hike. Wendy brought up Trailhead Hosting as a non-patrolling option.

Some concern was expressed about limiting new recruits to 40 members and discussion ensued since we will lose a full class every 3 years. Celia Walker reported we have 8 completed applications and with typically losing 35% between application and ST, we will keep the number of applicants around 75-80. If the membership drops too much, the process may need to be revised.

B) FIELD GUIDE. Mike Corbin has been converting the 2013 Field Guide from PDF to WORD, updating phone numbers and names with minimal changes this year. Chapter 12 is now "What You Do on the Trail" and Chapters 1 and 2 are now combined. Mike has an almost clean version, with a table of contents. He will send out the edited FG to the Board and Advisory Board and is asking for comments in the next few weeks. Mike will bring the FG to the next board meeting for approval. He is also working on the Pocket Patrol Guide.

C) LEAVE NO TRACE. Jim Greuel reported that while we have a number of members that have been through an LNT Trainer course, the number is a small percentage of PWV membership. He has been wondering how we can disseminate their LNT knowledge to the rest of PWV. Jim presented offering LNT Training Patrols to be modelled in part on Madelaine Lecocq's Stewardship patrols for new recruits. LNT training patrols would be scheduled patrols with a PWV member who has completed the LNT trainer course. In addition to regular patrol duties, the LNT leader and participants would discuss LNT principles. The leader could do also LNT demonstrations (how to hang food, dig a cat hole, etc). Patrols would be limited to three PWV members. Favorite Authority of the Resource lines could also be exchanged.

Concerning how to schedule, Jim suggested we could add LNT as a training option in the web page drop down. An LNT trainer could set up a patrol as a training patrol and then members could search for LNT training patrols and contact the leader of the desired patrol in order to sign up. Jim has sent a proposal to our current LNT trainers (less than 30), asking if they'd be willing to lead an LNT patrol and has received 3 or 4 affirmative responses. Jim would like feedback on the LNT Training patrol idea so he can come back to the next board meeting with a proposal.

The topic of LNT training for trailhead hosts came up. Jim thought maybe TH hosts could take the dispersed car camping LNT trainer course to prepare them for talking to visitors at the trailheads. The Leave No Trace Center for Outdoor Ethics "Subaru" traveling trainers were suggested, but Jim said their focus is currently more on teaching LNT to children.

D) STRATEGIC PLAN. Jim Shaklee stated that PWV started strategic planning about two years ago, and it's been a slow process. The goal is to move in the direction of developing a comprehensive plan for PWV. The committee goal is to: **Develop and implement a strategic plan to guide PWV's actions and evaluate its performance.** He identified the three steps under this goal per his information sharing document: Identify and prioritize PWV objectives,

Develop and apply one or more Metrics per objective and Modify objectives and/or Metrics as appropriate.

Jim showed the Initial 5 high-level objectives the Strategic Planning Committee had developed but for this meeting, only talked about “trail patrolling” in the Field/Patrolling area. For this activity, the objective was that members were asked to patrol four high or medium trails per year. The metric was to increase the proportion over high priority trails by 5% over the previous 3-year period.

Since trail patrolling is the most important thing PWV does, Jim believes it should be optimized. He gave a brief history of the committee explaining how the Trail Priority Calculator (TPC) was created in 2011. The TPC was intended to improve trail-specific reporting across the board. Key concepts of trail-specific reporting are the needs for and benefits of patrolling a trail, the trail’s characteristics, use and abuse, and the fact that needs and benefits are trail-specific. The Goal is to make PWV more effective in meeting its mission by priority patrolling. A TPC was calculated for each trail using the 9 scaled variables the committee (Jim Shaklee, Chuck Bell and Frank Lilley) established.

Using patrols from 2006-2010, priority scores ranged from 56.2 for North Fork to a low of 4.6 for several patrols mostly in the Red Feather Lakes area. The committee had data for almost 4000 PWV reports in developing the TPC and determining trail patrol specific priority scores.

Jim went through additional graphs showing the Trail Patrol-Specific Priority Scores chart which showed class separations of high, medium and low. Next he showed the Number of Patrols Per Trail in 2010, the actual number of patrols from lowest to highest priority scores. This was followed by the Numbers of Patrols Over/Under Priority Score Coverage for 2010, which superimposes the priority scores with the actual patrolling that occurred. The Actual Number of Patrols over/Under Priority Score Coverage – 2010 showed the plot of percentage of coverage relative to priority coverage. The goal is to have every trail patrolled at the level of 100. We have issues in how we are presenting our effort in providing coverage for the USFS. Jim displayed Alan Meyer’s chart which showed the High Priority Class as % of All “Trail Patrols”, explaining the plots over the 10 years shown. Priority classes were first introduced in 2011. No change has been observed in high and medium priority classes. Jim showed the slide that graphed the High and Medium patrols for the same 10 year time frame. Again there has been no increase.

Jim stated that the problem is the original objective and metric emphasized priority classes not priority scores, telling the members to do the wrong thing. The solution is to develop and communicate a new objective with a new metric and modify the USFS patrolling website potentially to guide them and facilitate focused patrolling on under patrolled trails.

Jim used absolute value to create the Overall Patrolling Index (OPI) which is the sum of the absolute values of all deviations and becomes a baseline. The historical baseline for 2010 was 676 and 782 for 2016. Jim showed the Actual Patrolling Coverage vs Priority Coverage, which uses the new Patrolling Index and lists the characteristics of the patrolling performance index.

The proposed objective is to patrol all trails in proportion to their individual priority scores, looking at each trail score, not classes. The short term objective is to have the overall index decreased by 50 or more each year. And the ten year goal is to have the overall index

reduced to less than 285. Finally, the long term goal is for each trail to be patrolled to within 5 patrols of its priority target.

Jim went through lessons learned. Objectives were developed, verified, and need to be communicated to members to achieve their buy-in. These objectives need to be systematically and periodically reviewed. Jim thanked everyone for their attention and then asked for questions.

Further discussion ensued. Jerry Hanley mentioned Jeanne Corbin has requested that the TPC become involved with the PWV Strategic plan. Jim thinks several of the PWV committees could do the same sort of analysis. Jim would like to have the website updated daily with the priority patrolling stats. Jim stated that the Trail Patrol Committee has had a positive impact on the quality of reports and therefore a positive impact on the stats. He feels 2017 will give us better numbers than the prior two years.

Discussion was held concerning the priority scores and how they are weighted. One approach when scheduling is to have the website notify the scheduler that “This trail is already patrolled to saturation; do you want to patrol this or another?” Quotas could also be used

UNFINISHED BUSINESS

None.

NEW BUSINESS

A) SPRING TRAINING. Margaret moved; the motion was seconded.

MOVE that FRED ALLEN be approved as Chair of Spring Training for 2017.

The motion passed.

B) PATROL GEAR. Margaret moved; the motion was seconded

MOVE that MARION WELLS be approved as Patrol Gear Chair.

The motion passed.

C) KON. Linda Reiter couldn't be at the board meeting but had sent out an information sharing document. She would like to have feedback and she is also looking for someone to mentor as KON Chair for the future. Please send her comments.

The Meeting adjourned at 9:00.

Janet Caille, Secretary

Next Board Meeting: **February 16, 2017 6:30 p.m.**