

**EBTJV Steering Committee Meeting Summary**

**December 17, 2019**

Participants: Nat Gillespie, Dianne Timmins, Greg Kozlowski, Merry Gallagher, Alan Heft, Jason Detar, Lee Simard, David Thorne, Callie McMunigal, Steve Faulkner, Shawn Rummel, John Magee, Jake Rash, and Steve Perry.

This teleconference was called to order by Chair Nat Gillespie at ~1:00 p.m. on December 17th. The first order of business was for the Chair to establish a quorum, which was achieved as thirteen Steering Committee members participated in the meeting.

The following notes summarize the business conducted during the conference call held on **December 17, 2019**:

* The Steering Committee approved the [September 17, 2019 Steering Committee Meeting Summary](http://bit.ly/38pcR7f).
* The Steering Committee approved the priority ranking of the [FY20 Brook Trout Conservation Projects](http://bit.ly/36tefUP) as presented with the exception of including an additional EBTJV operational project focused on development of a web-based updatable database, which was given top funding priority.
* The EBTJV’s FY20 FWS-NFHAP Work Plan and Accomplishment Report was summarized. Based on a self-assessment of our evaluation score for each of the 8 criteria used by the Service to determine a funding level, it appears that we have achieved a level 3 score for all the criteria, which would provide our partnership with the highest level of FY20 funding.
* As a follow-up to a discussion of an agenda item during the September 17, 2019 conference call, it was re-emphasized there is a need to develop the FY20 EBTJV Coordination and Operations Project Proposal, which covers the April 1, 2021 – March 31, 2022 time frame. During the September call it was suggested that a team be established to develop this proposal, as the Steering Committee may want to incorporate changes they feel are warranted. The FWS-NFHAP funds allocate up to $85k as stable operating funds to each Fish Habitat Partnerships. While this proposal does not need to be included in the EBTJV’s FY20 FWS-NFHAP Work Plan and Accomplishment Report, it should be completed soon and submitted to Callie, particularly the amount of funding being requested in support of coordination and operations so that she can get it entered into the FWS system.

* Trout Power, based in the State of NY, is the newest organization to become an EBTJV MOU signatory. This raises the number of EBTJV MOU signatory organizations to 38.
* Rose Hessmiller completed refreshing the EBTJV’s website homepage, which includes addressing a number of punch list items that were sent to her several months ago. Also, Google Analytics associated with the EBTJV website indicate the site averages slightly more than 1,500 user visits/month during a 5-month period with a high of 2,000 visitors in April 2019 and a low of 1,200 visitors in August 2019.

The EBTJV Steering Committee meeting adjourned at ~3:00 p.m.