

Coastal Watershed Invasive Plant Partnership

Meeting Minutes

Thursday, August 7th, 2008 9 a.m -12 p.m United States Forest Service Office, Durham

Attendees:

Kevin Lucey, nhcp
Rachel Stevens, nhf&g
Mary Currier, rccd
Doug Bechtel, tnc

Florence Peterson, usfs
Joanne Glode, tnc
Brooke Smart, nrCS
Don Kiersted, nrCS

Agenda

I. Review CWIPP Project Coordinator Job Description.

- a. RCCD presented draft job description for CWIPP Coordinator Position, which was reviewed by the S.C.
- b. NRCS has funding may be available to partially fund the position either through a Contribution Agreement, which requires a 50:50 match;
- c. Don Kiersted presented on the NRCS perspective, timeline, deliverables
- d. **Action:**
 1. Incorporate comments and revise job description (Kevin and Mary)
 2. Determine total costs for a full time and $\frac{3}{4}$ time employee (Mary)
 3. Draft a list of deliverables and timeline (Brooke and Don)
 4. Determine agreement type and match requirements (Brooke and Don)
 5. Consolidate job description, deliverables, timeline, and budget and send to S.C for final review. (Kevin and Mary)
 6. Find additional hard cash to supplement NRCS \$\$ for the Project Coordinator, possibly through the NHCP.
 7. Secure matching funds

II. Tracking Control Projects

- a. An Excel based spreadsheet was developed to track detailed information on invasive species control projects. This will allow CWIPP to become a central repository for invasive control information. The spreadsheet was reviewed and commented upon by the steering committee.
 - i. NHCP to incorporate changes suggested by the S.C.
- b. S.C discussed strategies for 'rolling out' the tracking spreadsheet and encouraging people to report information on control projects.
 - i. First have S.C members use the spreadsheet for their own projects to discover any problems and provide suggestions.
 - ii. Outreach to targeted stakeholders: by giving presentations at:
 1. NH Association of Conservation Districts Annual Conference (**Action:** Mary to contact Carol Andrews)
 2. Saving Special Places Conference (**Action:** Rachel to contact spnhf)

III. Other

- a. NHCP will soon have a cwipp webpage that can serve as an interim place post meeting minutes, outreach information, documents, and list events, meetings, etc.
- b. Invasive Plant Outreach Group (IPOG) is meeting on August 11th. The group, led by UNH Cooperative Extension, is working on targeted outreach for landowners. Kevin and Christine will stay in touch with the group and to coordinate efforts.