

NBTT Management Team

Conference Call 10/31/00

Prepared by Rebecca Reynolds Consulting

Participants: Darla Potter, Pete Lahm, Shelley Nolde, Jim Russell, Mike Ziolk, Rebecca Reynolds (Consultant)

Placeholders

Fed Exed to Bill Grantham & Deb Kinsley Monday 10/30/00 by Carl Gossard

50 Tribal, 325 all else → 375 +/- total

Dave Jones gave Darla some additional CA names, both Ag & Air Reg.

E-mail version will be sent to WGA's WRAP list, Ag Air Quality Task Force list, NBTT

FEJF members will get hard copy as well as NBTT Management Team

Placeholder to be mailed by Kinsley this week; Darla will confirm with Grantham.

Reminder: Nov 24 nominee deadline

January Workshop Location

Adams Mark Downtown – Deb working on it. Cancellation OK at Holiday Inn.

WGA is located in the same building as the Adams Mark Hotel.

We can use WGA's conference room as "War Room".

We can also use WGA's room for Jan 26 NBTT meeting and for Facilitators Training.

Rebecca & Darla will work on specific arrangements with Deb. Issues include: Lunch, airport transportation, hospitality suite, access to WGA conf. Room after hours, etc.

March Workshop

Fiesta in Tempe – WRAP meeting held there was satisfactory. Space for the March workshop is available. Need Management Team approval for contract – if we cancel: \$1600 fee. All agreed to move forward with the contract. Policy Makers – provide lunch for them! Darla will contact Deb.

Facilitators

Rebecca is working on this and has made some contacts. She is preparing briefing and orientation materials for facilitators. She will run potential facilitators by Shelley.

Budget

Darla reported that WGA is not concerned at this point about funding. NBTT does need to track. NBTT budget includes Rebecca's contract and expenses, workshop development expense, travel (academics ok, no federal, some tribal), and NBTT planning meetings (Oct mtg. we had plus Dec, Jan Workshop extra day, Feb, Mar, April)

(As a guideline, the Denver meeting cost \$756 – meeting room, coffee, A.V. materials, etc.)

Darla will check with Deb at WGA to find out how to bill workshop materials to WGA.

Darla will ask Deb for an estimated cost for the workshop facilities for January and March.

Denver Assignments

See Darla's e-mail on 10/31/00

Rebecca and Darla will finalize Denver meeting notes and assignments, and get to NBTT this week.

Decision Tree: consolidated one is complete, documentation being worked on, Ag input coming.

Reminder: Decision Tree and associated material to be complete for review and comment distribution on November 17 to both the NBTT and FEJF. Close of comment will be Nov. 27.

Workshop Materials

Decision Tree presentation needs to be “slicked up” after the Content Team is finished with it. It is currently in Inspiration software that can be converted to MS Word (albeit with some difficulty). Communications Committee’s Power Point contact is Jeff Lemke (970) 491-2209. He is at the Cooperative Institute for Research in the Atmosphere, and did the WRAP presentation for the Communications Committee. Darla or Rebecca will contact him.

Rebecca is also working on developing the materials to be used in the breakout groups. Pete suggested a nylon product that could be used. He’ll get Rebecca the name of it to follow up.

Next Conference Call

There is a co-chairs conf call scheduled for next Tuesday, 11/7 at 10:00 a.m. MST. Co-chairs will discuss and may include some of management team. Darla will let people know.

Conf Call Assignments

(see above notes for specifics)

Darla – send out e-mail version of placeholder and additional hardcopies as needed

Darla – confirm placeholder mailing with Bill Grantham

Rebecca & Darla – January workshop arrangement coordination with Deb

Rebecca & Shelley – Facilitators for January workshop

Darla – contact Deb regarding process to bill workshop materials to WGA and est. facility cost

Rebecca & Darla – Denver meeting notes

Darla & Rebecca – PowerPoint presentation developer contact

Rebecca – presentation material for workshop

Pete – send Rebecca name of “nylon product” for presentation

Darla – contact additional persons for 11/7/00 conference call

Darla – send out work for review to NBTT 11/17/00

Pete – send out work for review to FEJF 11/17/00