



Meeting: National Steering Committee Meeting

Date: April 2, 2002

Location: Dallas, Texas

Proceedings

FINAL Minutes

In attendance: Grant Gunderson, Forest Service; Whit Gibbons, SREL; Mike Lannoo, Indiana University; Mac Baughman, Mead Westvaco; Monica Schwalbach, U.S. Forest Service; Mark Hughes, International Paper; Ed Christoffers, USFWS Region 5; Phil Seng, D.J. Case & Assoc.; Sue Haseltine, USGS; Ken Brunson, Kansas Dept. Wildlife & Parks; Bruce Taubert, Arizona G&F; Roy Averill-Murray, Arizona G&F, Bruce Kingsbury, Indiana-Purdue University, Rosemary Forrest, SREL.

Whit Gibbons opened the meeting with a review of the minutes from the December 5, 2001, Steering Committee meeting. He noted that several items had been left unresolved and suggested they be discussed with the new business.

1. PARC's growing pains and

2. The role and plans for a general PARC National Coordinator (PNC)

The structure of the **PARC** organization was debated at length along with the need for a non-federal **PARC** coordinator. Some members expressed the desire for a tighter structure for **PARC** while others said the original structure is sufficient. Bruce Taubert reported that the States have raised about \$50,000 to fund a PNC. The members differed about whether the PNC should follow the CEO model or one with less authority. The group received as information several proposals from interested **PARC** members on how **PARC** should be run and the role of the PNC within the structure.

Consensus: All agreed a **PARC** coordinator is needed and will be hired.

Consensus: Mac Baughman was charged with creating a document by May 31, 2002, that will refine the current **PARC** structure and will define the role the PNC should fill.

3. How to handle PARC publication, approvals, distribution, and marketing

A discussion was held about the process of producing official **PARC** publications, such as the newly released Midwest Guidelines for Herp Management. It was generally agreed that the PNC would be able to see that all such future publications are available for review prior to publication. Also, a request from Allen Salzberg to make his email publication, Herp Digest, an official **PARC** publication was debated.

Consensus: **PARC** has no funding to support existing publications (including electronic) and

therefore cannot make Herp Digest a **PARC** publication. Similar requests will not be entertained until such time as a PNC is in place.

4. Reprinting of PARC brochures

The stock of the current multi-page **PARC** brochure is running low and reprinting is necessary.

Consensus: As the document contains a graphic of the structure of **PARC**, the Steering Committee decided to delay reprinting until after the report from Mac Baughman on **PARC**'s structure is received and approved.

5. Status of the habitat guidelines and any other PARC publications

Monica Schwalbach reported briefly on the first Herp Guidelines to be produced, which debuted at the North American in Dallas. She said these would be very important documents to **PARC** and there was general agreement on this. Mac Baughman voiced his disappointment at having too little time to adequately review this first document before it went to press.

6. Whit Gibbons proposed that Bruce Kingsbury be added as a member of the academic steering committee group.

Consensus: Bruce Kingsbury was added to the Steering Committee.

7. New initiatives.

No new initiatives were discussed.

Also discussed:

A discussion was held about when and with what other group or groups the Steering Committee should meet. It was suggested that meeting during one of the herp meetings would be beneficial. It was noted that some members of **PARC** have difficulty funding travel to attend meetings.

Consensus: It was decided to send invitations to the chairs from all the working groups to meet with the Steering Committee during the September meeting scheduled for the International in the fall. Monica Schwalbach and Rosemary Forrest will work on contacting these chairs and arranging the fall meeting