

SuAsCo CISMA
Steering Committee Meeting
7/14/2009 1-3 pm

Attendance	M. John Dwyer	Maynard Conservation Commission
	Anna Wilkens	Lincoln Conservation Commission
	Barbara Volkle	Friends of Assabet River NWR
	Eileen McGourty	U.S. Fish & Wildlife Service
	Libby Herland	U.S. Fish & Wildlife Service
	Delia Kaye	Concord Dept. Natural Resources
	Matt Burne	Walden Woods Project
	Lynn Knight	Carlisle Land Stewardship Committee
	Lee Steppacher	National Park Service/River Stewardship Council
	Laura Mattei	Sudbury Valley Trustees
	Victoria Parsons	Sudbury
	Debbie Dineen	Sudbury Conservation Commission
	Freddie Gillespie	Sudbury Watershed Council
	Jeff Collins	Mass Audubon
	Tim Murphy	Department of Conservation & Recreation

SWEET -- Rebecca Chizzo (rebanet@comcast.net) provided an update on the formation and activities of SWEET, the Sudbury Weed Education & Eradication Team

NFWF -- We discussed the NFWF pre-application. The project budget is a \$50k ask with a \$103k match. The \$50k will be split between funding for a coordinator (\$24k) and NEWFS' Early Detection/Rapid Response program (\$26k). The proposed match is from Nyanza mitigation funds (to be applied for) and volunteer in-kind time on the ED/RR project. The pre-application is written for the project to start 1/2010 and go for 18 months. The full application, if invited, is due 9/30.

Subcommittees -- We discussed and formed subcommittees to follow the goals in the strategic plan (participants listed with name in **bold** to call the first meeting):

1. administrative (Lynn, **Libby**, Barbara)
2. early detection, rapid response (Debbie, Ted, **Anna**)
3. outreach and education (**John**, Lee, Matt, Barbara)
4. control (Anna, **Laura**, Delia, Freddie, Eileen)

We discussed that committees may come and go as needed, and for example the Control group may expand to take on mapping and monitoring. We will aim for the Steering Committee to meet every second month with the subcommittees meeting in the off months. Subcommittees will call initial meetings in August.

We discussed planning a 'kick-off' meeting, possibly in October, to subcommittees to discuss their roles and to solicit interest from other CISMA Partner organizations, so they can be involved beyond the Steering Committee.

We briefly discussed ways to network, reach Partners who are not currently on the Steering Committee, and other groups that might be interested in participating in the CISMA. TTOR's Conservation Common was raised as a possibility, although it might not be aimed at the right audience (statewide land trusts rather than local groups). We discussed the need for a website.

Rivers Stewardship Council Funding – We discussed how to allocate the \$6k made available to the CISMA by the SuAsCo Wild & Scenic River Stewardship Council and reviewed a draft RFP prepared by Jeff. The RSC grant to the CISMA states that the money will be for a control project, ideally crossing ownership boundaries. Points of discussion included:

- ☐ Who reviews, who decides on awards? Control and management subcommittee? Concluded that full Steering Committee, aiming to work by consensus, will review all applications and make final awards.
- ☐ Include "make your case here" section on the application. Detail how the proposals will be reviewed and weighted; that process needs to be clearly defined to applicants.
- ☐ Should we include geographic priorities on the proposal or not? Probably not.
- ☐ What happens to the site after the project? Long term management plans should be addressed in proposal.
- ☐ Timeline- 18 months... permitting?
- ☐ Make it plain that awards will be up to \$6,000 and that budgets may be flexible.
- ☐ Turn around? Proposals due Sept. 1st.
- ☐ Page limit- max 2 pages 12 point font plus supporting documentation (maps, etc.)
- ☐ We discussed the potential for a conflict of interest, but agreed that will be attempt to work in consensus.
- ☐ Need to limit splitting of the money to keep the integrity of the projects.
- ☐ Applicants will be invited to the review process, but we need to be equitable in terms of allowing applicants to lobby for their application if other applicants are not represented at the Steering Committee meeting.

- ▣ Applications will be reviewed and decisions made at 9/15 Steering Committee meeting.

Next Steering Committee Meeting is scheduled for 9/15, 1-3 pm at Great Meadows NWR headquarters.

Minutes submitted by Victoria Parsons with edits by Jeff Collins.