



AFS BioEngineering Section Monthly ExCom Meeting Notes

Date Friday, January 17, 2020. 12-1 pm ET (9-10 am PT)

Meeting: Monthly BES ExCom Meeting

Location: Conference Call Line - +1 (877) 602-3943 (Passcode 421809)

Subject: Meeting Notes

1. Attendance

- Current BES Officers
 - Dana Postlewait – President (present)
 - Mike Garelo – Past President (not present)
 - Dan Giza – President Elect (present)
 - Jessica Pica – Secretary/Treasurer (present)
- BES Committee Representatives
 - Kathy Hoverman – AFS/BES - ASCE/EWRI Joint Committee Chair (present)
 - Randy Beckwith – BES Technology Committee Chair (present)
 - Patrick O'Rouke – BES Resource Policy Committee Chair (present)
 - Gordon Clark – BES Digital Media Chair (not present)
 - Jenna Rackovan – Ned Taft Award (present)

2. Call meeting to order:

- Quorum
- Approve 12/6/19 meeting notes – Dana motion, Dan second

3. Revisions to Agenda

- Mid-year Governing Board meeting travel request – see section 7

4. Announcements

5. Treasurer's Report

- **Account Balances**
 - General Business Checking: \$21,123.17 (as of 1/13/20)
 - Ned Taft Award Fund: \$1,689.84 (as of 1/13/20)
- **Expenses**
 - The following checks were cashed throughout December 2019
 - \$590 AFS for website hosting and migration fees
 - *ACTION*: Dana to verify that AFS bills are paid
 - \$175 Dana for phone line and copies of agenda
 - \$1493.64 Laura Wildman for dam removal course
 - \$910.59 Tom Hepler for dam removal course
 - \$5 monthly maintenance fee for Ned Taft account – will investigate in future
- **Annual budget**
 - Jessica drafted budget spreadsheet starting from 4/1/16
 - Unclear what a range of checks pre-dating 7/11/17 are for
 - *ACTION*: Jessica to confirm with Mike what checks are for
- **Account transition status**
 - Jessica and Jon Black working on signatory process.
- **Banks**
 - Dana investigated previously online banks with no minimums and 2% interest
 - *ACTION*: Dana to get Jessica online banking info, Jessica to investigate other banks

6. BES Business

- **Ned Taft Award**
 - *ACTION*: Mike to find previous award information and send to Jenna/Jessica
 - *ACTION*: Email recruitment notice (Dana/Jessica/Jenna) ASAP
 - *ACTION*: Dana to contact Governing Board about the possibility of donating funds to BES or Ned Taft Award while registering for AFS membership – did ping, waiting to hear back
- **Digital Media**
 - *Web page*

- Jessica uploaded all approved meeting notes to Google Drive
- Gordon is in process of uploading approved meeting notes to website platform
- Gordon next wants to look at the community groups that will replace the list serve
- *ACTION*: Dana to finalize website text by February Governing Board meeting
- *Social Media*
 - Community website (a tool/blog for folks to post questions/answers, share news, etc.) will be priority
 - Connect Solomon David (Science Communication Section) and Gordon, Solomon is familiar with this and would be good reference
 - Keep on list, discuss again after web sites work
 - see 1/29/19 ExCom notes for details
- *Logo*
 - Keep on list for future
 - see 1/29/19 ExCom notes for list
- **Committee Updates**
 - *Technology Committee (Chair – Randy Beckwith)*
 - No updates
 - *Education Committee (Chair – Randy Beckwith)*
 - No updates
 - See WFMD section for educational event
 - *AFS-BES/ASCE-EWRI Joint Fish Passage Committee (Chair – Kathy Hoverman)*
 - Brian Parsons (EWRI executive director) sent example MOU, call scheduled for 2/5/20, time TBD
 - *ACTION*: Dana to reach back out to AFS about MOU
 - Next webinar 2/11/20
 - Jessica to send this and future webinars to BES membership
 - *Resource Policy Committee (Chair – Patrick O'Rourke)*
 - RPC call next Thursday 1/23
 - Agenda item is updating dam removal policy
 - What is section participation?
 - *ACTION*: Patrick will update ExCom after call and then membership call for volunteers
 - Administration has proposed NEPA language changes

- **Updating Bylaws**
 - Bylaws – Dana working on, close to being done for ExCom review, deadline by Governing Board meeting. Then send to constitutional consultant.
 - BES Annual Calendar – Mike working on, deliverable goal by Governing Board meeting

- **Administrative, Reporting**
 - The new Governing Board Reporting Tool is active as of 3/22/19
 - Dana/Mike to coordinate in populating the BES update by Governing Board meeting

- **AFS Topics and Questions**
 - Webinars Educational AFS staff coordination about webinars
 - AFS wants sections to sponsor webinar to entire AFS membership – Joint Committee webinars?
 - Charge money for webinars archives?
 - ASCE has very strict webinar protocols/process
 - Announce to AFS potential webinars – BES is sponsoring this webinar to AFS
 - *ACTION*: Dana to schedule call with Lauren Maza, Kathy, Dana, and others to discuss webinars and get clarification on ask
 - Dana did reach out, now waiting to hear back from Lauren Maza
 - AFS climate change issues
 - Dana forwarded email 12/6 from Scott Bonar 11/19
 - These are major issues for Scott. It will be his push as AFS president. He wants AFS more involved in climate change focusing on a personal level
 - Challenge to talk to skeptics of climate change
 - It's not advocacy it's science
 - This is a major policy change
 - What do we want to commit to as a section? And how much involvement do we want? Review policy for glaring issues or inaccuracies.
 - Can send out to membership in the future (next round of comments)
 - *ACTION*: Dana to update Scott of BES ExCom thoughts/commitments

- **Membership**

- Email membership to include:
 - *ACTION*: Jessica to draft email then share for revisions, draft for next meeting before Governing Board meeting 2/23
 - Website updated
 - Renew AFS membership
 - Donate to BES or Ned Taft Award
 - Challenge a friend or colleague to join
 - What is the role of the education committee?
 - How do we reach out to people that aren't in the section?
 - What is the role of the technology committee?
 - Revision on dam removal policy statement
 - WFMD/FPC/AFS 2020

7. Conferences/Training Opportunities

- **Governing Board Meeting**
 - Little Rock, AK, 2/23-24
 - Request for BES to pay for Dana's travel to this meeting, estimated ~\$1,000 airfare and hotel (he will cover time and meals)
 - Dana motion, Dan second

- **World Fish Migration Day, May 16, 2020.**
 - <https://www.worldfishmigrationday.com/>
 - Any day before 5/16 is great!
 - Randy is organizing/participating in an outreach/educational event Thursday 5/14 at Sacramento Capital
 - Kathy is organizing/participating in an event in Richmond, VA

- **Fish Passage 2020. Lisbon, Portugal. June 29 – July 3, 2020**
 - Career award nominations due 1/31/20
 - Past dates
 - Oral/Poster abstracts due 1/16/19
 - Project award nominations due 12/31/19

- **AFS 2020 Annual Meeting, Columbus, Ohio. Aug 30 – Sept 3 (AFS 150th Anniversary)**
 - Does BES want to sponsor a symposium or short course?

- Not enough time to put something together (due 1/21/20)
- 2020 AFS Meeting Request to support “Fish Exclusion Prize Promotion/Showcase” (see attached email chain)
 - Department of Energy’s Water Power Technologies Office and Bureau of Reclamation proposes to host pitch contest at AFS 2020 about the need for technological solutions to prevent fish entrainment at diversions and intakes.
 - Prior to conference engage AFS community
 - At conference finalists to live pitch their ideas to panel of judges (like shark tank)
 - Steven Kambouris (AFS meetings and program coordinator) set up call for next Thursday 1/23/20 with Tessa Greco (National Renewable Energy Laboratory). Dana and Dan will attend and update ExCom after.
- 150th Anniversary AFS Section Exhibit
 - ACTION*: Jessica membership call out to see who’s interested and to schedule call
 - Create committee and get organized
 - What BES is? How has bioengineering changed over the year?
 - Treasure hunt? Raffle?
- Nominate fish for committee
 - ACTION*: determine fish already taken then pick one via email – Thursday 1/23/20 deadline

8. Next Meeting

- Friday, February 14, 2020 at 3 pm ET / 12 pm PT

9. Adjourn

Action Items

1. Bills, bills, bills (Treasurer)

- Dana to verify that AFS bills are paid
- Jessica to confirm with Mike what five checks are for pre-dating 7/11/17
- Dana to get Jessica online banking info, Jessica to investigate other banks

2. Ned Taft Award

- Mike to find previous award information and send to Jenna/Jessica
- Email recruitment notice (Dana/Jessica/Jenna) ASAP
- Dana to contact Governing Board about the possibility of donating funds to BES or Ned Taft Award while registering for AFS membership

3. Digital Media

- Dana to finalize website text before Governing Board meeting 2/23
- Gordon to upload meetings notes to platform
- Dana to connect Solomon David (Science Communication Section) and Gordon regarding community website

4. ASCE-EWRI Joint Fish Passage Committee

- Kathy to forward EWRI example MOU to Dana
- Dana to reach out to AFS about MOU providing EWRI example

5. Resource Policy Committee

- Randy to update ExCom after 1/23 call then membership call for dam removal policy volunteers

6. Bylaws

- Dana to draft bylaws by Governing Board meeting 2/23
- Mike to draft annual calendar by Governing Board meeting 2/23

7. Administrative, Reporting

- Dana/Mike to coordinate in populating the BES update by Governing Board meeting 2/23
- Dana to forward new AFS procedures manual and new constitution and rules

8. AFS Topics

- Dana to schedule call with Lauren Maza, Kathy, Dana, and other to discuss webinars and clarification on ask
- Dana to update Scott Bonar of BES ExCom thoughts/commitments on AFS climate change policy input/review

9. Membership

- Jessica to draft email about exciting things happening and updated in BES before Governing Board meeting 2/23
- Sean Landsman to send survey, ExCom will forward to membership - pending

10. AFS 2020

- Dana/Dan/others to attend call about DOE WPTO pitch contest 1/23/20
- ExCom to nominate fish by 1/23/20
- Jessica to send membership call out to see who's interested in exhibit committee and to schedule call

Completed Action Items (this period)

1. The following checks were cashed in December 2019
 - \$590 to AFS for website hosting and migration fees
 - \$175 to Dana for AFS conference teleconference line and agenda copies
 - \$1,493.64 to Laura Wildman for AFS conference dam removal course
 - \$910.59 to Tom Hepler for AFS conference dam removal course