MINUTES
PWV BOARD OF DIRECTORS’ MEETING
January 16, 2020 – 6:30 – 8:30 p.m.

ATTENDANCE

Board Members: Tom Adams, Janet Caille, Mike Corbin, Elaine Green, Katina Mallon, Jack Morgan, Linda Reiter, Karen Roth, Mike Shearer, Sandy Sticken, Bruce Williams, Jim Zakely, and Kristy Wumkes (USFS Liaison).

Board Members absent: Bob Hansen and Janis Kloster.

Advisory Board Members: Fred Allen, Kevin Cannon, Dave Cantrell, Alan Meyer, Randy Ratliff, Jacques Rieux, and Celia Walker.

PWV Members, Other: Tom Collins, and Jeanne Corbin.

PWV Guests: Katie Donahue, and Laura Shaffer (USFS).

Other Guests: Isak Malers.

Welcome Guests and Introduction of Board Members: Elaine Green welcomed everyone. She then asked all Advisory Board members to introduce themselves. Board member, Mike Shearer, introduced himself since he was not present in December. Mike has been in PWV since 2015, is a Board Member, Recertification Chair and has recently joined the Trail Patrolling Committee. Tom Collins is currently the Fund Development Chair. Dave Cantrell joined PWV in 1998, has been Secretary and Chair, and is currently mostly involved in the National Wilderness Stewardship Alliance (NWSA) with most of his work outside of PWV now. Fred Allen is a Past Chair, has been in PWV 15 years, was Finance Committee Chair, now helps on Fund Development, has been ‘Chief Cook and Bottle Washer’ at many Spring Trainings and is currently Co-Chair of the Stock Committee. Randy Ratliff is a 7-year member, a Past Chair, and currently a member of the Stock Committee (without a horse). Celia Walker joined in 2015 and is starting her 6th year. She has been on Member Relations, Trail Patrolling, and Public Outreach Committees and is currently Co-Chair of Recruiting and Spring Training. Alan Meyer has been in PWV for 9 years, was on the Board, is a Past Chair and is currently Member Relations Chair and on the Website Committee. Jacques Rieux is a founding member. Kevin Cannon, is a new Advisory Board Member, and his past duty was USFS Liaison to PWV for 18 years. Jeanne Corbin is Chair of the Trail Patrolling Committee (TPC) and Vice Chair of Kids in Nature (KIN). Katie Donahue is District Ranger for the Canyon Lakes Ranger District (CLRD).

AGENDA. Elaine asked if there were additions or corrections to the agenda. Seeing none, the agenda was adopted.

MINUTES. Elaine asked if there were any additions or corrections to the minutes. Seeing none, the minutes were adopted.

REPORTS OF OFFICERS

(A) CHAIR REPORT. Elaine Green had no report.

(B) CHAIR ELECT REPORT. Mike Corbin put off his report on Spring Training until the end of the meeting time permitting.

(C) IMMEDIATE PAST CHAIR. Tom Adams mentioned the great newsletter recently produced, which received a round of applause. Tom said he noticed one correction, that the Affiliation meeting was held on the 13th and will not be on the 20th.
(D) USFS REPORT. Kristy Wumkes incoming USFS Liaison expressed appreciation for the support, kindness and patience she has received in her new role. She is very happy to be liaison, will try to do the best job possible, realizing she has big shoes to fill with Kevin Cannon’s departure. Members are turning in their Volunteer Agreements which she appreciates. Her office volunteer will be activating these as fast as she can. Kristy was an original Liaison even before Kevin. She’s back and delighted to be here.

(E) TREASURER’S REPORT. Sandy Sticken reported that December was a good month. The income in December was approximately $22,000, including one large donation from a member.

(F) SECRETARY. Janet Caille asked Kevin Cannon to step out of the room for a bit. The following motion was made, seconded and passed.

*Move to have PWV pay the $600 fee to the Drake Center for Kevin Cannon’s Retirement Roast on January 23, 2020.*

When asked about donations, Janet reported that she has collected $313 to date, and gave $300 of that to her neighbor who is preparing the 37.5 pounds of pulled pork, leaving $13. Additional money has been added to the donation jar. Kevin has volunteered to cover any expenses that donation monies are not received for. Kevin has asked that donations beyond the cost of the Roast be donated back to PWV. The donation jar will be present at the Drake Center.

Janet asked for additional volunteers to help at the Drake Center for the Roast. Karen Roth, Tom Collins, Bruce Williams and Jim Zakely volunteered to report at 5:00 p.m. at the Drake Center on the 23rd.

Janet currently has 10 Roast speakers, and Janet asked Jacques Rieux to also be a speaker. There will additionally be some open microphone time.

On February 13th, Celia Walker and Janet Caille will host the **Second Year Welcome Back Party**. This event went very well last year. 13 members have already RSVPed. Last year, 13-15 committee chairs showed up later in the evening to help recruit for their committees. Janet will be sending out emails; this is a good time to get new committee members. Celia asked that AGLs call their Animal Groups and encourage participation. Mike Corbin will send out an email asking AGLs to do this.

REPORTS OF COMMITTEES.

A) SUPPLEMENTAL TRAINING OPERATIONAL PLAN. Linda Reiter listed upcoming Supplemental Training Classes including:

- Jan 28: Winter Patrolling by Gerry Cashman
- Feb 12: CPR/First Aid Recert by Tim and Sherry Gaines
- Mar. 21-22: Wilderness First Aid by Susan Cruz
- Apr. 14: Spring Wildflowers by Rhonda Koski

Linda expressed thanks to Jerry Hanley who met with Jackie Picard, Karen Roth and Linda to develop the **Operational Plan for Supplemental Training**. Jackie’s plan has been to offer one training per month. Some of these trainings are free, and some require payment.
Linda said the committee wants to do the Ultra-Light Backpacking. Dick Heyman usually does a mushroom class. Star Gazing, Trees of the Poudre Canyon, and Physics of the Wilderness would all be new classes. The Gaia phone app was really popular and may be repeated. Linda asked that anyone who would like to do a class or who had other class suggestions to please let her know. Kevin Cook and Linda are in communication so he may do something for PWV. When asked if a class is very popular if it can be brought back, Linda said one of the issues is venue space. When asked how big the venue size needs to be, Linda said that is class dependent but typically 20 to 30 people. Katina Mallon’s husband may have access to space. Celia Walker also suggested checking with The Purple Cup Café as a possible space.

Linda asked that if members have suggestions for available venues to please let her know. Linda said the Cache La Poudre Heritage Center may have space we can use. This group is presenting at April’s Affiliation meeting. Celia Walker said we will likely have a need for a Compass Class, since Spring Training’s Map and Compass Training Trail station is changing to just Map. Elaine expressed appreciation to Linda for stepping up with Jackie’s resignation.

Jeanne Corbin said it would be good to have more than one date option for Map and Compass classes. Linda also mentioned that Gerry Cashman and Jennifer Collins have been doing a survey on interest for a geology class.

B) MENTOR SURVEY. Bruce Williams, Mentor Committee Co-Chair, presented results of the 2019 Mentor Survey Results. By and large Bruce said results were very positive with a few exceptions and the exceptions warrant follow-up. Bruce said in 2019 PWV had 36 mentors and 44 new members; 99 surveys were returned which is a 57% return rate. Alan Meyer said this was a typical return rate. Bruce said there were some issues initially in participants receiving the survey in a timely manner so this is a follow-up point.

Looking at Mentor Checklist Results, there was not a lot of spread. The lowest scores were 4s on “How to handle special situations such as multiple problems” and the “Importance of removing sunglasses during a contact”.

One area of improvement recommended by mentors is to schedule patrols on trails where the mentees will meet more people. Alan Meyer said there was some improvement this year as the TPC provided input to Fred Sprague about what trails should be patrolled at different times of the year. We try to get a lot of patrols done quickly after Spring Training. The question was asked if a trail like Greyrock is full, why should that be limited? Bruce will work this issue offline. It was mentioned that in 2019 we had a lot of snow, resulting in a lot of rescheduling. In 2020 Spring Training will be held two weeks later. Young Gulch and Twin Sisters will both be available in 2020 and should be high volume hiker trails.

From the Mentees standpoint, the two lowest categories were “Identifying and recording information regarding invasive species” and “Using a map to follow my progress”. From earlier discussions, plans are in place to address these two issues. Bruce wants to incorporate the results of this survey into Mentor Training. Out of 54 responses, 50 Mentee responses said the Mentor Patrol met their expectations and were rated high or very high. One response was rated poor and was addressed this past summer. In the survey, Mentees said they need more training in map and compass skills, survival and First Aid and weed identification. Regarding “I regard my mentor as a resource” there were 21 very positive comments and 2 negative comments.

Regarding “What was helpful about this patrol” there were 40 positive comments. On “What could have been improved” suggestions were to pick mentors carefully and do a better job
of matching mentor and mentees, scheduling patrols to allow meeting more people, clearly defining the difference between ‘seen’ and ‘contacted’.

In conclusion, Bruce said the survey produced good positive feedback which will be shared with the Mentors. Things to work on are matching Mentors with Mentees and with the trail, Weed management and Map and Compass.

C) FIRST YEAR MEMBER SURVEY. Alan Meyer said this is the third year that we’ve sent out this First Year Experience Survey. Overwhelmingly the comments were positive, but Alan wanted to point out the areas that show room for improvement.

Per Alan, one comment was received that the new member only wanted to do trail work. To do this, the member had to go through a whole year of training. Celia Walker said we do receive applications that say they only want to do trail work, and then Recruiting will tell the prospective applicant that they don’t need to join PWV to do trail work. Celia said it sounded like that person might have misunderstood. Mike Corbin said he had invited this particular new member to a work day but the member couldn’t attend that day. There are also public restoration days and trail maintenance days which can have a guest on that patrol. Mike said PWV would rather have fully trained members on the trail crews.

Alan said there were also comments on the interviews. Most comments were positive but a couple comments questioned why are we interview, saying the interviews were mechanical and wasted a day, with no real meat to it. Alan asked how effective interviews have been and if we have ever rejected anyone based on the interviews. Kevin said we have rejected 5 people over 18 years. Mike Corbin said it’s more common for people to self-select out of PWV after the interviews.

Regarding “Would you recommend to PWV to other people”. Most people said yes, but one comment received was “Yes but not to someone in my demographic. This is a social club for upper middle class retired adults that care for the outdoors. If I met someone of that nature looking to volunteer I think this would be a great fit”. Alan said we do a lot to attract younger more diverse group, but in looking at our demographic, we fit the comment.

Regarding Kick Off Night (KON), there were a couple of comments about KON saying it was chaotic, moving around all the time, etc. With the work between AGLs and the KON Chair, this will be fixed in 2020.

For Spring Training, some of the comments were about people were falling asleep during the search and rescue talk. The suggestion was to make anything that’s optional voluntary. Also a comment suggested reconsidering “Group in Trouble” which is being redone for this year.

Several comments were made about Mentor patrols which match what Bruce had said. Comments were about differing definitions between contact vs seen, and shirts tucked in. The comment was made that Mentors should not hike ahead and leave Mentees behind. One comment was that the first Mentor turned the Men tee off, assuming the Mentee was a novice, which he was not. Alan mentioned that some of the Mentees are highly skilled. Mike Corbin said that sometimes one Mentee is highly trained while the other is a novice.

Alan said there were several comments about PWV scheduling patrols for recruits. Alan made the point that PWV used to only scheduled 2 mentor patrols. Now we schedule all 6. A few months ago, PWV passed a new policy to only schedule 5. Many of the 4 additional patrols get cancelled and some of these are not with the most educated PWV member. We might want
to reconsider going back to what we used to do, only scheduling mentor patrols. In conclusion Alan mentioned the comment to be careful of cliques among long time members, making new members feel like outsiders.

**D) TRAIL PATROLLING COMMITTEE (TPC). DYNAMIC PATROL PRIORITIZING.** Jeanne Corbin said her topic was “Dynamic Patrol Prioritizing”. The Strategic plan says PWV will encourage "priority patrolling" to members as part of the scheduling website. There is a problem with priority patrolling if everyone only goes to the top 5 trails, a lot of trails are then neglected. Per a casual survey, Jeanne said a very small percentage consider priorities when scheduling a patrol. Jeanne said PWV is discontinuing patrol priorities as they have been for years. The replacement is the ideal number of patrols/trail as defined by Kevin Cannon, USFS, considering the following three criteria:

a. Number of visitors seen on a trail  
b. Date trail is accessible  
c. Slight emphasis on wilderness trails

Joan Kauth will be making some website changes with an estimated start date of July. Changes will be the following:

A. List up to 6-8 trails on the Message Board as “Please consider patrolling one of these currently Underpatrolled Trails.”  
B. On the patrol choice list (when scheduling a patrol) underpatrolled trails will be bold and bright green font.

Kevin Cannon mentioned that bright green is difficult for color blind people to see so recommended adding underlining or italics along with the green. Jeanne said the TPC will try to do some education by emails. All trainers, Mentors and AGLs will need to be trained.

Jeanne said that Twin Sisters is now open for patrolling but not recommended right now due to winter conditions. It is a very popular hike with beautiful views, but steep and at this time, cold and snowy. This trail is not a wilderness trail, but is a very popular sunrise hike, with a lot of vocal, noisy visitors.

**UNFINISHED BUSINESS.**

**(A) APPROVAL OF THE 2018 FACT SHEET.** Elaine Green asked Kristy to bring up the 2018 Fact Sheet for review and approval. The following motion was made and seconded.

*Move to adopt this as our official Fact Sheet*

Elaine said that Julie West has incorporated the feedback from our Board meeting in November. The motion passed.

**(B) BUDGET.** Elaine mentioned budget items from the last meeting, mentioning the spreadsheet that was sent out. The following motion was made and seconded.

*Move to approve an additional $1,550 to Supplemental Training Committee*

Linda Reiter explained that some $25 tokens of appreciation for people who do classes year after year for PWV. Also, for volunteer teachers, the committee would like to offer $20-25
to spend for refreshments. For some classes like Map and Compass, instructor fees up to $200 have been budgeted. The figures are estimates as this is uncharted territory. Supplemental Training Chair Jackie Picard had the vision to go to year-round classes. Linda said PWV could go with a smaller amount and if money runs out, would then stop offering classes. Part of the expense of classes is venue space. Linda said the committee is estimating that room rentals may be $75. Which asked if a $200 honorarium is high, general consensus was that this amount is reasonable. The motion passed.

Elaine said the **Stock Committee** will need an additional $4650 for improvements to the corrals at Stub Creek. Elaine mentioned the email from Chuck Bell and others that she had forwarded. The following motion was made and seconded.

*Move to approve an additional $4650 to Stock committee*

The Board approved $1150 for the Stock Committee in December. This is an increase to the Stock Committee Budget. The USFS has approved this first part of the plan for renovating the corrals for which the $4650 is allocated. Next week the USFS will be meeting with the Stock Committee to consider renovating the Volunteer Campground, which would likely cost $50,000.

Stock Committee Co-Chair, Fred Allen, explained that the effort at Stub Creek will be two-fold. Fred Allen started talking to the USFS in October and will be meeting with them on January 22nd. Fred will be asking to continue what we’ve been doing at Stub Creek. The corrals, fencing, etc., has been falling apart for years. This past year PWV went one step further in cleaning up the area. Years ago, much was clear cut and while the bigger logs were removed, much of the little timber was left. PWV Stock members have raked this small timber into 11 slash piles. The area is now much cleaner. Stub Creek is 9 miles from the West Branch Trailhead, and 4 miles from the Rawah Trailhead, a very convenient location. Improvements won’t be only for the benefit of stock riders but should also enable camping by PWV hiking members. Any PWV member should be able to pitch a tent in the area.

PWV members did work on the fencing; putting smooth wire in place of barbed wire, and cleaning up one of the pastures. Some of the money will be used for the top rail of the wooden fencing. The last time the USFS put any money into this was in the 1990’s. We’ve had permission for a long time to use this facility. Fred has put in money for a heavy duty 12-person picnic table. Currently there are some dilapidated steel fence sections. Some of these sections could be used for temporary corrals and then moved to a different location or sold. Fred believes this is a practical approach. The sections would be secured by rebar.

Per Fred, the number one reason stock members have left according to CSU research is because they were made to feel unwanted and patrolled too much in the Red Feather area. This new effort makes patrolling in the Rawahs for the stock people a possibility, otherwise it is too much for one day. Fred has had several phone calls from members who wouldn’t mind doing some day hikes if they had a good, safe place to put their tents. This will provide a protected area for campers. The only campground in the entire district with a corral is Jack’s Gulch.

Katina Mallon said this would be a great resource for getting the stock folks together. There are some very seasoned horses that may use wider pastures, but most pet horses aren’t that well trained. Jacques Rieux mentioned how important is it to have horses patrol in the Rawah wilderness. Just to get to the area, it’s a 12-hour day and then is more driving than riding. The corrals have always been a problem. To really to cover it, PWV needs to fully commit to make a safe space for stock riders and their mounts. Many of these horses are pets. Jacques feels it’s very important to PWV. The motion passed.
Having resolved the two tabled items from December, Treasurer Sandy Sticken made the following motion that was seconded.

*Move that the Budget be amended to the total amount of $30,324.*

The motion passed.

**(C) PWV POLICY REVISIONS.** Mike Corbin said PWV’s current policy is to follow the Canyon Lakes Ranger District (CLRD) volunteer policies and procedures. Kristy Wumkes clarified that the CLRD follows the Washington office national policies. Mike has been reading USFS Washington policies. Per Mike, regarding responsibility and conduct, the message is to ‘be good’. Per the USFS Guide for Volunteers, while on duty, volunteers may not

- Possess or use firearms except when authorized
- Consume intoxicating beverages
- Possess or use any illegal drugs
- Use Government-owned or Government-leased vehicles, property, tools, equipment, or telephones for personal purposes
- Fight, use derogatory language, or participate in discrimination, sexual harassment, or violent or threatening behavior
- Have pets with you without special permission of the district ranger
- Violate any State game and fish regulation
- Violate any Federal, State, or local law
- Sell or distribute nonagency products or literature
- Disclose confidential information

Mike said that most of the list, PWV has covered in our policies, but to date, not the alcohol use. The question was asked about the selling of our Trail Books or distributing lip balm. Ranger Katie Donahue said there’s a grey area. PWV Publications are related to the experience people are having in the forest. This policy is more pertinent to selling Avon or Tupperware for personal gain.

Regarding **uniforms**, Mike said uniforms are mentioned in many policies. PWV can even wear USFS uniforms if approved. Kevin Cannon said when PWV began, members did wear old USFS uniforms. Volunteer patches may be worn on personal clothing, which is what PWV does. Mike did not find policies addressing volunteers drinking while not on duty. Kristy clarified that what is stated is that volunteers follow the same standards that employees do. Employees cannot drink while in uniform. The USFS patch is what identifies USFS volunteers and implies that PWV cannot drink while in uniform.

Karen Roth said that in her mind and even in the public’s mind, PWV is under the auspices of the USFS, created with and for the USFS. We are volunteers for the USFS. By being that, we need to follow the regulations of what the USFS is doing.

Alan Meyer said it sounds like there’s a disagreement on “What’s the definition of representing the Forest Service”. If we have the USFS patch on our shirt, we are representing the Forest Service. What is the line, Alan wondered, where we are representing just PWV, i.e., selling the trail guide, raising funds. Alan suggested the following options: stop putting the USFS patch on our shirts, use Velcro to take the patch off when drinking, or put on a different shirt. The Mountain Biking Association has had the same discussion, so they take off their shirts.
when drinking. New Belgium is one of their sponsors. Alan brought up the question of backpacking; he doesn’t bring an extra shirt. If we are backpacking at night, are we still required to change shirts? The question was raised who else might see.

Katie Donahue gave some context on personal behavior, which is evolving with the federal agencies. Katie mentioned sexual harassment and policies around that difficult issue. The national policy is vague, unclear and evolving. The alcohol policy has changed over the last year. Employees used to be allowed to drink in quarters. That has changed and employees are no longer allowed to drink in quarters. Alcohol is frequently a factor with sexual harassment. CLRD has a really heightened sensitivity to alcohol today. The USFS doesn’t want PWV to be called out on social issues or to get into an awkward situation. Therefore, Katie hopes PWV members choose not to drink when wearing the uniform.

Randy Ratliff mentioned the agency has mandates for a drug free work environment. The grey areas exist more around camping in the evening and Katie is just asking PWV to respect the grey areas and err on the side of caution. We don’t want to embarrass the agency and put anyone in a difficult spot. Randy said we tell our recruits that we follow the USFS policy and we can’t pick and choose which policies to follow.

Discussion continued with the consensus of several Board and Advisory Board members (Bruce Williams, Janet Caille, David Cantrell, Karen Roth, Jack Morgan, Elaine Green, Katina Mallon, Linda Reiter and Jim Zakely) that while wearing our shirts PWV members look like USFS personnel, and we should not wear our shirts when alcohol is involved. PWV members don’t want to embarrass the agency or put anyone in a difficult spot. When questioned about the definition of ‘on duty’, Elaine Green explained that the definition of ‘on duty’ is if you are submitting the hours, you are considered ‘on duty’. The suggestion was made that we should perhaps get a more informal looking shirt that we could wear for events involving alcohol. Whether we are on duty or not, wearing the shirt is really the issue. It was pointed out that our behavior in the past has not always been reflective of this, i.e., at events at Odell’s.

The suggestion was made to write the policy centering more around the wearing of the shirt, and not ‘on duty’. Mike Corbin asked everyone to look at the items in red on the chart, copied in below. He presented the following items for change. To cover the shirt issue, Mike proposed adding a clause ‘any time we wear our shirt’. Mike asked for comments.

a. PWV members shall not consume alcohol or marijuana while actively patrolling or when representing the Forest Service to the public.

b. “Actively Patrolling” is defined as activities performing any type of PWV patrol on Forest Service land. This does not include non-patrolling activities such as in camp during a backpack, on the way home after a patrol stopping for a drink or at PWV events.

c. PWV members shall not use marijuana while on Forest Service land.

d. PWV members shall not be impaired by any drug or alcohol while volunteering for the Forest Service. (This includes legal or illegal drugs or alcohol which would impair your judgment or physical capabilities to perform the activity you are involved in. The decision on whether a member is impaired is left up to each member.)

More discussion followed. Karen Roth suggested that ‘a.’ be rephrased to “PWV members shall not consume alcohol, marijuana or other drugs while representing the USFS, when wearing their uniform.” Due to time constraints, Mike agreed to rephrase the policies based on the discussion and bring the policy discussion back to the next meeting.
NEW BUSINESS.

(A) NWSA NEWS. Dave Cantrell said the NWSA National Wilderness Workshop will be held Tuesday, Oct. 13 through Friday, Oct. 16th at the University of California in Merced, about 1.5 hours from Yosemite. Last year, Dave was the only PWV member there. Dave hopes more PWV members can attend this year. Linda Reiter suggested Dave send out an email to the membership with dates and the cost of the workshop.

(B) STRATEGIC PLANNING METRICS. Not discussed.

Seeing no objection, Elaine adjourned the meeting.

Janet Caille, Secretary

Next Board Meeting: February 20, 6:30 p.m.

Addendum from Bob Hansen regarding patrol scheduling:
Clarification on the newbies patrols, we have always scheduled the mentor patrols and then tried to schedule the rest of the newbies patrols with veterans first and then with newbies if schedule and preferences work out.

Addendum from Margaret Shaklee regarding patrol scheduling:
At the January Board Meeting, a statement was made by Alan Meyer (according to the Minutes) that:

“PWV used to only scheduled 2 mentor patrols. Now we schedule all 6. … We might want to reconsider going back to what we used to do, only scheduling mentor patrols.”

As an active member of PWV since 2007 and a member of the Patrol Scheduling Committee and author of the Patrol Scheduling Preferences questionnaire, to my knowledge, PWV has always scheduled our new members’ first 6 patrols for them, not just their 2 mentor patrols. When I joined, Bob Hansen was the scheduler; I worked with him and eventually Fred Sprague & Joan Kauth to automate his hands-on process into what we have today. Bob should be able to confirm this.

I looked back at the first Patrol Scheduling Preferences questionnaire from 2009 and found this screen, but I didn’t need the questionnaire for confirmation, because my memory is clear on this.

44. List of PWV trails I would like to patrol:

1) Choose the trail you would like to hike/ride in column 1.
2) Choose the type of patrol & number of nights in column 2

*NR = not recommended for stock, SP = stock prohibited

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<th>Patrol #1</th>
<th>PWV Trail Patrol</th>
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The second screen I am submitting was from Page 1 of the 2019 version of the Patrol Scheduling Preferences questionnaire…

**RETURNING MEMBERS**: Indicate the number of patrols you are willing to do with new members.

**NEW MEMBERS**: All of your patrols (6 total) will be scheduled for you.

Margaret Shaklee