



# AFS Bioengineering Section Monthly ExCom Meeting Notes

Date: Thursday, August 12, 2021. 12-1 pm ET (9-10 am PT)

Meeting: Monthly BES ExCom Meeting

Location: Microsoft Teams

Subject: Meeting Notes

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## 1. Attendance

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

## 2. Call meeting to order:

- Quorum
- Dan motioned to approve 7/8/21 meeting notes with Dana minor grammatical changes, Patrick second

## 3. Revisions to Agenda

- Hutton Junior Fisheries Biology Program

American Fisheries Society Bioengineering Section	Dana Postlewait – Past President Dan Giza – President	Patrick O'Rourke – President Elect Jessica Pica – Secretary/Treasurer	Page 1 of 7
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- The Hutton Program has provided fisheries and aquatic science internships and mentoring experiences to 727 high school students, 59% of whom identify as being a racial minority, and 58% identify as being female. Nearly 70% of Hutton Scholar alumni surveyed say their Hutton experience strengthened their interest in the fisheries and aquatic science profession.
- AFS Sections have been asked to support the Hutton Program Funding Challenge which seeks to raise \$5,000 by September 1st. About \$1400 has been raised toward that goal.
- This initiative is aimed at high school students and are typically matched up with professionals in their area with a project. There are legal barriers working with people under 18 (Patrick has experienced these barriers).
- BES has never donated to this fund before. With limited income and our own student travel award, BES decided not to contribute.

#### 4. Announcements

#### 5. Treasurer's Report

- **Account Balances**
  - All funds in general checking right now during banking transition
    - General Business Checking: \$20,937.32 (as of 8/11/21) (\$1,625.09 is Taft funds)
- **Income**
  - No income over the last month.
  - *COMPLETED ACTION*: Jessica provided BoA bank account information to AFS on July 19 for new electronic payment system.
  - *COMPLETED ACTION*: Jessica responded to AFS request about any changes in membership dues. BES is sticking with \$10 annual fee.
- **Expenses**
  - No expenses over the last month.
- **Banks**
  - *COMPLETED ACTION*: Jessica circled back with Dan Cassidy with update on 7/8/21 – no go on AXOS, exhausted our efforts, provide other section banks and similar issues. No response from Dan to date.
  - *ACTION*: Dan to bring up banking issue at August Governing Board meeting.
  - *ACTION*: Dana with R2 has had great experience with Washington Federal. He will reach out to learn about the signatory process.

- **ON HOLD ACTION:** Jessica open new bank account. Then will close BoA checking account.
- **Taxes**
  - **ACTION:** Jessica to verify BES 2020 return filed

## 6. BES Business

- **Ned Taft Award**
  - **COMPLETED ACTION:** Sent out travel award announcement reminder on 7/29/21 to BES and to student/young professionals section. Applications are due at the end of August.
  - Jenna hasn't had any interest since last email announcement or applications
  - **ACTION:** Jenna to create a PayPal account (with BoA account) and Gordon to create a link on the BES webpage.
  - Jenna started the PayPal account setup process. With non-profit accounts, once you start the account process PayPal will then reach out to you. They haven't yet.
- **Digital Media**
  - No updates
  - **ACTION:** Gordon to circle up with Rachael to see if she has any capacity to sort out the authorization email issue.
- **Nature-like Fishway Guidance**
  - There's been a lot of back and forth on the application. Steve Malloch approves of Section A and will send to RLF. One question he had was will AFS take a cut of this budget? Jessica reached out to Dan Cassidy to get an answer but based on past conversation the likelihood is no. Move forward with scope/budget by end of week if don't hear from Dan. We still need to finalize Section B.
- **Committee Updates**
  - *Technology Committee (Chair – Randy Beckwith)*
    - **ACTION:** Dan contact Jon Black and Mike Garello about committee history and purpose.
    - **ON HOLD ACTION:** Dan to look into finding someone else to lead this committee. Maybe Vincent Autier?

- *Education Committee (Chair – Randy Beckwith)*
  - No updates
- *AFS-BES/ASCE-EWRI Joint Committee on Fisheries Engineering and Science (Chair – Kevin Mulligan)*
  - MOU: no progress
  - Bylaws: Kevin has draft bylaws, reviewed by ExCom and soon by other committee members. Should BES review / be signatory? Should it have one BES and one EWRI or should it just be an internal document? Worry about no responses from EWRI higher level person. Could be David Weston, EWRI, but he hasn't been very responsive either. Makes sense for Dan and David.
    - Dana thought to keep it simple with Dan, president, to sign. BES can recommend changes and motion to approve. But how to get EWRI involved they wanted this in the first place?
    - Could Dennis Rutenburg help to make some calls?
  - FPC2022: website update for PNNL
  - Upcoming webinars
- *Resource Policy Committee (Liaison – Patrick O'Rourke)*
  - No updates
  
- **Bylaws**
  - *ACTION:* Dana to draft bylaws then pass to ExCom and Randy Shultz for review two weeks before next Governing Board Meeting by end of October
  
- **Administrative, Reporting**
  - *ACTION:* Dana/Dan coordinate update/calendar. Pull in Mike if needed.
  - Jessica worked with AFS staff to get authorization to post to the AFS job board but turns out we don't have that capability. It would only be free for us is for a student or personal addition.
  - *ACTION:* Jessica to write default blurbs to tell people about AFS job board. When person reaches out to send job posting to members and when sending out postings to members.

## 7. Conferences/Training Opportunities

- **AFS 2021 Annual Meeting, Baltimore, MD. November 6-10, 2021**

- *ACTION*: Dan to bring up at August Governing Board meeting that the system is not able to handle adding section memberships mid-cycle.
- Abstracts due: August 16, 2021
- 150<sup>th</sup> unit exhibit
  - *COMPLETED ACTION*: Dan, Jessica, and Dana met with Kleinschmidt marketing GinaRenee to discuss plan and schedule for video.
  - GinaRenee suggested a 10 minute video with ~8 video clips with transition slides that have factoids about the topic we're covering. We're thinking to break out the video into sections by topics like fishways, dam removal, water intake screening/protections, etc.
    - ◆ Fishways
      - ◇ Upstream technical – Jessica
      - ◇ Upstream nature-like – Jessica
      - ◇ Downstream passage and protection – Dana
    - ◆ Hydropower/Turbines – Jenna
    - ◆ Water intake screening/protection – Dan
    - ◆ Dam removal – Dana/Patrick
    - ◆ Road-stream crossings – Jessica
    - ◆ Research and Modeling – Dana/Jenna
    - ◆ Fish Sampling Tracking – Dan/Dana This topic will explain how using this gear provide content using gear to why, how, and results.
  - Dan to develop outline template for video with necessary details
  - We owe her all content (videos, pictures, text/stats) by 8/26 (4 weeks from meeting). GinaRenee approved of this timeline. Will meet on 8/19 for check-in meeting.

## 8. Next Meeting

- September 9, 2021. 12-1 pm ET (9-10 am PT)
- Jessica sent out new Teams calendar invite that has both online and phone call in options for all future meetings.

## 9. Adjourn

## Action Items

### 1. Bills, bills, bills (Treasurer)

- Dan to bring up banking issue at August Governing Board meeting.
- Dana with R2 has had great experience with Washington Federal. He will reach out to learn about the signatory process
- On hold: Jessica open new bank account. Then will close BoA checking account.
- Jessica to verify BES 2020 return filed

### 2. Ned Taft Award

- Jenna to create a PayPal account (with BoA account) and Gordon to create a link on the BES webpage.

### 3. Digital Media

- Gordon to circle up with Rachael to see if she has any capacity to sort out the authorization email issue.

### 4. Nature-like Fishway Guidelines

### 5. Technology Committee

- Dan contact Jon Black and Mike Garello about committee history and purpose.
- On hold: Dan to look into finding someone else to lead this committee.

### 6. Education Committee

### 7. ASCE-EWRI Joint Committee Fisheries Engineering and Science

### 8. Resource Policy Committee

### 9. Bylaws

- Dana to draft bylaws then pass to ExCom and Randy Shultz for review two weeks before next Governing Board Meeting by end of October

### 10. Administrative, Reporting

- Dana/Dan coordinate update/calendar. Pull in Mike if needed.
- Jessica to write default blurbs to tell people about AFS job board. When person reaches out to send job posting to members and when sending out postings to members.

### 11. AFS 2021

- Dan to bring up at August Governing Board meeting that the system is not able to handle adding section memberships mid-cycle.

## Completed Action Items (this period)

1. Jessica verified BES database info updated

2. Jessica provided BoA bank account information to AFS on July 19 for new electronic payment system.
3. Jessica responded to AFS request about any changes in membership dues. BES is sticking with \$10 annual fee.
4. Jessica circled back with Dan Cassidy with update on 7/8/21 – no go on AXOS, exhausted our efforts, provide other section banks and similar issues.
5. Sent out travel award announcement reminder on 7/29/21 to BES and to student/young professionals section. Applications are due at the end of August.
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