



AFS Bioengineering Section Monthly ExCom Meeting Notes

Date: Thursday, April 14, 2022. 3-4 pm ET (12-1 pm PT)

Meeting: Monthly BES ExCom Meeting

Location: Microsoft Teams

Subject: Meeting Notes

1. Attendance

- Current BES Officers
 - Dan Giza– President (Present)
 - Dana Postlewait – Past President (Present)
 - Patrick O'Rourke – President Elect (Present)
 - Jessica Pica – Secretary/Treasurer (Not Present)
- BES Committee Representatives
 - Randy Beckwith – BES Education Committee Chair (Present)
 - Patrick O'Rourke – BES Resource Policy Committee Liaison (Present)
 - Gordon Clark – BES Digital Media Chair (Present)
 - Jenna Rackovan – Ned Taft Award Chair (Not Present)
 - Kevin Mulligan – AFS/BES - ASCE/EWRI Joint Committee Chair (Not Present)
- Other
 - Taylor Giogaia – Assisting with Networking Series (Present)

2. Call meeting to order:

- Quorum? Yes
- Approve 3/10/22 ExCom meeting notes
 - Dan motioned to accept with Dana's proposed edits
 - Dana seconded and all in favor

3. Revisions to Agenda

Social Event Discussion

- In the interest of Taylor's time, Dan suggested starting with the networking event so she could drop off after.
- Dan and Dana spoke earlier in the week about the potential need to push out the April 22nd (next week!) first networking event date back to allow more time for market.
- Taylor agreed in her experience 1-2 months is ideal for marketing/get the work out for such an event.
- Taylor mentioned that she could develop a social media graph for sharing the event primarily through LinkedIn on the Kleinschmidt page for starters. Patrick mentioned that AFS maybe willing to share on their social media platforms and email blasts.
- It was suggested that Dan's draft he prepared for membership be update with an ask and instruction on how to sign up. Taylor's earlier email had provided such sign-up (Outlook calendar invite with instructions) information that could be include in the email.
- Dan to send out Doodle Poll to small Social Planning Committee to discuss:
 - New date for the 1st event
 - Talyor's role in facilitating this event
 - Word Cloud platform (i.e., Microsoft Teams or Mentimeter <https://www.menti.com/>)
 - Marketing the event through social media outlets (AFS, Kleinschmidt) and email (BES and other AFS sections)

4. Announcements

5. Treasurer's Report

- **Account Balances**
 - No updates
 - All funds in general checking right now during banking transition
 - General Business Checking: \$51,947.32 (as of 2/8/22) (\$1,625.09 is Taft funds)
- **Income**
- **Expenses**
- **Banks**
 - *ON HOLD ACTION:* Dan to bring up banking issue when next opportunity arises

- **ON HOLD ACTION:** Jessica open new bank account. Then will close BoA checking account.
- **Taxes**
 - **COMPLETED ACTION:** Jessica filed 2021 tax return with no issues



Manage Form 990-N (e-Postcard)

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EIN	Organization Name	Tax Year	End Date	Created On	Status	Submission ID	Action
52-1273183	AMERICAN FISHERIES SOCIETY BIOENGINEERING SECTION	2020	12-31-2020	04-06-2021	Rejected	10065520210964485337	
52-1273183	AMERICAN FISHERIES SOCIETY BIOENGINEERING SECTION	2021	12-31-2021	02-04-2022	Accepted	10065520220355220738	

6. BES Business

- **Spring Governing Board Meeting (April 13th 1-4 pm ET)**
 - Materials have been uploaded to the Google Drive:
https://drive.google.com/drive/folders/1ewbVsR_bPBZ129JzXP5-aaDliCvYSbGa?usp=sharing
 - Dan provided a brief overview of the following

Constitutional Consultant Report - Randy Schultz

1. Designating Proxies for the GB meetings. Just a clarification for everyone since this issue comes up regularly and there has been some confusion. The AFS Rules (Section 4.c) provide the following guidance:

Except for Society officers, voting members of the Governing Board may be represented at a Governing Board meeting by any past-president or a current elected officer of their respective unit, provided such alternates are designated in writing to the Executive Director before the meeting. Alternates have full voting powers, but may not be contemporary members of the Governing Board, and may represent only one voting member at each meeting.

2. Name Change to Continuing Education Committee (AFS Rules name change to Professional Development Committee) ([Attachment B](#))

President- Elect Strategic Plan Objectives - April Croxton

1. Further Communication at all AFS levels
 - a. Identify communication gaps
 - b. Develop Communication strategy
 - c. Cont. to support and promote AFS policy efforts.
1. Advancing Diversity and Inclusion
 - a. Cont. supporting and promoting established programs and initiatives (Hutton, DJV, and CASS)
 - b. Develop targeted outreach to diverse professionals
 - c. Develop a DEIVA Strategy and Implementation Plan

2. 2023 AFS Meetings
 - a. Lead planning efforts for 2023 AFS Annual Meeting @ Grand Rapids, MI (August 20-24)
 - b. Support AFS efforts to host the Latin American & Caribbean Fisheries Congress in Cancun, Mexico (May 15-18)
3. Executive Director Succession Planning
 - a. Query former ED selection members on lesson learned
 - b. Develop a timeline of events
 - c. Id members of the ED Selection Committee.

RAWA - Update on Congressional Actions and AFS Involvement

- Advocacy to contact, call or meeting with you congressional members to talk about the importance or RAWA.
- AFS has posted a lot of resources on the AFS website and Drue Winters is setting up training on what members can do to help get this Act passed. <https://fisheries.org/policy-media/recovering-americas-wildlife-act/>

Strategic Positioning Committee Update - Marlis Douglas and Joe Conroy

1. Planning should be proactive rather than reactive, adaptive
2. Charge: Provide framework to adapt, while working towards goals
 - Long-term (10-30 yrs) Big Picture
 - Med-Term (5-10 yrs)
 - Short-Term (3-5 yrs)
3. Breakout Session with Marlis Douglas and Tiffany Hopper
 - Marlis Douglas -Genetics Section
 - Tiffany Hopper - Communication and Technologies Section
 - Session used www.menti.com to generated Word Cloud
 - Marlis mentioned using Slack Work Space with some success
 - Shared that each section has had challenges communicating travel awards
 - Vision/Goals Cross pollinating across Section (technology sharing)
 - Challenges associated with the evolution of communication (*"This meeting could have been an email to this email could have been a tweet"*)
 - How do we got a balance of communication a what platform to use to get there?
 - How much cross pollination too much information or feedback?

AFS Section Procedure Discussion

- Development of better guidance for AFS sections in developing procedurals manuals.
- A few mentioned having one
 - Fish health Section shared this: https://1fiduf35czd41a05pgltrtej-wpengine.netdna-ssl.com/fhs/wp-content/uploads/sites/30/2021/07/FHS_Procedural_Manual_2021-07-24_final.pdf
 - Northeastern Division shared this: <https://ned.fisheries.org/about-nedafs/procedures-manual/>
 - Others will be upload tot the AFS Google Drive folder:
https://drive.google.com/drive/folders/1pJByCMkgjls6Hy_pgs_EBssUEWujzijT?usp=sharing

Future AFS Annual Meeting

- Two open slots:

- 2023 Grand Rapids, MI
- 2024 Honolulu, HI
- 2025 TBD
- 2026 Columbus, OH
- 2027 TBD
- Hope to fill with Southern Division and Northeast/Canada
 - Pricing for Canada is high at the moment
 - Thought is to schedule a Southern Division location for 2025 in hopes Canada costs will be more reasonable in 2027

Annual Report Development for 2022

- What is helpful and appropriate?
- All AFS Units will be asked to participate in providing an activity report for Spokane
- Discussion of what is helpful and format
 - What have we done in the past? (written report, GB Reporting Tool)
 - Example of committee report through Google forms
- Old reporting tool was hard but not having anything is not good
- AFS will be working on how to get feedback from Units.

Annual Meeting

- Abstract has been extended
- Registration is open
- Full GB Saturday August 20, 2022 and incoming GB breakfast on Thursday, August 25, 2022.
- **Ned Taft Award**
 - Randy informed David Thorne of Fish Habitat Section (FHS) of the Taft Award to help advertise to their section membership as part of FHS co-sponsoring the Bioengineering Section symposium.
- **Digital Media**
 - Gordon did some clean up on the website to take down old material.
 - Please let Gordon know if addition clean up is needed
 - MailPoet is up and running, next will be to look into using it distribute BES communications, however there is a 1,000-contact limit and current list is around 700. More than 1000 would bump up to the next pay tier.
 - Dan will send Gordon the latest BES membership list to cross check with Joint Committee webinar list already in MailPoet to see how close to 1,000 we are with each list.
- **Committee Updates**
 - *Education Committee (Chair – Randy Beckwith)*
 - FPC2022 nature-like fishway symposium (RLF)

- Abstract deadline was March 31 and conference organizing committee should be sending abstracts shortly.
 - Session committee will meet once the abstracts are received.
 - AFS2022 bioengineering symposium
 - AFS abstract were submitted as of now.
 - Randy will send out dates/times for meeting with Session committee
 - Social “Meet and Greet” Event (update above)
- *Technology Committee*
 - No updates but coming out of the Governing Board Meeting Dan has some thought about expanding this committee to include other AFS Sections.
 - Dan to follow up with Tim Hogan on the idea
- *AFS-BES/ASCE-EWRI Joint Committee on Fisheries Engineering and Science (Chair – Kevin Mulligan)*
 - Fish passage conference planning is moving along, abstracts are being reviewed now.
 - Early registration ends April 30th.
 - Project and career award winners have been selected, not yet announced.
 - A webinar on the infrastructure bill from USFWS is being planned for some time in late May.
- *Resource Policy Committee (Liaison – Patrick O’Rourke)*
 - Senate EPW committee voted in favor of the Recovering America’s Wildlife Act
 - Dan, Patrick, and Marcin Whitman will to attend AFS planning meeting on Infrastructure Plenary and Panel at AFS Annual Meeting – Friday 4/15 2pm EST.
- **Bylaws**
 - *ACTION:* Dana to draft bylaws then pass to ExCom and Randy Shultz for review
 - No big updates but on radar and hope to have it done for Annual Meeting.
- **Administrative, Reporting**
 - It’s Back!! Some form of an annual report is in development for 2022
 - All AFS Units will be asked to participate in providing an activity report for Spokane
 - *ON HOLD ACTION:* Dan to bring up that the system is not able to handle adding section memberships mid-cycle when next opportunity arises.

- **Officer Elections 2022**
 - Announcement included in the upcoming networking/social event/information email to BES membership.
 - Keep track of who has been contacted with below spreadsheet:
 - <https://drive.google.com/drive/folders/196TkTSkGe26TUNReEIOW3Jz5NmYRjakr?usp=sharing>
 - Dana has a few leads on interested folks that he will continue to engage
 - Randy has a new person that might be interested and has some fish passage background so he will reachout.
 - Dan suggest to Dana and Randy that the ExCom could schedule a virtual information meeting for those with some interest get additional information without a commitment.
 - All were in agreement that Jessica would be great for President-Elect and support her nomination for the role if her personal and work life/schedules allow.

7. Conferences/Training Opportunities

- Joint Aquatic Sciences Meeting, Grand Rapids, Michigan, May 14-20, 2022
- World Fish Migration Day, May 21, 2022. <https://www.worldfishmigrationday.com/>
- Fish Passage 2022 – International Conference on River Connectivity, Pacific Northwest National Laboratory, Richland, Washington, June 13-16, 2022
- American Fisheries Society 2022, Spokane, Washington, August 21-25, 2022
<https://fisheries.org/events-page/future-afs-meetings/>
 - ***Fisheries Bioengineering: Innovative Improvements in Connectivity, Protection, and Habitat***
Organizers: Randy Beckwith, Marcin Whitman, Jenna Rackovan, and Dan Giza
 - ***Pros & Cons of Dam & Culvert Removals***
Organizers: Bob Hughes, Gary Whalen, Marybeth Brey, Helen Neville, Laura Wildman, Alison Coulter, Kevin Irons, and Nathan Lederman
 - ***Challenges in Protecting Fish and Shellfish at Cooling Water Intakes: Case Studies and Experiences Complying with the 2014 Clean Water Act 316(b) Rule***
Organizers: Jeff Thomas, Ron Heun, Dan Giza, Amy Hetherington, Brad Foss, Chris Gurshin, and Jennifer Mathia
 - ***Building Effective Policy Approaches for Current Fisheries Issues***

Organizer: Drue Winters, Jesse Trushenski, Susan Colvin, Helen Neville, Nathaniel Gillespie, Dana Postlewait, and Bob Hughes.

- Clean Currents 2022 (National Hydropower Association), Sacramento, California, October 18-20, 2022 <https://cleancurrents.org/>

8. Next Meeting

- Dan has a conflict with the current May 12 date and suggested same time on May 11th or 13th?
- Patrick will send out a meeting invite for May 11th 12-1pm ET and 9-10am PT

9. Adjourn -

Action Items

1. **Bills, bills, bills (Treasurer)**
 - On hold: Dan to bring up banking issue when next opportunity arises
 - On hold: Jessica open new bank account. Then will close BoA checking account.
2. **Ned Taft Award**
3. **Digital Media**
4. **Education Committee**
5. **Technology Committee**
6. **ASCE-EWRI Joint Committee Fisheries Engineering and Science**
7. **Resource Policy Committee**
8. **Bylaws**
 - Dana to draft bylaws then pass to ExCom and Randy Shultz for review
9. **Administrative, Reporting**
 - On hold: Dan to bring up that the system is not able to handle adding section memberships mid-cycle when next opportunity arises.
10. **Officer Elections 2022**

Completed Action Items (this period)

1. Jessica filed 2021 tax return with no issues
2. Tim circulated ideas for possible committee direction
3. Dropping action item to update/calendar as the Governing Board has not been focused on or even mention since Dan joining the meeting in 2020.