



Leadership Team Meeting Minutes
At Metro District - March 11, 2009

NEW COORDINATORS

The members were introduced to the new coordinators, Lynn Padgett and Jeff Litteral. They gave a brief background and description of how they would split up the duties. In general Lynn will deal with technical tasks and Jeff will work on the administrative tasks. This last election Lynn was elected county commissioner and has discovered that commitment is taking more time than she expected. To adjust for this change and keep her commitments she has proposed a dual sharing of this DSN Coordinator position with her husband Jeff Litteral.

He has worked in the monitoring field in Colorado and Kentucky the past 15 years. Together they will make a good team. Below is their approach to who would be the face of and in charge of each area.

COORDINATOR UPDATE

The initial tasks the Coordinators are working on are:

- Developing timesheet/billing/reporting procedures.
- Renewing the GS hosting contract
- Getting SPCURE and Barr Milton needs met to upload their data
- Getting the administrative end of our website all under the correct names, address, etc. Will need to work with TAC to determine new domain name.
- The CWQMC mailing address will be the Coordinators Office in Ridgeway and they have created a generic DSN email that will go directly to her. The email address is cdsn@mtngeogeek.com. Please use this address in the future to contact the Coordinators.

Lynn met with former Coordinator Sarah Sauter in December for three hours to go over fiscal accounting and budgeting procedures. She also attended an Uncompadre water

meeting. Many different groups were present. Sarah S. facilitated the meeting and is trying to bring these groups together to work on a common Watershed Protection Plan. Jeff has been working on the South Platte CURE data set. The first data set had 1,600 errors. He reported that he had just resolved all errors and up loaded the data set the evening before. Jim indicated that Jeff should send a printed copy of the data set to SP CURE with a disclaimer that they would sign after review of the data stating that they approve of the data that was up loaded. Jeff noted that Brown & Caldwell had been asked by its members to upload the data to the DSN for SP CURE until the individual members were trained on uploading their own data. He has been working with a Brown & Caldwell but apparently they do not have the tools needed to upload the data so Jeff is going take this on.

BUDGET

Lynn and Jeff did not have the information they need to provide a budget report yet. They will gather that information by next meeting. Jeff Crain, of the Watershed Assembly and fiscal agent for the Data Sharing Network (DSN) was present at this meeting and mentioned that contribution checks have been received from Metro and Thornton and that the final pay out had been received from the previous fiscal agent, Colorado Watershed Network.

Jeff C. discussed some fund raising ideas that he had previously discussed with Lynn. Lynn and Jeff will be making some recommendations on fundraising strategies. The current funding is sufficient to complete this fiscal cycle which ends in July. Fund raising should be initiated soon to secure funding for the next fiscal year.

CONTRACTS STATUS

Lynn wrote a Contract with Gold Systems for data hosting. The contract authorizes \$8,000 for hosting (eight months) and an additional \$2,000 contingency for other services that may come up. The contract was only set up through September in anticipation of the transition to WQX. WQX is the tool that replaces WebSim which uploads the data to STORET. WQX will be the tool to upload data to the new AWQMS (Ambient Water Quality Monitoring System) local data warehouse. The National Stored will remain intact and AWQMS will communicate directly with STORET. The transfer of the current DSN data set to the AWQMS local warehouse is anticipated to cost \$10,000. Gold Systems has signed the contract and Jeff C. signed the contract for CWA at the meeting.

MAP PROJECT

Barb has sent the Work Plan to Dan Beley requested for the map project grant application. Lynn now will work on getting a bid from Gold Systems for the map enhancement project.

Lynn reported that Gold Systems wants to move away from ARCIMS as a map access tool to a system that is a no cost public domain system such as Google Earth. The TAC will deal with this issue and Lynn will bring recommendations to the LT from TAC at a future meeting. Lynn discussed a “quick and easy” option of using ESRI which would

then put the data base and map on separate servers but would be very cost effective. Dan B. mentioned that he is working with a person at Google Earth for one of his projects and offered to set up a meeting with the Google Earth representative and the Coordinators and TAC representatives.

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Dan B. reported that there was a conference call to discuss field trips. He will send the LT members a list of some ideas and ask for comments and other ideas. A discussion followed that the Council needs to decide on their level of support and involvement. It was noted that there is a good representation of Monitoring Council members on the local Committee Planning Committee. The intent is to provide a DSN presentation at the 2010 conference in Denver and set up a display table.

LT RECRUITMENT

Barb contacted Matt Sares of Colorado GS and he stated that they are still interested in participating. He said he would talk to Erik Oerter regarding LT meeting attendance. Vic has not contacted Dave Kanser yet. Barb will be at the Arkansas Forum soon and will try to recruit someone from that basin for the LT.

TAC UPDATE

The TAC will continue to work on the map tasks and to upload data into DSN.

MENTORING COMMITTEE

The March 5th kick-off meeting for this committee was canceled because most of the members had conflicts. Vic will arrange another meeting date.

OUTREACH COMMITTEE

SWAP and DSN training sessions will resume in the fall.

Alice W. committed to putting an article into the Colorado Riparian Society Newsletter. Barb will send her some information she used for the Non-Point Source Newsletter. Lynn stated that she would be attending an Uncompadre Festival in June. She offered to set up a table.

WEBSITE

Lynn will be asking the Leadership Team for suggestions on enhancement of the website. You are encouraged to review the website and provide Lynn with your comments. Lynn will send out some ideas for a new domain name. The new domain will require a small \$10 licensing fee with an annual \$50 hosting cost.

ROUNDTABLE

No reports

NEXT MEETING

April 8, 2009 at 1:30 pm at a location TBA.

