



Meeting Minutes

Oregon Central Coast Forest Collaborative

Wildlife Subcommittee Meeting

01/08/24 2-3pm

Zoom

Attendees (in alphabetical order):

NAME	ORGANIZATION
Andy Geisler	American Forest Resources Council (AFRC)
David Eisler	Siuslaw Watershed Council (SWC)
Doug Heiken	Oregon Wild
Alyssa Bonini	Coordinator

Action Items:

WHAT	WHO	WHEN
Send a pdf of the approved December Wildlife Subcommittee meeting minutes with Cascade Pacific to post to the OCCFC website.	Coordinator	Complete
Share the subcommittee's initial list of questions for the USFS about USFWS's Barred Owl Removal Program with Supervisor Brooke in advance of the Collaborative group's February meeting.	Coordinator	Complete
Outstanding		
Ask Katie Isacksen for USFS's Region 6 draft carbon sequestration white paper and share with the Subcommittee.	Coordinator	January 2024
Look into whether USFS Region 3 partnered with state agencies to enact a trapping closure on public lands or acted unilaterally.	Paul Engelmeyer, Audubon	Ongoing

Minutes: by Alyssa Bonini, Coordinator

I. Welcome & Agenda Review

- The Coordinator welcomed Subcommittee members to the meeting and reviewed the agenda.

II. Refresh on December Meeting & Review Action Items

- The Subcommittee revisited action items and approved meeting minutes from its last meeting on December 11, 2023.
- The Coordinator will pdf the December meeting minutes and post to the OCCFC website.

Action Item: The Coordinator will send a pdf of the approved December 11 Wildlife Subcommittee meeting minutes with Cascade Pacific to post to the OCCFC website.

III. Discussion: U.S. Department of Fish and Wildlife Barred Owl Removal Program

- Wildlife Subcommittee requested space at this meeting to discuss the Barred Owl Removal Program, proposed by the U.S. Department of Fish and Wildlife (USFWS). The Subcommittee understands that the Siuslaw National

Forest (SNF) has not indicated whether or not the program will take place on SNF land, but members feel it is important to begin thinking about possible effects of this program in advance. Hope was expressed that Forest Service (USFS) staff will involve the Collaborative group in any potential future conversations about this program as it relates to the SNF.

- Doug Heiken, Oregon Wild, expressed concern about agencies taking a piecemeal approach to program implementation. He hopes that there is inter-agency communication and planning to implement the program at a regional scale.
- Andy Geissler, AFRC, is unaware of private landowner interest in the program, and suggested that Collaborative member, Paul Lulay (Hampton) might have a better sense. Andy will keep an ear open and share any feedback he receives from private landowners with this subcommittee.
- Members agreed that it would be helpful to have more information and clarity about whether USFWS or the USFS would have jurisdictional authority over how the Barred Owl Removal Program might be executed on the SNF.
- It was requested that SNF Supervisor Brooke clarify USFS's authority as it relates to the Barred Owl Removal program at the Collaborative group's February meeting. Initial questions from Subcommittee members to the USFS on this topic are below:

Questions for Supervisor Brooks relating to USFWS's Barred Owl Removal Program on the SNF

1. What is SNF's interest in this program?
 2. At what level might USFS decisions about this program made, if at all? Forest level? Regional? Washington Office?
 3. What should USFS be ready to think/talk about regarding this program in the future?
 4. If USFWS move forward with this program on the SNF, would USFS be responsible for issuing special use permits?
 5. If the SNF is involved with Barred Owl removal, will they contract in-house or outside? If outside, what would the selection process look like?
 6. If this program takes place on the SNF, will there be a public education component? The subcommittee hopes to avoid "open season" for owls.
 7. Could USFS do anything to prevent incidental take of Spotted Owl (e.g. due to accidental misidentification)?
 8. Is this a topic that has come up with the Regional Interagency Executive Council (RIEC)?
 9. Where does funding come from for this Barred Owl removal program? How would this program be funded on the SNF? USFS or Fish and Wildlife? Both?
- The Coordinator will share the questions above with Supervisor Brooke in advance of the February Collaborative group meeting.

Action Item: Coordinator will share the Subcommittee's initial list of questions for the USFS about USFWS's Barred Owl Removal Program with Supervisor Brooke in advance of the Collaborative group's February meeting.

- The Subcommittee agreed that it would be helpful to understand the jurisdictional authority of USFS and USFWS as it relates to possible future implementation of the Barred Owl Removal Program on the Siuslaw National Forest.

IV. Wrap-Up & Next Steps

- The Coordinator wrapped up the meeting and reviewed action items.
- The Subcommittee will hold its next meeting on **Monday, February 12 from 2-3pm on Zoom.**

The meeting was adjourned.



Meeting Minutes
Oregon Central Coast Forest Collaborative
Wildlife Subcommittee Meeting
02/12/24 2-3pm
Zoom

Attendees (in alphabetical order):

NAME	ORGANIZATION
Andy Geisler	American Forest Resources Council (AFRC)
Katie Richardson	U.S. Forest Service
Eric Andersen	U.S. Forest Service
Alyssa Bonini	Coordinator

Action Items:

WHAT	WHO	WHEN
Send a pdf of the approved January Wildlife Subcommittee meeting minutes with Cascade Pacific to post to the OCCFC website.	Coordinator	March 11, 2024
Outstanding		
Ask Katie Isacksen for USFS's Region 6 draft carbon sequestration white paper and share with the Subcommittee.	Coordinator	January 2024
Look into whether USFS Region 3 partnered with state agencies to enact a trapping closure on public lands or acted unilaterally.	Paul Engelmeyer, Audubon/Oregon Bird Alliance	Ongoing

Minutes: by Alyssa Bonini, Coordinator

I. Welcome & Agenda Review

- The Coordinator welcomed Subcommittee members to the meeting and reviewed the agenda.

II. Refresh on December Meeting & Review Action Items

- The Subcommittee approved meeting minutes from its last meeting on January 8, 2023.
- The Coordinator will pdf the January meeting minutes and work with Cascade Pacific post to the OCCFC website.

Action Item: The Coordinator will send a pdf of the approved January 11 Wildlife Subcommittee meeting minutes with Cascade Pacific to post to the OCCFC website.

III. Discussion: U.S. Department of Fish and Wildlife Barred Owl Removal Program

- Wildlife Subcommittee requested space at this meeting to discuss the Barred Owl Removal Program, proposed by the U.S. Department of Fish and Wildlife (USFWS). Katie Richardson, USFS attended to discuss the program from the Forest's perspective and clarify where the line is between USFS and USFWS jurisdictional authority.
- Andy Geisler (AFRC) asked Katie if she would share USFS's perspective on the program and what it might mean in the context of the Siuslaw National Forest.
- While Katie explained that USFS manages habitat, while USFWS manages populations and noted that Barred Owl removal is population management. USFS does occasionally make exceptions and invests in mitigation

measures, such as when USFS invested in corvid removal on the Oregon Dunes as a snowy plover mitigation measure.

- Presently, USFWS is making recommendations for how the USFS can help the Northern Spotted Owl, which will be considered at the regional level between USFS Regions 5 and 6.
- Katie shared the Subcommittee's questions about the Barred Owl Removal Program with the Director of Biophysical Resources, who appreciated knowing where the public had concerns and where communications about this program would be appreciated in the future.
- USFWS's Environmental Impact Statement is not yet finalized.
- USFS will update the Collaborative on this topic as they receive updates from the Region on the status of the program.

Questions for Supervisor Brooks relating to USFWS's Barred Owl Removal Program on the SNF

1. What is SNF's interest in this program?
2. At what level might USFS decisions about this program made, if at all? Forest level? Regional? Washington Office?
3. What should USFS be ready to think/talk about regarding this program in the future?
4. If USFWS move forward with this program on the SNF, would USFS be responsible for issuing special use permits?
5. If the SNF is involved with Barred Owl removal, will they contract in-house or outside? If outside, what would the selection process look like?
6. If this program takes place on the SNF, will there be a public education component? The subcommittee hopes to avoid "open season" for owls.
7. Could USFS do anything to prevent incidental take of Spotted Owl (e.g. due to accidental misidentification)?
8. Is this a topic that has come up with the Regional Interagency Executive Council (RIEC)?
9. Where does funding come from for this Barred Owl removal program? How would this program be funded on the SNF? USFS or Fish and Wildlife? Both?

IV. Wrap-Up & Next Steps

- The Coordinator wrapped up the meeting and reviewed action items.
- The Subcommittee will hold its next meeting on **Monday, March 11 from 2-3pm on Zoom.**

The meeting was adjourned.



Meeting Minutes

Oregon Central Coast Forest Collaborative

Wildlife Subcommittee Meeting

03/19/24 10-11am

Zoom

Attendees (in alphabetical order):

NAME	ORGANIZATION
Andy Geisler	American Forest Resources Council (AFRC)
Paul Engelmeyer	Oregon Bird Alliance
Eric Andersen	USFS
Alyssa Bonini	Coordinator

Action Items:

WHAT	WHO	WHEN
Send pdf of approved February Wildlife Subcommittee meeting minutes to Cascade Pacific to post to the OCCFC website.	Coordinator	Complete
Email Coordinator a link to the Coho Salmon Recovery Plan to cite at ZOA 3.	Paul Engelmeyer	Complete
Circulate a clean, final draft Beaver Habitat ZOA document with Subcommittee members and draft meeting minutes in the next week.	Coordinator	3/25/24
Outstanding		
Look into whether USFS Region 3 partnered with state agencies to enact a trapping closure on public lands or acted unilaterally.	Paul Engelmeyer, Audubon/Oregon Bird Alliance	Complete

Minutes: by Alyssa Bonini, Coordinator

I. Welcome & Agenda Review

- The Coordinator welcomed Subcommittee members to the meeting and reviewed the agenda.
- Paul Engelmeyer, Oregon Bird Alliance, has noticed spraying operations that are followed by rain events and asked Eric Andersen, USFS, if he had any information about the effects of herbicide runoff on roadside and downstream habitat. Eric encouraged Paul to bring this question up with USFS botanist, Chelsea Monks, or at the next Herbicides and Invasives Subcommittee meeting.
- Eric left the meeting to give the Subcommittee a chance to focus on revising its draft ZOAs on Beaver habitat.

II. Review February Meeting Notes & Review Action Items

- The Subcommittee approved meeting minutes from its last meeting on February 12, 2023.
- The Coordinator will pdf the February meeting minutes and work with Cascade Pacific post to the OCCFC website.

Action Item: The Coordinator will send a pdf of the approved February Wildlife Subcommittee meeting minutes to Cascade Pacific to post to the OCCFC website.

III. Address Beaver ZOA Feedback

- The Wildlife Subcommittee reviewed the feedback that the full Collaborative Group provided on the draft Beaver Habitat ZOAs that it provided at its February 9 meeting. They considered relevant sources that could be cited within the ZOAs, based on feedback from the full Collaborative Group. Each ZOA was inspired by language found in the Adaptation Partners Climate Adaptation Library, which is linked in the first clause of the ZOA document.
- The Subcommittee incorporated the Collaborative Group's proposed changes and made additional revisions to the following ZOAs:
 - o **ZOA 2, Priority Species:** Interest was expressed in including language signaling the Collaborative's support of designating Beaver as a "species of conservation concern" in future USFS policy guidance. However, it was decided that including specific policy language in the ZOAs is premature at this time. The Subcommittee instead added language that represents the Collaborative's high value of Beaver as a species and on the landscape, and that encourages the Siuslaw National Forest to assign equally high value to Beaver on future policy decisions and NEPA projects.
 - o **ZOA 3, Associated Species:** Paul suggested adding a citation to the Coho Salmon Recovery Plan to ZOA 3.

Action item: Paul will email Coordinator a link to the Coho Salmon Recovery Plan to cite at ZOA 3.

- o **ZOA 8, Water Resources and Infrastructure:** The Subcommittee removed the word "disturbance" for vagueness.
 - o **ZOA 11, Projects:** The Subcommittee updated ZOA 11 to recommend that the SNF consider incorporating Beaver habitat needs into its selection criteria.
- The Subcommittee did not feel that further revisions or edits are needed and were comfortable sending the ZOA document back to the full Collaborative Group for reconsideration and to test consensus at an upcoming meeting.
- The Coordinator congratulated members on their perseverance and hard work on the ZOA document. She will incorporate the changes made during this subcommittee meeting and circulate a final, clean draft document with the meeting minutes in the next week.

Action Item: The Coordinator will circulate a clean, final draft Beaver Habitat ZOA document with Subcommittee members and draft meeting minutes in the next week.

IV. Wrap-Up & Next Steps

- The Coordinator wrapped up the meeting and reviewed action items.
- The **Subcommittee will postpone its April meeting** until the full Collaborative has reviewed the updated Beaver Habitat ZOA draft.

The meeting was adjourned.



Meeting Minutes

Oregon Central Coast Forest Collaborative
Wildlife Subcommittee Meeting
07/08/24 2:00 – 3:00 p.m.
Zoom

Attendees (in alphabetical order):

NAME	ORGANIZATION
Andy Geissler	American Forest Resources Council (AFRC)
Chandra LeGue	Oregon Wild
Dave Eisler	Siuslaw Watershed Council
Paul Lulay	Hampton Lumber
<i>Dani Jochums</i>	<i>Coordinator</i>
<i>Anna Shepherd</i>	<i>Coordinator</i>

Action Items:

WHAT	WHO	WHEN
Reach out to USFS to request clarity on roles and expectations regarding documentation for how the ZOAs provided by The Collaborative are addressed.	The Coordinator	
Start a document using the suggested draft ZOA topic for the group to use as a starting point to collaborate.	The Coordinator	Complete

Minutes: by Anna Shepherd, Coordinator

I. Welcome & Agenda Review

The Coordinator welcomed the group and introduced Anna Shepherd with Triangle, who will be supporting the group as Alyssa Bonini transitions to parental leave in August. The group members then introduced themselves. The Coordinator then took a moment to acknowledge the group's accomplishment in the completion of the Beaver Zones of Agreement (ZOAs).

II. Review March Meeting Notes & Review Action Items

The group approved the March meeting notes and reviewed the action items. Dave Eisler, Siuslaw Watershed Council, reminded the group that the vegetation management discussion from the Roads Subcommittee was moved to a separate forum focused on use of chemical treatments and pesticides. Dave clarified that this conversation is not intended to produce Zones of Agreement, and that in his opinion it is best not to engage the whole Collaborative in this area. He also noted that Chelsea Monks with United States Forest Service (USFS) is engaged with the group on this topic and is developing the Siuslaw National Forest Policy in this area.

Chandra LeGue, Oregon Wild, asked what the next steps are for the Beaver ZOAs, and what the expectations are for how USFS will respond. The Coordinator responded that there is no written agreement with USFS regarding how the ZOAs will be considered or addressed, but the understanding is that USFS will review and provide feedback on how the ZOAs fit into their scope of work and will consider this when developing their next Environmental Assessment or other project. The Coordinator said that she would reach out to USFS to request

clarity on roles and expectations regarding documentation for how the ZOAs provided by the Collaborative are addressed, as per the strategic goals adopted by the OCCFC for 2024.

Action Item: The Coordinator will reach out to USFS to request clarity on roles and expectations regarding documentation for how the ZOAs provided by the Collaborative are addressed.

III. **Generate ZOA Topics of Interest**

The Coordinator reviewed the potential ZOA topics that were shared during the June 2023 Wildlife Subcommittee meeting:

- I. Threatened / Endangered Species
- II. Wildlife Habitat
- III. Non-ESA Species

The Coordinator then asked the group whether they would like to focus on these or propose new topics. Dave shared that all three topics are critical and prioritizing one would be difficult. Andy Geisler, American Forest Resources Council, noted that Topic #2 would not be anticipated to be controversial as it represented standard practices for USFS currently. He suggested that this may be an opportunity for the group to establish new ZOAs with minimal challenges. Paul Lulay, Hampton Lumber, shared support for choosing a topic that would enable timely results and help USFS get more work done.

Chandra agreed with the sentiments shared by Andy and Paul, but shared a question regarding what the value would be to the USFS if the practices that would result from new ZOAs are already in place. She suggested that more specificity around how ZOAs on this topic could benefit wildlife would be needed. Chandra expressed preference for Topic #3, noting the potential for better inclusion of information regarding how to build habitat connectivity. She also noted that this would tie in with the upcoming science panel on connectivity. Dave expressed agreement with Chandra's points regarding the value for USFS and the benefits of the topic being interconnected with multiple priority issues. He also added that the discussions which would fit within Topic #2 also need to be held, and could potentially involve a level of controversy, and cautioned against the assumption that there would be no challenge involved with that topic.

The group then discussed the best approach to Topic #2 and agreed that it would be most productive to focus on specific areas where discussion and agreement is needed, rather than focusing on the areas where agreement already exists. Chandra suggested that specific areas of discussion could include more specific statements on wildlife impacts and benefits. Regarding Topic #3, the group agreed that discussions under this topic may be more relevant to the USFS's scope of work. The group then discussed the advantages of taking a species-specific approach to creating ZOAs, and Andy noted that developing the Beaver ZOAs was beneficial in the discussion of riparian management with USFS. In general, the group agreed that while species-specific targets are helpful in focusing the work, the purpose of a ZOA in general is to be higher level to inform USFS planning processes. ZOAs should also include clear guidance on the expected outcomes of specific actions.

Paul suggested that the group merge Topics 2 and 3 to create ZOAs with sub-goals. The group agreed that sub-goals should be specific enough to provide meaningful input to USFS and discussed the importance of including the impacts of thinning treatments in riparian areas, as well as connectivity as important topics for discussion. Dave suggested including impacts from climate change among the discussions. The group discussed the importance of keeping ZOA discussions aligned with the goals and priorities of the USFS (i.e. accelerating late seral habitat) and members noted that part of the group's role is to provide community feedback for USFS to consider in their pursuit of this goal.

Paul provided this suggested draft language to combine topics 2 and 3 for the group to work from:

Topic: Vegetation Treatments to Further Forest Goals of Habitat Creation first sentence: The main tool the USFS uses to modify vegetation for the long-term improvement of habitat is commercial thinning

activities. The revenue generated from these activities also fund stewardship projects. These ZOAs are intended to provide feedback on these commercial thinning activities.

The group agreed that this was a good starting point to move forward and edit as the scope of the ZOAs was developed further. The Coordinator said that she would start a document using the suggested draft ZOA topic that the group could use to further develop and refine ideas.

Action Item: The Coordinator will start a document using the suggested draft ZOA topic for the group to use as a starting point to collaborate.

IV. Wrap-Up & Next Steps

The Coordinator wrapped up the meeting and reviewed action items. The next meeting will be held on Monday, August 12th, from 2:00 – 3:00 p.m.

The meeting was adjourned.



Meeting Minutes

Oregon Central Coast Forest Collaborative

Wildlife Subcommittee Meeting

08/12/24 2:00 – 3:00 p.m.

Zoom

Attendees (in alphabetical order):

NAME	ORGANIZATION
Andy Geissler	American Forest Resources Council (AFRC)
Chandra LeGue	Oregon Wild
Paul Engelmeyer	Oregon Bird Alliance
Dani Jochums	Coordinator
Anna Shepherd	Coordinator

Action Items:

WHAT	WHO	WHEN
Share the full Point Blue presentation with the Coordinator	Paul Engelmeyer	8/30
Look into the current policy on dead wood in the SNF	The Coordinator and Paul Engelmeyer	8/30
Share the 1996 analysis of roads with the Coordinator for distribution to the OCCFC	Paul Engelmeyer	8/30

Minutes: by Dani Jochums, Coordinator

I. Welcome & Agenda Review

The Coordinator welcomed the group and reviewed the agenda for the meeting. The Coordinator asked for approval of the July meeting notes. The group approved the July meeting notes.

II. Review Materials from July Session

The Coordinator walked the group through highlights of the discussion captured in the July Meeting Minutes, including the final decision to focus on the topic of vegetation treatments in the next set of Zones of Agreement for the Wildlife Subcommittee. The Coordinator also shared the Wildlife ZOAs Working Document and drew attention to activity that had happened in the document since it was sent out following the July meeting.

III. Wildlife ZOAs

The group transitioned into open discussion of the topics mentioned in the Wildlife ZOAs Working Document, editing the document together. A copy of the Wildlife ZOAs Working Document in its version immediately following the August 12th meeting is [available here](#).

Chandra LeGue, Oregon Wild, raised the need to ensure a focus on wildlife in the ZOAs and asked the group what wildlife would be the focus of this set of ZOAs. She added that she agreed with some of the points provided in comments in the document by Paul Engelmeyer, Oregon Bird Alliance, and thought that they could be elaborated upon to turn them into points of agreement.

Paul E. cited Point Blue as a resource for reference and spoke to his concerns related to the draft thinning statements. He said that he would share the full Point Blue presentation with the Coordinator.

Action item: Paul E. to share the full Point Blue presentation with the Coordinator.

Paul E. explained the comments he left in the draft document and connected them to research he had come across in the past. One of his points of concern was related to dead wood in the Siuslaw National Forest (SNF). After some discussion on the current policy on dead wood on the forest floor in the SNF, the Coordinator suggested that the Coordinators and Paul E. could look more into the current policy on dead wood in the SNF.

Action item: Coordinators and Paul E. to look into the current policy on dead wood in the SNF.

The group continued working through comments that Chandra and Paul E. had left in the document, discussing topics including road decommissioning, how windfall potential should be factored into thinning decisions, and the structure of the ZOAs' content.

The group decided to further narrow the topic of the ZOAs to *Vegetation Treatments to Further Forest Goals of Late Seral Habitat Connectivity*.

The group agreed to think further about the scope of the ZOAs and the types of agreements they wanted to focus on. Paul E. highlighted a 1996 analysis on roads that he wanted the group to review together in the next meeting. He agreed to share the 1996 analysis of roads with the Coordinator for distribution to the OCCFC.

Action item: Paul E. to share the 1996 analysis of roads with the Coordinator for distribution to the OCCFC.

IV. Wrap-Up & Next Steps

The Coordinator wrapped up the meeting and reviewed action items. The next meeting will be held on Monday, September 9th, from 2:00 – 3:00 p.m.

The meeting was adjourned.



Meeting Minutes

Oregon Central Coast Forest Collaborative

Wildlife Subcommittee Meeting

09/09/24 2:00 – 3:00 p.m.

Zoom

Attendees (in alphabetical order):

NAME	ORGANIZATION
Andy Geissler	American Forest Resources Council (AFRC)
Chandra LeGue	Oregon Wild
Paul Engelmeyer	Oregon Bird Alliance
Dani Jochums	Coordinator
Anna Shepherd	Coordinator

Action Items:

WHAT	WHO	WHEN
Send key connectivity resources for the Coordinator's compilation.	Subcommittee members	9/20/24
Review each other's resources.	Subcommittee members	10/7/24

Minutes: by Dani Jochums, Coordinator

I. Welcome & Agenda Review

The Coordinator welcomed the group and reviewed the agenda for the meeting.

II. Wildlife ZOAs

The group moved into a review of the Wildlife ZOAs Working Document. The Coordinator reiterated that the brainstorming document is a place to share ideas.

Chandra mentioned that having some external structure or deadline would be helpful to drive the process forward. Andy agreed that some timing aspiration would be helpful.

Chandra suggested discussing topics related to the Wildlife ZOAs at the next full group meeting with USFS staff present. Suggested topics included sharing general agreement by the wildlife subcommittee about a ZOA on connectivity, seeing where USFS thinks statements of agreement would be helpful, inquiring about what questions USFS is grappling with around connectivity, learning more about what management activities they are considering changes around, identifying the appropriate level of analysis for connectivity, and discussing potential ideas to have a pilot area for each project where Collaborative members could demonstrate thinking around connectivity to the USFS.

Chandra also asked the group which species would be a focus of the connectivity ZOAs and said that one direction the statements could take is looking at what other species might benefit from deferrals.

Paul highlighted new research coming out looking at thinning and impacts on climate that that could be incorporated in the ZOAs. Discussion followed about how USFS approaches looking at management actions through different lenses. Collaborative members shared their different perspectives on interpretation of science around impacts from forest management actions. Paul shared his interpretation of a 1995 science paper on connectivity with the group as a key part of his perspective.

The Coordinator suggested that, to move forward with a common understanding, the Subcommittee members send her the key papers or resources that inform their perspectives related to the topic of connectivity. She outlined potential next steps that Subcommittee members agreed to. Subcommittee members will send key connectivity resources for the Coordinator's compilation and ask USFS staff at the OCCFC September full meeting questions related to interests on the ZOAs.

Action item: Subcommittee members will send key connectivity resources for the Coordinator's compilation.

Additionally, the Subcommittee members will review each other's resources and reconvene at the October Wildlife Subcommittee meeting to discuss USFS response to questions at the September meeting and the key Subcommittee member resources on connectivity.

Action item: Subcommittee members will review each other's resources.

III. Wrap-Up & Next Steps

The Coordinator wrapped up the meeting and reviewed action items. The next meeting will be held on Monday, October 7, from 2:00 – 3:00 p.m.

The meeting was adjourned.